

CITY OF SALINAS, CALIFORNIA

200 Lincoln Avenue, Salinas, CA 93901



ADOPTED OPERATING BUDGET

for fiscal year

July 1, 2009 – June 30, 2010

CITY COUNCIL

Dennis Donohue, Mayor
Sergio Sanchez, Councilmember District 1
Tony Barrera, Councilmember District 2
Janet Barnes, Councilmember District 3
Gloria De La Rosa, Councilmember District 4
Steven Villegas, Councilmember District 5
Jyl Lutes, Councilmember District 6

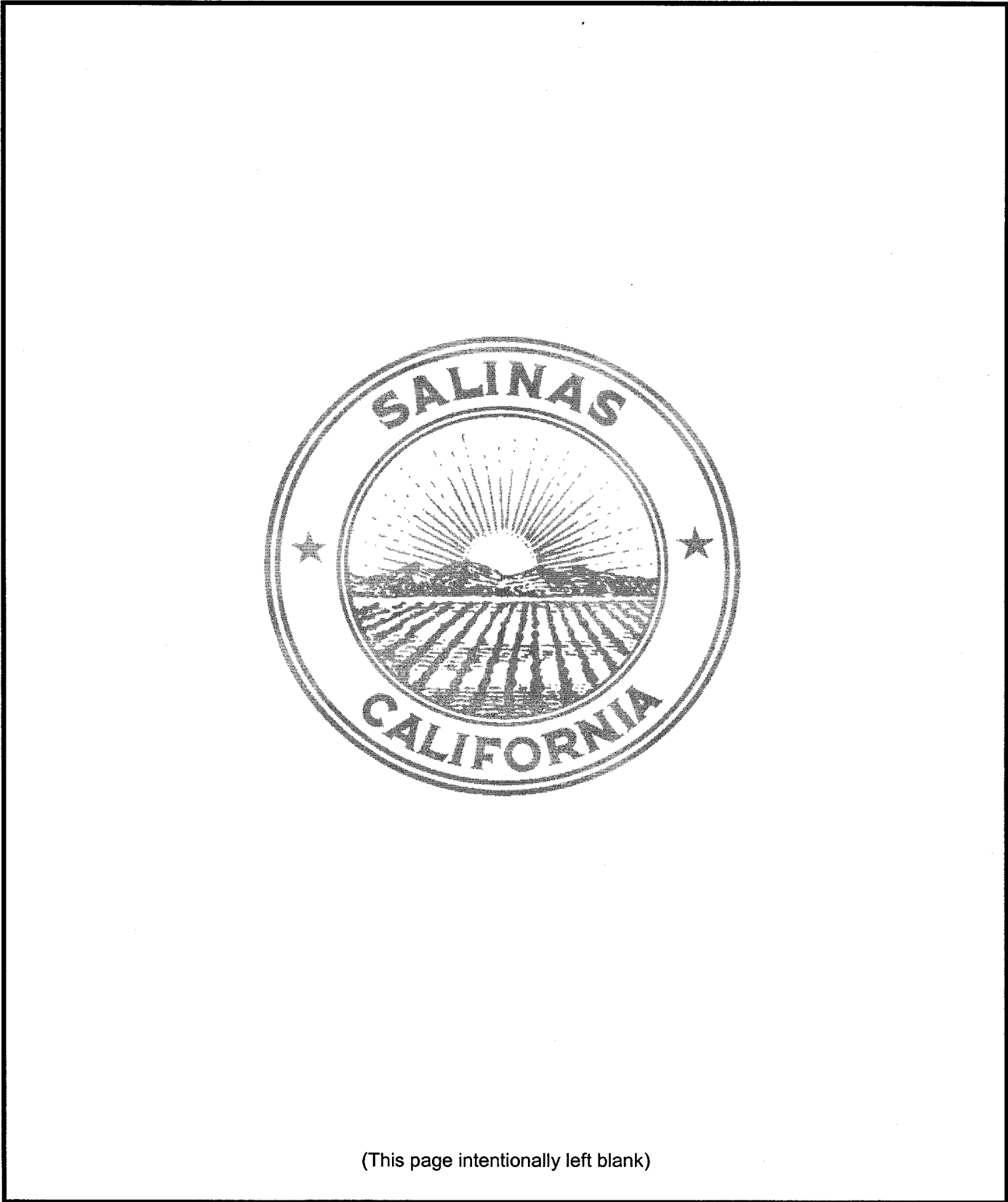
Submitted by

CITY MANAGER

Artie Fields

EXECUTIVE MANAGEMENT TEAM

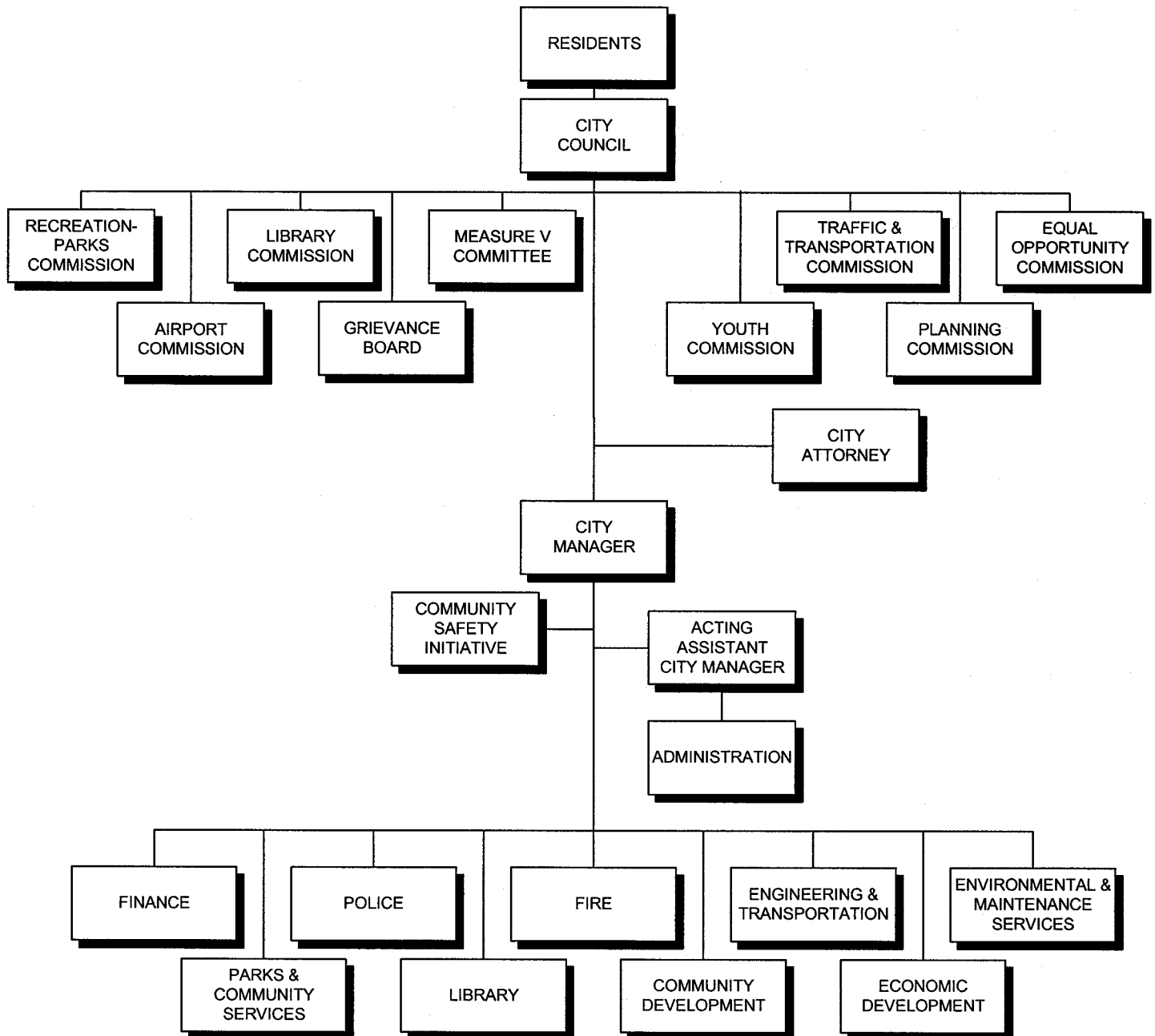
Teri Silva, Acting Assistant City Manager
Vanessa Vallarta, City Attorney
Alan Stumpf, Community Development Director
Jeffrey Weir, Economic Development Director
Rob Russell, Engineering & Transportation Director
Denise Estrada, Environmental & Maintenance Service Director
Tom Kever, Finance Director
Kim Raddatz, Fire Chief
Elizabeth Martinez, Library Director
Jim Pia, Parks and Community Services Director
Louis Fetherolf, Police Chief



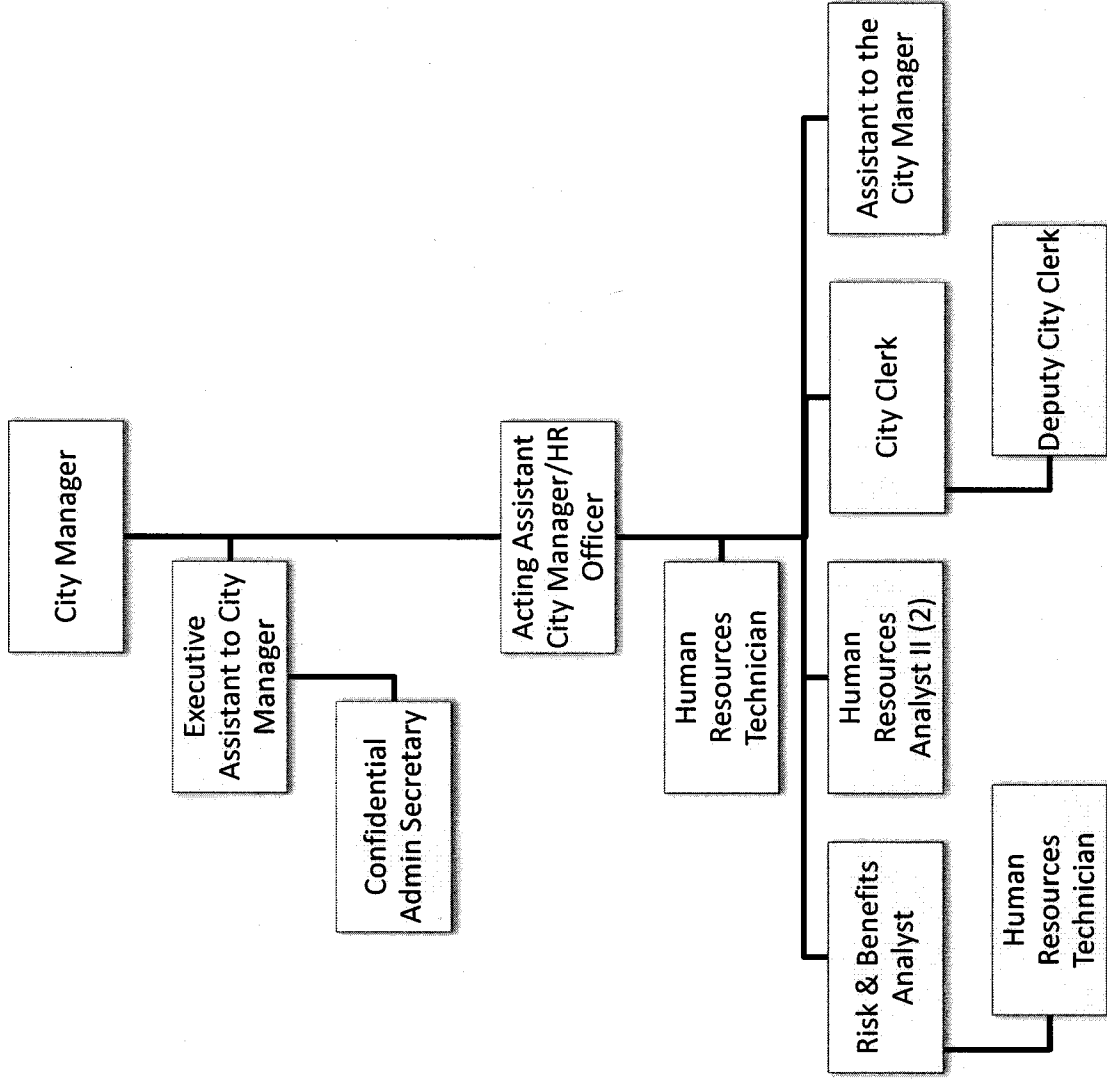
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CITY OF SALINAS

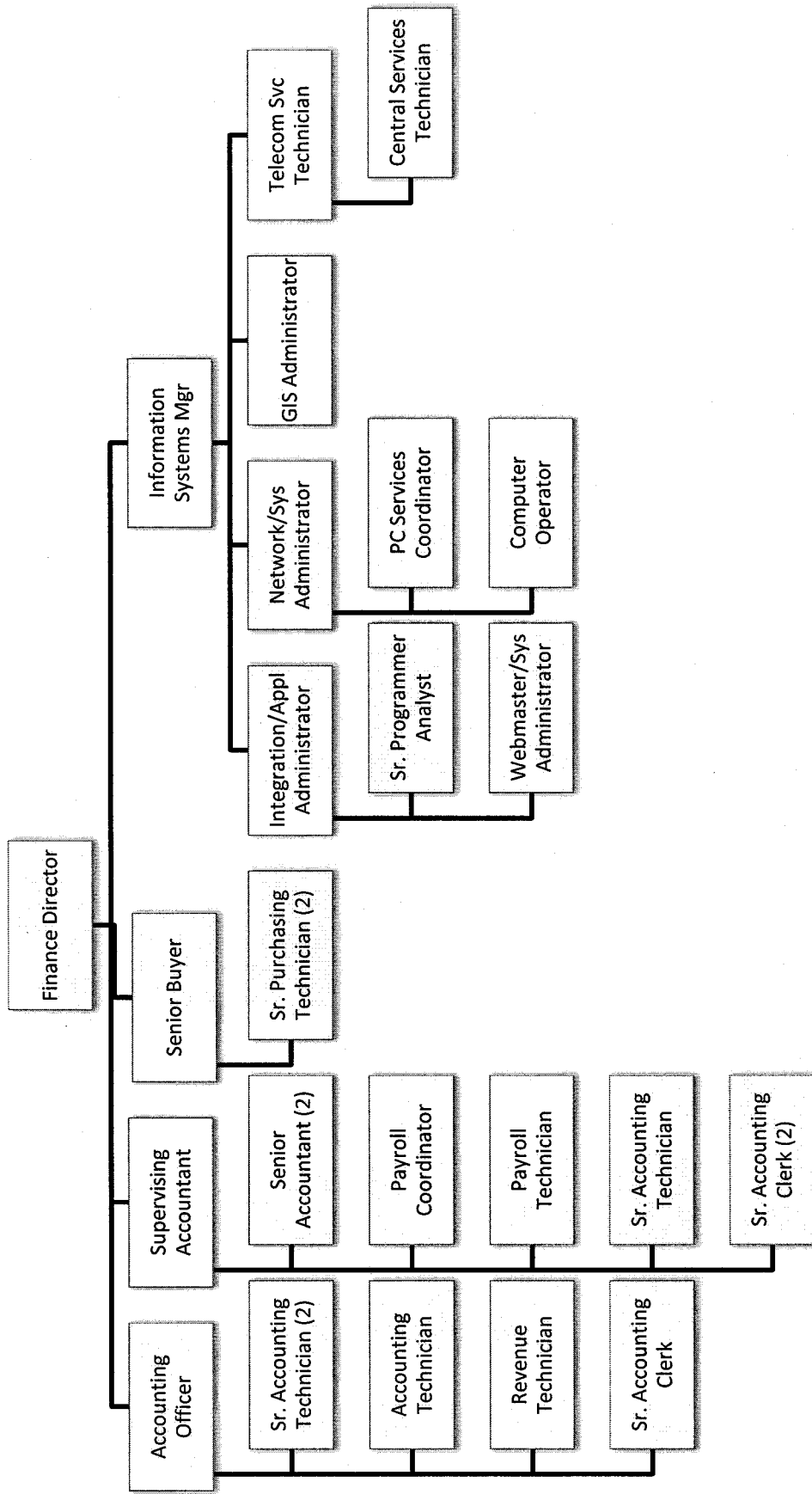
Organization Chart



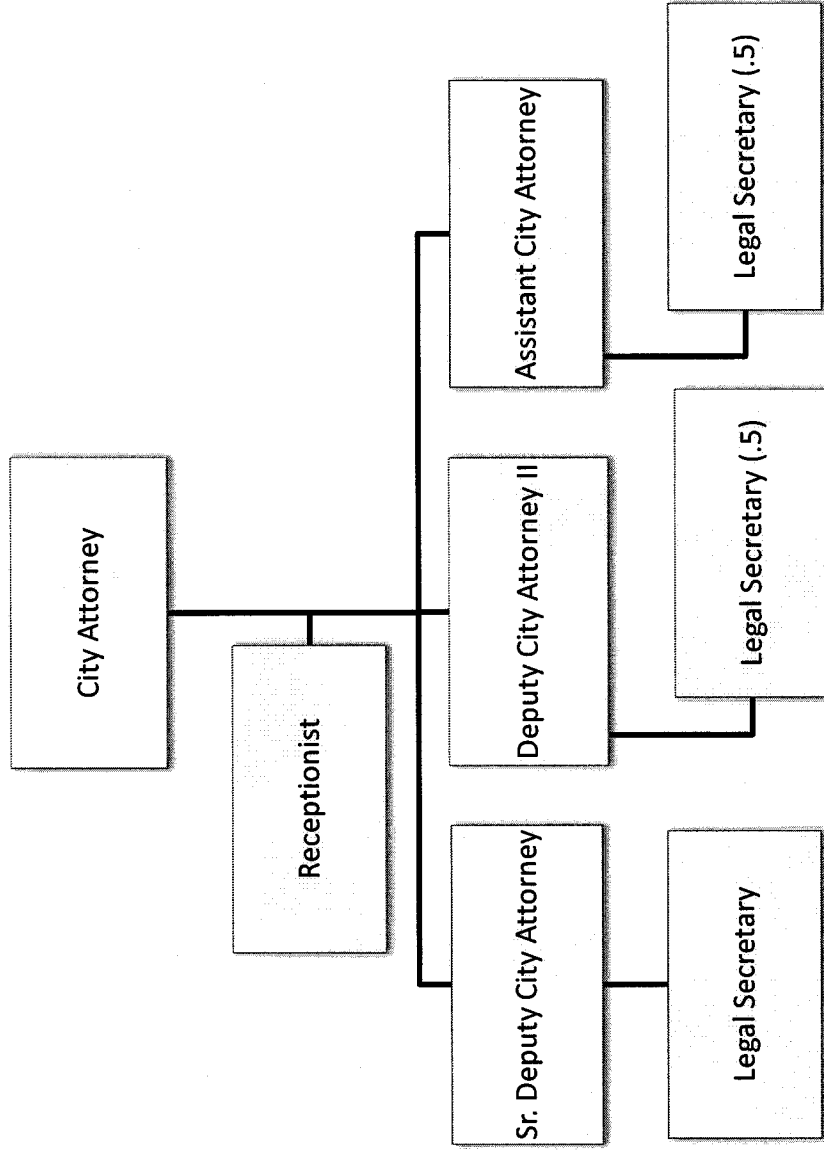
Administration Department



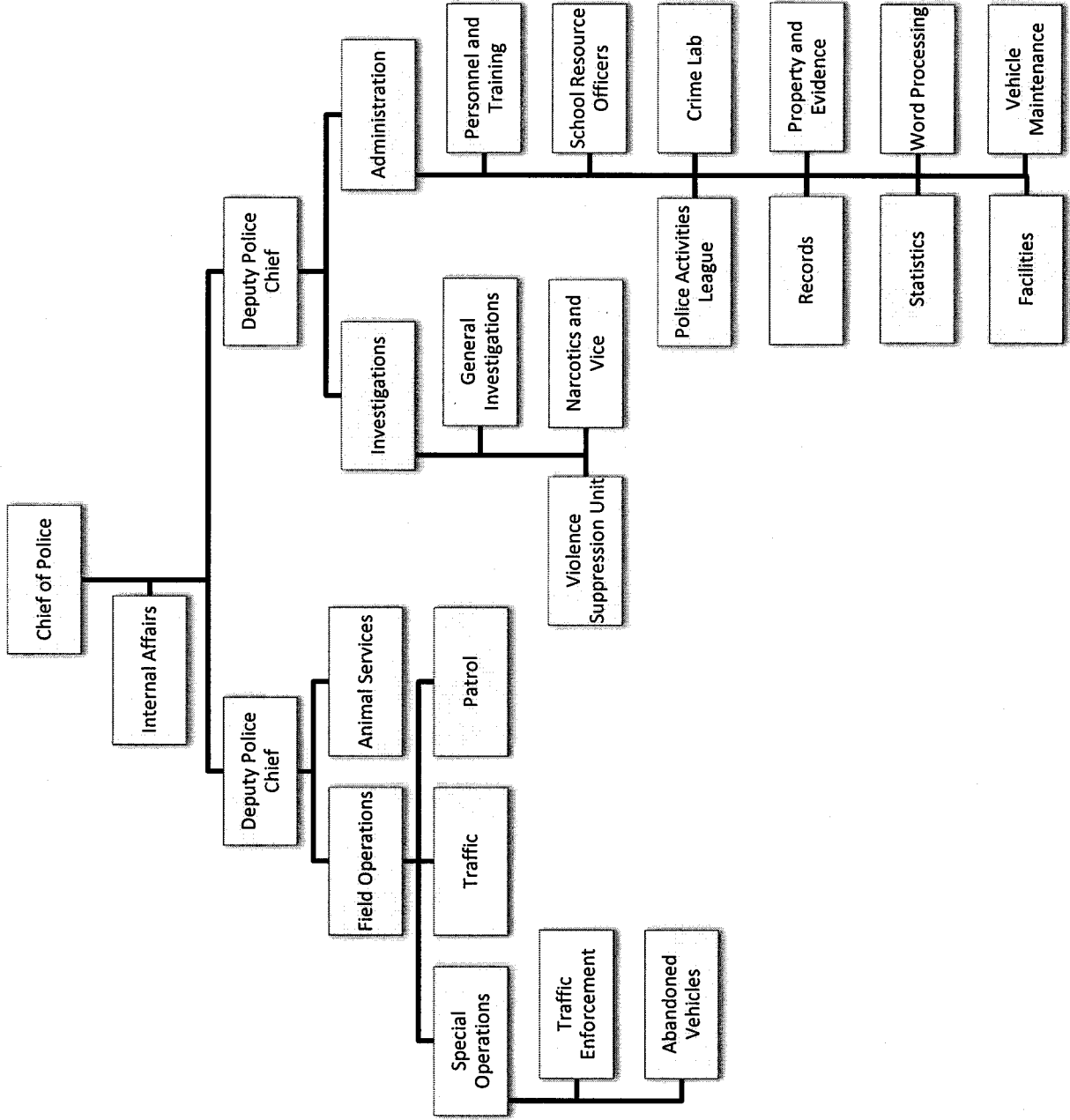
Finance Department



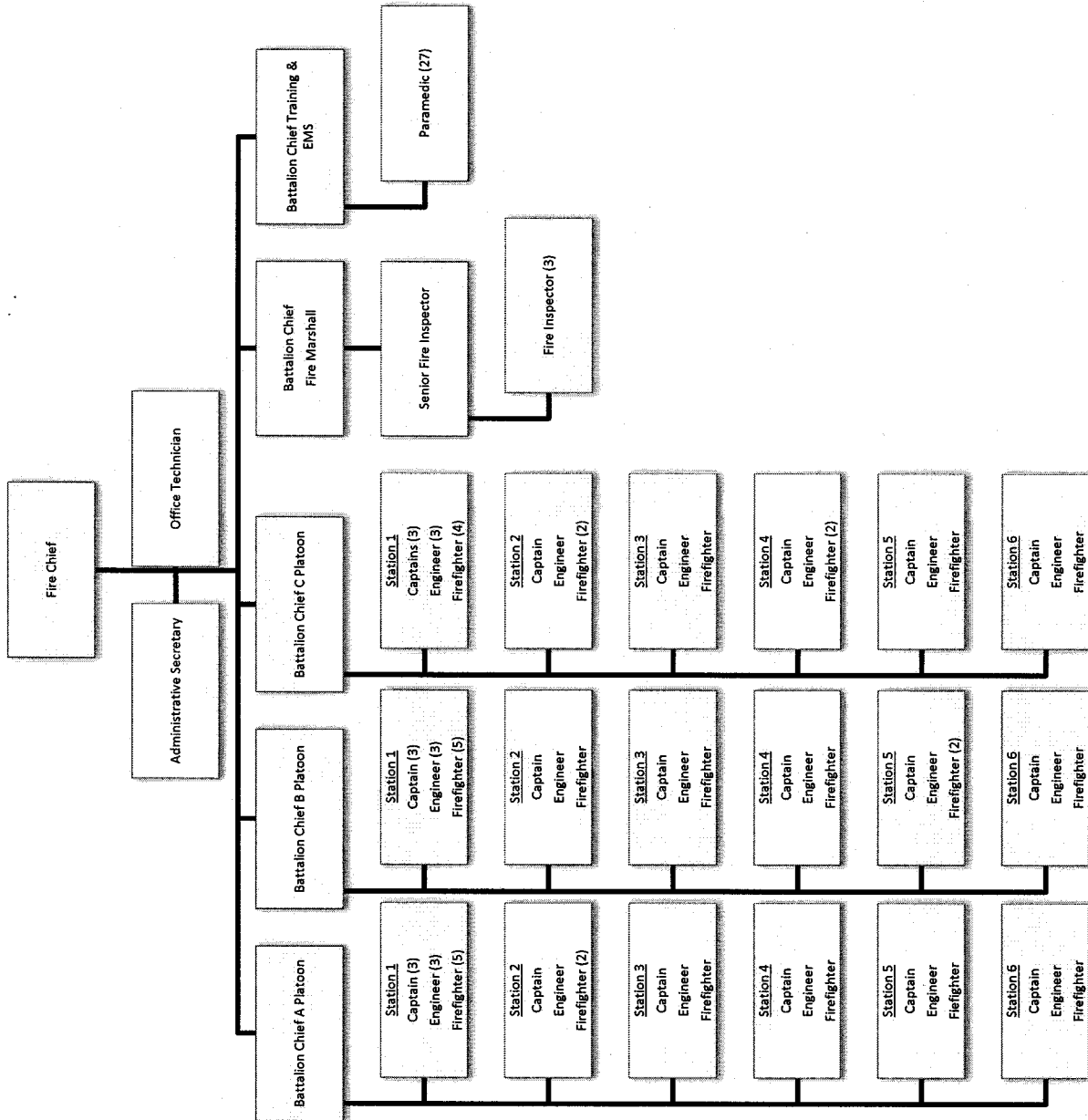
Legal Department



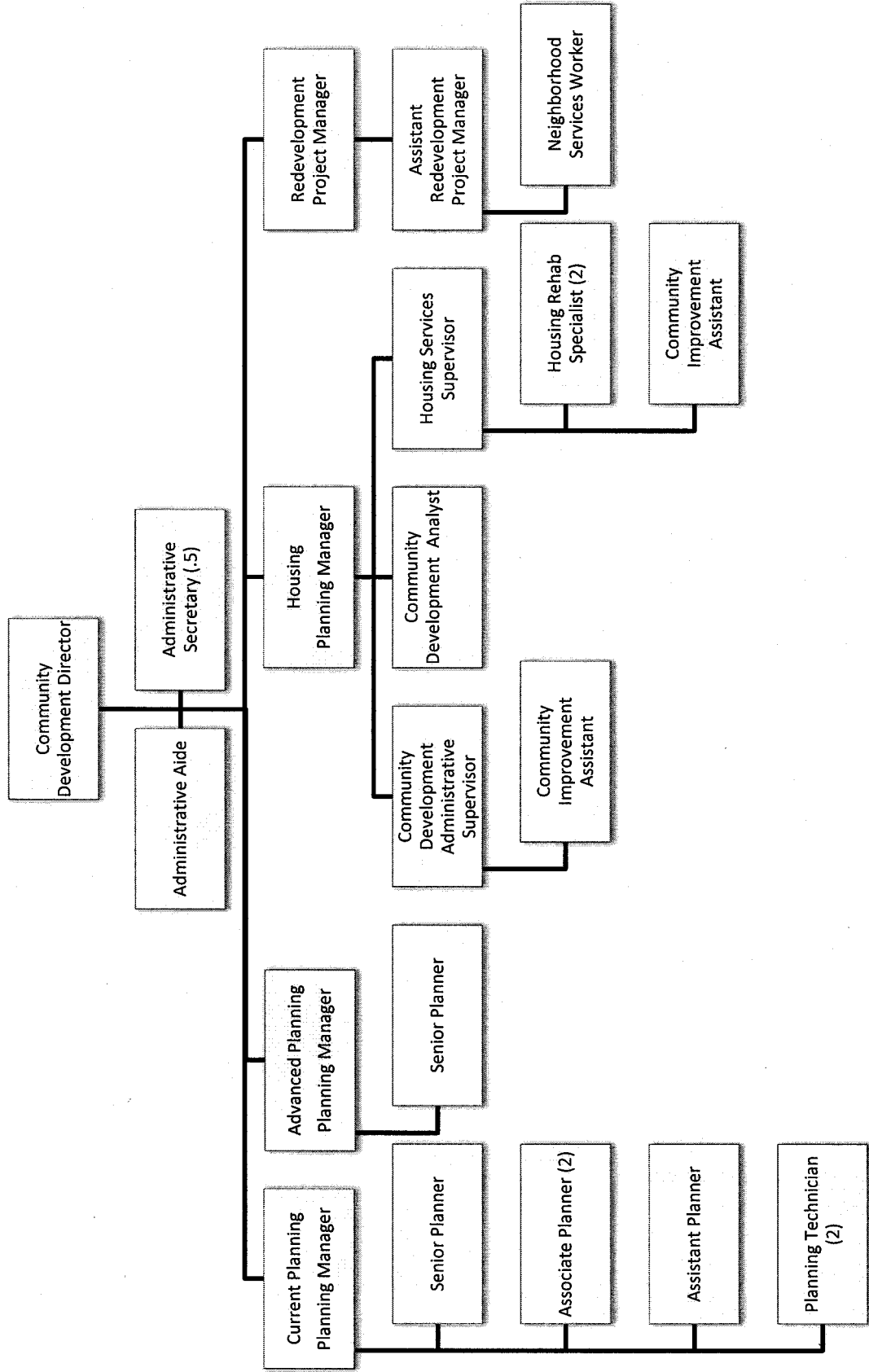
Police Department



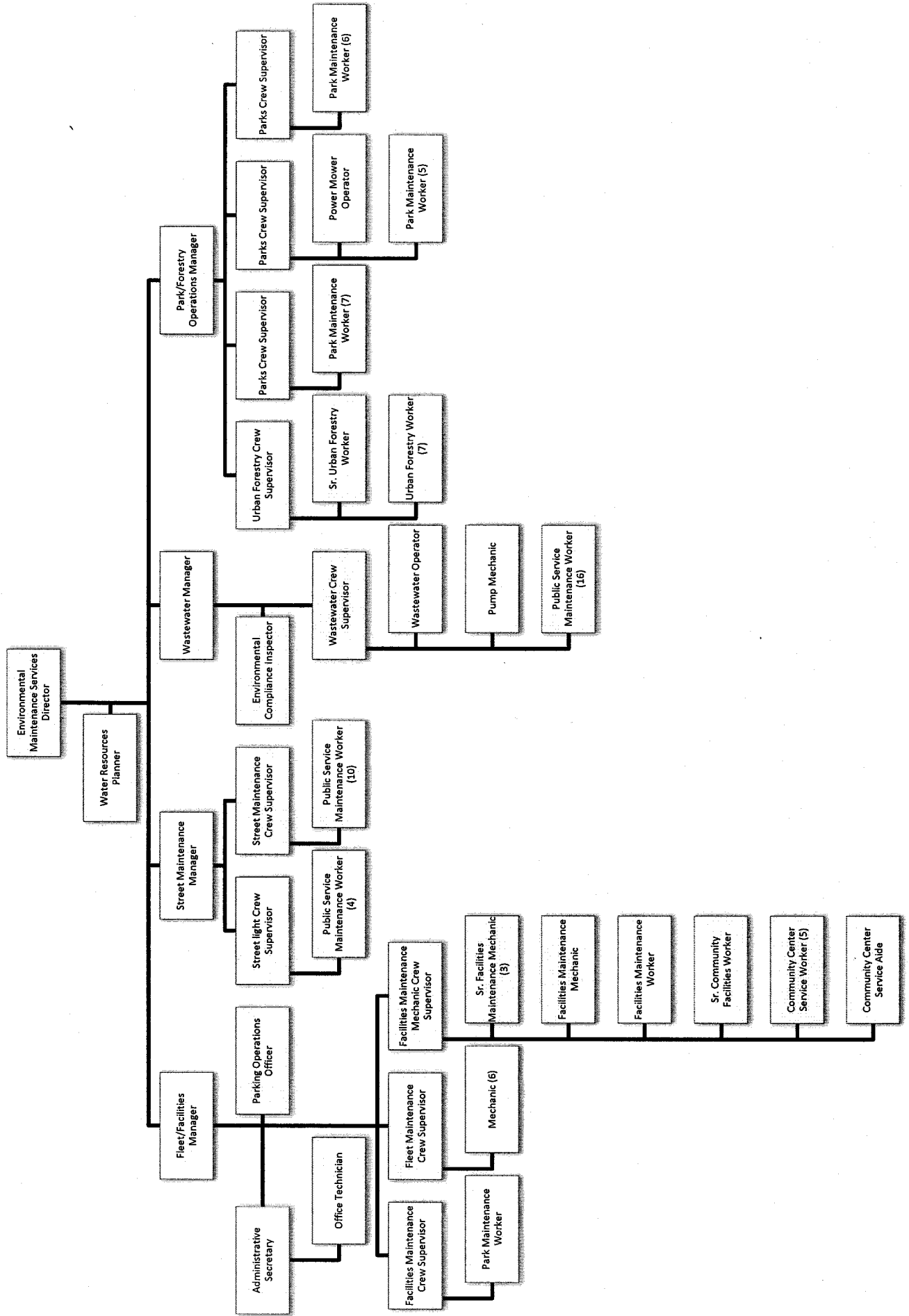
Fire Department



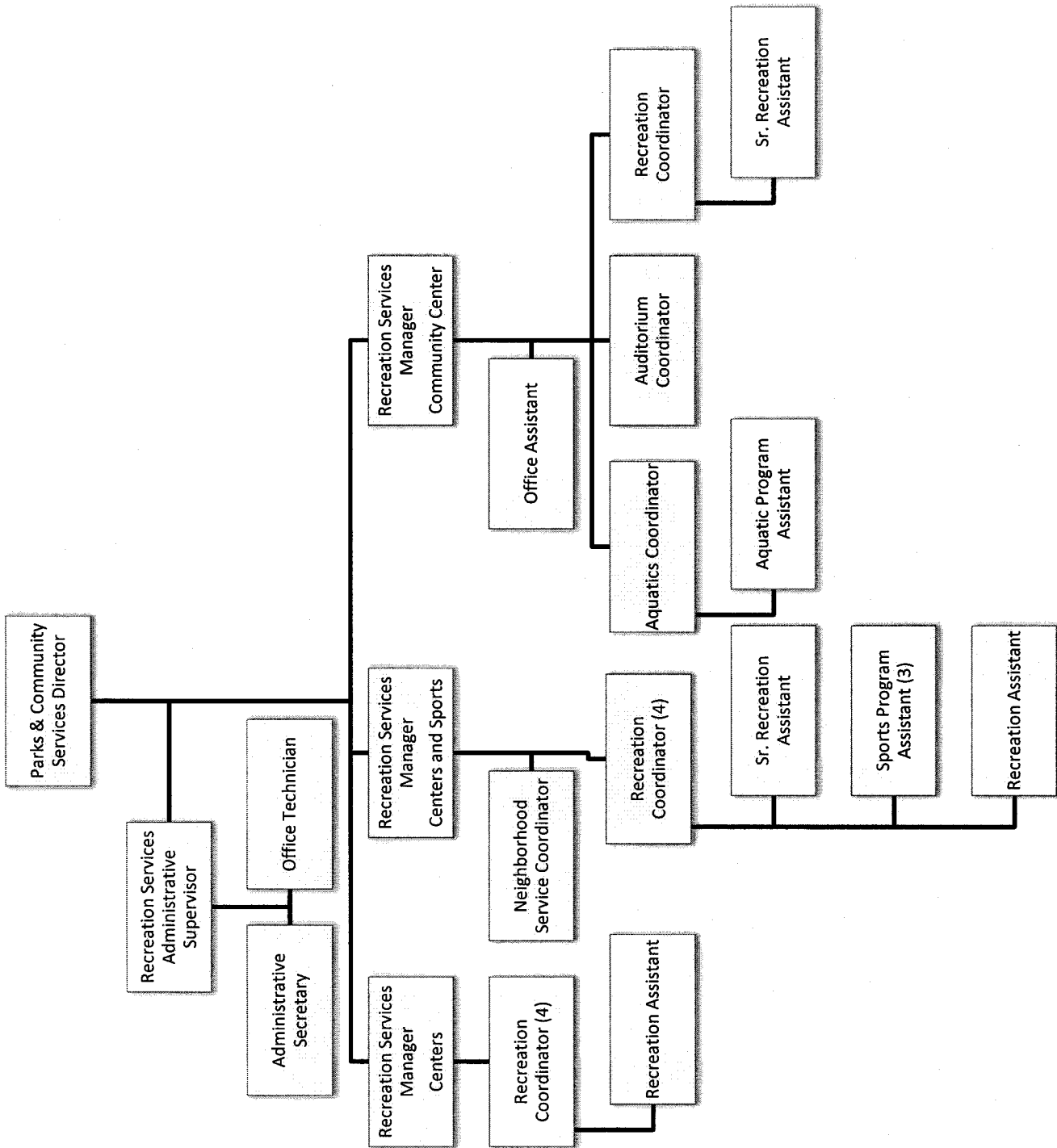
Community Development Department



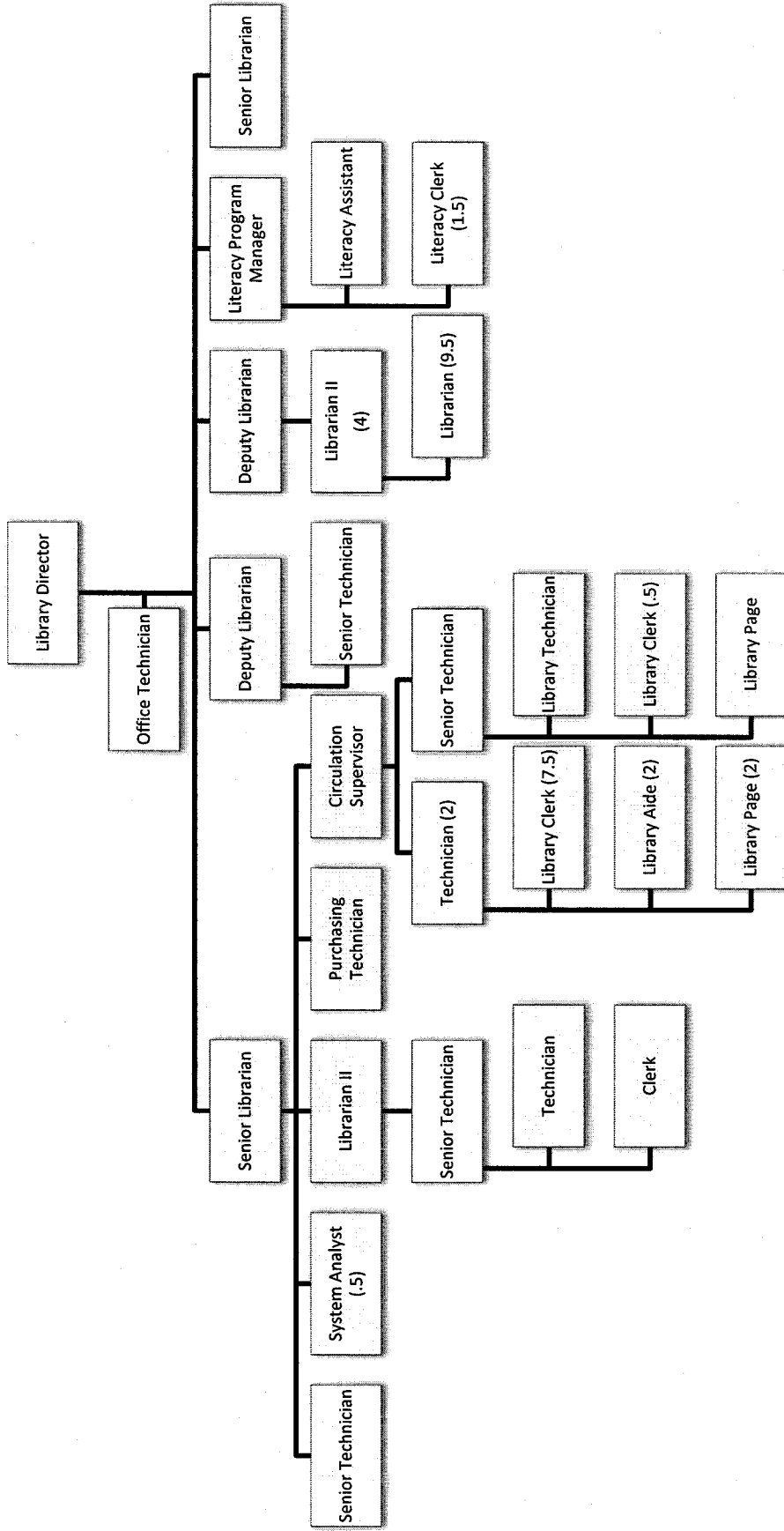
Environmental Maintenance Services Department



Parks and Community Services Department



Library Department



Economic Development Department

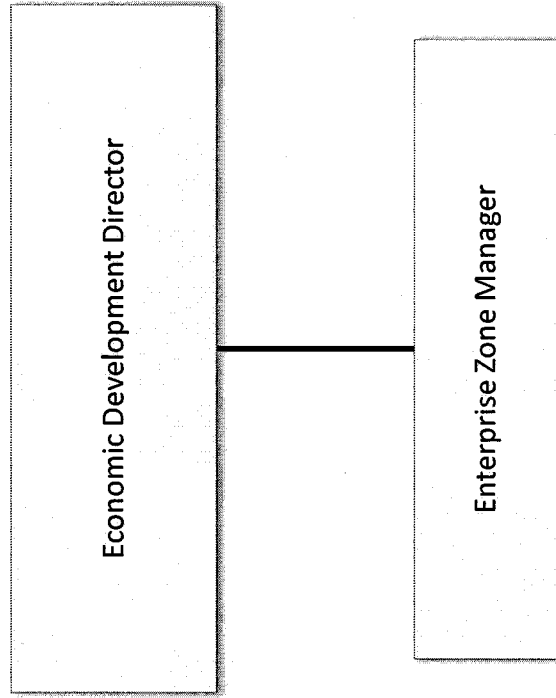


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City of Salinas

City Manager's Office • 200 Lincoln Avenue • Salinas, California 93901 • (831) 758-7201

June 30, 2009

Honorable Mayor and City Council Members of the City of Salinas:

It is my privilege to present the Proposed FY 2009-10 Annual Budget. This budget is of particular importance to me, because it is my first budget as the City Manager for the City of Salinas. It represents a monumental undertaking that could not have been completed without the tireless efforts of each Department Head and their respective staffs. Each of their efforts were critical because we were all tasked with the responsibility to examine and identify extreme measures to close a \$13.2 million (15.3%) General Fund projected shortfall created by what is most likely the most difficult economic crises seen in our life time.

Summary

Like all local agencies throughout the State, the City of Salinas faced a significant budget shortfall in FY 2009-10, due to the current recession and decline in property values. These unfortunate realities caused the City to make unprecedented reductions in this year's budget. It pains no one more than the dedicated employees to have to reduce the level of services below that which they are so diligently willing to provide. Many of our employees live in the City and they understand the reductions required in this budget will not only impact their quality of life, but also the quality of life for their family, friends, and neighbors. It is for this reason that I dedicate this budget to the City of Salinas employees. Without their loyalty and \$12 million in voluntary salary and benefit concessions over the next two years, the ramifications of this economic downturn would have been more devastating to this community.

The City's Total Proposed FY 2009-10 General Government Operating Budget is \$85,623,200, which includes a General, Measure V and special revenue funds. The balance of the budget is for Internal Services-insurances (\$4,868,100), Enterprise Operations-proprietary type (\$8,083,500), Assessment and Maintenance Districts (\$5,071,100), Block Grant and HOME programs (\$3,600,500), Grants and Agencies (\$788,700), Debt Service (\$1,075,100), Redevelopment Agency (\$4,630,200) and Capital Improvement Budget (\$20,601,500). The total City Budget is \$134,341,900, while the General Fund Budget is \$74,331,900.

The Police Department Budget is approximately 43% of the General Fund Budget and the Fire Department Budget is approximately 18% of the General Fund Budget. Together they

represent over 61% of the General Fund Budget. While these two departments represent a majority of the City's General Fund Budget, they only represent 5.7% of the proposed budget cuts in FY 2009-10. In keeping with the City's Council desire to ensure the health and safety of the community, the FY 2009-10 Budget was prepared with minimal reductions to Police and Fire Operating Budgets. Unfortunately, the City will be unable to solve its budget shortfall without making significant cuts to these departments, along with other departments in FY 2010-11. This fact is most unfortunate as the City struggles to deal with an aggressive and increasingly brazen gang epidemic in the City. In addition, the economic climate and demographic in the community has resulted in a high percentage of individuals and families without healthcare. These residents, who are without healthcare, are also without preventive care and are left to call upon the City as a last resort for their critical health care needs. These increasing demands on the emergency medical professionals make it even more disastrous that these services may need to be reduced in FY 2010-11.

Economic challenges are not unique only to the City of Salinas. Here in California, there are many examples of cities that are experiencing devastating service cuts and declining revenue. From Modesto, which was recently forced to cut \$15 million from its annual budget, to San Francisco, which just slashed 1,600 jobs in an effort to cut \$500 million from its annual budget, all cities in California are having to make devastating choices on how best to provide vital services to their communities.

The residents of Salinas approved Measure V in 2005, in response to what was then characterized as one of the most economically challenging periods in the City's history. During this period, the City was faced with closing all three of its libraries and the voters' approval of Measure V allowed the City to restore many essential services that were cut prior to its passage. The City has continued its commitment to libraries and other services supported by Measure V in spite of the current economic recession.

Sales tax, Measure V tax, property tax and building related revenues have declined 15.6% or \$14.6 million from estimates made in FY 2007-08. The significant decline in these major revenue sources contributed to a \$13.2 million (15.3%) General Fund Budget shortfall in FY 2009-10. The City Council addressed this shortfall by 1) reducing department budget/services citywide, and 2) negotiating employee pay reductions. The City Council's goals are to keep the City solvent and to keep people working in Salinas.

FY 2009-10 budget/service reductions total \$7.3 million (55% of required reductions) and employee concessions/pay reductions total \$5.9 million (45% of required reductions). The specific FY 2009-10 Department Operating Budget/Public Service reductions are as follows:

Reductions in Personnel:

- Freezing 15 police officer positions
- Freeze 3 firefighter positions
- Freeze 1 Fire Battalion Chief position

- Reduce Paramedics from 27 to 21
- Eliminate 4 Community Service Officers (police)
- Eliminate 2 Police Clerks
- Eliminate 16.5 civilian positions
- Reduce temporary staff

Reductions (Other):

- Eliminate all training
- Reduce supplies, materials and contract services
- Reduce capital projects

Two-year employee concessions/pay reductions:

- Police Management and Police Officer pay reductions (7.5%) for two years.
- Fire Supervisors and Firefighter pay reductions (7.5%) for two years.
- All non-safety employees (10%) pay reduction and defer 8% salary adjustments for two-years. The 10% is a furlough and City Hall and Permit Center will be closed every Friday.

Public Service Reductions will result in:

- Reduced public assistance at the City Clerk's office
- Lines at Finances front counter
- Reduced computer support & replacement
- Longer wait periods for residents for non-emergency police responses
- The numbers of paramedics are reduced
- Reduced traffic safety initiatives
- Reduced park maintenance
- No funding for sidewalk repairs
- Reduced tree planting and pruning
- Reduced recreation program hours
- Reduced library materials
- Reduced business hours at City Hall, Permit Center and Libraries.

A remaining budget shortfall (combined General Fund and Measure V) of at least \$5.7 million (6.5%) is projected in FY 2010-11. Longer-term cost savings measures and additional budget/service reductions or new revenue will be required to address the FY 2010-11 shortfall.

General Fund and Measure V Revenue

Sales Tax (About one-third of General Fund Revenue)

The City receives 1.5% of the 7.75% sales and use tax collected on retail sales. One-percent (1%) of the sales tax is credited to the General Fund and the one half-percent (0.5%) use tax is credited to the Measure V Fund.

Sales tax has declined eight consecutive quarters beginning in April 2007. This is a continuing pattern, with the most drastic decline (-17.8%) occurring the first quarter of 2009 (January through March 2009). This information was received on June 11, 2009, and based on this information FY 2009-10 sales tax estimates were reduced \$650,700. HdL, the City's sales tax consultants/auditors, and the State Board of Equalization estimate that sales tax receipts for FY 2009-10 will decline an additional 10%. This decline is factored into the FY 2009-10 sales tax estimate of \$19,275,000.

Overall, the City's annual sales tax estimate for FY 2009-10 is reduced \$6.8 million from projections made in April 2007 (prior to the recession).

Property Tax (About one-third of General Fund Revenue)

The amount of property tax the City receives is determined based on growth and declines in property values. The City's property assessed value growth for property tax collections was 10.7% for FY 2004-05, 12.9% for FY 2005-06, 12.7% for FY 2006-07 7.3% for FY 2007-08, and a 5.1% decline for FY 2008-09.

On August 7, 2008, the Monterey County Assessor reported that the City's assessed property values for FY 2007-08 declined 5.1%. The decline is the result of Proposition 8 that requires counties to revalue properties when property values are rapidly declining. Additionally, with the continued decline of housing prices since January 1, 2008, the Monterey County Assessor estimates an additional 5% property tax decline in FY 2009-10. This decline is in addition to the 5.1% decline in FY 2008-09. This decline is factored into FY 2009-10 property tax estimate of \$24,795,000.

Overall, the City's annual property tax estimates for FY 2009-10 are reduced \$5.2 million from projections made in April 2007 (prior to the housing downturn).

Plan Check Fees and Building Permits

Plan check and building permit fees collections have declined as follows: FY 2006-07 actual collections of \$2,073,841, FY 2007-08 actual collections of \$1,237,447, FY 2008-09 revised estimate of \$900,000, a decline of over 30% from the prior year. Building related fees are projected to remain about flat in FY 2009-10 at \$975,000.

In total, sales tax, Measure V tax, property tax and building related revenues have declined 15.6% or \$14.6 million from estimates made prior to the economic downturn.

FY 2009-10 General Fund and Measure V revenue estimates total \$79,011,600 and major revenue categories are classified as follows:

| | | |
|-------------------|---------------|-------|
| Property Tax | \$ 24,795,000 | 31.4% |
| Sales Tax | 19,275,000 | 24.4% |
| Measure V Tax | 8,900,000 | 11.3% |
| Utility Users Tax | 8,800,000 | 11.1% |

| | | |
|----------------------------------|----------------------|---------------|
| Business License Tax | 4,300,000 | 5.4% |
| Building Permits/Plan Check Fees | 975,000 | 1.2% |
| Investment Earnings | 575,000 | 0.7% |
| Vehicle License Fees | 450,000 | 0.6% |
| Other Revenue | 10,941,600 | 13.9% |
| Total | \$ 79,011,600 | 100.0% |

General Fund and Measure V Budget Reductions

The FY 2009-10 Budget process began in September 2008 as planning began to address an estimated \$13.2 million General Fund/Measure V shortfall. Budget reductions were approved by the City Council at three public budget hearings on September 9, 2008, January 27, 2009 and February 24, 2009. The Measure V Committee approved budget reduction recommendations at four public budget hearings on October 20, 2008, January 27, 2009, February 2, 2009 and May 18, 2009. To offset the 17.8% decline in sales tax (quarter ending March 2009) and to balance the budget, on June 16, 2009, the Finance Committee approved eliminating the following six vacant positions (valued at \$682,400):

- Assistant City Manager
- Senior Combination Building Inspector
- Plan Check Services Manager
- Planning Manager
- Facility Maintenance Worker
- Neighborhood Services Coordinator

FY 2009-10 General Fund/Measure V Budget reductions are included in the recommended total \$7.3 million or 7.5%. While layoffs were not required, 41.5 vacant positions were frozen or eliminated. Department/service activity budgets were reduced by the following percentages:

| | |
|--------------------------------------|-------|
| Block Grant | 28.8% |
| Permit Services | 17.3% |
| Administration | 14.2% |
| Engineering & Transportation | 11.6% |
| Non-Departmental | 11.3% |
| City Council | 10.9% |
| City Attorney | 10.1% |
| Finance | 9.9% |
| Environmental & Maintenance Services | 8.5% |
| Planning | 7.6% |
| Recreation/Parks | 7.0% |
| Police | 5.9% |

| | |
|---------|------|
| Fire | 5.3% |
| Library | 3.9% |

General Fund and Measure V Expenditures

The FY 2009-10 General Fund/Measure V recommended operating budget totals \$84,786,200. Public Safety expenditures represent 60.6% of the operating budget.

The recommended FY 2009-10 General Fund/Measure V operating budget by department/service activity is as follows:

| | | |
|------------------------------|----------------------|---------------|
| Police | \$ 36,233,900 | 42.7% |
| Fire | 15,185,500 | 17.9% |
| Environmental & Maintenance | 9,092,300 | 10.7% |
| Non-Departmental | 4,957,800 | 5.8% |
| Library | 4,010,200 | 4.7% |
| Recreation/Parks | 3,959,700 | 4.7% |
| Finance | 3,492,500 | 4.1% |
| Permit Services | 2,860,900 | 3.4% |
| Administration | 1,491,200 | 1.8% |
| Engineering & Transportation | 1,246,600 | 1.5% |
| Planning | 1,069,300 | 1.3% |
| City Attorney | 790,100 | 0.9% |
| City Council | 227,800 | 0.3% |
| Block Grant & Housing | 168,400 | 0.2% |
| Total | \$ 84,786,200 | 100.0% |

Discussion of the recommended FY 2009-10 Budget must include a review of the impacts of Measure V. It is solely because of the voters' approval of Measure V in November 2005 that the City Council is able to consider a budget that begins to provide reasonable levels of service to City residents.

The FY 2009-10 recommended Measure V operating budget by department/service activity is as follows:

| | | |
|-----------------------------|--------------|-------|
| Library | \$ 4,010,200 | 38.3% |
| Police | 2,845,200 | 27.2% |
| Recreation/Parks | 1,162,800 | 11.1% |
| Environmental & Maintenance | 829,800 | 7.9% |
| Fire | 728,200 | 7.0% |
| Permit Services | 297,900 | 2.9% |
| City Attorney | 188,200 | 1.8% |
| Finance | 193,600 | 1.8% |

| | | |
|------------------------------|----------------------|---------------|
| Administration | 120,700 | 1.2% |
| Engineering & Transportation | 77,700 | 0.8% |
| Total | \$ 10,454,300 | 100.0% |

Capital Improvement Program

The recommended budget includes a minimal General Fund/Measure V Capital Improvement Program investment plan. This minimal program is required to aid in the overall General Fund/Measure V carryover requirements in order to have sufficient reserves to balance FY 2009-10 General Fund/Measure V operating budgets. The recommended General Fund items are the absolute minimum required to keep the City functioning. Due to the current economic downturn and the requirement to balance FY 2009-10 General Fund and Measure V operating budgets, \$3.1 million of capital projects have been reduced or cancelled. Additionally, over \$1.5 million of Gas Tax capital projects have been reduced or cancelled. The reductions were previously approved by City Council on September 9, 2008 and February 24, 2009.

The FY 2009-10 General Fund/Measure V CIP Budgets are:

| | <u>General Fund</u> | <u>Measure V</u> |
|-----------------------------------|---------------------|---------------------|
| Cesar Chavez Library Expansion | \$ - | \$ 1,000,000 |
| Fire Vehicle Replacement (Lease) | 255,000 | - |
| Storm Water Monitoring NPDES | 200,000 | - |
| Abbott St Safety Building (Lease) | 186,000 | - |
| Copier Rental Program | 85,000 | - |
| Public Library Fund (Grant) | 65,000 | - |
| PCs & Networking | 25,000 | - |
| Fire Stations Repairs | 25,000 | - |
| Fire Safety Gear & Equipment | 20,000 | - |
| Fire Hydrants Repairs | 5,000 | - |
| Fire Hose & Nozzle Replacement | 5,000 | - |
| Total | \$ 871,000 | \$ 1,000,000 |

Due to the decline in Measure V tax collections, funding is not available to allocate to FY 2009-10 Measure V funded capital projects, although \$1.0 million of Measure V funds will carryover to FY 2009-10 for the expansion of Chavez Library. Additionally, \$1.2 million of library developer fees are available and budgeted to begin design and move forward with expansion.

The CIP is contained in a separate document and provides detailed information for each capital project included in the FY 2009-10 Capital Improvement Budget and Capital Improvement Program (FY 2010-11 through FY 2014-15).

General Fund/Measure V Operating Reserves

The City's Financial Policies provide that the City "strive" to maintain a five (5%) percent General Fund Operating Reserve. The five (5%) percent reserve is required primarily for cash flow purposes. Reserves above the five (5%) percent level can be characterized more as "rainy day" funds to guard against economic uncertainties. The final amount that a local government sets aside as a reserve is fundamentally a policy question with very significant impacts. While a prudent reserve is certainly a worthy policy, it must be balanced with the fact that residents pay taxes for one purpose – to benefit from programs and services paid for with those taxes.

The recommended FY 2009-10 Budget is balanced using \$3.7 million of General Fund reserves, inclusive of an anticipated \$2.0 million carryover (FY 2008-09 budget savings). To insure this carryover, all departmental budgets were reduced to FY 2007-08 expenditure levels and in November 2008, \$1.6 million was transferred to a "management savings" account. The balance of the carryover should be achieved with vacancy savings. General Fund reserve to end FY 2009-10 is estimated at \$152,503. This is a very delicate balancing act.

The recommended FY 2009-10 Measure V Budget is balanced using \$1.4 million of Measure V reserves, inclusive of an anticipated \$1.0 million carryover (FY 2008-09 budget savings). The carryover should be achieved with vacancy savings and a "management savings" account of \$340,000. Measure V reserves to end FY 2009-10 are estimated at \$248,051.

The General Fund/Measure V FY 2009-10 Budgets are precariously balanced. The balanced budgets can be undone by external influences including the economy and State and County budget impacts.

Monterey County Budget Impacts

Monterey County budget impact discussions are required because of the serious impacts associated with changes in County policies. The most significant policy change by the County has dealt with the use of County Proposition 172 funds. The change in policy made in FY 2002-03 reduced cities' share of Proposition 172 credits toward the regional 911 systems, increasing annual costs to the City of Salinas \$2.1 million since FY 2002-03. The FY 2008-09 911 charges to the City will be over \$2.5 million if the Proposition 172 formula is not changed. The City's share of Proposition 172 credits for FY 2009-10 is estimated at \$500,000. Additionally, the County has doubled property tax collection fees so that the City will pay \$300,000 in FY 2009-10. Staff and the City Council's City/County Sub-committee will continue discussing this issue with the County over the next year.

State Budget Impacts

The State of California is faced with its largest deficit in memory, currently estimated at

\$24.3 billion.

The State began shifting property tax from local governments in 1992 and these “takes” continue. The State “takes” about \$4.0 million annually from Salinas’ taxpayers that could be used for essential City services. Unfortunately, California cities are bracing for further reductions and potential State money grabs.

In 2004, eighty-four percent of California voters overwhelmingly passed Proposition 1A, forbidding the State from taking local government revenues (sales tax, property tax and vehicle licenses fees). Similarly, just two years ago, seventy-seven percent of California voters passed another Proposition 1A designed to prevent the State from raiding local government gas tax funds, which are dedicated to local transportation improvements.

Despite these clear mandates from the voters, the State legislature continues to consider taking local government resources to balance its budget. Items being discussed and their impacts to the City include: General Fund property tax “borrowing” \$2.5 million; deferral of State mandated cost reimbursements to the General Fund of \$90,000; Redevelopment Agency three-year “take” of \$460,000 annually; local gasoline gallon tax (street maintenance funds) “takes” of \$2.4 million in FY 2009-10 and \$1.8 million in FY 2010-11; and local gasoline sales tax (transportation funds) “loan” of \$1,400,000.

The City’s FY 2009-10 operating and capital projects budgets do not have contingencies for State “takes.” Budget/service reductions will be required if the State implements any of the above proposals. Staff will continue to monitor the State budget deliberations.

Federal Economic Stimulus Funding

The City has applied for over \$100 million in Federal Economic Stimulus funding for program and capital projects including housing, library expansion, police and fire equipment, police personnel, parks and playgrounds, energy efficiency improvements, industrial waste system improvements, storm and sanitary sewer system improvements, street system improvements and information systems technology. City Council will be asked to amend the Operating and Capital Budgets as grant funding is approved. The City has received approximately \$7.6 million economic stimulus funds.

City Council Goals

On January 31, 2009 the City Council held its annual goals, strategies, and objectives session. On March 17, 2009 the City Council adopted the following seven (7) 2009 goals:

1. Public Safety
2. Economic Development
3. Organizational Effectiveness
4. Community Engagement
5. Literacy/Library
6. Recreation

7. Collaboration with all Government Agencies

The strategies and objectives associated with these goals have been included in the budget document under the City Council Program. To the extent possible, staff has integrated the goals and objectives into department budget summaries.

Crime Prevention

A number of crime prevention programs approved by the City Council in FY 2008-09 have proven to be very successful. The status of these programs are discussed below:

- \$250,000 twelve-month contract with California Youth Outreach - A street gang outreach program providing street gang member outreach contacts, youth intervention intake and assessments, intervention services, short-term service plans (up to 30 days), mediation services, support groups and recreational/pro-social activities to at least 250 unique at-risk and gang-involved individuals. This is not funded in FY 2009-10. However, the program will continue with other non-city financial resources.
- \$150,000 twelve-month contract with Rancho Cielo Youth Center - A youth employment program providing job training and skills that promote self-esteem, personal autonomy and responsibility, and marketable skills for the broader workplace. This is not funded in FY 2009-10. However, the program will continue with other non-city financial resources.
- \$400,000 State CALGRIP (\$400,000 City match) grant - Provides funding that is designed to coordinate and enhance existing services for at-risk youth and provide a continuum of services to address the problem of gang activity. Grant funding continues through December 31, 2010.
- Participation in the Community Alliance for Safety and Peace, (CASP) - A collaborative of service providers including representatives from city and county government, education, business, law enforcement, non-profits, community based organizations, foundations and charitable groups and other service providers. CASP seeks to inform policy and unify efforts toward the goal of violence prevention. Funding in the amount of \$5,000 is included in this budget for the City participation in CASP. Staff may return at a later date to increase the City's funding of this program.
- Under the direction of Recreation - Park, four Salinas school districts have been offering after school enrichment programs at a total cost of \$730,000. These programs include fine arts and music programs, homework assistance and dance instruction. Beginning with the new fiscal year, the City will act as a full-fledged collaborative partner and shall provide direct services to school age residents within all four school districts. The school districts will receive one-half of their prior year budget and continue to provide programs during the critical hours after the

school day. The Recreation and Park department will use the other half of the funds for the vacation period programs, sports camps, and community-wide special events programs. In the new budget year, staff will develop more opportunities for our youth to take part in existing programs, such as learn to swim lessons at the new Aquatic Center.

- \$500,000 extending Library and Literacy services to seven day per week and \$40,000 to provide Bookmobile services. Literacy has proven to reduce crime; 70% of all prisoners cannot read leading to dropping out of school, becoming unemployed and potentially committing criminal activities. Libraries provided optional life choices through afterschool programs, reading and literacy programs, career opportunities, employment information, digital and online resources, and librarians to assist.
- Other City sponsored recreation services and centers provided an opportunity for most Salinas neighborhood youth to become involved in interacting with their neighbors in games, arts and crafts, and sports programs. With City recreation taking a greater role as an active and collaborative partner in the after school effort, City staff will be able to work with neighborhoods throughout Salinas in targeting areas and youth that need to regularly utilize recreation and enrichment services that will help them learn and stay physically active.

The City's new Police Chief was hired during April 2009 and is developing a new 90-day, 180-day and annual plan for crime suppression. The City Council and the community will hear the Chief's 90-day plan on July 21, 2009. The plan will provide an assessment of the current state of the department and recommendations to increase the department's responsiveness and quality and quantity of service provided to the community.

Crime prevention and intervention programs are supplemented with the countywide Joint Gang Task Force. City funding provides a commander, sergeant and four officers from the Salinas Police Department. Other partners include the Monterey County Sheriff, Probation and District Attorney and California Highway Patrol.

In addition to City resources, the Police Chief has applied for Federal Economic Stimulus funding including:

- \$10.7 million COPS (Community Orientated Policing Services) grant to hire 25 police officers for a three-year period (including 15 frozen police officer positions and 10 new police officer positions).
- \$565,000 COPS grant for the purchase of 10 police patrol vehicles.
- \$127,300 JAG (Justice Assistant Grant) to purchase software for law enforcement technology improvement programs and for surveillance cameras and equipment for the surveillance camera program.

- \$1.2 million JAG providing two-year funding to rehire 3 Community Service Officers and 4 temporary positions eliminate from the FY 2009-10 Budget, provide overtime for the Commander program and hire an Evidence Coordinator.

The city and community efforts in working to achieve the City Council goal of Salinas as a City of Peace will continue to be a major focus in FY 2009-10, albeit, with declining resources. Prior years' efforts established the broad framework with initial development of the Community Safety Alliance, the appointment of a Community Safety Director, the appointment of a new Police Chief, initial funding of literacy, youth employment, outreach, and after-school programs. The Joint Gang Task Force and State (CALGRIP) programs provide evidence of the partnerships that are critical to the success of the Community Safety Initiative. Partners include the County of Monterey, the faith community, local school districts, local non-profit service providers, and individual community members. The efforts are and must continue to be comprehensive, collaborative and inclusive of intervention, prevention, and suppression strategies. The City continues to work with the National League of Cities and the National Council on Crime and Delinquency in the California Cities Gang Prevention Network collaborative to share information and strategies.

The City received a \$375,000 State CalGRIP (\$375,000 City/partner match) grant for the Safe Community Partnership program. This grant is modeled after the evidence-based Boston Ceasefire project and addresses gang violence by providing intensive rehabilitation and enforcement efforts, specifically targeting the most violent gang members in Salinas. It will begin in the FY 2009-10 budget year. The City and community have recognized and accepted the need for sustained investment in order to achieve permanent positive results. The message was quite clear when the State's Gang Violence Prevention chief assessed Salinas' programs as on the right track while at the same time emphasizing that there were no immediate solutions and that a strategy / investment of as much as ten (10) years is required to achieve long-term success.

Economic Development

Economic development initiatives are a priority of both staff and City Council. Economic development is critical to maintaining and enhancing the City's revenue base. Revenue from sales tax and property tax represent two-thirds of the City's revenue base and these revenues are dependant on a healthy business and nurturing environment reflected through strong employment and increasing retail sales activities.

The Economic Development Budget is in a separate section of the budget document and contains two divisions: the Economic Development Corporation and the Salinas Valley Enterprise Zone. The FY 2009-10 Economic Development Budget totals \$479,400 and is funded with membership dues (Cities of Salinas, Gonzales, Soledad, Greenfield and King) and anticipated Enterprise Zone hiring voucher application fees.

Current and future economic development activity includes:

- Focused Business Attraction Effort

- Extensive Marketing of the Benefits of the Salinas Valley Enterprise Zone
- Continued Regional Economic Development Activities Focused on Job Creation
- Creation of a Steinbeck Literary Trail Tourism Destination Identity
- Renaissance Partners Downtown Project
- Alisal Market Place project
- Fresh Express Annexation and Plant Expansion
- Uni-Kool's Agricultural Industrial Park development
- Downtown Intermodal Transportation Center
- Application for Designation as a U. S. Foreign –Trade Zone
- Future Growth Area Development

These and other economic development efforts are critical to the longer-term economic sustainability of the Salinas community and the Salinas Valley. The City Council has consciously taken the lead by making a multi-year financial investment in the Enterprise Zone and the local Economic Development Corporation. At the same time the City has engaged all four (4) Valley cities and Monterey County as partners in a regional effort toward increasing the quality of living for all Monterey County residents. Partnerships were formed to pursue the Enterprise Zone designation and partnerships are being formed for the non-profit Economic Development Corporation. Efforts must be region-wide as our local needs and the potential benefits are not limited to any single city in the Valley.

This year's budget request recognizes the limitation of available funding for additional staffing and/or program content. However, the total Economic Development funding needs during a "normal" fiscal year should include at least one full-time administrative staff person (the Economic Development will share an administrative staff person with the Community Development Department), an Economic Development Specialist (similar in staffing costs to the Enterprise Zone Managers position) to assist with business attraction and retention, and a request for increased marketing efforts, primarily attendance at trade and association shows for the industries targeted for business attraction.

Organization Restructuring

On April 7, 2009, the City Council approved the reorganization of personnel in the City Manager's Office, Redevelopment Department, and Development and Engineering Department. The reorganization achieved an annual savings of approximately \$150,000. The details of the reorganizations are discussed below:

- City Manager's Office: Reorganization included reclassifying the Deputy City Manager position to an Assistant City Manager position and adding an Assistant to the City Manager position. The Human Resources Officer was appointed Acting Assistant City Manager.
- Redevelopment Department to Community Development Department: Reorganization included changing the Redevelopment Director's title to Community Development Director and transferring the Housing and Planning Divisions to the Community Development Department. The Community

Development Director is now responsible for Redevelopment, Housing and Block Grant, and Planning. The newly combined Redevelopment and Planning staff have moved into office space at the City Permit Center building, located at 65 West Alisal Street. This office space also houses the Economic Development Director and Enterprise Zone Manager, thereby creating further synergy of functions relating to development activity in the City.

- Development and Engineering Department to Engineering and Transportation Department: Reorganization included reclassifying the Deputy City Manager position to Engineering and Transportation Director and transferring the Airport Division to Engineering and Transportation. This allowed the City to consolidate all of its transportation functions.

In addition this budget includes two additional reorganization recommendations which are as follows:

- Maintenance Services Department to Environmental and Maintenance Services Department: This name change reflects the City's intent to focus more on the environmental issues that will be undertaken to move Salinas toward greater environmental responsibility and sustainability. The department staff currently plays a significant role in the implementation of activities associated with water quality pollution prevention through the National Pollutant Discharge Elimination System (NPDES) Permit. The Green Team multi-departmental effort is being coordinated through the department as well. New this year is the departmental focus on energy conservation, and opportunities for alternative energy production. Although resources do not exist to add manpower, existing staff resources have been positioned to take on these challenges. The position of Water Resource Planner has been renamed Environmental Resource Planner. One Crew Supervisor has been transferred to help the Wastewater Division to integrate some of these activities associated with the focus on environmental issues.
- New Parks and Community Services Department: The City eliminated the former Recreation and Park Director position and consolidated the department under the City Manager's Office in FY 2003-04. While this saved the City costs, the current Recreation and Parks Director has served meritoriously in this position for the last five years. As a result, this budget recommends creating the position of Parks and Community Services Director (Department Head Position) and eliminating the Recreation-Park Superintendent position (mid-management). In addition, the name of the Department will be changed from Parks and Recreation Department to Parks and Community Services Department. This name change reflects the expanding role of Recreation and Park departments nation-wide, as well as, the vernacular now used to describe the departments with functions similar to the City of Salinas. The cost for creating a new Director position will be funded out of salary savings that have resulted from the City Manager's Reorganization.

City of Salinas and departmental organization charts are included in the budget document before the table of contents.

Library Services

At a time when Measure V collections have declined over 16% or \$1.8 million, the Mayor and City Council continues to meet its commitment to fund library services. For example, in FY 2002-03, the budget for three libraries was \$3.5 million, including 43 full-time employees and provided 171 hours of library services per week. In FY 2006-07, the original Measure V allocation was \$3.6 million (36% of the Measure V Budget), including 39 full-time employees and provided 117 hours of library service per week. The recommended FY 2009-10 Budget totals \$4.0 million (38% of the Measure V Budget), including 43 full-time employees (48 employees reduced by the 10% furlough program), and provides 150 hours of library service per week (open seven days per week) and bookmobile service.

Retirement Programs

Most California cities participate in the PERS retirement program. While PERS has developed a method to "smooth out" increases in retirement costs over time, the cost of providing this benefit to employees remains a challenge to cities. The City's PERS rates will not increase significantly over the next two-years (FY 2009-10 or FY 2010-11) due to the current PERS smoothing policy of amortizing investment gains and losses over 15-years. In light of expected PERS' investment losses in FY 2008-09, during June 2009, PERS announced a new smoothing policy that will minimize rate increases in FY 2011-12. If the local economy and financial markets improve over the next few years, many experts expect, the impact of PERS investment losses on retirement rates beyond FY 2011-12 will be moderate.

City public safety employees pay nine (9%) percent of base salary into PERS; non public safety employees pay seven (7%) percent. The majority of cities in the City's labor market (comparable cities) pay a portion or the entire employee share. As a member of PERS, the City can only charge public safety employees up to 9% and non-public safety employees up to 7% for employee share of retirement premiums. The retirement formula used by the City of Salinas for non-public safety employees is 2% @ 55, at a time many employee bargaining groups in other cities have negotiated 2.5% @ 55. Most cities are struggling to pay for the costs associated with the standard public safety 3%@50 retirement formula and some are considering options that will reduce the financial impact on General Fund Budgets. The City budgets \$8.4 million to pay the cost for the public safety retirements and \$1.7 million for non-public safety retirements. In order for any changes to occur in city retirement plans, changes must occur at the State level with PERS. Implementing any changes to the retirement system on the local level (one city at a time) would place any city at a competitive disadvantage for recruiting quality employees, especially at the public safety and management levels.

As part of the City's longer-term cost savings measures, the City is working with PERS to provide an open enrollment period for City employees not in the PERS program. The New

York Life (NYL) Retirement program (provided for non-public safety employees) continues to be more costly to the City than the PERS Retirement Program. Currently, the City has 68 employees participating in the NYL Retirement Program. If all of these employees voluntarily transferred to PERS it would save the City approximately \$1.0 million annually. The economic climate is right at this time for the City and employees in NYL to mutually benefit from the move into the PERS Retirement Program. The City will offer this option to employees in August 2009.

National Steinbeck Center Bonds

During April 2002, the City and Redevelopment Agency sponsored a \$2.8 million financing to complete construction of the National Steinbeck Center. The Steinbeck Center reimburses the Redevelopment Agency for the \$180,000 annual bonds payments. The Steinbeck Center has notified the City of their inability to continue making these bond payments, due to declining donations. As a result, the \$180,000 annual bond payments are included in the Redevelopment Agency Budget for the next two years. The Steinbeck Center management and City staff are meeting to discuss long-term solutions to their budget deficit.

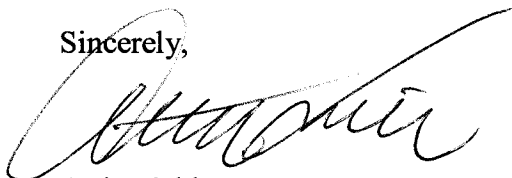
FY 2010-11 Budget (Year Two)

A budget shortfall (combined General Fund and Measure V) of at least \$5.7 million (6.5%) is projected in FY 2010-11, the second year of the City's two-year budget cycle. As previously mentioned, while the City was able to balance the FY 2009-10 Budget with minimal reductions to Police and Fire Operating Budgets, the City will be unable to solve this shortfall without significant cuts to these departments, along with other departments in FY 2010-11.

Conclusion

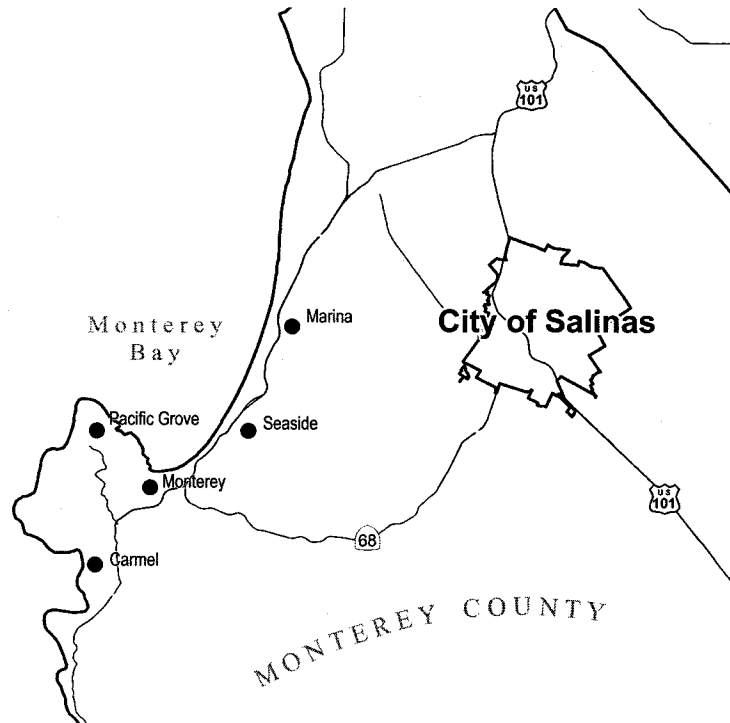
While the City faces many challenges ahead, the community has a strong history of perseverance and strength, which will provide the foundation to take advantage of many opportunities headed our way. I also believe that difficult times are conducive to creativity. City employees will continue to reinvent the way we do business in order to develop a more efficient, effective, and responsive government. The leadership has been in a state of transition during my first year as City Manager, with the hiring of new Police and Fire chiefs and the restructuring of five departments. The Executive Management Team is now in place to respond to the policy directions established by the City Council and reclaim the City's place as the retail hub of the Central Coast.

Sincerely,



Artie Fields
City Manager

COMMUNITY PROFILE



History

The name Salinas means "salt marsh" in Spanish. The City got this name because at that time there was a large slough that ran through the area. In the mid-1800s, Salinas' agricultural industry began to grow. In 1867, several local businessmen laid-out a town plan and enticed the Southern Pacific Railroad to build its tracks through Salinas City.

Agriculture continued as the area's major industry and today, the Salinas Valley is known as "The Salad Bowl of the World".

The City of Salinas was incorporated as a charter city on March 4, 1874 providing all typical City services: Public safety- police and fire, public works-maintenance services (streets, lighting, signals, facilities, parks and trees), development and permit services, current and advanced planning and traffic and facilities engineering, Library, Recreation and General administrative services. Business-type City services include: a Municipal Airport, Industrial Waste system, Golf (two municipal golf courses), Sanitary Sewer and Storm Drain systems, Water Utility and a Downtown Parking District. The State Department of Finance reports the City's population at 156,516, as of January 1, 2009. The City employs about 626 persons on a full time basis.

City Government

The City of Salinas is operated under the Council-Manager form of government. The City Council is governed by a six member Council elected by districts for four-year alternating terms and a Mayor elected at large for a two-year term. The City Council acts as the legislative and policy-making body. Council appoints the City Manager and awards the contract for City Attorney services. The City Manager is the chief administrator and is responsible for implementing the policies and priorities of the City Council. Our current City Hall was built in 1964 and an addition was constructed in 1975. Our old

COMMUNITY PROFILE

City Hall no longer exists, but we have some records of the building dating back to 1907. It was demolished shortly after our current City Hall was opened in 1964.

Housing

Salinas is a community of neighborhoods with a wide variety of housing options. With Victorians and the historic Spanish influence, Salinas provides renters and homebuyers a housing assortment, from modest cottages and modern townhouses to spacious "rancheros" nestled in the oak-dotted countryside.

Newer developments provide attractive and imaginative tract homes and condominiums alongside the many modern homes in well-established neighborhoods. Newcomers and longtime residents will find a neighborhood to their liking, regardless of whether they are looking for something larger to accommodate a growing family, or simply want to find smaller quarters for their retirement years.

Salinas offers approximately 39,175 housing units of which 20,881 are detached single family residences, 2,863 are attached single family residences, 3,341 two to four unit multifamily complexes, 10,833 apartment units, and 1,257 mobile homes. The residential vacancy rate is approximately 3½% at any time during the year.

Transportation

The City of Salinas is the county seat of Monterey County, and is located in the Central Coast region of California, 17 miles inland from the Monterey Bay, 325 miles north of Los Angeles and 106 miles south of San Francisco.

Air

The Salinas Municipal Airport has a lighted 6,000-foot runway. Commercial airlines serve at the nearby, Monterey Peninsula Airport.

Bus

Monterey-Salinas Transit (MST) operates local bus service; Monterey-Salinas AirBus offers connections to San Jose and San Francisco airports; Greyhound offers service to all major cities.

Highways

The major north-south freeway, US-101, bisects Salinas. State highways 68 and 183 connect with scenic Highway 1 accessing the Monterey Peninsula and surrounding cities.

Rail

Union Pacific's main line has daily Amtrak service which runs through Salinas; with a stop at the new Intermodal Transportation Center.

Schools

Salinas is served by three elementary school districts, a unified high school district and several private schools at both the primary and secondary level. Hartnell College, a State Community College, offers two-year degrees and occupational certificate programs. California State University Monterey Bay is located less than 15 miles away on the former Fort Ord site. Graduate studies through Golden Gate

COMMUNITY PROFILE

University, Monterey Institute of International Studies and Chapman College are available nearby. Also in the area are Moss Landing Marine Laboratory, Monterey College of Law, Stanford University's Hopkins Marine Station and San Jose State University.

Community Services

Salinas has extensive health and medical services with two of Monterey County's four hospitals located within the City. Salinas also offers skilled nursing and convalescent homes and residential retirement facilities for seniors, as well as over 200 practicing physicians.

Fire protection and basic and advanced life support are provided by the City's full service Fire Department. Advanced life support services are provided by the Fire Department's paramedic program with new funding being provided from a countywide ambulance contract. The City of Salinas has a well-equipped, fully staffed Police Department and receives additional support, as required, from the Monterey County Sheriff's Office.

The City's moderate climate encourages year-round use of its 550 plus acres of municipal parks, which include golf courses, tennis courts and swimming pools. The Salinas Community Center regularly hosts symphonies, ballets, concerts and conventions. Salinas is host to the annual Steinbeck Festival, the California Rodeo, and the California International Airshow. Salinas has a modern California Sports Complex and the National Steinbeck Center. Surrounding Salinas are diverse recreational opportunities including beautiful beaches and the world famed golf courses of the Monterey Bay Peninsula.

As the retail hub of the Central Coast, Salinas enjoys a wide selection and diversity in its stores. Northridge Shopping Center contains over 120 specialty shops and four major department stores – Macy's, Sears and J.C. Penney. Best Buy opened during July 2006 at the Northridge Shopping Center. Harden Ranch Plaza includes Target, Safeway, specialty stores, restaurants, and banking institutions. The Westridge Shopping Center is home to Costco, Wal-Mart, Office Max, Savemart and a variety of national chain restaurants. The Salinas Auto Center houses nine local dealers. In October 2007, Home Depot moved its operations from Harden Ranch Plaza to the Auto Center area to join the newly open Kohl's and other specialty stores. Additionally, Salinas' location allows quick access to the Monterey Peninsula, as well as the San Jose area.

The City utilizes various Boards and Commissions in the conduct of its affairs. Commissions established by City Ordinance are:

- Equal Opportunity Commission
- Airport Commission
- Recreation-Parks Commission
- Library Commission
- Traffic and Transportation Commission
- Planning Commission
- Youth Commission
- Measure V Committee

COMMUNITY PROFILE

Boards and committees established by Resolution of the City Council are:

- Police Community Advisory Committee
- Animal Shelter Committee
- Design Review Board
- Board of Appeals
- Grievance Advisory Board

BUDGET GUIDE

Budget Document

The budget represents the City's work plan in support of City Council goals and policies. It is the City's fundamental policy document, annual financial plan and operations guide expressed in dollars and staff resources. In addition, it informs the public about the City's financial strategies and provides the documentation needed for other financial matters, such as audits, loans and grants.

A sustainable budget allocates limited available resources to the provision of programs, services or projects in support of community needs and expectations, without compromising the long-term financial health of the City. It balances city resources with community priorities and requirements. A budget serves the following purposes:

- Public communication device
- Establishes annual goals and objectives to meet community priorities
- Policy document
- Resource allocation tool
- Spending plan
- Accountability document
- Management tool
- Grants authority to city staff

The annual operating budget is a financial plan for a specific period of time. Salinas prepares a two-year operating budget and a six-year capital improvement budget. The first year operating budget is adopted by Council and implemented by staff. The second year of the operating budget is presented as a financial planning tool that provides ample time to apply and implement corrective budgetary measures. For the City of Salinas the City's fiscal year starts on July 1st and end on June 30th.

Document Organization

The following section briefly describes the components that comprise the budget document.

Letter of Transmittal

In the transmittal letter to the City Council and Salinas' citizens, the City Manager summarizes the operating budget for Fiscal Year (FY) 2009-10 and the budget plan for FY 2010-11. It outlines strategies and objectives for the fiscal years and highlights the most critical issues facing the City.

Community Profile and Budget Guide

This is the current section and it contains a variety of information about the City of Salinas, its history, government, housing, transportation, schools and community services. The budget guide section is an important tool in understanding the budget. Long-term financial strategies and budget policies that provide guidance to city staff are identified. In addition, this section describes the structure of city finances, including financial objectives reporting requirements, reserve descriptions, appropriation control, debt management, and management responsibilities. A brief summary of the annual budget process and a glossary of budget terminology are also included to aid the reader.

Financial Summaries

Local government budgets are organized or separated into various funds in order to account for revenues, which are restricted by law as to how they may be spent. Each fund functions like a separate bank account targeted to a specific purpose or purposes and the City's budget is financed by these different funds. This section of the budget presents the Budget Resolution that captures the

BUDGET GUIDE

Estimated Revenue, Interfund Transfers and Appropriations for FY 2009-10; The Appropriation Limit calculation; Fund Balance projection by fund for FY 2009-10 and 2010-11; The Administrative Overhead Rates; A summary schedules of revenues by fund that includes actual revenues for FY 2007-08 and estimated for FY 2008-09 through FY 2010-11. Also contained here is the summary of the total full time workforce budgeted for the next two years with historical changes in staffing over time.

Financial Policies

An overview of city's financial policies that include Accounting Policies, Reserve Policies, Administrative Fee Policies, Revenue Policies, Operating and Capital Improvement Budget Policies, Debt Policies, Assessment and Community Facilities Financing Policies, Landscape and Lighting Policies, Capital Asset Policies and Risk Management Policies.

Measure V Funds

This section provides historical information about the circumstances surrounding the conception and implementation of the Transaction and Use tax approved by Salinas' voters on November 2005. This section also includes summaries of the Measure V funds budgeted for Operating and Capital Projects for FY 2009-10 and a list of the number of positions funded during the same period.

Department Operating Budgets

Here you will find detailed information about each department, including department organizational charts, department and division descriptions including Purpose, Goals, Strategies and Objectives and Major Budget Changes for FY 2009-10, and a financial summary showing funding sources, actual expenditures from FY 2007-08 and projected expenditures for FY 208-09 through FY 2010-11.

The operating budget for the Redevelopment Agency is included as one of the fourteen departments. The Capital Improvement Budget is issued in a separate document. Both of these documents are available to residents and interested parties for review at the City's website located at www.ci.salinas.ca.us.

STRUCTURE OF THE CITY'S FINANCES

One way to view city finances is from the perspective of personal financial planning. It is good financial advice to take time each year to do some financial planning regardless of your personal circumstances. A portion of existing resources is used to pay for necessities (utilities, mortgage). Some of your projected income is used for maintenance needs on assets (car repair, plumbing problems). Yet another part of your income is set-aside for future use or anticipated costs (investment for retirement, buying a new car, insurance premiums, roof replacement, etc.).

A city is required to essentially complete the same type of financial planning. Salinas keeps track of its activities in self-balancing sets of accounts called "funds" which are the basic accounting and reporting components in governmental accounting. Funds are designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Some funds are established to track activities required by law (e.g. gas tax fund), some fulfill revenue requirements (CDBG), and still others demonstrate prudent administrative practices (such as self-insurance funds for General, workers' compensation and liability).

Budget years run in fiscal year cycles beginning July 1 and ending June 30. The City budget is approved and balanced by fund. The vast majority of these fund balance dollars are held for future

BUDGET GUIDE

expenses for several reasons. Special taxes, such as the gas tax, are restricted to specific services and must be carried forward for that purpose (in this case, street improvements). Other balances may result from legal requirements, such as payment of long-term debts for bonds.

The City maintains budgetary controls that ensure compliance with the budget approved by the City Council. All activities of the City are included in the annual appropriated budget. The legal level of budgetary control (that is, the level at which actual expenditures may not legally exceed the appropriated amount) is at the fund level, as authorized in the Annual Appropriations Resolution.

Basis of Accounting

Fund Accounting

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The budget is adopted consistent with generally accepted accounting principles. Revenues are recognized on the accrual basis (i.e., when they are earned). Expenditures are recorded when the related fund liability is incurred.

Base Budget: Each department is initially provided an annual appropriation sufficient to fund current service levels and any other costs the department is responsible for managing. This year's base budget involved taking the FY 2008-09 final adopted budget, reducing it for any one-time capital outlay expenditures in addition to a reduction of eight percent in average from last year's base budget as agreed in meetings held with all departments during November 2008, downward adjustment for employee concessions in the range of two and one-half to ten percent agreed in April and May 2009, and cost increases for other contractual obligations (such as utilities increases, vendor service contract rate increases, etc.).

Carry Over: Unexpended funds from a fiscal year are known as carryover funds. The City Council's past practice is to allocate carryover funds pursuant to the City's adopted financial policies. The policy states "General Fund carryover balances shall be allocated to reserves in the following priority order: 1) Insurance Reserves, 2) Operating Budget Reserve and 3) Capital Improvement Program Reserve."

Long Range Financial Planning

The City has developed a three-year forecasting model for operating revenues and expenditures. The City also produces a six-year capital improvements plan.

The Finance Department prepares initial Baseline Budget forecast and allows City Council and departments to focus on policy, program and work plan issues.

Reserves

The General Fund strives to maintain a contingency or prudent reserve, with a target of 5% of the General Fund Operating Budget.

Contingency Reserve Policy

The City Policy endeavors to maintain a contingency reserve for operations to help mitigate the effects

BUDGET GUIDE

of such unanticipated situations as (1) economic downturns, (2) loss of revenues to or imposition of additional costs by other governmental agencies, (3) variances in financial forecasting, and (4) natural disasters. The contingency reserve is funded at a level established by Council each June. All uses of the contingency reserve are approved by the City Council.

Long Term Capital Debt

The City of Salinas uses long term debt financing only for one-time capital improvement projects and unusual equipment purchases. Long-term capital debt complies with applicable federal and State regulations and is repaid over the legal life of the related asset or twenty years whichever is less. Financing is generally conducted on a competitive basis and the City seeks to maintain its current bond rating.

Investments and Cash Management

The City follows the practice of pooling and investing cash of all funds under its control to maximize the return in a safe and prudent manner while at the same time ensuring that the portfolio is sufficiently liquid to meet day-to-day cash needs. There is diversity in the types and maturity dates of investments, which are made in accordance with the California Government Code. The remaining final maturity on investments is limited to five years. Currently, the average life of our portfolio is generally about one year. An Investment Report is submitted to the City Council monthly, which shows investment activity and the performance of the investment portfolio. The investment policy is reviewed and readopted annually by the City Council, as required by State law.

BUDGET PROCESS

The Salinas' City Council adopts the City of Salinas' annual operating budget no later than June 30 of each fiscal year. Beginning July 1st, the budget process allows the City of Salinas to make resource allocation decisions, including choices about staffing, technology, and equipment, as well as determining which program priorities will be addressed in the coming fiscal year. Although the City Council deliberates the proposed budget in June, the budget process occurs throughout the year. Staff begins in earnest each January based on projections of city revenues, costs associated with contractual obligations, assessment of city needs, and review of the City's overall financial position.

Financial information containing actual revenue receipts and expenditures trends is presented to the Finance Committee at least once every month. During the year, Council amends the budget with the approval of supplemental appropriations and reviews and amends the budget at mid-year and at year-end.

The budget is prepared by the City Manager and adopted by the City Council. The City Council approves operating appropriations at the department and fund level prior to July 1, each year and may amend the budget during the fiscal year. Budgetary control is maintained at the program level. Formal budgetary integration was employed as a management control device during the fiscal year for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds and Internal Service Funds.

Budgets are legally adopted for all Governmental and Proprietary Fund Types. Fiduciary Funds and Agency Funds have no adopted budgets because the City is only required to make payments to the extent funds are available. Agency Fund budgets that are approved by their respective governing boards are recorded in the City's accounting system.

The City Manager may transfer budget appropriations between departments and Department Directors

BUDGET GUIDE

may transfer appropriations between programs and accounts within their individual departments and divisions, but only the Council may appropriate funds from reserves or fund balances.

Budget policy excludes the use of taxes, accounts receivable, interest receivable assets and long-term advances that are not currently available resources for budget purposes. Condemnation deposits, are also excluded because they are returned upon right of way acquisition.

Expenditures may not legally exceed budgeted appropriations at the department level. Budgeted amounts shown are as originally adopted and as amended by the City Council during the year and reviews and amends the budget at mid-year and at year-end.

Appropriations lapse at fiscal year end to the extent they have not been expended. New budget appropriations are approved for the coming year. Project-length financial plans are adopted for all capital projects funds and appropriations are carried forward until project completion. Grant funds are carried forward until the grant expires.

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the governmental funds. Encumbrances outstanding at year-end are recorded as reservations of fund balance and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year.

From January through March, departments review their functional responsibilities and services and their current year budget objectives in light of any modifications in Council priorities or other direction to staff. These are considered in conjunction with projections of revenues and expenditures as the departments prepare their preliminary budget requests. Departments develop budgets, which reflect departmental goals and City Council priorities within budgetary constraints.

The City Manager reviews department budget requests in March-April. From these reviews, the budget parameters may be modified and changes made to the preliminary budget for presentation to Council. During the month of April, the Finance Department compiles all department requests and the City's financial data to produce a preliminary document.

The presentation of the City Manager's Proposed Budget in early June is intended to provide the City Council and the public time to review the budget. Included in the City Manager's presentation are an update of the City's financial position and long-range plan, review of the national, state and local economies, and discussion of financial policies and department activities.

After the Council reviews the proposed budget and receives public comment, they may revise the proposed budget. Then, on or before June 30, the City Council votes to adopt the budget, including any amendments to the proposed budget that may occur, by an affirmative vote of the majority of the seven-member City Council. At any meeting after the adoption of the budget, the City Council may amend or supplement the budget by a majority vote of the Council.

Upon final adoption by city ordinance, the budget becomes the legal authorization for the various departments to expend revenues, subject to any controls established by the City Manager, City Council and internal audit requirements. The City Council has adopted several financial and budgetary policies, which address debt, reserves, and spending authorizations.

Citizen Participation

Salinas' residents are encouraged to participate in the budget planning process through a variety of

BUDGET GUIDE

avenues, such as participating in Council-appointed boards and commissions or by attending budget sessions or public hearings at City Council meetings. Citizens may also view and comment on the budget document through the City's Internet Web page located at www.ci.salinas.ca.us.

Public hearings on the budget occur in June. Citizens have the opportunity to speak about budget issues at these hearings and at virtually any City Council meeting during the year. Council meetings are generally held on Tuesday afternoon beginning at 4:00 p.m. in the Council Rotunda at City Hall, located at 200 Lincoln Ave. Salinas. All council meetings are televised on the local cable access channel 26 and subsequently aired on Saturdays at 11:00 in the morning.

GLOSSARY OF BUDGET TERMINOLOGY

A city budget contains specialized and technical terminology that is unique to public finance and budgeting. Therefore, a glossary is provided to help the reader understand terms and vocabulary that are used in this document. Useful terms relevant to the budget process and/or city government are included.

APPROPRIATION An authorization made by the City Council, which permits the City to incur obligations and to make expenditures of resources.

BENEFITS: FULL TIME (FT) Cost to the City for insurance benefits for all regular part time employees. This includes health, disability, and workers' compensation insurance.

EDUCATIONAL INCENTIVE PAY Cost to the City for educational incentive pay to eligible public safety employees. For budget purposes, this payment is included as part of the total annual salary for eligible regular full time employees.

BENEFITS: REGULAR FT INSURANCE Cost to the City for insurance benefits for all regular full time employees. This includes the city's cost for health, dental, disability, life, and workers' compensation insurance.

BENEFITS: REGULAR FT LEAVE TIME Compensation for all leave time to employees who are appointed to regular full time positions. For budget purposes, the percentage factor could be applied to net work hours as calculated by the Finance Department.

BENEFITS: REGULAR FT RETIREMENT Cost to the City for Public Employees' Retirement for all regular full time employees. The city participates in two pension plans: the California Public Employees' Retirement System (PERS) for public safety and miscellaneous employees hired after June 1995 or those employees who elected to switch from the other local plan, and the New York Life Retirement Plan for miscellaneous employees hired before June 19, 1995 and who elected not to receive benefits under the PERS system.

BUDGET A financial plan for a specific period of time (one fiscal year) that matches planned revenues and expenditures with various municipal services.

BUDGET ADJUSTMENT A legal procedure to revise a budget appropriation. City staff has the prerogative to move expenditures within or between department programs. Increases to the budget must be approved by the City Council.

BUDGET DOCUMENT The instrument used by the City Manager and staff to present a comprehensive financial program to the City Council.

BUDGET RESOLUTION The official enactment by the City Council to establish legal authority for city officials to obligate and expend city resources and funds.

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BUDGETED FUNDS Funds that are planned for certain uses but have not been formally or legally appropriated by the City Council. The budget document submitted for City Council approval is composed of budgeted funds.

BUDGETARY CONTROL The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAPITAL IMPROVEMENT PROJECTS A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a period of several future years.

CAPITAL OUTLAY Purchase of equipment (including vehicles), tools, and furniture having a value of \$3,000 or more and a normal useful life of two years or more.

CONTRACTUAL SERVICES Expenditures for services which are obtained by an expressed or implied contract, or services which are of such nature that they normally would be obtained by such a contract. Major types of contractual services are advertising, printing and binding services, maintenance and repair services, auto body work, professional services, public utility services, and travel and transportation services.

DEPARTMENT A separate major administrative section of the City which indicates overall management responsibility for a group of related operations within a functional area. The City's structure has fourteen departments.

DEPARTMENT SUMMARY The Department Summary provides a summary of source of funds and expenditures by major category. The source of funds section shows how the fiscal year 2007-08 actual, the 2008-09 budget and the proposed 2009-10 budget are funded. The budget plan for FY 2010-11 is also included. The expenditure section details both employee services and other resources. The employee services category includes regular full-time, temporary part-time, and overtime. The other resources category includes: supplies/small equipment, outside services/other expenditures, and capital outlay

DIVISION A major administrative section of a department indicating management responsibility for a group of related operations within a department.

DIVISION SUMMARY Provides a summary of source of funds and expenditures by major category in the same manner as the Department Summary, described above, except that this summary is at the division level.

ENCUMBRANCE The commitment of appropriated funds to purchase an item or service. To encumber funds is to set aside or "commit" funds for a future expenditure.

ENTERPRISE FUND A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to ensure that the revenues are adequate to meet all necessary expenditures. The City of Salinas has the following Enterprise Funds: Airport, Golf Courses, Industrial Waste, Sanitary Sewer, NPDES Storm Drain Sewer, NPDES Street Sweeping, Hitchcock Road Water Utility and the Downtown Parking.

EXPENDITURE Refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained, regardless of when the expense is actually paid. This term applies to all funds. Expenditures are recorded in the City's financial records when the goods, services, or assets are received.

BUDGET GUIDE

EXPENDITURE BY CHARACTER A basis for distinguishing types of expenditures. The major expenditure categories used by the City of Salinas are Employee Services including salaries, benefits and overtime; operating expenditures (supplies and services) and capital outlay expenditures.

FISCAL YEAR (FY) The time period designated by the City representing the beginning and ending period for recording financial transactions. The City of Salinas has specified July 1 to June 30 as its fiscal year.

FULL TIME EQUIVALENT (FTE) Technique converting labor work hours into a unit measure of equivalent number of full time employees (1 FTE =2,080 annual hours) with the exemption of firefighters that are measured on 2,912 annual hours annually. For both FY 20089-10 and FY 2010-11 the budget included a ten percent reduction in the hours worked by non-public safety personnel as a result of the furlough program implemented by the City starting July 1, 2009.

FUND An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities, revenue sources, or government functions. Eight commonly used types of funds in public accounting are: general fund, special revenue funds, debt service funds, capital projects funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

FUND BALANCE Refers to the excess of assets over liabilities and encumbrances at the end of the recorded accounting period. Also known as available funds.

FUNDING SOURCE Identifies which revenues the City will use to pay the expenditures of each department. Some department budgets include revenues from one or more sources, which legally, may only be used for specific purposes, while others rely more heavily on the City's General Fund, which, may be used for any appropriate purpose.

GRANT A donation by a government or other organization to support a particular function. Grants may be classified as either categorical or block, depending upon the amount of discretion allowed the grantee.

INTERNAL SERVICE FUND Funds used to account for the financing of goods or services provided by one city department to another on a cost reimbursement basis.

LETTER OF TRANSMITTAL The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal year, and the views and recommendations of the City Manager.

LINE-ITEM BUDGET A budget that lists each expenditure type (salary, supplies, contractual services, etc.) as a separate line item, along with the dollar amount budgeted for each specified category.

OPERATING BUDGET The portion of the budget pertaining to daily operations that provides basic governmental services. The operating budget contains appropriations for such expenditures as personnel services, materials and supplies, and capital outlay. It does not include Capital Improvement Project expenditures.

REGULAR FULL TIME Describes the job status of a city employee as one who works a full weekly schedule (40 hours for non-public safety employees, 56 hours for public safety employees) on a non-temporary basis. For both FY 20089-10 and FY 2010-11 the budget included a ten percent reduction in the hours worked by non-public safety personnel as a result of the furlough program implemented by the City starting July 1, 2009.

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REVENUE Funds the City receives as income. Revenues include such items as taxes, licenses, user fees, service charges, fines and penalties, and grants.

RESERVE An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

SUPPLIES / SMALL EQUIPMENT Items purchased that have a unit value of less than \$3,000 regardless of normal useful life, or have a unit value of more than \$3,000 and a useful life of less than 2 years.

TEMPORARY Describes the job status of an employee as one who works less than full time and in a transitory position.

REVENUES Complete revenue worksheet for 2007-08 actual & 2008-09, 2009-10 and 2010-11 revenue estimates.



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FINANCIAL SUMMARIES

Budget Resolution Fiscal Year 2009-10

RESOLUTION NO. 19697 (N.C.S.)
RESOLUTION NO. 877 (S.R.A.)

RESOLUTION ADOPTING THE 2009-10 ANNUAL OPERATING BUDGET

BE IT RESOLVED that the Operating Budgets of the City of Salinas and the Salinas Redevelopment Agency, including interfund transfers as set forth herein for Fiscal Year 2009-10 commencing on July 1, 2009 be adopted as listed below:

| <u>Fund Description</u> | <u>Estimated Revenue</u> | <u>Interfund Transfers</u> | <u>Appropriations</u> |
|---|--------------------------|----------------------------|-----------------------|
| <u>General Government</u> | | | |
| 10 General Fund | 70,036,600 | 1,436,000 | 74,331,900 |
| 11 Measure V Fund-Annual | 8,975,000 | (522,500) | 9,931,800 |
| 24 Emergency Medical Services Fund | 18,000 | 522,500 | 522,600 |
| 25 Asset Seizure Fund | 32,600 | | 35,000 |
| 28 Public Safety Fund | 1,550,700 | | 599,700 |
| 34 Traffic Safety Fund | 925,000 | (1,050,000) | |
| 35 Vehicle Abatement Fund | 110,000 | 50,000 | 177,200 |
| 36 Recreation Park Fund | 23,000 | | |
| 41 Public Education Fund | 150,000 | | 25,000 |
| Total | 81,820,900 | 436,000 | 85,623,200 |
| <u>Internal Services</u> | | | |
| 50 Internal Service Fund | 3,027,000 | | 4,868,100 |
| <u>Enterprise Operations</u> | | | |
| 21 Airport | 1,162,500 | | 1,007,900 |
| 22 Industrial Waste | 1,275,000 | | 1,045,400 |
| 23 Golf Courses | 700,000 | 150,000 | 735,800 |
| 27 Sanitary Sewer | 2,330,000 | | 2,166,700 |
| 30 Storm Sewer | 510,000 | 1,000,000 | 1,486,100 |
| 31 Crazy Horse Landfill | 385,100 | (385,100) | |
| 51 Hitchcock Road Water System | 20,000 | | 20,000 |
| 52 Parking District | 340,100 | 1,238,700 | 1,621,600 |
| Total | 6,722,700 | 2,003,600 | 8,083,500 |
| <u>Assessment and Maintenance Districts</u> | | | |
| 26 Maintenance Districts | 1,610,300 | | 1,521,400 |
| 39 Business Surcharge Districts | 255,000 | | 255,000 |
| 70 Assessments Districts | 3,227,000 | | 3,294,700 |
| Total | 5,092,300 | 0 | 5,071,100 |
| <u>Block Grants and Home Program</u> | | | |
| 29 Community Development Block Grant | 3,908,800 | | 2,255,000 |
| 29 Home Investment Program | 1,389,800 | | 1,236,800 |
| 29 Emergency Shelter Program | 108,700 | | 108,700 |
| Total | 5,407,300 | | 3,600,500 |
| <u>Grants, Trusts & Agencies</u> | | | |
| 61 Grants, Trusts & Agencies | 720,800 | | 692,800 |
| <u>Deferred Compensation and Retirement</u> | | | |
| 65 Administration Fund | 80,000 | | 95,900 |
| <u>Debt Service</u> | | | |
| 40 Debt Service Fund | 22,800 | 1,029,100 | 1,075,100 |

FINANCIAL SUMMARIES

Budget Resolution Fiscal Year 2009-10

| <u>Fund Description</u> | <u>Estimated Revenue</u> | <u>Interfund Transfers</u> | <u>Appropriations</u> |
|---|--------------------------|----------------------------|-----------------------|
| <u>Redevelopment Agency</u> | | | |
| 92 Central City Project, Debt Service & Housing | 3,206,000 | (1,268,700) | 2,573,200 |
| 93 Sunset Ave Project, Debt Service & Housing | 2,500,500 | | 2,057,000 |
| Total | 5,706,500 | (1,268,700) | 4,630,200 |
| <u>Capital Projects Funds</u> | | | |
| 10 General Fund | | (871,000) | |
| 21 Airport Fund | | (64,500) | |
| 22 Industrial Waste Fund | | (550,000) | |
| 23 Golf Courses Fund | | (60,000) | |
| 24 Emergency Medical Services Fund | | (18,000) | |
| 27 Sanitary Sewer Fund | | (345,000) | |
| 28 Public Safety Fund | | (940,600) | |
| 29 Community Development Block Grant | | (1,767,800) | |
| 30 Storm Sewer Fund | | (200,000) | |
| 32 Development Fee Fund | 1,002,500 | (2,257,800) | |
| 33 Gas Tax Fund-Capital | 2,730,000 | (1,168,300) | |
| 33 Gas Tax Fund-Operating | | (2,200,000) | |
| 36 Recreation Parks Fund | | (30,000) | |
| 37 Special Aviation Fund | 871,500 | (826,500) | |
| 38 Construction Assistance Fund | 10,576,600 | (10,576,600) | |
| 52 Parking District Fund | | (25,000) | |
| 70 Assessment District Project Fund | 6,500 | | |
| 92 Central City Project Fund | | (291,500) | |
| 93 Sunset Av Project Fund | | (608,900) | |
| 80 Capital Projects Fund | | 20,601,500 | 20,601,500 |
| Total | 15,187,100 | (2,200,000) | 20,601,500 |
| Total Budget | 123,787,400 | 0 | 134,341,900 |

BE IT FURTHER RESOLVED that the Work Force, Salary Schedule and Financial Policies included in the budget document be adopted and that the Finance Director is hereby authorized to make interfund transfers as herein authorized when such monies become available.


PASSED AND ADOPTED this 30th day of June 2009, by the following vote:

AYES: Councilmembers Barrera, De La Rosa, Lutes, Villegas and Mayor Donohue

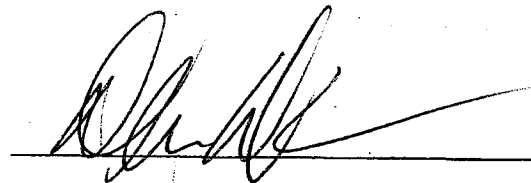
NOES: Councilmember Sanchez

ABSENT: Council member Barnes

ATTEST:



City Clerk



Mayor

FINANCIAL SUMMARIES

Appropriations Limit

RESOLUTION No. 19690

A RESOLUTION SETTING THE APPROPRIATIONS LIMIT
FOR THE CITY OF SALINAS FOR
FISCAL YEAR 2009-10

WHEREAS Article XIII B of the California Constitution was amended by the passage of Proposition 111 at the June 5, 1990, Primary Election; and,

WHEREAS each City must now select its change in the cost-of-living annually by a recorded vote of the City Council; and,

WHEREAS each City must now select its change in population annually by a recorded vote of the City Council;

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALINAS that the Appropriations Limit for the City shall be changed based on:

1. The population within the City limits, and
2. The change in California Per Capita Personal Income.

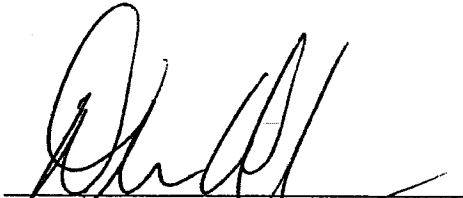
BE IT FURTHER RESOLVED that the Appropriations Limit for the City of Salinas for Fiscal Year 2009-10 is hereby adopted at \$175,976,277 pursuant to Article XIII B as amended by Proposition 111.

PASSED AND ADOPTED this 30th day of June 2009, by the following vote:


AYES: Councilmembers Barrera, De La Rosa, Lutes, Sanchez, Villegas
and Mayor Donohue

NOES
None

ABSENT: Councilmember Barnes


Dennis Donohue, Mayor

ATTEST:


Ann Camel, City Clerk

FINANCIAL SUMMARIES

Fund Balances

Fiscal Year 2009-10

| Fund | Estimated Balance 6/30/2009 | Estimated Revenues FY 09-10 | Budget FY 09-10 | Interfund Transfers FY 09-10 | Reserve Transfers FY 09-10 | Estimated Balance 6/30/2010 |
|-------------------------------------|-----------------------------|-----------------------------|-----------------|------------------------------|----------------------------|-----------------------------|
| General | | 70,036,600 | (74,331,900) | 1,436,000 | 2,859,300 | 0 |
| General-Capital Improvement Reserve | 871,000 | | | (871,000) | | |
| General-Operating Reserve | 3,011,803 | | | | (2,859,300) | 152,503 |
| Total | 3,882,803 | 70,036,600 | (74,331,900) | 565,000 | 0 | 152,503 |
| Measure V Fund | | | | | | |
| Transactions & Use 1/2 cent Tax | 1,627,351 | 8,975,000 | (9,931,800) | (522,500) | 100,000 | 248,051 |
| Total | 1,627,351 | 8,975,000 | (9,931,800) | (522,500) | 100,000 | 248,051 |
| Emergency Medical Services Fund | | | | | | |
| Asset Seizure | 89,200 | 18,000 | (522,600) | 504,500 | | 89,100 |
| Public Safety | 7,000 | 32,600 | (35,000) | | | 4,600 |
| Traffic Safety | 17,900 | 1,550,700 | (599,700) | (940,600) | | 28,300 |
| Vehicle Abatement | 178,500 | 925,000 | (177,200) | (1,050,000) | | 53,500 |
| Recreation Parks Fund | 62,200 | 110,000 | (177,200) | 50,000 | | 45,000 |
| Public Education Fund | 14,400 | 23,000 | (30,000) | (30,000) | | 7,400 |
| Total | 54,500 | 150,000 | (25,000) | | | 179,500 |
| Internal Service | | | | | | |
| Administration | 75,700 | 276,000 | (312,500) | | | 39,200 |
| General Insurances | 247,100 | 525,000 | (639,100) | | | 133,000 |
| Workers Compensation Insurance | | 1,375,000 | (3,110,000) | | 1,735,000 | |
| Liability Insurance | | 851,000 | (806,500) | | (44,500) | |
| Total | 322,800 | 3,027,000 | (4,868,100) | | 1,690,500 | 172,200 |
| Enterprise Operations | | | | | | |
| Airport | 182,300 | 1,162,500 | (1,007,900) | (64,500) | | 272,400 |
| Industrial Waste | 603,700 | 1,275,000 | (1,045,400) | (550,000) | | 283,300 |
| Golf Courses | 204,100 | 700,000 | (735,800) | 90,000 | | 258,300 |
| Sanitary Sewer | 876,400 | 2,330,000 | (2,166,700) | (345,000) | | 694,700 |
| Storm Sewer | 656,700 | 510,000 | (1,486,100) | 800,000 | | 480,600 |
| Hitchcock Road Water System | 36,300 | 20,000 | (20,000) | | | 36,300 |

FINANCIAL SUMMARIES

Fund Balances Fiscal Year 2009-10

| Fund | Estimated Balance 6/30/2009 | Estimated Revenues FY 09-10 | Budget FY 09-10 | Interfund Transfers FY 09-10 | Reserve Transfers FY 09-10 | Estimated Balance 6/30/2010 |
|---|-----------------------------------|-----------------------------------|--------------------|------------------------------------|----------------------------------|-----------------------------------|
| Downtown Parking District | 214,000 | 340,100 | (1,621,600) | 1,213,700 | | 146,200 8 |
| Crazy Horse Landfill | | 385,100 | | (385,100) | | |
| Total | 2,773,500 | 6,722,700 | (8,083,500) | 759,100 | | 2,171,800 |
| Assessment & Maintenance Districts | | | | | | |
| Maintenance District Administration | 162,400 | 64,300 | (90,200) | | | 136,500 |
| Woodside Park | 46,700 | 39,000 | (49,500) | | | 36,200 |
| Downtown Mail | (22,900) | | (2,200) | | | (25,100) |
| Airport Business Park | 8,000 | 15,500 | (17,000) | | | 6,500 |
| North East | 146,100 | 583,300 | (635,000) | | | 94,400 |
| Harden Ranch | 545,900 | 151,800 | (405,000) | | | 292,700 |
| Vista Nueva | 76,400 | 30,000 | (26,900) | | | 79,500 |
| Mira Monte | 174,000 | 122,700 | (121,100) | | | 175,600 9 |
| Monte Bella | 1,335,600 | 603,700 | (174,500) | | | 1,764,800 10 |
| Oldtown Business Surcharge District | 800 | 105,000 | (105,000) | | | 800 |
| SUBA Business Surcharge District | 7,100 | 150,000 | (150,000) | | | 7,100 |
| Assessment Administration | 54,500 | 60,000 | (64,700) | | | 49,800 |
| Assessment Districts Bonds | 6,018,300 | 3,167,000 | (3,230,000) | | | 5,955,300 |
| Total | 8,552,900 | 5,092,300 | (5,071,100) | | | 8,574,100 |
| Community Development Act of 1974 | 346,200 | 5,407,300 | (3,600,500) | (1,767,800) | | 385,200 |
| Grants, Trusts & Agencies | | | | | | |
| Economic Development Corporation | 200 | 507,400 | (479,400) | | | 28,200 |
| Literacy Grants | | 71,500 | (71,500) | | | |
| Weed and Seed | | 141,900 | (141,900) | | | |
| Total | 200 | 720,800 | (692,800) | | | 28,200 |
| Deferred Compensation & Retirement | 30,600 | 80,000 | (95,900) | | | 14,700 |

FINANCIAL SUMMARIES

Fund Balances Fiscal Year 2009-10

| Fund | Estimated Balance 6/30/2009 | Estimated Revenues FY 09-10 | Budget FY 09-10 | Interfund Transfers FY 09-10 | Reserve Transfers FY 09-10 | Estimated Balance 6/30/2010 |
|---------------------------------|-----------------------------------|-----------------------------------|--------------------|------------------------------------|----------------------------------|-----------------------------------|
| Redevelopment Agency | | | | | | |
| Central City Project | 494,000 | 61,000 | (400,900) | 334,400 | (475,000) | 13,500 |
| Central City Debt Service | 196,600 | 3,075,000 | (1,433,300) | (2,330,500) | 575,000 | 82,800 |
| Central City Low Income Housing | 310,500 | 70,000 | (739,000) | 435,900 | | 77,400 |
| | <u>1,001,100</u> | <u>3,206,000</u> | <u>(2,573,200)</u> | <u>(1,560,200)</u> | <u>100,000</u> | <u>173,700</u> 11 |
| Sunset Avenue Project | | | | | | |
| Sunset Avenue Debt Service | 234,800 | 2,474,500 | (924,900) | 924,900 | | 347,400 |
| Sunset Low Income Housing | 311,500 | 26,000 | (894,000) | 590,000 | | 33,500 |
| | <u>546,300</u> | <u>2,500,500</u> | <u>(2,057,000)</u> | <u>(608,900)</u> | | <u>380,900</u> |
| Total | <u>1,547,400</u> | <u>5,706,500</u> | <u>(4,630,200)</u> | <u>(2,169,100)</u> | <u>100,000</u> | <u>554,600</u> |
| Gas Tax | 991,100 | 2,730,000 | | (3,368,300) 12 | | 352,800 |
| Development Fees | | | | | | |
| Sewers | 817,600 | 265,000 | | (575,000) | | 507,600 |
| Parks | 734,300 | 75,000 | | (207,500) | | 601,800 |
| Library Fees | 76,200 | 25,000 | | (100,000) | | 1,200 |
| Trees | (1,200) | 500 | | | | (700) |
| Annexation | 26,800 | 1,000 | | | | 27,800 |
| Fire Fees | 44,700 | 11,000 | | | | 55,700 |
| Arterial | 2,573,600 | 625,000 | | (1,375,300) | | 1,823,300 |
| | <u>4,272,000</u> | <u>1,002,500</u> | | <u>(2,257,800)</u> | | <u>3,016,700</u> 13 |
| Special Aviation | | | | | | |
| California Aid to Airports | 12,700 | 10,000 | | | | 22,700 |
| CC&F Land Sale | 2,105,400 | 35,000 | | (826,500) | | 2,140,400 |
| Federal Aviation Grants | | 826,500 | | | | |
| | <u>2,118,100</u> | <u>871,500</u> | | <u>(826,500)</u> | | <u>2,163,100</u> |

FINANCIAL SUMMARIES

Fund Balances Fiscal Year 2009-10

| Fund | Estimated Balance 6/30/2009 | Estimated Revenues FY 09-10 | Budget FY 09-10 | Interfund Transfers FY 09-10 | Reserve Transfers FY 09-10 | Estimated Balance 6/30/2010 |
|--|-----------------------------------|-----------------------------------|--------------------|------------------------------------|----------------------------------|-----------------------------------|
| Construction Assistance State & Federal | | 3,850,000 | | (3,850,000) | | |
| Federal Economic Stimulus | | 6,376,600 | | (6,376,600) | | |
| Others | | 350,000 | | (350,000) | | |
| | | 10,576,600 | | (10,576,600) | | |
| Debt Service | 101,700 | 22,800 | (1,075,100) | 1,029,100 | | 78,500 |
| Assessment District Project | 374,300 | 6,500 | | | | 380,800 |
| Capital Projects Revolving Fund | 2,000,000 | | (20,601,500) | 20,601,500 | | 2,000,000 |
| | 29,364,654 | 123,787,400 | (134,341,900) | 0 | 1,890,500 | 20,700,654 |
| Total All Funds | | | | | | |

FINANCIAL SUMMARIES

Fund Balances – Notes

Fiscal Year 2009-10

| | <u>FY 08-09</u> | | <u>FY 09-10</u> | |
|----------|-----------------|--|-------------------------|-------------------------|
| 1 | | Beginning General Fund Balance | 9,404,641 | 3,882,803 |
| | | Estimated Revenue | 73,141,700 | 70,036,600 |
| | | Net Transfers | | |
| | | (To) From Other Funds | 263,500 | 1,436,000 |
| | | Estimated Expenditures | | |
| | | Operating | (82,501,300) | (74,331,900) |
| | | Carryover (budget savings) from 2007-08 | 1,885,100 | |
| | | Cancel/Delay Capital Projects | 1,404,162 | |
| | | Estimated Carryover (budget savings) from 2008-09 | 2,000,000 | |
| | | Capital Projects-On-going (Minimum Required) | (1,715,000) | (871,000) |
| | | Ending General Fund Balance | 3,882,803 | 152,503 |
| | | Reserves | | |
| | | Operating Reserve | (3,011,803) | 3.7% (152,503) 0.2% |
| | | Capital Projects Reserves | | |
| | | FY 2009-10 | (871,000) | |
| | | FY 2010-11 | | |
| | | Unreserved Fund Balance | <u>0</u> | <u>0</u> |
| 2 | | Beginning Measure V Fund Balance | <u>3,360,591</u> | <u>1,627,351</u> |
| | | Estimated Revenue | <u>9,650,000</u> | <u>8,975,000</u> |
| | | On-going Expenditures | | |
| | | Operating Budget | (10,377,500) | (9,931,800) |
| | | Gang Task Force Grant | 510,500 | |
| | | Transfer to Paramedic Fund | (522,500) | (522,500) |
| | | Cancel/Delay Capital Projects | 1,393,900 | |
| | | Estimated Carryover (budget savings) from 2008-09 | <u>1,000,000</u> | |
| | | Total On-going Expenditures | <u>(7,995,600)</u> | <u>(10,454,300)</u> |
| | | Revenue Over (Under) Expenditures | 1,654,400 | (1,479,300) |
| | | Vacancy Savings | | 100,000 |
| | | One-time Expenses (Capital Projects) | <u>(3,387,640)</u> | |
| | | Ending Measure V Unreserved Fund Balance | <u>1,627,351</u> | <u>248,051</u> |
| 3 | | Emergency Medical Services Fund (Paramedic Program) | | |
| | | Beginning Balance | 34,700 | 89,200 |
| | | Estimated Revenue | | |
| | | County CSA 74 Funds | 18,000 | 18,000 |
| | | Ambulance Contract | 150,000 | |
| | | General Fund Contribution | 162,500 | |
| | | Measure V Contribution | 522,500 | 522,500 |
| | | Estimated Expenditure | | |
| | | Operations | (855,500) | (522,600) |

FINANCIAL SUMMARIES

Fund Balances – Notes Fiscal Year 2009-10

| | Estimated FY 08-09 | Estimated FY 09-10 |
|--|---|-----------------------|
| Estimated Carryover (budget savings) from 2008-09 | 75,000 | |
| EMS Equipment | (18,000) | (18,000) |
| Unreserved Fund Balance | <u>89,200</u> | <u>89,100</u> |
| | | |
| 4 | The Recreation Park Fund collects revenue received from an admission fee imposed on events held at the Rodeo Grounds stadium. City Council has designated these funds for park and recreation purposes. | |
| | | |
| 5 | | |
| Internal Service-Fund Balance | 9,366,500 | 7,525,400 |
| Reserves | | |
| -Workers Compensation Insurance | (6,574,300) | (4,839,300) |
| -Liability Insurance | (2,469,400) | (2,513,900) |
| Unreserved Fund Balance | <u>322,800</u> | <u>172,200</u> |
| | | |
| 6 | | |
| Golf Courses Fund Balance | 1,112,300 | 1,166,500 |
| Reserve-Debt Service | (908,200) | (908,200) |
| Unreserved Balance | <u>204,100</u> | <u>258,300</u> |
| | | |
| 7 | | |
| Sanitary Sewer Fund Balance | 2,132,900 | 1,951,200 |
| Reserve-Debt Service | (1,031,500) | (1,031,500) |
| -Operating Reserve | (225,000) | (225,000) |
| Unreserved Balance | <u>876,400</u> | <u>694,700</u> |

All proceeds from the 1998 Sewer Revenue Bonds (\$14.2 million) have been spent on sewer improvement projects. Future sewer system improvement projects will require new funding.

| | | | | |
|----------|---|----------------|----------------|-----------|
| 8 | Downtown Parking District | | | |
| | Beginning Balance | 234,000 | 214,000 | |
| | Estimated Revenue | 360,100 | 340,100 | |
| | General Fund Advance | 285,000 | | |
| | Traffic Safety Fund (Parking Citations) | | 150,000 | |
| | Redevelopment Agency | * | 1,050,000 | 1,088,700 |
| | Estimated Expenditure | | | |
| | Operations | (597,700) | (532,900) | |
| | Debt Service | (1,092,400) | (1,088,700) | |
| | Capital Projects & Equipment | (25,000) | (25,000) | |
| | Unreserved Fund Balance | <u>214,000</u> | <u>146,200</u> | |

* Currently, available on-street parking in the downtown (2,000 parking spaces) is free. Annual debt service on the Monterey Street Parking Structure is paid by the Redevelopment Agency.

FINANCIAL SUMMARIES

Fund Balances – Notes

Fiscal Year 2009-10

| | Estimated FY 08-09 | Estimated FY 09-10 |
|--|-------------------------|---------------------------|
| 9 Mira Monte Maintenance District | | |
| Capital Reserve | | |
| (Streets, Curbs, Gutters & Sidewalks) | 100,200 | 125,300 |
| Operating Reserve | <u>73,800</u> | <u>50,300</u> |
| Reserved Fund Balance | <u><u>174,000</u></u> | <u><u>175,600</u></u> |
| 10 Monte Bella Maintenance District | | |
| Capital Reserve | | |
| (Streets, Curbs, Gutters, Sidewalks & Street Trees) | 1,248,800 | 1,677,550 |
| Operating Reserve | <u>86,800</u> | <u>87,250</u> |
| Reserved Fund Balance | <u><u>1,335,600</u></u> | <u><u>1,764,800</u></u> |
| 11 Redevelopment Agency | | |
| Central City Fund Balance | 2,399,400 | 1,472,000 |
| Reserve for Debt Service-Monterey St. Parking Structure | (1,100,000) | (1,000,000) |
| Reserve-Plaza Grande Financing | <u>(298,300)</u> | <u>(298,300)</u> |
| Unreserved Fund Balance | <u><u>1,001,100</u></u> | <u><u>173,700</u></u> |
| 12 Includes Gas Tax Transfers to fund the Federally mandated NPDES Storm Sewer program | <u><u>(841,300)</u></u> | <u><u>(1,000,000)</u></u> |
| 13 Reserved for Future Development Fee projects. | | |
| 14 COP Debt Service Fund Balance | 1,169,100 | 1,145,900 |
| Reserve-Debt Service | <u>(1,067,400)</u> | <u>(1,067,400)</u> |
| Unreserved Fund Balance | <u><u>101,700</u></u> | <u><u>78,500</u></u> |
| 15 Capital Projects Revolving Fund Balance Required for Capital Grant Advances | <u><u>2,000,000</u></u> | <u><u>2,000,000</u></u> |

FINANCIAL SUMMARIES

Fund Transfers

Fiscal Year 2009-10

| | Transfers In (Out) | Net Transfers In (Out) |
|---|-----------------------|------------------------------|
| | \$ | \$ |
| 10 General Fund | | |
| From Gas Tax for Street Maintenance | 1,200,000 | |
| From Traffic Safety Fund | 900,000 | |
| To Fairways Golf Course | (150,000) | |
| To Debt Service Fund | | |
| 65 W Alisal | (140,000) | |
| Crazy Horse Proceeds | (240,000) | |
| Animal Shelter | (84,000) | |
| To Vehicle Abatement Fund | (50,000) | 1,436,000 |
| 11 Measure V Fund | | |
| To EMS Paramedic Fund | (522,500) | (522,500) |
| 24 Emergency Medical Services Fund | | |
| From Measure V for Paramedics | 522,500 | 522,500 |
| 34 Traffic Safety Fund | | |
| To General Fund | (900,000) | |
| To Parking District Fund | (150,000) | (1,050,000) |
| 35 Vehicle Abatement Fund | | |
| From General Fund | 50,000 | 50,000 |
| 23 Fairways Golf Course | | |
| From General Fund | 150,000 | 150,000 |
| 30 Storm Sewer (NPDES) Fund | | |
| From Gas Tax for NPDES | 1,000,000 | 1,000,000 |
| 31 Crazy Horse Landfill | | |
| SVSWA Payment to Debt Service | (385,100) | (385,100) |
| 52 Parking District Fund | | |
| From Traffic Safety Fund | 150,000 | |
| From SRA-Central City Debt Service | 1,088,700 | 1,238,700 |
| 40 Debt Service Fund | | |
| From General Fund | | |
| 65 W Alisal | 145,000 | |
| Crazy Horse Proceeds | 235,000 | |
| Animal Shelter | 84,000 | |
| From Debt Service Fund | | |
| SVSWA Bond Payment | 385,100 | |
| From SRA-Central City Debt Service | | |
| Steinbeck Center | 180,000 | 1,029,100 |

FINANCIAL SUMMARIES

Fund Transfers

Fiscal Year 2009-10

| | Transfers In (Out) | Net Transfers In (Out) |
|--|-----------------------|------------------------------|
| | \$ | \$ |
| 92 SRA-Central City Debt Service | | |
| To Debt Service Fund | | |
| Monterey Street Parking Garage | (1,088,700) | |
| Steinbeck Center | (180,000) | (1,268,700) |
| 33 Gas Tax Fund | | |
| To General Fund for Street Maintenance | (1,200,000) | |
| To Storm Sewer Fund for NPDES | (1,000,000) | (2,200,000) |
| 80 Capital Projects Fund | | |
| From: | | |
| General Fund | 871,000 | |
| Measure V Fund | | |
| Airport Fund | 64,500 | |
| Industrial Waste | 550,000 | |
| Golf Courses Fund | 60,000 | |
| Emergency Medical Services Fund | 18,000 | |
| Sanitary Sewer Fund | 345,000 | |
| Public Safety Fund | 940,600 | |
| Community Development Block Grant | 1,767,800 | |
| Storm Sewer Fund | 200,000 | |
| Development Fee Fund | 2,257,800 | |
| Gas Tax Fund | 1,168,300 | |
| Recreation Parks Fund | 30,000 | |
| Special Aviation Fund | 826,500 | |
| Construction Assistance Fund | 10,576,600 | |
| Parking District Fund | 25,000 | |
| Central City Project Fund | 291,500 | |
| Sunset Avenue Project Fund | 608,900 | 20,601,500 |
| SRA Loans and Simultaneous Repayments | | |
| To Central City Project Fund | 625,900 | |
| From General Fund | (625,900) | |
| To General Fund | 625,900 | |
| From Central City Debt Service | (625,900) | |
| To Sunset Avenue Project Fund | 1,533,800 | |
| From General Fund | (1,533,800) | |
| To General Fund | 1,533,800 | |
| From Sunset Avenue Debt Service | (1,533,800) | |
| SRA Low and Moderate Income Housing Transfers | | |
| To Central City Low & Moderate Income Fund | 676,000 | |
| From Central City Debt Service Fund | (676,000) | |
| To Central City Debt Service Fund | 240,100 | |
| From Central City Low & Moderate Income Fund | (240,100) | |

FINANCIAL SUMMARIES

Fund Transfers

Fiscal Year 2009-10

| | Transfers In (Out) \$ | Net Transfers In (Out) \$ |
|---|-----------------------------|------------------------------------|
| To Sunset Avenue Low & Moderate Income Fund | 590,000 | |
| From Sunset Avenue Debt Service Fund | (590,000) | |
| | <hr/> | <hr/> |
| Total Interfund Transfers | <u>20,601,500</u> | <u>20,601,500</u> |

FINANCIAL SUMMARIES

Administration Overhead Rates

DEPARTMENTS

| | GENERAL GOVERNMENT (2) | POLICE (4) | FIRE (5) | DEVELOPMENT PERMIT SVCS (6) | DEVELOPMENT & ENGINEERING (7) | MAINTENANCE SERVICE (8) | RECREATION- PARKS (9) | LIBRARY (10) |
|--|------------------------------|---------------|--------------|-----------------------------------|-------------------------------------|-------------------------------|-----------------------------|-----------------|
| ACTUAL EXPENDITURES | \$174,430,587 | | | | | | | |
| EXPENDITURE ADJUSTMENTS | (\$58,556,789) | | | | | | | |
| ADJUSTED ACTUAL EXPEND | \$115,873,799 | \$37,168,958 | \$16,544,106 | \$3,011,155 | \$7,253,360 | \$13,555,700 | \$6,699,511 | \$3,667,078 |
| COSTING ADJUSTMENTS | \$3,903,568 | \$501,568 | \$42,031 | \$204,644 | \$192,770 | \$318,552 | \$1,019,405 | \$766,840 |
| OVERHEAD BASE | \$119,777,366 | \$37,670,526 | \$16,586,137 | \$3,215,799 | \$7,446,131 | \$13,874,252 | \$7,718,916 | \$4,433,918 |
| LESS: OVERHEAD | | | | | | | | |
| GENERAL | \$9,925,242 | | | | | | | |
| DEPARTMENTAL | \$3,239,237 | \$502,580 | \$400,990 | \$276,091 | \$594,722 | \$491,363 | \$528,816 | \$444,675 |
| DIRECT COST OF TAX / FEE SUPPORTED SERVICES | \$106,612,887 | \$37,167,945 | \$16,185,147 | \$2,939,708 | \$6,851,408 | \$13,382,889 | \$7,190,099 | \$3,989,244 |
| APPLIED OVERHEAD: | | | | | | | | |
| COST | \$9,925,242 | \$502,580 | \$400,990 | \$276,091 | \$594,722 | \$491,363 | \$528,816 | \$444,675 |
| RATE: | | | | | | | | |
| GENERAL | 9% | 1% | 3% | 9% | 9% | 4% | 7% | 11% |
| DEPARTMENTAL | | | | | | | | |
| COMPOSITE | 12% | | | | | | | |

FINANCIAL SUMMARIES

Revenue - Transfers - Appropriations

Fiscal Year 2010-11

| <u>Fund Description</u> | <u>Estimated Revenue</u> | <u>Interfund Transfers</u> | <u>Appropriations</u> |
|---|--------------------------|----------------------------|-----------------------|
| <u>General Government</u> | | | |
| 10 General Fund | 71,282,300 | 1,436,000 | 76,361,100 |
| 11 Measure V Fund-Annual | 9,050,000 | (522,500) | 10,197,000 |
| 24 Emergency Medical Services Fund | 18,000 | 522,500 | 537,300 |
| 25 Asset Seizure Fund | 32,600 | | 35,000 |
| 28 Public Safety Fund | 611,000 | | 618,900 |
| 34 Traffic Safety Fund | 1,000,000 | (1,050,000) | |
| 35 Vehicle Abatement Fund | 110,000 | 50,000 | 181,600 |
| 36 Recreation Park Fund | 23,000 | | |
| 41 Public Education Fund | 150,000 | | 25,000 |
| Total | 82,276,900 | 436,000 | 87,955,900 |
| <u>Internal Services</u> | | | |
| 50 Internal Service Fund | 3,052,000 | | 4,997,000 |
| <u>Enterprise Operations</u> | | | |
| 21 Airport | 1,162,500 | | 1,022,200 |
| 22 Industrial Waste | 1,275,000 | | 1,048,400 |
| 23 Golf Courses | 700,000 | 150,000 | 771,200 |
| 27 Sanitary Sewer | 2,355,000 | | 2,183,300 |
| 30 Storm Sewer | 515,000 | 1,000,000 | 1,514,000 |
| 31 Crazy Horse Landfill | 385,100 | (385,100) | 0 |
| 51 Hitchcock Road Water System | 20,000 | | 20,000 |
| 52 Parking District | 340,100 | 1,238,500 | 1,633,400 |
| Total | 6,752,700 | 2,003,400 | 8,192,500 |
| <u>Assessment and Maintenance Districts</u> | | | |
| 26 Maintenance Districts | 1,604,800 | | 1,642,100 |
| 39 Business Surcharge Districts | 255,000 | | 255,000 |
| 70 Assessments Districts | 3,217,200 | | 3,127,600 |
| Total | 5,077,000 | | 5,024,700 |
| <u>Block Grants and Home Program</u> | | | |
| 29 Community Development Block Grant | 2,529,000 | | 2,255,000 |
| 29 Home Investment Program | 1,191,800 | | 1,236,800 |
| 29 Emergency Shelter Program | 108,700 | | 108,700 |
| Total | 3,829,500 | | 3,600,500 |
| <u>Grants, Trusts & Agencies</u> | | | |
| 61 Grants, Trusts & Agencies | 725,200 | | 676,300 |
| <u>Deferred Compensation and Retirement</u> | | | |
| 65 Administration Fund | 85,000 | | 98,700 |
| <u>Debt Service</u> | | | |
| 40 Debt Service Fund | 22,800 | 1,029,100 | 1,073,500 |
| <u>Redevelopment Agency</u> | | | |
| 92 Central City Project, Debt Service & Housing | 3,206,000 | (1,268,500) | 2,012,200 |
| 93 Sunset Ave Project, Debt Service & Housing | 2,500,500 | | 1,327,200 |
| Total | 5,706,500 | (1,268,500) | 3,339,400 |

FINANCIAL SUMMARIES

Revenue - Transfers - Appropriations

Fiscal Year 2010-11

| <u>Fund Description</u> | <u>Estimated Revenue</u> | <u>Interfund Transfers</u> | <u>Appropriations</u> |
|--------------------------------------|--------------------------|----------------------------|-----------------------|
| <u>Capital Projects Funds</u> | | | |
| 10 General Fund | | (871,000) | |
| 21 Airport Fund | | (145,250) | |
| 23 Golf Courses Fund | | (60,000) | |
| 24 Emergency Medical Services Fund | | (18,000) | |
| 27 Sanitary Sewer Fund | | (370,000) | |
| 29 Community Development Block Grant | | (275,100) | |
| 30 Storm Sewer Fund | | (200,000) | |
| 32 Development Fee Fund | 1,002,500 | (2,707,500) | |
| 33 Gas Tax Fund-Capital | 2,805,000 | (920,000) | |
| 33 Gas Tax Fund-Operating | | (2,200,000) | |
| 36 Recreation Parks Fund | | (30,000) | |
| 37 Special Aviation Fund | 125,750 | (80,750) | |
| 38 Construction Assistance Fund | 2,024,000 | (2,024,000) | |
| 52 Parking District Fund | | (25,000) | |
| 70 Assessment District Project Fund | 6,500 | | |
| 92 Central City Project Fund | | (241,500) | |
| 93 Sunset Ave Project Fund | | (966,900) | |
| 80 Capital Projects Fund | | 8,935,000 | 8,935,000 |
| Total | 5,963,750 | (2,200,000) | 8,935,000 |
| Total Budget | 113,491,350 | 0 | 123,893,500 |

FINANCIAL SUMMARIES

Fund Balances Fiscal Year 2010-11

| Fund | Estimated Balance 6/30/2010 | Estimated Revenues FY 10-11 | Budget FY 10-11 | Interfund Transfers FY 10-11 | Reserve Transfers FY 10-11 | Estimated Balance 6/30/2011 |
|-------------------------------------|-----------------------------|-----------------------------|-----------------|------------------------------|----------------------------|-----------------------------|
| General | | 71,282,300 | (76,361,100) | 1,436,000 (871,000) | 152,503 (152,503) | (3,490,297) (871,000) |
| General-Capital Improvement Reserve | 152,503 | | | | | 0 |
| General-Operating Reserve | 152,503 | 71,282,300 | (76,361,100) | 565,000 | 0 | (4,361,297) 1 |
| Total | | | | | | |
| Measure V Fund | 248,051 | 9,050,000 | (10,197,000) | (522,500) | 100,000 | (1,321,449) |
| Transactions & Use 1/2 cent Tax | 248,051 | 9,050,000 | (10,197,000) | (522,500) | 100,000 | (1,321,449) 2 |
| Total | | | | | | |
| Emergency Medical Services Fund | 89,100 | 18,000 | (537,300) | 504,500 | | 74,300 3 |
| Asset Seizure | 4,600 | 32,600 | (35,000) | | | 2,200 |
| Public Safety | 28,300 | 611,000 | (618,900) | | | 20,400 |
| Traffic Safety | 53,500 | 1,000,000 | (1,050,000) | | | 3,500 |
| Vehicle Abatement | 45,000 | 110,000 | (181,600) | 50,000 | | 23,400 |
| Recreation Parks Fund | 7,400 | 23,000 | | (30,000) | | 400 4 |
| Public Education Fund | 179,500 | 150,000 | (25,000) | | | 304,500 |
| Total | | | | | | |
| Internal Service | 39,200 | 276,000 | (321,400) | | | (6,200) |
| Administration | 133,000 | 550,000 | (659,100) | | | 23,900 |
| General Insurances | | 1,375,000 | (3,210,000) | | 1,835,000 | |
| Workers Compensation Insurance | | 851,000 | (806,500) | | (44,500) | |
| Liability Insurance | | | | | | |
| Total | 172,200 | 3,052,000 | (4,997,000) | | 1,790,500 | 17,700 5 |
| Total | | | | | | |
| Enterprise Operations | 272,400 | 1,162,500 | (1,022,200) | (145,250) | | 267,450 |
| Airport | 283,300 | 1,275,000 | (1,048,400) | | | 509,900 |
| Industrial Waste | 258,300 | 700,000 | (771,200) | 90,000 | | 277,100 6 |
| Golf Courses | 694,700 | 2,355,000 | (2,183,300) | (370,000) | | 496,400 7 |
| Sanitary Sewer | 480,600 | 515,000 | (1,514,000) | 800,000 | | 281,600 |
| Storm Sewer | 36,300 | 20,000 | (20,000) | | | 36,300 |
| Hitchcock Road Water System | 146,200 | 340,100 | (1,633,400) | 1,213,500 | | 66,400 8 |
| Downtown Parking District | | | | | | |

FINANCIAL SUMMARIES

Fund Balances Fiscal Year 2010-11

| Fund | Estimated Balance 6/30/2010 | Estimated Revenues FY 10-11 | Budget FY 10-11 | Interfund Transfers FY 10-11 | Reserve Transfers FY 10-11 | Estimated Balance 6/30/2011 |
|---|-----------------------------|-----------------------------|-----------------|------------------------------|----------------------------|-----------------------------|
| Crazy Horse Landfill | | 385,100 | | (385,100) | | |
| Total | 2,171,800 | 6,752,700 | (8,192,500) | 1,203,150 | | 1,935,150 |
| Assessment & Maintenance Districts | | | | | | |
| Maintenance District Administration | 136,500 | 64,300 | (90,800) | | | 110,000 |
| Woodside Park | 36,200 | 39,000 | (49,500) | | | 25,700 |
| Downtown Mall | (25,100) | | (2,200) | | | (27,300) |
| Airport Business Park | 6,500 | 15,500 | (17,000) | | | 5,000 |
| North East | 94,400 | 583,300 | (635,000) | | | 42,700 |
| Harden Ranch | 292,700 | 146,300 | (405,000) | | | 34,000 |
| Vista Nueva | 79,500 | 30,000 | (26,900) | | | 82,600 |
| Mira Monte | 175,600 | 122,700 | (121,100) | | | 177,200 |
| Monte Bella | 1,764,800 | 603,700 | (294,600) | | | 2,073,900 |
| Oldtown Business Surcharge District | 800 | 105,000 | (105,000) | | | 800 |
| SUBA Business Surcharge District | 7,100 | 150,000 | (150,000) | | | 7,100 |
| Assessment Administration | 49,800 | 60,000 | (65,400) | | | 44,400 |
| Assessment Districts Bonds | 5,955,300 | 3,157,200 | (3,062,200) | | | 6,050,300 |
| Total | 8,574,100 | 5,077,000 | (5,024,700) | | | 8,626,400 |
| Community Development Act of 1974 | 385,200 | 3,829,500 | (3,600,500) | (275,100) | | 339,100 |
| Grants, Trusts & Agencies | | | | | | |
| Economic Development Corporation | 28,200 | 520,000 | (471,100) | | | 77,100 |
| Literacy Grants | | 63,500 | (63,500) | | | |
| Weed and Seed | | 141,700 | (141,700) | | | |
| Total | 28,200 | 725,200 | (676,300) | | | 77,100 |
| Deferred Compensation & Retirement | 14,700 | 85,000 | (98,700) | | | 1,000 |
| Redevelopment Agency | | | | | | |
| Central City Project | 13,500 | 61,000 | (407,900) | 166,400 | 175,000 | 8,000 |
| Central City Debt Service | 82,800 | 3,075,000 | (1,433,900) | (2,112,400) | 400,000 | 11,500 |

FINANCIAL SUMMARIES

Fund Balances Fiscal Year 2010-11

| Fund | Estimated Balance 6/30/2010 | Estimated Revenues FY 10-11 | Budget FY 10-11 | Interfund Transfers FY 10-11 | Reserve Transfers FY 10-11 | Estimated Balance 6/30/2011 |
|---------------------------------|-----------------------------|-----------------------------|-----------------|------------------------------|----------------------------|-----------------------------|
| Central City Low Income Housing | 77,400 | 70,000 | (170,400) | 436,000 | | 413,000 |
| | 173,700 | 3,206,000 | (2,012,200) | (1,510,000) | 575,000 | 432,500 |
| Sunset Avenue Project | 347,400 | 2,474,500 | (935,900) | 935,900 | | 77,800 |
| Sunset Avenue Debt Service | 33,500 | 26,000 | (251,300) | (2,492,800) | | 509,500 |
| Sunset Low Income Housing | | | (140,000) | 590,000 | | |
| | 380,900 | 2,500,500 | (1,327,200) | (966,900) | | 587,300 |
| Total | 554,600 | 5,706,500 | (3,339,400) | (2,476,900) | 575,000 | 1,019,800 |
| Gas Tax | 352,800 | 2,805,000 | | (3,120,000) | | 37,800 |
| Development Fees | | | | | | |
| Sewers | 507,600 | 265,000 | | (550,000) | | 222,600 |
| Parks | 601,800 | 75,000 | | (157,500) | | 519,300 |
| Library Fees | 1,200 | 25,000 | | | | 26,200 |
| Trees | (700) | 500 | | | | (200) |
| Annexation | 27,800 | 1,000 | | | | 28,800 |
| Fire Fees | 55,700 | 11,000 | | | | 66,700 |
| Arterial | 1,823,300 | 625,000 | | (2,000,000) | | 448,300 |
| Total | 3,016,700 | 1,002,500 | | (2,707,500) | | 1,311,700 |
| Special Aviation | | | | | | |
| California Aid to Airports | 22,700 | 10,000 | | | | 32,700 |
| CC&F Land Sale | 2,140,400 | 35,000 | | | | 2,175,400 |
| Federal Aviation Grants | | 80,750 | | (80,750) | | |
| Total | 2,163,100 | 125,750 | | (80,750) | | 2,208,100 |
| Construction Assistance | | | | | | |
| State & Federal | | 1,524,000 | | (1,524,000) | | |
| Federal Economic Stimulus | | | | | | |
| Others | | 500,000 | | (500,000) | | |

FINANCIAL SUMMARIES

Fund Balances Fiscal Year 2010-11

| Fund | Estimated Balance 6/30/2010 | Estimated Revenues FY 10-11 | Budget FY 10-11 | Interfund Transfers FY 10-11 | Reserve Transfers FY 10-11 | Estimated Balance 6/30/2011 |
|---------------------------------|-----------------------------------|-----------------------------------|--------------------|------------------------------------|----------------------------------|-----------------------------------|
| Total | | 2,024,000 | | (2,024,000) | | |
| Debt Service | 78,500 | 22,800 | (1,073,500) | 1,029,100 | | 56,900 |
| Assessment District Project | 380,800 | 6,500 | | | | 387,300 |
| Capital Projects Revolving Fund | 2,000,000 | | (8,935,000) | 8,935,000 | | 2,000,000 |
| Total All Funds | 20,700,654 | 113,491,350 | (123,893,500) | 0 | 2,465,500 | 12,764,004 |

FINANCIAL SUMMARIES

Fund Balances - Notes Fiscal Year 2010-11

| | Estimated FY 09-10 | Estimated FY 10-11 |
|---|-----------------------|-----------------------|
| 1 | | |
| Beginning General Fund Balance | 3,882,803 | 152,503 |
| Estimated Revenue | 70,036,600 | 71,282,300 |
| Net Transfers | | |
| (To) From Other Funds | 1,436,000 | 1,436,000 |
| Estimated Expenditures | | |
| Operating | (74,331,900) | (76,361,100) |
| Capital Projects-On-going (Minimum Required) | (871,000) | (871,000) |
| Ending General Fund Balance | 152,503 | (4,361,297) |
| Reserves | | |
| Operating Reserve | (152,503) 0.2% | |
| Capital Projects Reserves | | |
| FY 2010-11 | | |
| FY 2011-12 | | |
| Unreserved Fund Balance | <u>0</u> | <u>(4,361,297)</u> ** |
| 2 | | |
| Beginning Measure V Fund Balance | <u>1,627,351</u> | <u>248,051</u> |
| Estimated Revenue | <u>8,975,000</u> | <u>9,050,000</u> |
| On-going Expenditures | | |
| Operating Budget | (9,931,800) | (10,197,000) |
| Gang Task Force Grant | | |
| Transfer to Paramedic Fund | <u>(522,500)</u> | <u>(522,500)</u> |
| Total On-going Expenditures | <u>(10,454,300)</u> | <u>(10,719,500)</u> |
| Ending Measure V Unreserved Fund Balance | <u>(1,479,300)</u> | <u>(1,669,500)</u> |
| Vacancy Savings | 100,000 | 100,000 |
| One-time Expenses (Capital Projects) | | |
| Ending Measure V Unreserved Fund Balance | <u>248,051</u> | <u>(1,321,449)</u> ** |
| ** Combined General Fund and Measure V FY 2010-11 shortfall is \$5.7 million or 6.5% of the combined budgets. Additional budget reductions will be required and implemented by July 1, | | |
| 3 | | |
| Emergency Medical Services Fund (Paramedic Program) | | |
| Beginning Balance | 89,200 | 89,100 |
| Estimated Revenue | | |
| County CSA 74 Funds | 18,000 | 18,000 |
| Ambulance Contract | | |
| Measure V Contribution | 522,500 | 522,500 |
| Estimated Expenditure | | |

FINANCIAL SUMMARIES

Fund Balances - Notes Fiscal Year 2010-11

| | Estimated FY 09-10 | Estimated FY 10-11 |
|---|---|-----------------------|
| Unreserved Fund Balance | <u>89,100</u> | <u>74,300</u> |
| 4 | The Recreation Park Fund collects revenue received from an admission fee imposed on events held at the Rodeo Grounds stadium. City Council has designated these funds for park and recreation purposes. | |
| 5 | | |
| Internal Service-Fund Balance | 7,525,400 | 5,580,400 |
| Reserves | | |
| -Workers Compensation Insurance | (4,839,300) | (3,004,300) |
| -Liability Insurance | <u>(2,513,900)</u> | <u>(2,558,400)</u> |
| Unreserved Fund Balance | <u>172,200</u> | <u>17,700</u> |
| 6 | | |
| Golf Courses Fund Balance | 1,166,500 | 1,185,300 |
| Reserve-Debt Service | <u>(908,200)</u> | <u>(908,200)</u> |
| Unreserved Balance | <u>258,300</u> | <u>277,100</u> |
| 7 | | |
| Sanitary Sewer Fund Balance | 1,951,200 | 1,752,900 |
| Reserve-Debt Service | (1,031,500) | (1,031,500) |
| -Operating Reserve | <u>(225,000)</u> | <u>(225,000)</u> |
| Unreserved Balance | <u>694,700</u> | <u>496,400</u> |
| All proceeds from the 1998 Sewer Revenue Bonds (\$14.2 million) have been spent on sewer improvement projects. Future sewer system improvement projects will require new funding. | | |
| 8 | | |
| Downtown Parking District | | |
| Beginning Balance | 214,000 | 146,200 |
| Estimated Revenue | 340,100 | 340,100 |
| Traffic Safety Fund (Parking Citations) | 150,000 | 150,000 |
| Redevelopment Agency | * 1,088,700 | 1,088,500 |
| Estimated Expenditure | | |
| Operations | (532,900) | (544,900) |
| Debt Service | (1,088,700) | (1,088,500) |
| Capital Projects & Equipment | <u>(25,000)</u> | <u>(25,000)</u> |
| Unreserved Fund Balance | <u>146,200</u> | <u>66,400</u> |

* Currently, available on-street parking in the downtown (2,000 parking spaces) is free. Annual debt service on the Monterey Street Parking Structure is paid by the Redevelopment Agency.

FINANCIAL SUMMARIES

Fund Balances - Notes Fiscal Year 2010-11

| | <u>Estimated FY 09-10</u> | <u>Estimated FY 10-11</u> |
|--|-------------------------------|-------------------------------|
| 9 | | |
| Mira Monte Maintenance District | | |
| Capital Reserve | | |
| (Streets, Curbs, Gutters & Sidewalks) | 125,300 | 152,800 |
| Operating Reserve | <u>50,300</u> | <u>24,400</u> |
| Reserved Fund Balance | <u><u>175,600</u></u> | <u><u>177,200</u></u> |
| 10 | | |
| Monte Bella Maintenance District | | |
| Capital Reserve | | |
| (Streets, Curbs, Gutters, Sidewalks & Street Trees) | 1,677,550 | 1,926,600 |
| Operating Reserve | <u>87,250</u> | <u>147,300</u> |
| Reserved Fund Balance | <u><u>1,764,800</u></u> | <u><u>2,073,900</u></u> |
| 11 | | |
| Redevelopment Agency | | |
| Central City Fund Balance | 1,472,000 | 1,155,800 |
| Reserve for Debt Service-Monterey St. Parking Structure | (1,000,000) | (425,000) |
| Reserve-Plaza Grande Financing | <u>(298,300)</u> | <u>(298,300)</u> |
| Unreserved Fund Balance | <u><u>173,700</u></u> | <u><u>432,500</u></u> |
| 12 | | |
| Includes Gas Tax Transfers to fund the Federally mandated NPDES Storm Sewer program | <u><u>(1,000,000)</u></u> | <u><u>(1,000,000)</u></u> |
| 13 | | |
| Reserved for Future Development Fee projects. | | |
| 14 | | |
| COP Debt Service Fund Balance | 1,145,900 | 1,124,300 |
| Reserve-Debt Service | <u>(1,067,400)</u> | <u>(1,067,400)</u> |
| Unreserved Fund Balance | <u><u>78,500</u></u> | <u><u>56,900</u></u> |
| 15 | | |
| Capital Projects Revolving Fund Balance Required for Capital Grant Advances | <u><u>2,000,000</u></u> | <u><u>2,000,000</u></u> |

FINANCIAL SUMMARIES

Fund Transfers

Fiscal Year 2010-11

| | Transfers In (Out) | Net Transfers In (Out) |
|---|-----------------------|------------------------------|
| | \$ | \$ |
| 10 General Fund | | |
| From Gas Tax for Street Maintenance | 1,200,000 | |
| From Traffic Safety Fund | 900,000 | |
| To Fairways Golf Course | (150,000) | |
| To Debt Service Fund | | |
| 65 W Alisal | (140,000) | |
| Crazy Horse Proceeds | (240,000) | |
| Animal Shelter | (84,000) | |
| To Vehicle Abatement Fund | (50,000) | 1,436,000 |
| 11 Measure V Fund | | |
| To EMS Paramedic Fund | (522,500) | (522,500) |
| 24 Emergency Medical Services Fund | | |
| From Measure V for Paramedics | 522,500 | 522,500 |
| 34 Traffic Safety Fund | | |
| To General Fund | (900,000) | |
| To Parking District Fund | (150,000) | (1,050,000) |
| 35 Vehicle Abatement Fund | | |
| From General Fund | 50,000 | 50,000 |
| 23 Fairways Golf Course | | |
| From General Fund | 150,000 | 150,000 |
| 30 Storm Sewer (NPDES) Fund | | |
| From Gas Tax for NPDES | 1,000,000 | 1,000,000 |
| 31 Crazy Horse Landfill | | |
| SVSWA Payment to Debt Service | (385,100) | (385,100) |
| 52 Parking District Fund | | |
| From Traffic Safety Fund | 150,000 | |
| From SRA-Central City Debt Service | 1,088,500 | 1,238,500 |
| 40 Debt Service Fund | | |
| From General Fund | | |
| 65 W Alisal | 145,000 | |
| Crazy Horse Proceeds | 235,000 | |
| Animal Shelter | 84,000 | |
| From Debt Service Fund | | |
| SVSWA Bond Payment | 385,100 | |
| From SRA-Central City Debt Service | | |
| Steinbeck Center | 180,000 | 1,029,100 |

FINANCIAL SUMMARIES

Fund Transfers

Fiscal Year 2010-11

| | Transfers In (Out) \$ | Net Transfers In (Out) \$ |
|--|-----------------------------|------------------------------------|
| 92 SRA-Central City Debt Service | | |
| To Debt Service Fund | | |
| Monterey Street Parking Garage | (1,088,500) | |
| Steinbeck Center | (180,000) | (1,268,500) |
| 33 Gas Tax Fund | | |
| To General Fund for Street Maintenance | (1,200,000) | |
| To Storm Sewer Fund for NPDES | (1,000,000) | (2,200,000) |
| 80 Capital Projects Fund | | |
| From: | | |
| General Fund | 871,000 | |
| Measure V Fund | | |
| Airport Fund | 145,250 | |
| Golf Courses Fund | 60,000 | |
| Emergency Medical Services Fund | 18,000 | |
| Sanitary Sewer Fund | 370,000 | |
| Community Development Block Grant | 275,100 | |
| Storm Sewer Fund | 200,000 | |
| Development Fee Fund | 2,707,500 | |
| Gas Tax Fund | 920,000 | |
| Recreation Parks Fund | 30,000 | |
| Special Aviation Fund | 80,750 | |
| Construction Assistance Fund | 2,024,000 | |
| Parking District Fund | 25,000 | |
| Central City Project Fund | 241,500 | |
| Sunset Avenue Project Fund | 966,900 | 8,935,000 |
| SRA Loans and Simultaneous Repayments | | |
| To Central City Project Fund | 407,900 | |
| From General Fund | (407,900) | |
| To General Fund | 407,900 | |
| From Central City Debt Service | (407,900) | |
| To Sunset Avenue Project Fund | (1,902,800) | |
| From General Fund | 1,902,800 | |
| To General Fund | (1,902,800) | |
| From Sunset Avenue Debt Service | 1,902,800 | |
| SRA Low and Moderate Income Housing Transfers | | |
| To Central City Low & Moderate Income Fund | 676,000 | |
| From Central City Debt Service Fund | (676,000) | |
| To Central City Debt Service Fund | 240,000 | |
| From Central City Low & Moderate Income Fund | (240,000) | |
| To Sunset Avenue Low & Moderate Income Fund | 590,000 | |
| From Sunset Avenue Debt Service Fund | (590,000) | |
| Total Interfund Transfers | 8,935,000 | 8,935,000 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|---------------------|---------------------------------------|-------------------|-------------------|-------------------|-------------------|
| General Fund | | | | | |
| 10.00 51101 | Secured Taxes - Curr Year | 13,062,316 | 12,410,000 | 11,800,000 | 11,900,000 |
| | Monterey County Tax Collection Fee | (307,979) | (290,000) | (300,000) | (300,000) |
| 10.00 51102 | Unsecured Taxes - Curr Year | 535,548 | 575,000 | 585,000 | 585,000 |
| 10.00 51104 | Supplement Assessment Roll | 841,923 | 450,000 | 500,000 | 500,000 |
| 10.00 51105 | Property Taxes - Interest | 53,882 | 50,000 | 50,000 | 50,000 |
| 10.00 51106 | Secured Taxes - Prior Yr | 448,518 | 700,000 | 800,000 | 800,000 |
| 10.00 51107 | Unsecured Taxes - Prior Yr | 3,933 | 5,000 | 5,000 | 5,000 |
| 10.00 51108 | Homeowners Property Tax Relief | 78,560 | 90,000 | 80,000 | 80,000 |
| 10.00 51111 | ERAF (AB16661) | | | | |
| 10.00 51112 | Vehicle License Fee In-Lieu | 12,100,832 | 11,500,000 | 10,925,000 | 11,025,000 |
| 10.00 51113 | State Budget Contribution | | | | |
| | Total Property Taxes | 26,817,533 | 25,490,000 | 24,445,000 | 24,645,000 |
| 10.00 51201 | Sales Tax-75% | 17,544,309 | 16,450,000 | 14,575,000 | 14,675,000 |
| 10.00 51114 | Sales Tax In-Lieu-25% | 6,362,287 | 6,030,000 | 5,300,000 | 4,900,000 |
| | Sales Tax True-up Reimb of (Over Pay) | 205,390 | (480,000) | (600,000) | |
| 10.00 51202 | Utility Users Tax | 8,825,728 | 8,600,000 | 8,800,000 | 9,000,000 |
| 10.00 51203 | Hotel - Motel Tax | 1,571,786 | 1,600,000 | 1,600,000 | 1,650,000 |
| 10.00 51204 | Property Transfer Tax | 258,413 | 350,000 | 350,000 | 350,000 |
| 10.00 51205 | Business License Tax | 4,108,990 | 4,100,000 | 4,300,000 | 4,400,000 |
| 10.00 51207 | Franchise Fee - Electric | 469,500 | 480,000 | 490,000 | 500,000 |
| 10.00 51208 | Franchise Fee- Gas | 302,773 | 315,000 | 320,000 | 325,000 |
| 10.00 51209 | Franchise Fee- Garbage | 1,618,475 | 1,850,000 | 2,150,000 | 2,200,000 |
| 10.00 51210 | Franchise Fee - Cable TV | 566,734 | 700,000 | 750,000 | 770,000 |
| 10.00 51211 | Royalty - Crazy Horse Thermal | 156,263 | 150,000 | 150,000 | 150,000 |
| 10.00 51214 | Franchise Fee - Towing | 212,271 | 165,000 | 226,800 | 266,800 |
| | Total Other Taxes | 42,202,917 | 40,310,000 | 38,411,800 | 39,186,800 |
| 10.00 52001 | Animal License | 57,236 | 61,000 | 62,000 | 63,000 |
| 10.00 52002 | Bicycle Licenses | 269 | 500 | 500 | 500 |
| 10.00 52005 | Mechanical Permits | 4,918 | 5,500 | 5,600 | 5,700 |
| 10.00 52006 | Building Permits | 731,916 | 550,000 | 600,000 | 625,000 |
| 10.00 52007 | Building Relocation Permits | | 500 | 500 | 500 |
| 10.00 52008 | Plumbing Permits | 24,497 | 26,000 | 27,000 | 28,000 |
| 10.00 52009 | Electrical Permits | 12,002 | 11,000 | 12,000 | 13,000 |
| 10.00 52010 | Encroachment Permits | 132,682 | 140,000 | 145,000 | 145,000 |
| 10.00 52011 | Re-Roofing Permits | 84,184 | 100,000 | 110,000 | 115,000 |
| 10.00 52012 | Building Demolition Permits | 900 | 2,000 | 2,000 | 2,500 |
| 10.00 52014 | Regulatory Licenses | 18,295 | 25,000 | 25,000 | 25,000 |
| 10.00 52016 | Garage Sale Permits | 10,061 | 16,000 | 12,000 | 12,000 |
| 10.00 52017 | Fast Track Permit | | 5,000 | 5,000 | 5,000 |
| 10.00 52020 | Transportation Permit | 15,210 | 16,000 | 17,000 | 18,000 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|----------------|--------------------------------------|-----------------|-------------------|-------------------|-------------------|
| | Total Licenses & Permits | 1,092,169 | 958,500 | 1,023,600 | 1,058,200 |
| 10.00 | 53005 Parking Fines - Admin Fee | 37,370 | 36,000 | | |
| 10.00 | 53006 General Code Fines | 61,994 | 50,000 | 65,000 | 70,000 |
| 10.00 | 53007 Code Enforcement Recovery Cost | | 500 | 500 | 500 |
| 10.00 | 53008 Code Enforcement Violations | 24,873 | 26,000 | 50,000 | 50,000 |
| | Total Fines & Penalties | 124,237 | 112,500 | 115,500 | 120,500 |
| 10.00 | 54001 Investment Earnings | 1,090,982 | 500,000 | 500,000 | 500,000 |
| 10.00 | 54004 Interest on Advances | 171,063 | | | |
| 10.00 | 54020 Rental Income | 51,146 | 41,000 | 50,000 | 50,000 |
| 10.00 | 54023 Building Lease | 123,100 | 20,000 | 30,200 | 30,200 |
| | Total Investment Earnings | 1,436,291 | 561,000 | 580,200 | 580,200 |
| 10.00 | 55102 County Housing - In-Lieu | 37,402 | 40,000 | 40,000 | 40,000 |
| 10.00 | 55108 Hazardous Material | 6,959 | | | |
| 10.00 | 55124 County HAZMAT | 116,046 | 110,000 | 115,000 | 120,000 |
| 10.00 | 55135 Monterey County DNA Fund | 6,231 | 5,000 | 10,000 | 10,000 |
| 10.00 | 55138 SVMH Maintenance Reibursement | 4,312 | 4,000 | 4,200 | 4,200 |
| 10.00 | 55202 Motor Vehicle In-Lieu-1/3rd | 667,571 | 425,000 | 450,000 | 475,000 |
| 10.00 | 55210 State Highway Maintenance | 4,583 | 12,000 | 6,000 | 6,000 |
| 10.00 | 55211 State Mandated Costs | 93,470 | 15,000 | 10,000 | 10,000 |
| 10.00 | 55213 CLSB Direct Loan Fund | 76 | 25,000 | 5,000 | 5,000 |
| 10.00 | 55214 State Public Library Fund | 57,444 | 60,000 | 65,000 | 65,000 |
| 10.00 | 55218 Post Training Reimbursement | 75,049 | 55,000 | 55,000 | 55,000 |
| 10.00 | 55222 State Fire Reimbursement | 62,057 | 390,000 | 10,000 | 10,000 |
| 10.00 | 55224 State Office of Emergency | 10,824 | 10,000 | 1,000 | 1,000 |
| 10.00 | 55258 State ABC Grant | 19,564 | 5,000 | 5,000 | 5,000 |
| 10.00 | 55316 Federal Fire Reimbursement | 14,621 | | | |
| 10.00 | 55318 SUHS-SRO | 290,500 | 314,000 | 293,100 | 293,100 |
| 10.00 | 55321 Alisal-Steinbeck Park | 10,000 | 8,000 | 8,000 | 8,000 |
| 10.00 | 55331 Dept of Justice BVP | 17,344 | 10,000 | 10,000 | 10,000 |
| | Total From Other Agencies | 1,494,052 | 1,488,000 | 1,087,300 | 1,117,300 |
| 10.00 | 56102 Administrative Service Fees | 1,284,063 | 1,300,000 | 1,400,000 | 1,450,000 |
| 10.00 | 56103 Sale of Printed Material | 10,748 | 11,000 | 10,000 | 10,000 |
| 10.00 | 56104 Bus License App. Fees | 38,482 | 36,000 | 40,000 | 42,000 |
| 10.00 | 56105 Bond Issuance Fees | 56,384 | 75,000 | 10,000 | 10,000 |
| 10.00 | 56106 Minute/Agenda Sales Fees | | 100 | 100 | 100 |
| 10.00 | 56107 Candidate Filing Fees | 189 | 500 | 100 | 100 |
| 10.00 | 56108 Return Check Fees | 1,250 | 2,000 | 2,000 | 2,000 |
| 10.00 | 56110 Research Fees | 151 | 600 | 100 | 100 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|----------------|---------------------------------|-----------------|-------------------|-------------------|-------------------|
| 10.00 56111 | Copying Fees | 3,321 | 3,000 | 2,000 | 2,500 |
| 10.00 56114 | Holiday Parade of Lights | 2,700 | 1,000 | 2,000 | 2,500 |
| 10.00 56115 | Airshow Charges | 20,210 | 25,000 | 13,000 | 13,000 |
| 10.00 56116 | Parade Permit Fees | 590 | 600 | 600 | 700 |
| 10.00 56117 | Legal Services | | 200 | 100 | 100 |
| 10.00 56118 | Map Sales | 806 | 2,000 | 1,000 | 1,200 |
| 10.00 56121 | Special Events Application Fee | 9,928 | 5,000 | 10,000 | 10,000 |
| 10.00 56122 | Credit Card Convenience Fee | | | 8,000 | 9,000 |
| 10.00 56150 | Other Fees-City Clerk | | | 100 | 100 |
| 10.00 56201 | Tentative Map Review Fees | 7,827 | 5,000 | 5,000 | 5,000 |
| 10.00 56202 | Tentative Map Revision Fee | | 100 | 100 | 100 |
| 10.00 56203 | Minor Subdivision Review Fees | 19,402 | 10,000 | 10,000 | 10,000 |
| 10.00 56205 | General Plan Amendment Fees | 71,909 | 10,000 | 10,000 | 10,000 |
| 10.00 56208 | Rezoning Fees | 6,886 | 5,000 | 5,000 | 5,000 |
| 10.00 56209 | Zoning Appeal Fees | | 1,600 | 1,000 | 1,000 |
| 10.00 56210 | Conditional Use Permit Fees | 91,321 | 50,000 | 50,000 | 50,000 |
| 10.00 56212 | Preliminary Project Review Fees | 1,775 | 2,500 | 2,500 | 2,500 |
| 10.00 56213 | Planned Unit Development Fees | 20,595 | 15,000 | 15,000 | 15,000 |
| 10.00 56214 | Freeway sign Plan Amend Fees | | 200 | 200 | 200 |
| 10.00 56216 | Environment Assessment Fees | 1,075 | 2,000 | 2,500 | 2,500 |
| 10.00 56217 | Environment Impact Report Fee | 2,259 | 3,000 | 3,000 | 3,000 |
| 10.00 56218 | Annexation Review Fee | 3,766 | 1,000 | 1,000 | 1,000 |
| 10.00 56220 | Temp Use of Land Review Fees | 18,419 | 17,000 | 18,000 | 19,000 |
| 10.00 56221 | Sign Review Fees | 12,989 | 13,000 | 14,000 | 15,000 |
| 10.00 56223 | Technical Assistance Fees | | 100 | 100 | 100 |
| 10.00 56224 | Variance Fees | 6,455 | 1,000 | 1,000 | 1,000 |
| 10.00 56226 | Advance Planning Fees | | 100 | 100 | 100 |
| 10.00 56227 | Site Plan Review | 27,310 | 30,000 | 40,000 | 45,000 |
| 10.00 56228 | Planning Inspection Fee | 4,253 | 2,400 | 2,500 | 2,500 |
| 10.00 56229 | EIR Review Fee | | 1,000 | 1,000 | 1,000 |
| 10.00 56230 | Building Permit Review | 14,886 | 12,000 | 15,000 | 15,000 |
| 10.00 56231 | Time Extentions of Permits | 485 | 200 | 200 | 200 |
| 10.00 56232 | Precise & Specific Plan Review | | 1,000 | 1,000 | 1,000 |
| 10.00 56233 | Home Occupation Permits | 6,114 | 7,500 | 7,600 | 7,700 |
| 10.00 56250 | Other Planning Fees | 1,192 | 1,000 | 15,000 | 15,000 |
| 10.00 56301 | Bingo Parlor Fees | 100 | 100 | 100 | 100 |
| 10.00 56302 | Special Police Service Fees | 185,064 | 200,000 | 225,000 | 230,000 |
| 10.00 56303 | Police Accident Report Fees | 51,554 | 56,000 | 57,000 | 58,000 |
| 10.00 56304 | Police False Alarm Fees | 302,018 | 350,000 | 300,000 | 325,000 |
| 10.00 56306 | Vehicle Inspection Fees | 3,108 | 2,000 | 2,500 | 2,500 |
| 10.00 56307 | Fingerprint Fees | 1,648 | 1,300 | 1,400 | 1,500 |
| 10.00 56308 | Clearance Letter Fees | 48 | 1,000 | 1,000 | 1,000 |
| 10.00 56309 | Card Room Fees | 5,112 | 5,500 | 5,500 | 5,500 |
| 10.00 56310 | Police Photo Fees | 135 | 200 | 200 | 200 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|----------------|-------------------------------------|--------------|----------------|----------------|----------------|
| 10.00 56311 | Animal Shelter Fees | 51,700 | 41,000 | 70,000 | 75,000 |
| 10.00 56312 | Noise Regulation Fees | 3,606 | 3,100 | 3,200 | 3,200 |
| 10.00 56314 | Police Record Review Fees | 2,697 | 5,000 | 5,000 | 5,000 |
| 10.00 56315 | D U I Arrest Fees | | 3,100 | 1,000 | 1,000 |
| 10.00 56316 | Vehicle Engine Cert Fees | 168 | 500 | 500 | 500 |
| 10.00 56317 | Abandon Vehicle Abatement Fee | | 100 | 100 | 100 |
| 10.00 56318 | Firearm Fees | 1,436 | 2,000 | 2,000 | 2,000 |
| 10.00 56319 | Booking Fees | 312 | 2,600 | 75,000 | 75,000 |
| 10.00 56320 | Towing Release Fees | 56,723 | 40,000 | 45,000 | 50,000 |
| 10.00 56322 | Vehicle Impound Fee | 57,906 | 70,000 | 75,000 | 80,000 |
| 10.00 56323 | Animal Shelter Citation Fees | 6,910 | 20,000 | 10,000 | 10,000 |
| 10.00 56401 | Rural Fire Fees | 168,628 | 176,400 | 180,000 | 185,000 |
| 10.00 56402 | Emergency Medical Fees | | 500 | 500 | 500 |
| 10.00 56403 | Fire Protection System Fees | 66,988 | 70,000 | 70,000 | 75,000 |
| 10.00 56404 | State Mandated Inspection Fees | 7,792 | 5,000 | 10,000 | 15,000 |
| 10.00 56405 | Fire Plan Check Fee | 6,609 | 5,000 | 5,500 | 6,000 |
| 10.00 56406 | Special Fire Permits | 71,627 | 55,000 | 60,000 | 65,000 |
| 10.00 56407 | Structural Fire Report Fees | 1,667 | 1,300 | 1,400 | 1,500 |
| 10.00 56408 | Fire Works Fees | | | 1,300 | 1,300 |
| 10.00 56409 | Fire Works Surcharge | | | 1,000 | 1,000 |
| 10.00 56410 | Fire Hazard Inspection Fees | 11,241 | 8,000 | 14,000 | 16,000 |
| 10.00 56411 | Hazardous Material Response Charges | 1,300 | 2,500 | 2,500 | 2,500 |
| 10.00 56412 | Fire False Alarm Fees | 24,449 | 20,000 | 30,000 | 30,000 |
| 10.00 56413 | Fire Emergency | 560 | | | |
| 10.00 56415 | Weed Cleaning Fees | 4,438 | 4,000 | | |
| 10.00 56417 | Special Event-Fire | 18,182 | 10,000 | 15,000 | 15,000 |
| 10.00 56420 | Admin Fire Citations | | 3,000 | 1,000 | 1,000 |
| 10.00 56433 | Fire Dept Service Charge | | | 1,500 | 1,500 |
| 10.00 56434 | Outside Fire Plan Review Services | | | 500 | 500 |
| 10.00 56435 | Response and Mitigation-Hazmat | | | 1,000 | 1,000 |
| 10.00 56436 | Unauthorized Burning Fine | | | 1,000 | 1,000 |
| 10.00 56437 | Fire Apparatus Fee | | | 500 | 500 |
| 10.00 56438 | Fire Dev & Conctruction Plan Review | | | 1,000 | 1,000 |
| 10.00 56439 | Fire Inspections | | | 1,000 | 1,000 |
| 10.00 56450 | Other Fire Fees | 425 | 15,000 | 5,000 | 5,000 |
| 10.00 56501 | Building Plan Check Fees | 505,531 | 350,000 | 375,000 | 450,000 |
| 10.00 56502 | Requested Building Insp Fees | 9,808 | 15,000 | 10,000 | 15,000 |
| 10.00 56503 | Reinspection Service Fees | 3,001 | 8,000 | 3,000 | 3,000 |
| 10.00 56504 | Residential Report Fees | 38,490 | 65,000 | 75,000 | 50,000 |
| 10.00 56505 | Microfilm Fee | 19,637 | 20,000 | 20,000 | 20,000 |
| 10.00 56506 | Special Code Inspection | 23,866 | 21,000 | 22,000 | 23,000 |
| 10.00 56550 | Other Building Fees | 31,572 | 20,000 | 25,000 | 25,000 |
| 10.00 56601 | Subdivision Map Check Fees | 2,805 | 10,000 | 5,000 | 5,000 |
| 10.00 56602 | Subdivision Imp Plan Check Fees | | 10,000 | 10,000 | 10,000 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|-----------------------|---------------------------------|-------------------|-------------------|-------------------|-------------------|
| 10.00 56603 | Subdivision Imp Inspection Fees | 4,825 | 25,000 | 25,000 | 25,000 |
| 10.00 56612 | Special Traffic Marking Fees | 12,902 | 5,000 | 5,500 | 5,500 |
| 10.00 56620 | Routing/Escorting Overload Fees | | 2,000 | 10,000 | 10,000 |
| 10.00 56621 | Flood Zone Request | 66 | 1,000 | 1,000 | 1,000 |
| 10.00 56640 | Street Tree Pruning | | | 200 | 200 |
| 10.00 56650 | Special Public Works Fees | | 1,000 | 1,000 | 1,500 |
| 10.00 56701 | Recreational Swimming Fees | 62,308 | 60,000 | 70,000 | 70,000 |
| 10.00 56702 | Swim Lesson Fees | 61,234 | 70,000 | 75,000 | 75,000 |
| 10.00 56703 | Swimming Pool Rental | 5,056 | 11,000 | 11,000 | 11,000 |
| 10.00 56714 | Sherwood Tennis Fees | 5,568 | 5,100 | 5,200 | 5,200 |
| 10.00 56720 | Reserved Picnic Area Fees | 4,339 | 2,500 | 2,500 | 2,500 |
| 10.00 56721 | Stadium Fees | 12,082 | 10,000 | 10,000 | 10,000 |
| 10.00 56722 | Ball Field Fees | 3,475 | 5,000 | 5,000 | 5,000 |
| 10.00 56725 | Adult Sports League Fees | 80,185 | 80,000 | 80,000 | 80,000 |
| 10.00 56726 | Youth Sports League Fees | 84,135 | 85,000 | 85,000 | 85,000 |
| 10.00 56727 | Reimbursable Fee Activities | 111,195 | 100,000 | 110,000 | 115,000 |
| 10.00 56730 | Community Center Rental Fees | 170,707 | 155,000 | 160,000 | 170,000 |
| 10.00 56731 | Community Center Service Fees | 6,498 | 6,500 | 7,000 | 7,000 |
| 10.00 56732 | Other Rec Bldg Rental Fees | 4,281 | 1,000 | 2,000 | 2,000 |
| 10.00 56733 | Box Office Fees | 11,667 | 8,000 | 8,000 | 8,000 |
| 10.00 56740 | Neighborhood Center Rental Fees | 5,009 | 6,000 | 5,000 | 5,000 |
| 10.00 56742 | Recreational Facility Use Fees | | 100 | 100 | 100 |
| 10.00 56801 | Other Library Fees | 2,795 | 2,500 | 2,500 | 2,000 |
| 10.00 56802 | Library Copying Fees | 4,190 | 3,000 | 3,000 | 3,000 |
| 10.00 56807 | Overdue Book Fees | 19,093 | 20,000 | 15,000 | 15,000 |
| 10.00 56808 | Lost/Damaged Material Fees | 6,479 | 10,000 | 5,000 | 5,000 |
| 10.00 56811 | Lost Books Processing | | 100 | 100 | 100 |
| | Total Fees for Services | 4,174,685 | 4,026,700 | 4,252,200 | 4,453,300 |
| 10.00 57001 | Unclaimed Property | 18,028 | 5,000 | 5,000 | 5,000 |
| 10.00 57002 | Surplus Property Sales | 15,058 | 10,000 | 10,000 | 10,000 |
| 10.00 57003 | Land and Building Sale | 93,104 | 75,000 | 1,000 | 1,000 |
| 10.00 57004 | Loss/Damage Reimbursement | 100 | 5,000 | 5,000 | 5,000 |
| 10.00 57005 | Miscellaneous Receipts | 109,442 | 100,000 | 100,000 | 100,000 |
| | Total Other Revenue | 235,731 | 195,000 | 121,000 | 121,000 |
| | Total General Fund | 77,577,616 | 73,141,700 | 70,036,600 | 71,282,300 |
| Measure V Fund | | | | | |
| 11.00 51215 | Transactions and Use Tax | 10,222,789 | 9,550,000 | 8,900,000 | 9,000,000 |
| 11.00 54001 | Investment Earnings | 258,009 | 100,000 | 75,000 | 50,000 |
| 11.00 58002 | Miscellaneous Deposits | 907 | | | |
| | Total Measure V Fund | 10,481,705 | 9,650,000 | 8,975,000 | 9,050,000 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|--|-------------------------------|------------------|-------------------|-------------------|-------------------|
| Airport Fund | | | | | |
| 21.00 54001 | Investment Earnings | 51,461 | 20,000 | 15,000 | 15,000 |
| 21.00 54010 | Hangar Rentals | 536,951 | 535,000 | 535,000 | 535,000 |
| 21.00 54011 | Aircraft Parking | 8,017 | 7,500 | 7,500 | 7,500 |
| 21.00 54012 | Building Rentals | 208,533 | 200,000 | 215,000 | 215,000 |
| 21.00 54013 | Ground Leases | 182,574 | 200,000 | 200,000 | 200,000 |
| 21.00 54014 | Fuel Fees | 41,360 | 42,000 | 45,000 | 45,000 |
| 21.00 54015 | Use Permits | 4,283 | 1,000 | 1,000 | 1,000 |
| 21.00 54017 | Flight Fees | 3,545 | 4,000 | 4,000 | 4,000 |
| 21.00 56115 | Airshow Fees | | 5,000 | 5,000 | 5,000 |
| 21.00 56120 | Rental Income | 102,527 | 120,000 | 120,000 | 120,000 |
| 21.00 57005 | Miscellaneous Receipts | 15,528 | 15,000 | 15,000 | 15,000 |
| Total Airport Fund | | 1,154,778 | 1,149,500 | 1,162,500 | 1,162,500 |
| Industrial Waste Fund | | | | | |
| 22.00 54001 | Investment Earnings | 74,244 | 40,000 | 25,000 | 25,000 |
| 22.00 56606 | Industrial Waste Fees | 1,269,813 | 1,250,000 | 1,250,000 | 1,250,000 |
| Total Industrial Waste Fund | | 1,344,057 | 1,290,000 | 1,275,000 | 1,275,000 |
| Golf Courses Fund | | | | | |
| 23.20 54001 | Investment Earnings | 20,511 | 15,000 | 10,000 | 10,000 |
| 23.20 54025 | Sierra Lease | | 84,000 | 100,000 | 100,000 |
| 23.20 56710 | Fairways Green Fees | 833,343 | 148,200 | | |
| 23.20 56711 | Fairways Concessions | 13,202 | 3,600 | | |
| 23.20 56716 | Fairways Driving Range | 68,989 | 8,900 | | |
| 23.20 56717 | Fairways Golf Carts | 211,802 | 26,600 | | |
| 23.20 56718 | Fairways Lessons | 10,324 | 100 | | |
| 23.20 56719 | Fairways Merchandise Sales | 80,683 | 1,300 | | |
| 23.20 57005 | Miscellaneous Receipts | | 0 | | |
| 23.30 54001 | Investment Earnings | 28,478 | 18,000 | 15,000 | 15,000 |
| 23.30 54024 | First Tee Lease | 622,917 | 575,000 | 575,000 | 575,000 |
| Total Golf Course Fund | | 1,890,249 | 880,700 | 700,000 | 700,000 |
| Emergency Medical Services Fund | | | | | |
| 24.00 55118 | CSA 74 Funds-Safety Equipment | | 18,000 | 18,000 | 18,000 |
| 24.00 56418 | Ambulance Contract | 275,000 | 150,000 | | |
| 24.00 57005 | Miscellaneous Receipts | 1,983 | | | |
| Total EMS Fund | | 276,983 | 168,000 | 18,000 | 18,000 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|--|-------------------------------------|------------------|-------------------|-------------------|-------------------|
| Asset Seizure Fund | | | | | |
| 25.00 | 54001 Investment Earnings | 1,783 | 500 | 500 | 500 |
| 25.00 | 55219 State Seizure Reimbursement | 30,461 | 26,000 | 30,000 | 30,000 |
| 25.00 | 55309 Federal Seizure Reimbursement | | | 1,000 | 1,000 |
| 25.00 | 57002 Surplus Property | | | 1,000 | 1,000 |
| 25.00 | 57005 Miscellaneous Receipts | 920 | 300 | 100 | 100 |
| Total Asset Seizure Fund | | 33,164 | 26,800 | 32,600 | 32,600 |
| Maintenance Districts Fund | | | | | |
| 26.05 | 56012 Administrative Fees | 60,645 | 64,300 | 64,300 | 64,300 |
| 26.10 | 54001 Investment Earnings | 2,814 | 1,500 | 1,000 | 1,000 |
| 26.10 | 57110 Woodside | 36,048 | 38,000 | 38,000 | 38,000 |
| 26.12 | 54001 Investment Earnings | 406 | 500 | 500 | 500 |
| 26.12 | 57112 Airport Business Park | 15,431 | 14,100 | 14,100 | 14,100 |
| 26.12 | 58072 Airport Contribution | 900 | 900 | 900 | 900 |
| 26.13 | 54001 Investment Earnings | 4,684 | 2,500 | 2,000 | 2,000 |
| 26.13 | 57113 N/E Landscape | 520,366 | 542,800 | 581,300 | 581,300 |
| 26.14 | 54001 Investment Earnings | 459 | 9,500 | 7,500 | 2,000 |
| 26.14 | 57114 Harden Ranch | 136,629 | 144,300 | 144,300 | 144,300 |
| 26.15 | 54001 Investment Earnings | 1,698 | 1,500 | 1,000 | 1,000 |
| 26.15 | 57115 Vista Nueva | 28,967 | 38,200 | 29,000 | 29,000 |
| 26.16 | 54001 Investment Earnings | 5,564 | 3,500 | 2,000 | 2,000 |
| 26.16 | 57116 Mira Monte | 106,398 | 112,700 | 120,700 | 120,700 |
| 26.17 | 54001 Investment Earnings | 20,405 | 25,000 | 30,000 | 30,000 |
| 26.17 | 57117 Monte Bella | 502,898 | 533,200 | 573,700 | 573,700 |
| Total Maintenance District Fund | | 1,444,312 | 1,532,500 | 1,610,300 | 1,604,800 |
| Sanitary Sewer Fund | | | | | |
| 27.00 | 54001 Investment Earnings | 125,816 | 75,000 | 50,000 | 50,000 |
| 27.00 | 56607 Sewer Service Fees | 2,258,730 | 2,200,000 | 2,275,000 | 2,300,000 |
| 27.00 | 56617 Sewer Grease Trap Inspections | | | 5,000 | 5,000 |
| Total Sewer Fund | | 2,384,546 | 2,275,000 | 2,330,000 | 2,355,000 |
| Tax-Local Public Safety Fund | | | | | |
| 28.10 | 51212 City of Salinas SB172 | 407,119 | 350,000 | 350,000 | 350,000 |
| 28.16 | 55240 State OTS-Comprehensive DUI | 46,615 | | | |
| 28.17 | 55243 State OTS-DUI Education | | 68,000 | | |
| 28.18 | 55243 State Traffic Grant | 35,671 | 64,800 | 29,200 | 29,200 |
| 28.19 | 55224 OES NIBIN Project Expansion | 800 | 93,200 | | |
| 28.35 | 55117 Monterey County RAN-ID Tech | 171,407 | 115,800 | 80,900 | 81,800 |
| 28.50 | 54001 Investment Earnings | 4,286 | | | |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|---|--------------------------------------|------------------|-------------------|-------------------|-------------------|
| 28.50 | 55239 Supp Law Enforcement (AB 3229) | 287,671 | 145,500 | 150,000 | 150,000 |
| 28.55 | 57005 Miscellaneous Receipts | 176 | | | |
| 28.67 | 55340 COPS 2005-Communications | 104,336 | 92,933 | | |
| 28.68 | 55342 COPS 2007- Radios | 11,883 | 2,977,200 | | |
| 28.70 | 55330 Federal BJA-City Share | | 199,600 | | |
| 28.70 | 55330 Federal BJA-County Share | 201,891 | | | |
| 28.85 | 55338 BJA-County Gang Task Force | | 551,500 | | |
| 28.86 | 55339 BJA-City Gang Task Force | 47,745 | | | |
| 28.89 | 55344 JAG Recovery (Police Vehicles) | | | 940,600 | |
| Total Sales Tax-Local Public Safety Fund | | 1,319,600 | 4,658,533 | 1,550,700 | 611,000 |
| Block Grant Fund | | | | | |
| 29.10 | 55306 Block Grant | 3,198,402 | 2,441,500 | 2,464,800 | 2,500,000 |
| | Block Grant Carryover Funds | | 2,646,000 | 780,000 | |
| 29.10 | 55307 CHISPA Loan Repayments | 11,765 | | | |
| 29.10 | 57005 Miscellaneous Receipts | 3,982 | | 2,500 | 2,500 |
| 29.10 | 57008 Housing Rehab Revolving Loans | 71,614 | 57,000 | 25,000 | 25,000 |
| 29.15 | 55343 CDBG-Recovery | | | 635,000 | |
| 29.20 | 54001 Investment Earnings | 3,451 | 1,700 | 1,500 | 1,500 |
| 29.30 | 55323 HOME Inv Partnership (HUD) | 355,454 | 902,200 | 999,800 | 999,800 |
| | HOME Carryover Funds | | 2,285,400 | 348,000 | 150,000 |
| 29.30 | 57008 Housing Rehab Revolving Loans | 104,153 | 60,000 | 42,000 | 42,000 |
| 29.40 | 55324 HUD-Emergency Shelter Grant | 103,648 | 109,350 | 108,700 | 108,700 |
| | Emergency Shelter Carryover Funds | | 48,000 | | |
| Total Block Grant Fund | | 3,852,469 | 8,551,150 | 5,407,300 | 3,829,500 |
| Storm Sewer (NPDES) Fund | | | | | |
| 30.00 | 54001 Investment Earnings | 48,438 | 25,000 | 15,000 | 15,000 |
| 30.00 | 56611 Street Sweeping Fees | 431,950 | 480,000 | 490,000 | 495,000 |
| 30.00 | 56618 Clean Water Inspection | | | 5,000 | 5,000 |
| 30.00 | 56660 Storm Sewer Utility Fee | 202 | | | |
| Total Storm Sewer (NPDES) Fund | | 480,590 | 505,000 | 510,000 | 515,000 |
| Crazy Horse Landfill Fund | | | | | |
| 31.00 | 54007 Installment Sale | 385,097 | 385,100 | 385,100 | 385,100 |
| Total Crazy Horse Landfill Fund | | 385,097 | 385,100 | 385,100 | 385,100 |
| Development Fees Fund | | | | | |
| 32.10 | 54001 Investment Earnings-Sewers | 166,283 | 90,000 | 40,000 | 40,000 |
| 32.10 | 56652 Sanitary Sewer Impact Fees | 356,325 | 100,000 | 100,000 | 100,000 |
| 32.10 | 56653 Storm Sewer Impact Fees | 161,244 | 125,000 | 125,000 | 125,000 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|------------------------------------|-------------------------------------|------------------|-------------------|-------------------|-------------------|
| 32.11 | 54001 Investment Earnings-Parks | 89,210 | 50,000 | 25,000 | 25,000 |
| 32.11 | 56654 Park Fee | 42,396 | 75,000 | 50,000 | 50,000 |
| 32.12 | 54001 Investment Earnings | 59,160 | 30,000 | 20,000 | 20,000 |
| 32.12 | 56659 Library Fee | 26,312 | 5,000 | 5,000 | 5,000 |
| 32.13 | 56651 Street Tree Fees | 1,245 | 500 | 500 | 500 |
| 32.14 | 54001 Investment Earnings-Annex | 15,017 | 5,000 | 500 | 500 |
| 32.14 | 56658 Annexation Impact Fees | | 500 | 500 | 500 |
| 32.15 | 54001 Investment Earnings-Traffic | 543,225 | 300,000 | 125,000 | 125,000 |
| 32.15 | 56655 Traffic Impact Fees | 724,364 | 600,000 | 500,000 | 500,000 |
| 32.16 | 54001 Investment Earnings | 994 | 1,000 | 1,000 | 1,000 |
| 32.16 | 56664 Fire Protection Service Fee | 11,253 | 15,000 | 10,000 | 10,000 |
| | Total Development Fees | 2,197,029 | 1,397,000 | 1,002,500 | 1,002,500 |
| Special Gas Tax Impvts Fund | | | | | |
| 33.10 | 54001 Investment Earnings | 205,424 | 75,000 | 50,000 | 50,000 |
| 33.10 | 54020 Rental Income | 166,452 | 170,000 | 170,000 | 170,000 |
| 33.10 | 55204 State Gas Tax - 2107 | 944,662 | 1,125,000 | 1,200,000 | 1,225,000 |
| 33.10 | 55206 State Gas Tax - 2107.5 | 10,000 | 10,000 | 10,000 | 10,000 |
| 33.20 | 55203 State Gas Tax - 2106 | 296,413 | 360,000 | 375,000 | 400,000 |
| 33.40 | 55226 State Gas Tax - 2105 (P-III) | 706,763 | 900,000 | 925,000 | 950,000 |
| | State Delayed Payments | | 627,000 | | |
| 33.40 | 57005 Miscellaneous Receipts | 2,028 | | | |
| | Total Gas Tax Impvt Fund | 2,331,741 | 3,267,000 | 2,730,000 | 2,805,000 |
| Traffic Safety | | | | | |
| 34.00 | 53001 Vehicle Code Fines | 493,109 | 415,000 | 425,000 | 450,000 |
| 34.00 | 53002 Parking Fines | 407,629 | 400,000 | 500,000 | 550,000 |
| | Total Traffic Safety Fund | 900,738 | 815,000 | 925,000 | 1,000,000 |
| Vehicle Abatement Fund | | | | | |
| 35.00 | 55234 Abandoned Vehicle Abatement | 80,889 | 159,900 | 110,000 | 110,000 |
| | Total Vehicle Abatement Fund | 80,889 | 159,900 | 110,000 | 110,000 |
| Recreation Parks Fund | | | | | |
| 36.00 | 54020 Rental Income | 18,567 | 21,200 | 23,000 | 23,000 |
| | Total Recreation Parks Fund | 18,567 | 21,200 | 23,000 | 23,000 |
| Special Aviation Fund | | | | | |
| 37.10 | 55209 California Aid to Airports | | 10,000 | 10,000 | 10,000 |
| 37.20 | 54001 Investment Earnings | 88,429 | 50,000 | 35,000 | 35,000 |

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Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|---|--|----------------|------------------|----------------|----------------|
| 37.20 55301 | Federal Aid - Airport | 367,971 | 1,195,300 | 826,500 | 80,750 |
| 37.20 57005 | Miscellaneous Receipts | | | | |
| | Total Special Aviation Fund | 456,400 | 1,255,300 | 871,500 | 125,750 |
| Special Construction Assist Fund | | | | | |
| 38.20 55201 | Calif State Bond Act (Bicycle 9336) | 346,774 | | | |
| 38.20 55220 | Cal Trans-Soledad St. Planning (9070) | 73,813 | 100,000 | | |
| 38.20 55220 | State Bike (AB 2766) Grant (9282) | 452,500 | | | |
| 38.20 55220 | State Bike (AB 2766) Grant (9122) | 161,592 | | | |
| 38.20 55220 | State Bike (AB 2766) Grant (9336) | 142,952 | | | |
| 38.20 55250 | Traffic Congestion Relief (Prop 42) | | 1,435,400 | 1,400,000 | 1,500,000 |
| 38.20 55260 | State H & CD (Prop 46)-Muni Pool (9761) | 169,582 | | | |
| 38.20 55261 | HUD-EDI Muni Pool (9761) | 939,286 | | | |
| 38.20 55262 | State Air Resources Board | 119,964 | | | |
| 38.20 55263 | State Prop 1B Bond Funds | 2,405,233 | | 2,250,000 | |
| 38.20 55310 | Federal EPA-Soledad St. Planning (9070) | | 100,000 | | |
| 38.20 55310 | Federal Fire Equipment (9527) | | | | 24,000 |
| 38.20 55322 | RSTP Sherwood Dr (9502) | 148,340 | | | |
| 38.20 55322 | RSTP-Sanborn Road Imp (9115) | 1,503,212 | | | |
| 38.20 55322 | RSTP-N. Main (9282) | 800,000 | | | |
| 38.20 55322 | RSTP-N Sanborn (9504) | 212,111 | | | |
| 38.20 55322 | RSTP (Various St Impvts 9506) | 920,524 | | | |
| 38.20 55322 | RSTP-Transit Development (9922) | 10,855 | | 200,000 | |
| 38.20 55333 | Federal TEA-Freight Terminal Bldg (9399) | | 72,000 | | |
| 38.25 55344 | Fed Econ Stimulus-Streets (9505) | | | 2,956,600 | |
| 38.26 55345 | Fed Econ Stimulus-Airport (9945) | | | 2,700,000 | |
| 38.27 55344 | Fed Econ Stimulus-Maint (9950) | | | 720,000 | |
| 38.30 54001 | Investment Earnings 1997 COP | 153,302 | | | |
| 38.30 55111 | Developers-Infill Housing (9040) | 80,557 | 50,000 | | |
| 38.30 55111 | Construction Assistance-Fire Equip(9539) | 27,971 | | | |
| 38.30 55119 | Steinbeck Foundation Note | 9,179 | | | |
| 38.30 55111 | Salinas Valley Aquatics (9761) | | 180,000 | | |
| 38.30 55131 | Developers Contrib.-Future Growth (9401) | 116,668 | 100,000 | | |
| 38.30 55134 | Monterey County Gov Center 9604 | 225,950 | | | |
| 38.30 55142 | Developers-FGA West (9406) | | 200,000 | | 150,000 |
| 38.30 55143 | Developers-FGA Central (9407) | | 200,000 | | 150,000 |
| 38.30 55144 | Developers-FGA East (9408) | | 200,000 | | 150,000 |
| 38.30 55145 | Developer-Downtown (9094) | | 150,000 | 150,000 | |
| 38.30 55146 | Developer-Alisal Market Place (9095) | | 150,000 | 150,000 | |
| 38.30 56234 | Developers-FGA Specific Plan Fees | | 300,000 | | |
| 38.30 55136 | Trakit Permit System Charges | 92,461 | 50,000 | 50,000 | 50,000 |
| 38.30 55137 | South County Cities | 32,500 | | | |
| 38.30 55141 | Packard Foundation Grant (9761) | 1,480,000 | | | |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|---|--|-------------------|-------------------|-------------------|-------------------|
| 38.50 55104 | County Sales Tax (TDA) (9282) | 200,000 | | | |
| | Total Construction Assist Fund | 10,825,325 | 3,287,400 | 10,576,600 | 2,024,000 |
| Business Surcharge Funds | | | | | |
| 39.00 57031 | Old town Business Imp Dist Taxes | 104,981 | 98,000 | 105,000 | 105,000 |
| 39.20 57031 | SUBA Business Improvement District | 114,771 | 91,500 | 100,000 | 100,000 |
| 39.20 58060 | SRA Contribution-SUBA | 50,000 | 50,000 | 50,000 | 50,000 |
| | Total Business Surcharge Fund | 269,751 | 239,500 | 255,000 | 255,000 |
| Debt Service Fund | | | | | |
| 40.12 54001 | Investment Earnings | 36,951 | 15,000 | 12,000 | 12,000 |
| 40.14 54001 | Investment Earnings | 5,338 | 3,000 | 1,300 | 1,300 |
| 40.17 54001 | Investment Earnings | 10,412 | 10,000 | 9,500 | 9,500 |
| 40.17 54008 | Steinbeck Lease | 149,913 | 89,500 | | |
| | Total Debt Service Fund | 202,614 | 117,500 | 22,800 | 22,800 |
| Local Public, Ed. & Governmental Access Fund | | | | | |
| 41.00 51210 | PEG Cable Franchise (1%) | | 75,000 | 150,000 | 150,000 |
| | Total PEG Fund | | 75,000 | 150,000 | 150,000 |
| Internal Service Fund | | | | | |
| 50.05 56012 | Administrative Fees | 300,000 | 325,000 | 275,000 | 275,000 |
| 50.05 57005 | Miscellaneous Receipts | 619 | 1,000 | 1,000 | 1,000 |
| 50.08 57102 | Miscellaneous Receipts | 67,706 | 50,000 | 50,000 | 50,000 |
| 50.08 57102 | Miscellaneous Insurances | 450,000 | 450,000 | 475,000 | 500,000 |
| 50.11 54001 | Investment Earnings | 395,394 | 200,000 | 175,000 | 175,000 |
| 50.11 57026 | Workers Comp - Premium | 2,689,042 | 770,000 | 1,000,000 | 1,000,000 |
| 50.11 57027 | Workers Comp - Reimbursement | 150,571 | 200,000 | 200,000 | 200,000 |
| 50.12 54001 | Investment Earnings | 97,766 | 55,000 | 50,000 | 50,000 |
| 50.12 57005 | Miscellaneous Receipts | 65 | | | |
| 50.12 57035 | Liability Insurance | 800,000 | 800,000 | 800,000 | 800,000 |
| 50.12 57102 | Miscellaneous Insurances | | 1,000 | 1,000 | 1,000 |
| | Total Internal Service Fund | 4,951,162 | 2,852,000 | 3,027,000 | 3,052,000 |
| Hitchcock Road Water System | | | | | |
| 51.00 55127 | MRWPCA | | 8,600 | 5,000 | 5,000 |
| 51.00 55128 | Monterey County Animal Shelter | | 14,500 | 8,500 | 8,500 |
| 51.00 55129 | City of Salinas Industrial Waste System | | 3,000 | 1,400 | 1,400 |
| 51.00 55130 | City of Salinas Animal Shelter | 13,500 | 13,500 | 5,100 | 5,100 |
| | Total Hitchcock Road Water System | 13,500 | 39,600 | 20,000 | 20,000 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|---|--|-----------------|-------------------|-------------------|-------------------|
| Parking District | | | | | |
| 52.00 | 52003 Parking Lot Permits | 48,733 | 50,000 | 50,000 | 50,000 |
| 52.00 | 52004 Salinas St. Garage | 61,158 | 60,000 | 60,000 | 60,000 |
| 52.00 | 52018 Monterey St. Garage | 175,097 | 115,000 | 115,000 | 115,000 |
| 52.00 | 52021 Parking Lot Hourly | 102,673 | 95,000 | 95,000 | 95,000 |
| 52.00 | 54001 Investment Earnings | 68,404 | 40,000 | 20,000 | 20,000 |
| 52.00 | 57005 Miscellaneous Receipts | 36,746 | 100 | 100 | 100 |
| Total Parking District | | 492,810 | 360,100 | 340,100 | 340,100 |
| Economic Development Corporation | | | | | |
| 61.12 | 58071 City of Salinas Contributions/Dues | 250,000 | 270,000 | 280,500 | 290,000 |
| 61.12 | 58101 Public Agency Dues | 32,500 | 60,100 | 100,900 | 104,000 |
| 61.12 | 58102 EZ Voucher Fees | | | 120,000 | 120,000 |
| 61.12 | 58103 Private Memberships | | 47,000 | 5,000 | 5,000 |
| 61.12 | 58104 Private Program Support | | 23,000 | 1,000 | 1,000 |
| Total Economic Development | | 282,500 | 400,100 | 507,400 | 520,000 |
| Grant Fund | | | | | |
| 61.37 | 58079 Housing Trust Fund | 300 | | | |
| 61.43 | 58092 KDF Tenant Services (Los Padres Apts.) | 27,869 | | | |
| 61.49 | 57011 Mo.Co. Tourism Hotel Impt Dist | 87,506 | | | |
| 61.50 | 58006 Rec Park After School Grant | 41,217 | | | |
| 61.59 | 58059 Health Wellness Grant - Fire | 73,626 | | | |
| 61.60 | 55230 Literacy Program-State | 10,000 | 20,000 | 20,000 | 20,000 |
| 61.60 | 57017 Literacy Program-Contribution | 100 | | | |
| 61.66 | 58068 Comm Foundation Literacy Grant | 30,000 | | | |
| 61.67 | 58049 Van Pool Employee Contributions | 3,840 | | | |
| 61.76 | 58067 CLSA Families for Literacy | 39,328 | 52,200 | 51,500 | 43,500 |
| 61.87 | 58006 Prop 10-School Readiness Program | 58,212 | 70,800 | | |
| 61.88 | 58006 Weed & Seed | 107,251 | | | |
| 61.88 | 58076 OJP-Weed & Seed | 77,875 | 118,400 | 141,900 | 141,700 |
| 61.92 | 58006 CA Beverage Container Recycling | 39,427 | | | |
| 61.98 | 58098 Train Trestle Donations | 35,750 | | | |
| Total Grant Fund | | 632,300 | 261,400 | 213,400 | 205,200 |
| Deferred Compensation Fund | | | | | |
| 65.05 | 57190 Trust Deed Management Fee | 101,161 | 86,600 | 80,000 | 85,000 |
| Total Deferred Compensation Fund | | 101,161 | 86,600 | 80,000 | 85,000 |
| Assessment Districts Fund | | | | | |
| 70.10 | 54001 Investment Earnings | 54,531 | 18,000 | 6,500 | 6,500 |

FINANCIAL SUMMARIES

Revenue

| Account Number | Account Name | 07-08 Actual | 08-09 Estimate | 09-10 Estimate | 10-11 Estimate |
|--|----------------------------------|--------------------|--------------------|--------------------|--------------------|
| Total Assessment District Fund | | 54,531 | 18,000 | 6,500 | 6,500 |
| Assessment District Debt Service Fund | | | | | |
| 70.05 | 56012 Administrative Fees | 57,378 | 57,300 | 60,000 | 60,000 |
| 70.05 | 56604 Redistribution Fees | 600 | 600 | | |
| 70.20 | 57024 Assessment Dist Taxes | 3,107,675 | 3,400,000 | 3,117,000 | 3,107,200 |
| 70.30 | 54001 Investment Earnings | 131,409 | 60,000 | 50,000 | 50,000 |
| Total Assess Dist Debt Service | | 3,297,062 | 3,517,900 | 3,227,000 | 3,217,200 |
| Central City Revitalization Fund | | | | | |
| 92.10 | 54001 Investment Earnings | 92,961 | 60,000 | 50,000 | 50,000 |
| 92.10 | 57003 Land Sale-Maya | 951,592 | | | |
| 92.10 | 57005 Miscellaneous Receipts | 33,554 | 1,000 | 1,000 | 1,000 |
| 92.10 | 57019 Seismic Loan Payments | 42,243 | 10,000 | 10,000 | 10,000 |
| 92.20 | 51110 Tax Increments | 3,013,165 | 3,065,000 | 3,000,000 | 3,000,000 |
| 92.20 | 54001 Investment Earnings | | 75,000 | 75,000 | 75,000 |
| 92.40 | 54001 Investment Earnings | 145,935 | 50,000 | 50,000 | 50,000 |
| 92.40 | 57003 Land Sale | 134,646 | | | |
| 92.40 | 57005 Miscellaneous Receipts | 2,604 | | | |
| 92.40 | 57008 Housing Rehab Loans | 18,717 | 20,000 | 20,000 | 20,000 |
| Total Central City Fund | | 4,435,417 | 3,281,000 | 3,206,000 | 3,206,000 |
| Sunset Avenue Redevelopment Fund | | | | | |
| 93.10 | 57003 Land & Building Sale | | | | |
| 93.10 | 57005 Miscellaneous Receipts | 1,487 | 500 | 500 | 500 |
| 93.10 | 54020 Rental Income (Cell Tower) | | 16,000 | 24,000 | 24,000 |
| 93.20 | 51110 Tax Increments | 2,390,803 | 2,450,000 | 2,400,000 | 2,400,000 |
| 93.20 | 54001 Investment Earnings | 139,005 | 60,000 | 50,000 | 50,000 |
| 93.40 | 54001 Investment Earnings | 106,104 | 25,000 | 25,000 | 25,000 |
| 93.40 | 57008 Housing Rehab Loans | | 1,000 | 1,000 | 1,000 |
| Total Sunset Avenue Fund | | 2,637,398 | 2,552,500 | 2,500,500 | 2,500,500 |
| GRAND TOTAL | | 136,806,065 | 128,217,983 | 123,787,400 | 113,491,350 |

FINANCIAL SUMMARIES

Workforce

| | FY 01-02 | FY 02-03 | FY 03-04 | FY 04-05 | FY 05-06 | FY 06-07 | FY 07-08 | FY 08-09 | FY 09-10 | FY 10-11 |
|--------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| GENERAL OPERATIONS | | | | | | | | | | |
| Police (Sworn) | 164.00 | 166.00 | 164.00 | 176.00 | 182.00 | 188.00 | 182.00 | 182.00 | 167.00 | 167.00 |
| Police (Administrative) | 58.00 | 58.00 | 58.00 | 56.00 | 56.00 | 69.00 | 69.00 | 69.00 | 63.00 | 63.00 |
| Fire (Sworn) | 88.00 | 92.00 | 91.00 | 89.00 | 89.00 | 90.00 | 90.00 | 90.00 | 86.00 | 86.00 |
| Fire (Administrative) | 4.00 | 4.00 | 4.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Total Public Safety | 314.00 | 320.00 | 317.00 | 327.00 | 333.00 | 353.00 | 347.00 | 347.00 | 322.00 | 322.00 |
| Mayor and City Council | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 | 7.00 |
| Administration | 15.00 | 15.00 | 15.00 | 13.00 | 8.00 | 12.00 | 10.00 | 10.50 | 10.00 | 10.00 |
| Community Safety (Sworn) | | | | | | | 1.00 | 1.00 | 1.00 | 1.00 |
| Finance | 29.00 | 29.00 | 29.00 | 25.00 | 23.00 | 26.50 | 26.50 | 26.50 | 26.50 | 26.50 |
| City Attorney | 6.00 | 6.00 | 6.00 | 5.50 | 5.00 | 6.50 | 6.50 | 6.50 | 6.50 | 6.50 |
| Development & Permit Services | 25.00 | 25.00 | 25.50 | 29.50 | 28.50 | 31.50 | 31.50 | 32.50 | 27.00 | 27.00 |
| Public Works | 125.00 | | | | | | | | | |
| Community Development | 10.00 | | | | | | | | | |
| Planning | | | | | | | 9.00 | 9.00 | 10.75 | 10.75 |
| Engineering & Transportation | | 41.00 | 40.50 | 35.50 | 33.50 | 35.50 | 26.50 | 26.50 | 24.50 | 24.50 |
| Environmental & Maintenance Services | | 93.00 | 80.00 | 76.00 | 63.50 | 82.00 | 79.25 | 78.25 | 72.25 | 72.25 |
| Recreation | 31.00 | 25.50 | 23.75 | 19.50 | 15.50 | 19.50 | 22.00 | 23.00 | 22.00 | 22.00 |
| Library | 43.00 | 43.00 | 39.00 | 33.50 | 0.00 | 41.00 | 42.50 | 49.50 | 48.00 | 48.00 |
| Rally Salinas! | | | | | 16.00 | | | | | |
| Total Non Public Safety | 291.00 | 284.50 | 265.75 | 244.50 | 200.00 | 261.50 | 261.75 | 270.25 | 255.50 | 255.50 |
| TOTAL GENERAL OPERATIONS | 605.00 | 604.50 | 582.75 | 571.50 | 533.00 | 614.50 | 608.75 | 617.25 | 577.50 | 577.50 |
| INTERNAL SERVICES | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| ENTERPRISE FUNDS | 38.00 | 38.00 | 39.00 | 34.00 | 34.00 | 36.00 | 27.75 | 26.75 | 26.75 | 26.75 |
| ASSESSMENT & MAINTENANCE DISTRICTS | 1.00 | 1.50 | 1.50 | 1.50 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| BLOCK GRANT PROGRAMS | 7.00 | 12.50 | 10.25 | 8.50 | 9.00 | 9.00 | 9.50 | 8.00 | 7.75 | 7.75 |
| HOUSING | 6.00 | 6.00 | 6.50 | 6.50 | 6.50 | 6.50 | 6.50 | 6.50 | 6.00 | 6.00 |
| REDEVELOPMENT AGENCY | 2.50 | 2.50 | 1.75 | 2.00 | 2.00 | 2.00 | 2.00 | 3.00 | 3.50 | 3.50 |
| ECONOMIC DEVELOPMENT | | | | | | | 1.00 | 2.00 | 2.00 | 2.00 |
| CITY-WIDE TOTAL | 661.50 | 667.00 | 643.75 | 626.00 | 587.50 | 671.00 | 658.50 | 666.50 | 626.50 | 626.50 |

FINANCIAL SUMMARIES

Summary Schedule of Expenditures

| Fund | Description | 06-07 Expenditures | 07-08 Expenditures | 08-09 Budget | 09/10 Budget | 10-11 Budget |
|------|---------------------------------------|-----------------------|-----------------------|-----------------|-----------------|-----------------|
| 1000 | General Fund | 72,104,685 | 76,537,587 | 82,610,735 | 74,331,900 | 76,361,100 |
| 1100 | Measure V Fund | 4,499,169 | 8,077,336 | 9,867,000 | 9,931,800 | 10,197,000 |
| 2100 | Municipal Airport Fund | 812,555 | 918,015 | 1,026,900 | 1,007,900 | 1,022,200 |
| 2200 | Industrial Waste Fund | 942,110 | 806,462 | 1,066,200 | 1,045,400 | 1,048,400 |
| 2320 | Fairways Golf Course | 1,834,635 | 1,864,531 | 4,779,900 | 165,000 | 200,000 |
| 2330 | Twin Creeks Golf Course | 548,597 | 572,814 | 574,400 | 570,800 | 571,200 |
| 2400 | Emergency Medical Services Fund | 607,825 | 779,726 | 855,500 | 522,600 | 537,300 |
| 2500 | Asset Seizure Fund | 48,977 | 44,959 | 37,000 | 35,000 | 35,000 |
| 2600 | Lighting, Landscape & Maint Districts | 738,551 | 875,457 | 1,310,400 | 1,521,400 | 1,642,100 |
| 2700 | Sewer Fund | 2,268,350 | 2,215,885 | 2,229,000 | 2,166,700 | 2,183,300 |
| 2800 | Public Safety Fund | 1,384,117 | 1,026,836 | 2,411,982 | 599,700 | 618,900 |
| 2910 | Community Development Act of 1974 | 1,543,045 | 1,504,602 | 3,375,459 | 2,255,000 | 2,255,000 |
| 2920 | Rental Rehab Fund | 10,000 | 10,000 | 10,000 | 0 | 0 |
| 2930 | Home Investment Partnership Funds | 1,737,460 | 1,389,029 | 1,403,432 | 1,236,800 | 1,236,800 |
| 2940 | H U D - Emergency Shelter Grant | 85,700 | 110,004 | 109,350 | 108,700 | 108,700 |
| 2950 | Begin State Home Funds | 0 | 128,421 | 0 | 0 | 0 |
| 3000 | Storm Sewer (NPDES) Fund | 1,086,057 | 1,225,074 | 1,546,300 | 1,486,100 | 1,514,000 |
| 3500 | Vehicle Abatement Fund | 151,108 | 184,397 | 189,000 | 177,200 | 181,600 |
| 3900 | Business Imp District | 105,959 | 121,653 | 105,000 | 105,000 | 105,000 |
| 3920 | SUBA Business Imp District | 125,911 | 172,411 | 165,000 | 150,000 | 150,000 |
| 4012 | Debt Service-1997 COPs | 784,319 | 797,510 | 798,900 | 797,800 | 800,400 |
| 4014 | Debt Service-1999 COPs | 88,116 | 87,584 | 88,600 | 88,800 | 87,100 |
| 4017 | Steinbeck COP | 188,260 | 187,322 | 185,600 | 188,500 | 186,000 |
| 4100 | PEG (1%) Cable Franchise | 0 | 0 | 20,500 | 25,000 | 25,000 |
| 5005 | Internal Services Administration | 314,815 | 289,142 | 352,400 | 312,500 | 321,400 |
| 5008 | Internal Services Insurances | 479,743 | 552,424 | 659,100 | 639,100 | 659,100 |
| 5011 | Workers Compensation Self-Insurance | 3,092,837 | 3,018,340 | 3,270,000 | 3,110,000 | 3,210,000 |
| 5012 | General Liability Self-Insurance | 1,085,293 | 764,142 | 806,500 | 806,500 | 806,500 |
| 5100 | Water Utility Fund | 8,055 | 9,749 | 42,000 | 20,000 | 20,000 |
| 5200 | Downtown Parking District | 1,557,418 | 1,597,426 | 1,690,100 | 1,621,600 | 1,633,400 |
| 6100 | Trust Deposit Fund | 131,779 | 271,934 | 572,479 | 692,800 | 676,300 |
| 6505 | Deferred Compensation Admin | 71,901 | 91,981 | 105,800 | 95,900 | 98,700 |
| 7005 | Assessment Dist Administration | 82,266 | 58,556 | 67,800 | 64,700 | 65,400 |
| 7020 | Assessment Districts-Debt Service | 3,364,162 | 3,254,171 | 3,278,100 | 3,230,000 | 3,062,200 |
| 9210 | Central City-Project | 311,399 | 402,375 | 386,042 | 400,900 | 407,900 |
| 9220 | Central City-Debt Service | 1,358,910 | 1,350,053 | 1,688,200 | 1,433,300 | 1,433,900 |
| 9240 | Central City Low Income Housing | 220,644 | 467,333 | 1,969,424 | 739,000 | 170,400 |
| 9310 | Sunset Ave-Project | 703,920 | 794,722 | 908,660 | 924,900 | 935,900 |
| 9320 | Sunset Ave-Debt Service | 206,816 | 212,450 | 430,100 | 238,100 | 251,300 |
| 9340 | Sunset Ave Low Income Housing | 120,885 | 112,367 | 1,908,500 | 894,000 | 140,000 |
| | | 104,806,349 | 112,884,780 | 132,901,363 | 113,740,400 | 114,958,500 |

FINANCIAL POLICIES

Adopted by the Salinas City Council on December 10, 1991, Resolution Number 14343 (N.C.S.) and amended on June 21, 1994, Resolution Number 15193 (N.C.S.) and adopted each year with the adoption of the annual budget.

I. ACCOUNTING POLICIES

A. Accounting Standards

1. The City's accounting systems and procedures will comply with Generally Accepted Accounting Principles (GAAP) and standards promulgated by the Financial Accounting Standards Board (FASB) and the Governmental Accounting Standards Board (GASB) to the extent necessary to achieve an unqualified audit opinion and adequate internal controls.
2. The City will prepare regular monthly, a mid-year, and an annual financial report to present a summary of financial performance and position.
3. The City will provide full disclosure in the annual financial report and debt representations.
4. The City's budgetary system will be integrated and compatible with the accounting system and the City's budget will be prepared on a basis in conformance with Generally Accepted Accounting Principles (GAAP).

II. RESERVE POLICIES

- A. Adequate reserves shall be maintained for all known liabilities, including payable employee leave balances, workers' compensation, and self-insured retention limits.
- B. Adequate reserves shall be maintained for all lease purchases. For each lease purchase, the City will make a down payment equal to one annual payment from current revenues. The balance of the lease purchase obligation shall be fully reserved.
- C. The City will endeavor to maintain an operating reserve equal to five percent of the General Fund Operating Budget to cover cash flow requirements and normal variances in revenue and expenditure estimates.
- D. The City will endeavor to maintain a reserve equal to twenty-five percent of the future City financed Capital Projects scheduled in the four out-years of the Six-Year Capital Improvement Program to cover variances in project revenue and expenditures.
- E. The City will endeavor to maintain reserves in the Enterprise Funds equal to twenty-five percent of the budgets.
 1. The City will endeavor to maintain a reserve in the Sewer Enterprise Fund equal to the larger of twenty-five percent of debt service on the 1998 Sewer System Revenue Bonds or twenty-five percent of the sewer operating budget. This reserve will be in addition to the debt service reserve required in the bond documents.
- F. Airport Enterprise Fund Reserves
 1. The Airport will endeavor to maintain an Operating Reserve equal to 25% of its operating expenditures.

FINANCIAL POLICIES

2. The Airport will endeavor to maintain an Capital Reserve equal to the proceeds from the sale of surplus airport property to a real estate developer, Cabot, Cabot & Forbes (CC&F). It is imperative that the Airport maintains this Working Capital Fund because FAA grants operate on a reimbursement basis. In addition, this fund should only be designated for unbudgeted, unplanned and unforeseen capital improvement related contingencies.
- G. The City will endeavor to maintain reserves in the Maintenance Districts equal to fifty percent of the budgets.
 - H. Reserve requirements will be reviewed annually and may be increased or decreased, or adjusted by an amount necessary to meet future identified, one-time, and specific expenditures requiring the accumulation of funds over a given period.
 - I. General Fund Year-end carryover balances shall be allocated to reserves in the following priority order until all desirable reserve levels are achieved. The Council may decide, on an exception basis, to use the carry over balances to offset revenue shortfalls that result from State and County budgetary actions.
 1. Insurance reserves.
 2. Operating Budget reserve.
 3. Capital Improvement Program reserve.

III. ADMINISTRATIVE FEES POLICIES

- A. An administrative fee for the provision of administration and/or policy direction, shall be charged by the City to the following activities.
 1. Redevelopment Agency
 2. All enterprise operations
 3. All maintenance districts
 4. Community Development Block Grant Program
 5. The Six-Year Capital Improvement Program
 6. Billings for City Services
- B. The administrative fee charged by the City shall be based on the actual expenditures of the various activities and shall be recorded during June of each year or during the closeout of each completed Capital Improvement Project.
- C. The administrative fee charged to individual multi-year projects in the Capital Improvement Program shall not exceed \$50,000 annually.
- D. The administrative fee shall be expressed as a percentage. The fee shall be reviewed and adjusted, as appropriate, on an annual basis during the budget approval process.

FINANCIAL POLICIES

IV. REVENUE POLICIES

A. Maintenance of Revenues

1. The City will attempt to maintain a diversified and stable revenue base to shelter it from short-term fluctuations in any one revenue source.
2. The City will promote growth in its revenue base through economic development programs, which maintain and enhance a vigorous local economy.
3. The City will seek to supplement its revenue base, through the identification of and application for State and Federal grant funds which will support identified needs.
4. One-time revenues shall be applied to one-time expenditures.

B. User Fees and Rates

1. The City will recover the costs of services providing a benefit to users through the imposition of user fees and charges.
2. The City will establish all user fees and charges at a level related to the direct and indirect costs of providing services and the degree of public versus private benefit.
3. The City will biennially recalculate the full costs of activities supported by user fees and rates to identify the impact of inflation and other cost increases.
4. The City will set user fees and rates for each enterprise fund (e.g. airport, golf courses, landfill, industrial waste), at a level which fully supports the total direct, indirect, and capital costs of the activity.

C. Revenue Collection

1. The City will take all cost-effective actions available to collect revenues.
2. The City will grant use fee waivers and/or debt forgiveness only under the following conditions:
 - a. All requests will be approved or disapproved by Council on a case-by-case basis.
 - b. Each request will be individually considered and Council action will be by resolution.
3. The City will not grant development and permit fee waivers.

D. Interest Earnings

1. The City will assign interest earnings to the General Fund unless specifically prohibited by State or Federal laws or by other regulations, covenants or agreements, with the exception that the City will assign interest earned by enterprise funds to those funds.
3. Investment policies shall be reviewed annually by the City Council.

FINANCIAL POLICIES

V. OPERATING BUDGET POLICIES

A. Budget Format

1. The budget shall provide a complete financial plan of all City funds, agencies and activities for the ensuing fiscal year and shall be in such form as the City Manager deems desirable or that the Council may require.
2. The budget shall begin with a clear general summary of its contents; shall show in detail all estimated revenues of all City funds; all carry-over fund balances and reserves; and all proposed expenditures, including debt service, for the ensuing fiscal year.
3. The total of proposed expenditures shall not exceed the total of estimated revenues plus the unappropriated fund balance, exclusive of reserves, for any fund.
4. The budget will be organized on a program/service level format.
5. The budget development process will include the identification and evaluation of policy options for increasing and decreasing service levels.
6. A two-year budget may be substituted for the required annual budget, in which case the budget shall be prepared and presented in two annual increments.

B. Estimated Revenues

1. The City will annually update its revenue forecast to enhance the budgetary decision-making process.
2. In its budget projections, the City will attempt to match current expense to current revenue. If it becomes apparent that revenue shortfalls will create a deficit, efforts will be made first to reduce the deficiency through budgetary reductions.
3. If appropriate reductions are insufficient, the Council may decide, on an exception basis, to use an appropriate existing reserve, which is in excess of minimum reserve requirements.

C. Appropriations

1. In evaluating the level of appropriations for program enhancements, or reductions, the City will apply the following principles in the priority order given:
 - a. Essential services, which provide for the health and safety of residents, including but not limited to police, fire, street maintenance, and sewer and storm drainage will be funded to maintain current dollar levels.
 - b. The budget will provide for adequate ongoing maintenance of facilities and equipment.
 - c. Appropriations for program enhancements or reductions will be evaluated on a case-by-case basis rather than across the board.
 - d. When reductions in personnel are necessary to reduce expenditures, they shall be consistent with the City Council's established service level priorities and, when possible, shall be accomplished through normal attrition.

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- e. Programs, which are self-supported by special revenues or fees, shall be separately evaluated.
2. Prior to the City Council making any supplemental appropriation, the City Manager or Finance Director shall certify that funds in excess of those estimated in the budget are available for appropriation. Any such supplemental appropriations shall be made for the fiscal year by Council action up to the amount of any excess.
3. Appropriations may be reduced any time during the fiscal year by the City Council upon recommendation of the City Manager. When appropriation reductions are recommended, the City Manager shall provide specific recommendations to the Council, indicating the estimated amount of the reduction, any remedial actions taken, and recommendations as to any other steps to be taken.
4. The City Manager may transfer appropriations between departments and Department Directors may transfer appropriations between programs and accounts within their individual departments and divisions, but only the Council by minute-order may appropriate funds from reserves or fund balances.
5. Only the City Manager may authorize the use of departmental salary budget savings.
6. All appropriations, except for Capital Improvement Program appropriations, shall lapse at the end of the fiscal year to the extent that they have not been expended or encumbered. An appropriation in the Capital Improvement Program shall continue in force until expended, revised, or cancelled.
7. The City will endeavor to budget an appropriated contingency account in the Non-Departmental operating budget equal to one percent of the total General Fund Operating Budget to meet changing operational requirements during the fiscal year. City Manager can authorize transfers from contingency account subject to purchasing limits.

VI. PURCHASING LIMITS

A. Professional Service Agreements

1. Exempt from competitive bidding.
2. Does not require Council approval if: a) contract cost is budgeted; and b) agreement is routine in nature.
3. Requires Council approval if agreement is over \$50,000 and service is a new initiative (non-routine).
4. Administrative Memo 05-01 delegates authority to Directors to execute professional service agreements under \$50,000 (subject to #2 above).
5. City Manager can execute professional service agreements in any amount (subject to #2 & #3 above).
6. The RFP/RFQ process is recommended if value/qualifications cannot be determined informally.

B. Supplies/Equipment Construction

1. Directors can approve supplies and equipment purchases under \$20,000 and construction projects under \$50,000 if funds are included within the appropriate departmental budget.
2. Equipment purchases over \$20,000 subject to bidding.
3. Construction projects over \$50,000 subject to bidding.

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4. Exceptions are emergency equipment purchases using cooperative purchasing with other governmental agencies (i.e. State Bid List).
5. Direct purchases: Council can waive bidding requirements on equipment purchases. Example: equipment is unique or equipment has been informally researched.

VII. CAPITAL IMPROVEMENT PROGRAM POLICIES

A. Capital Planning Period

1. The City will budget all capital improvements in accordance with an adopted Capital Improvement Program.
2. The City's long-range capital planning period shall be a minimum of six years or longer where appropriate.
3. The Six-Year Capital Improvement Program will be reviewed and approved every two years. It will include balanced budgets for the first two years and a listing of all projects for the last four years. Appropriations will be approved annually.
4. The City's annual Capital Improvement Program will be reviewed and preliminarily approved by Council in advance of reviewing/approving the City's Operating Budget.
5. The City's Capital Improvement Program will be in conformance with and support the City's major planning documents: the General Plan, Project Specific Plans, and City-wide Master Plans for related infrastructure improvements.
6. Master plans for major infrastructure and utility improvements will be prepared with a 10 or 20 year planning horizon when appropriate.

B. Capital Project Priorities

1. The City will evaluate each proposed capital project against the following criteria:
 - a. Linkage with community needs as identified in the City's planning documents.
 - b. A cost/benefit analysis, identifying all economic or financial impacts of the project.
 - c. Identification of available, funding resources.
2. The City will develop its capital improvement program with funding priorities in the following order:
 - a. Projects which maintain and preserve, existing facilities.
 - b. Projects which replace existing facilities that can no longer be maintained.
 - c. Projects which provide new and expanded services to the community.

C. Capital Project Management

1. The City will fund and manage its capital projects in a phased approach. The project phases will become a framework for appropriate decision points and reporting. The phasing will consist of:

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- a. Conceptual/schematic proposal
 - b. Preliminary design and cost estimate
 - c. Engineering and final design
 - d. Bid administration
 - e. Acquisition/construction
 - f. Project closeout
2. Each CIP project will have a project manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize all project expenditures, ensure that all regulations and laws are observed, periodically report project status and track project expenditures.

VIII. DEBT POLICIES

A. Use

1. Tax and revenue anticipation borrowing shall be consistent with state and federal laws and regulations.
2. The issuance of long-term debt will be only for:
 - a. The acquisition of land, capital improvements, improvements or equipment, when the useful life of the acquired asset will exceed the term of the debt.
 - b. The creation of contractually required reserves.
 - c. The payment of judicial awards or settlements or the establishment of actuarial reserves to pay such awards.
3. Debt financing will not be considered appropriate for current operating, maintenance expenses, or for any recurring purposes.

B. Conditions

1. The City may use long-term debt to finance major equipment acquisition, a capital project or reserve only if it is established through a cost/benefit analysis that the financial and community benefits of the financing exceed the financing costs. Benefits would include, but not be limited to, the following:
 - a. Present value benefit: The current cost plus the financing cost is less than the future cost of the project.
 - b. Maintenance value benefit: The financing cost is less than the maintenance cost of deferring the project.
 - c. Equity benefit: Financing provides a method of spreading the cost of a facility back to the users of the facility over time.
 - d. Community benefit: Debt financing of the project enables the City to meet an immediate community need.

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2. Debt financing will be used only when project revenues or other identified revenue sources are sufficient to service the debt.
3. On all debt financed City projects, the City will make a down payment equal to one year's debt service from current revenues.
4. The City will periodically establish industry standard, bond debt ratios to assess maximum debt carrying capacity and will apply these ratios to each proposed debt issue.
5. When the City obtains debt financing on behalf of or benefiting a third party (as with assessment districts) such debt will be issued in conformance with existing City priorities and policies without contingent liability of the City and with all costs of issuance and administration fully reimbursed.

C. Methods

1. The City's preference is to issue fixed-rate, long-term debt with level debt service, but variable rate debt or other debt service structure may be considered if an economic advantage is identified for a particular project.
2. Bond proceeds, for debt service, will be held by an independent bank acting as trustee or paying agent.
3. The City's minimum bond rating objective for all debt issues is a Moody's and Standard & Poor's rating of A (upper medium grade). Credit enhancements will be used to achieve higher ratings when there is an economic benefit.
4. The City may retain the following contract advisors for the issuance of debt:
 - a. Financial Advisor - To be selected, when appropriate, by negotiation to provide financial analysis and advice related to the feasibility and structure of the proposed debt.
 - b. Bond Counsel - To be selected by negotiation for each debt issue.
 - c. Underwriters - To be selected by negotiation or competitive bid for each bond issue based upon the proposed structure for each issue.

IX. ASSESSMENT AND MELLO-ROOS COMMUNITY FACILITIES DISTRICT FINANCING POLICIES

A. Formation

1. Assessment districts (AD's) or Mello-Roos Community Facilities districts (CFD's) financing may be made available by the City for those public improvements within a development or project area that either create extraordinary public benefit, and/or require public improvements that cannot be funded without substantial financial hardship to the property owner.
 - a. The City shall make the determination as to whether a proposed district shall proceed under the provisions of the Mello-Roos Community Facilities Act or other appropriate assessment district laws, and whether the district will be a construction or acquisition district.
2. New development projects must be consistent with the City's General Plan and have secured appropriate land use approvals from the City and all other agencies having jurisdiction to allow all proposed development of the project area.

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3. Unless waived by the City Council, the City will require, for each new development project, a study conducted by an independent, recognized expert in real estate to appraise the property proposed to be included in the assessment district. The appraisal shall take into account the public improvements, which will be financed by the assessment district. The appraisal methodology shall be subject to the approval of the City. This study shall be paid for by the developer, but shall be commissioned by the City and shall be done for the City.
4. An absorption study of new development projects may be required for public financing. The absorption study shall be used as a basis for verification that sufficient revenues can be produced to service the debt and to determine whether public financing is appropriate given the timing of development.
5. Where the City provides AD or CFD financing for new development projects, and the City deems it appropriate, the City may enter into a development or similar agreement with the owners of the project.
6. The City Council shall select the assessment engineer, appraiser, bond counsel, underwriter, financial advisor, special tax consultant and other professionals and consultants as it deems appropriate. The City Council's policy is for the developer to pay all of the City's costs associated with the formation and administration of assessment districts.
 - a. An advance deposit is required, in those instances, where a proposed district is initiated by a party or parties other than the City.
7. Any development agreement associated with the use of public financing shall be approved by the City Council prior to the issuance of debt. Any modifications to the development agreement proposed subsequent to the issuance of debt will be considered only if the modification would benefit the City and not impair the outstanding debt obligations. Approval of any modifications requested by the developer shall be at the sole discretion of the City Council.
8. The City allows for the formation of acquisition districts. The City shall make the final determination as to which public improvements and to what extent such improvements are eligible for financing through acquisition. An acquisition agreement between the City and applicant/developer shall be required and approved by the City Council prior to the sale of bonds.

B. Financing

1. The amount of AD or CFD bonds issued for any project shall not be greater than one-third of the appraised value of the improved property as determined by the independent real estate valuation expert, except when credit enhancements are provided and/or when the improvements are of extraordinary public benefit.
2. Unless specifically exempted by the City Council, residential projects using assessment district financing shall be required to pay off the outstanding assessments as part of the first sale escrow of each completed (ready-for occupancy) residential property to the first purchaser of such property.
3. The resolution of intention to form an AD or CFD shall contain a statement that the City will not obligate itself to advance available funds from the City treasury to cure any deficiency which may occur in the bond redemption fund.
4. Each bond issue shall be structured to adequately protect bond-owners and to protect the bonding

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capacity and credit rating of the City. The structure shall include a foreclosure covenant that permits the City to foreclose any deficiency. The structure may also include some combination of credit enhancement, special reserve funds or deposits.

5. Unless waived by the City Council the term of the bonds shall not exceed twenty-five (25) years.
6. The AD or CFD lien shall be fully disclosed in compliance with applicable statutory requirements. For developer-constructed facilities, the developer will prepare and obtain approval from the City of a statement and report notifying any prospective property owners of existing or proposed special assessments or taxes on the property. This disclosure statement shall be issued to and signed by the prospective buyer prior to any commitment by the buyer to purchase the property. The City, in its sole discretion, may require additional property owner notification if the City deems that such notification will help make subsequent property owners aware of future liens.
7. All statements and materials related to the sale of AD or CFD bonds shall emphasize and state that none of the faith, credit, and taxing power of the City is pledged to the repayment of the bonds. The City is not obligated to replenish the reserve fund from revenue sources other than annual assessments or special taxes, or proceeds from foreclosure proceedings.
8. A reserve fund will be required in each AD or CFD bond issue. The reserve fund shall be of a size sufficient to provide adequate security against default and in a size that is deemed vital to bond marketing and of such a size as not to violate applicable federal tax law requirements.
9. The calculation of assessment prepayments and reserve fund credits shall be as follows:
 - a. Each assessment prepayment will be computed and collected by the City of Salinas using part 11.1 of Division 10 (Sections 8766 and following) of the Streets and Highways Code. The computation will include principal outstanding, interest to date of bond call and costs including bond premium, legal, public noticing, administration and paying agent less a credit for the original reserve collected.
 - b. Prepayments must be received at least ninety days prior to applicable bond call dates (July 2, September 2, January 2 or March 2) to be included in the bond call. The current fiscal year assessment, which has been posted to the property tax roll must be paid to the Monterey County Tax Collector.
 - c. Upon receipt of the pay off, the City will cancel future assessment levies and shall cause to be recorded under Section 8687 of the Streets and Highways Code an appropriate amendment or addendum to any recorded notice of Assessment as evidence of the pay off.
 - d. The calculation of prepayments and reserve fund credits for CFD bonds will be made in accordance with the Mello-Roos Community Facilities Act of 1982.

C. Special Tax Formula

1. Where the district to be formed is a Mello-Roos district, the maximum special tax shall adhere the following:
 - a. The special tax shall include the annual administrative cost of the City to administer the district.
 - b. The City shall retain a special tax consultant to prepare a report, which recommends and

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evaluates a special tax, which adequately funds identified public improvements, administrative costs and other related expenditures.

- c. The projected special assessment and/or special tax, when added to the ad valorem property tax and other direct and overlapping debt of the proposed district (including other projected benefit assessments, special taxes levied for authorized but un-issued debt, and any other anticipated special assessments, taxes or charges which may be included on a property owner's annual property tax bill), shall not exceed two percent (2.0%) of the projected assessed value of each improved parcel within the district. As it pertains to commercial, industrial, or other parcels within the district, the City reserves the right to exceed the two-percent (2.0%) limit if, in the City's sole discretion, it is fiscally prudent. A backup special tax shall be required to protect against changes in land use that may result in insufficient annual special tax revenues.

D. Administration and Fees

1. The City's administrative costs, before, during, and after the debt is issued, shall be recovered. Costs chargeable to the district may be included in the debt issue. All City administrative costs not chargeable to the district shall be paid by the developer.
2. The City Council hereby affirms that the fees, established for AD's and CFD's is a three percent issuance fee levied on total bonds issued through the assessment district, a two percent construction administration fee and a two percent contract engineering review fee levied on total construction costs of the project. In-house engineering, legal and project inspection shall be charged directly to the project.
3. The City shall require a developer requesting AD or CFD financing to advance the costs for engineering work associated with the district improvements. The City retains the right of being the engineer of work for all improvements financed by AD's or CFD's.
4. The City Council will honor all existing agreements, for projects utilizing public financing that will continue in effect subsequent to the adoption of the policies contained herein. However, any modifications to these existing agreements subsequent to the adoption of these policies will be subject to review in accordance with the adopted policies.

E. Continuing Disclosure

1. The developer will comply with federal requirements concerning secondary market disclosure, as those requirements, are interpreted by the City and its counsel.

F. Refunding

1. AD or CFD bond refundings may be initiated by the City or at the request of property owners. Refunding Bonds shall be issued pursuant to California State law as deemed appropriate by the City.
2. All applicable provisions of these AD and CFD Policies shall apply to refundings except for the City's issuance fee which shall be one and one-half percent of the principal amount of the Refunding Bonds for issues that are exclusively refundings.

X. **LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT POLICIES**

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The City of Salinas seeks to enhance the quality of residential, commercial and business developments by requiring new developments to form Landscape and Lighting Districts ("Districts") to maintain landscaping improvements required as a condition of development.

A. Formation

1. New development project must install improvements consistent with the City's General Plan.
2. The City Council's policy is that new development pay all of the City's costs associated with the formation and administration of Districts.
 - a. An advance deposit is required, in those instances, where a proposed district is initiated by a party or parties other than the City.
3. The initial maintenance costs and reserves will be funded by the developer based on the Engineer's Report in an amount sufficient to maintain the improvements until the first assessment apportionment is received from the County.
4. The City Council shall select the assessment engineer and other professionals and consultants as it deems appropriate.

B. Budget

1. Operating Budget – Ongoing annual operating expenses include, but are not limited to, the direct costs for landscape maintenance, water, electricity, street lighting, graffiti removal, open spaces, appurtenant facilities, tree trimming and pruning and street slurry sealing and overlay.
2. Administrative Expenses – Ongoing annual administrative expenses shall include charges for accounting, printing, publication of legal notices, consultant expense, city and county fees for collecting assessments, Public Works overhead and other City staff general and administrative expenses.
3. Reserves – Reserves may be collected for two primary purposes – cash flow and capital replacement.
 - a. Cash Flow Reserves shall be established at 25% of the annual budget as set forth in the initial engineer's report and adjusted each fiscal year thereafter. These reserves may be drawn down, as needed, during the first half of each fiscal year until the first installment of property tax assessment is collect to replenish the reserves.
 - b. Capital Replacement Reserves shall be established to protect against damage to landscaping and lighting improvements or provide funding for facilities that may not be conveniently raised in one year. Capital Replacement Reserves may be collected over an extended period of time, from five to thirty years. When the Capital Replacement Reserve is established, the City Council shall approve by resolution the improvements, estimated cost, and the number of years they will be collected.
4. Interest Earnings – Interest income for each District shall accrue at the City's interest rate and shall be shown in the budget.
5. Surpluses – Surplus funds within a District on June 30th shall be noted in the budget. Surplus funds are those funds above and beyond those required to cover annual expenses and reserves. Any surplus funds shall be applied as a reduction of future fiscal year's assessment.
6. Deficits – Deficits within a District on June 30th shall be noted in the budget. Deficits shall be considered funding shortfalls required to cover annual expenses. Any deficit balance will be recovered with assessment revenue from future levies.
7. General Fund or other appropriate fund contributions – Contributions from the General Fund or

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other appropriate fund will be made to cover the Costs determined as general public benefit in the engineer's report. Such contributions may include direct deposits to the District accounts or credits that effectively reduce the assessments.

C. Method of Apportionment

1. The formula used for calculating assessments will reflect the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on estimated benefit to each parcel.
2. Pursuant to the Constitution Article XIID Section 4 a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on the parcel and only special benefits may be assessed.
3. The method of apportionment will also include an assessment range formula and inflationary adjustments. The purpose of establishing an assessment range formula is to provide for reasonable increases and inflationary adjustment to annual assessments without requiring costly noticing and mailing procedures, which could add to the District costs and assessments.

XI. CAPITAL ASSET POLICIES

A. *Overview* – The Finance department will maintain a capital asset management system that will meet external financial reporting requirements and the needs of the departments in line with these policies. Governmental Accounting Standards Board Statement No. 34 (GASB 34) changed GAAP for capital assets reporting for governmental funds. Beginning in fiscal year ending June 30, 2003, pursuant to GASB 34, the General Fixed Asset Account Group will be eliminated and the City will report these assets by function and activity on the government-wide financial statements. Enterprise Funds capital assets will continue to be recorded within their own fund.

1. Capital assets are recorded as expenditures in governmental funds at the time the assets are received and the liability is incurred. These assets will be capitalized at cost on the government wide financial statements. Enterprise fixed assets are recorded as assets within the fund when purchased and a liability is incurred.
 - i. GASB 34 defines Capital Assets as land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.
 - ii. GASB 34 defines Infrastructure Assets as long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems. Buildings that are an ancillary part of a network of infrastructure assets are included.

The City uses the most current edition of GOVERNMENTAL ACCOUNTING, AUDITING, AND FINANCIAL REPORTING (GAAFR) published by the Government Finance Officers Association (GFOA) as its authoritative guide in setting policy and establishing accounting procedures regarding capital assets.

B. *Capitalization* – Generally all capital assets with an original cost of \$5,000 or more will be capitalized (recorded as an asset on the balance sheet versus expensing the item). Infrastructure Assets with an original cost of \$150,000 or more will be capitalized. This capitalization policy addresses financial reporting, not control. The City follows the GFOA recommended practices for establishing capitalization thresholds. Specific capitalization requirements are described as follows:

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1. The asset must cost \$5,000 or more.
2. The asset must have a useful life of two (2) or more years.
3. The capitalization threshold is applied to individual units of capital assets rather than groups. For example, ten desks purchased for \$1,000 each will not be capitalized even though the total (\$10,000) exceeds the threshold of \$5,000.
4. For purposes of capitalization, the threshold will generally not be applied to components of capital assets. For example a keyboard, monitor and central processing unit purchased as components of a computer system will not be evaluated individually against the capitalization threshold. The entire computer system will be treated as a single asset. The capitalization threshold will be applied to a network if all component parts are required to make the asset functional.
5. Repairs to existing capital assets will generally not be subject to capitalization unless the repair extends the useful life of the asset. In this case the repair represents an improvement and is subject to the requirements described number 6 below.
6. Improvements to existing capital assets will be presumed by definition to extend the useful life of the related capital asset and therefore will be subject to capitalization if the cost exceeds \$5,000.
7. Capital projects will be capitalized as "construction in progress" until completed.
8. The following infrastructure items will be capitalized as a network/system rather than individually:
 - Fire hydrants

As a result of the above capitalization policies the following infrastructure items will not be capitalized:

- Street trees
- Street signs

Additionally, the following capital equipment will also not be capitalized:

- Personal computers
- Handheld radios
- Weapons

C. *Leased Assets-*

1. Operating leased assets are usually short term and cancelable at anytime. The recording of an operating lease as a fixed asset is not required because the item is not purchased.
2. Capital leases will be capitalized if one or more of the following criteria are met and the chance of cancellation is low:
 - a. Ownership is transferred by the end of the lease term
 - b. The lease contains a bargain purchase option
 - c. The lease term is greater than or equal to 75 percent of the asset's service life
 - d. The present value of the minimum lease payment is greater than or equal to ninety percent (90%) of the fair market value of the asset at the inception of the lease.

Capital lease items are capitalized at the beginning of the lease period, regardless of when the title transfers. Capital leases are recorded at net present value of lease payments.

- D. *Capital Asset Recording* - It is the responsibility of the Finance Department to record, monitor and inventory all fixed assets. Each department will assign appropriate staff members to respond to verification, inventories, and filling out the necessary forms for recording transfers, dispositions or retired fixed assets.

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- E. *Acquisition of Capital Assets* - Fixed assets may be acquired through direct purchase, lease-purchase or capital lease, construction, eminent domain, tax foreclosures, donations, and gifts.

When a capital asset is acquired the funding source will be identified as either a governmental fund, proprietary fund or component unit. Additionally the fund type will be identified as well as the specific fund.

If funds are provided by a specific funding source, a record will be made of that specific source such as:

- Bond Proceeds
- Federal Grants
- State Grants
- Local Grants

- F. *Measuring the Cost and/or Value* - Capital assets are recorded at their "historical cost", which is the original cost of the assets. Donations accepted by the City will be valued at the fair market value at the time of donation. Costs include purchase price (less discounts) and any other reasonable and necessary costs incurred to place the asset in its intended location and prepare it for service. Costs could include the following:

- Sales Tax
- Freight charges
- Legal and title fees
- Closing costs
- Appraisal and negotiation fees
- Surveying fees
- Land-preparation costs
- Demolition costs
- Relocation costs
- Architect and accounting fees
- Insurance premiums and interest costs during construction

- G. *Establishing Cost in the Absence of Historical Records* - According to the GASB 34, an estimate of the original cost is allowable. Standard costing is one method of estimating historical cost using a known average installed cost for a like unit at the estimated date of acquisition. Another recognized method is normal costing wherein an estimate of historical cost is based on current cost of reproduction new indexed by a reciprocal factor of the price increase of a specific item or classification from the appraisal date to the estimated date acquired. When necessary the City will use whichever method gives the most reasonable amount based on available information.

- H. *Recording Costs Incurred After Acquisition* - Expenditures/expenses for replacing a component part of an asset are not capitalized. However, expenditures/expenses that either enhance a capital asset's functionality (effectiveness or efficiency), or that extend a capital asset's expected useful life are capitalized. For example, periodically slurry sealing a street would be treated as a repair (the cost would not be capitalized), while an overlay or reconstruction would be capitalized. Adding a new lane constitutes an addition and would therefore also be capitalized.

- I. *Disposition or Retirement of Fixed Assets* - It is the City's policy that departments wishing to dispose of surplus, damaged or inoperative equipment must notify the Finance Department.

The City will conduct public auctions, as necessary, for the purpose of disposing of surplus property. Auctions will be conducted by the Finance Department through its Purchasing Division. All proceeds from the sale of surplus property will be allocated to the City's General Fund unless the property was originally purchased with monies from a specific fund, in which case, the proceeds will be returned to that specific fund. The original cost less depreciation will then be removed from the City's capital asset management system.

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accordance with GASB Statement No. 34, effective with the fiscal year ending June 30, 2003 the City will record depreciation expense on all capital assets, except for inexhaustible assets.

The City will use straight-line depreciation using the half-year convention or mid month as appropriate. Depreciation will be calculated for half a year in the year of acquisition and the year of disposition. Depreciation will be calculated over the estimated useful life of the asset.

- L. *Recommended Lives* - The City follows GFOA Recommended Practices when establishing recommended lives for capitalizable assets. In accordance with GASB 34 the City will rely on "general guidelines obtained from professional or industry organizations." In particular the City will rely on estimated useful lives published by GFOA. If the life of a particular asset is estimated to be different than these guidelines, it may be changed. Following is a summary of the estimated useful lives:

| <u>Asset Class</u> | <u>Useful Life</u> |
|-------------------------|--------------------|
| Buildings | 20 to 50 years |
| Improvements | 15 to 45 years |
| Infrastructure | 20 to 50 years |
| Equipment and Machinery | 5 to 20 years |

- M. *Control of Assets* - In accordance with GFOA Recommended Practice the City will exercise control over the non-capitalized tangible capital-type items by establishing and maintaining adequate control procedures at the department level. The City's capitalization threshold of \$5,000 meets financial reporting needs and is not designed for nor particularly suited to maintain control over lower cost capital assets. It is the responsibility of each department to maintain inventories of lower-cost capital assets to ensure adequate control and safekeeping of these assets.
- N. *Maintenance Schedules* - The City shall develop and implement maintenance and replacement schedules with a goal of maximizing the useful life of all assets. The schedules shall include estimates of annual maintenance and/or replacement funding required for each asset.
- O. *Maintenance Funding* - The City shall identify specific sources of funds for the annual maintenance or replacement of each asset. Whenever possible, the maintenance or replacement funding shall be identified from a source other than the City General Fund. The City shall maximize the use of maintenance assessment districts and dedicated special revenue (e.g. gas tax). The City shall endeavor to set aside, on an annual basis, one and one-half percent (1½%) of its General Fund Operating Budget to provide for on-going maintenance and required replacement of assets that cannot be reasonably funded from other sources.
- P. *Works of Art and Historical Treasures* - GASB 34 encourages but does not require the capitalization of art collections that meet all of the following conditions:
- Held for public exhibition, education, or research in furtherance of public service, rather than financial gain
 - Protected, kept unencumbered, cared for, and preserved
 - Subject to an organizational policy that requires the proceeds from sales of collection items to be used to acquire other items for collections
- It is the City's Policy that proceeds from the sale of art collections be used to acquire other works of art. That being the case the City's works of art and historical treasures will not be capitalized.
- Q. *Intangibles* - Intangibles assets are now included in the GASB 34 definition of capital assets. Prior to GASB 34 the City did not capitalize intangibles. GFOA recommends that governmental entities follow the guidance of AICPA Statement of Position 98-1 Accounting for Costs of Computer Software Developed or Obtained for Internal Use.

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- J. *Transfer of Assets* - The transfer of fixed assets between departments requires notification to the Finance Department.
- K. *Depreciation* - It has long been the City's policy to record depreciation for Enterprise funds. In
- R. *Inventorizing* - The City will follow the GFOA recommended practice of performing a physical inventory of its capitalized capital assets, either simultaneously or on a rotating basis, so that all capital assets are physically accounted for at least once every five years.
- S. *Tagging* - The City will tag only moveable equipment with a value of \$5,000 or higher. Rolling stock items will not be tagged. They will be identified by the VIN number. The Finance department will be responsible for tagging equipment.

XII. RISK MANAGEMENT POLICIES

- A. The City shall maintain a risk management program for liability, workers' compensation, health insurance, and loss of property exposures which emphasizes avoidance of risk, whenever possible, funding for losses which cannot be avoided, and transfer or risk to third parties whenever appropriate.
- B. The risk management process will include the systematic and continuous identification of loss perils and exposures, the analysis of these perils and exposures in terms of frequency and severity probabilities, the application of sound risk control procedures and the financing of risk consistent with the City's financial resources.
- C. If the loss potential in dollars for a particular risk is substantial and cannot be absorbed within the City's annual operating budget and reserves, the City will develop and maintain a program of purchased insurance or funded self-insurance.
- D. The City will endeavor to promptly settle justified claims but will vigorously defend claims which are doubtful, frivolous, or unsupported.
- E. The City will maintain separate self-insurance funds to identify and segregate the financial resources necessary to cover insurance premiums and self-insurance retentions.
 - 1. Revenues into the insurance funds will be generated by charges to operating departments and programs.
 - 2. Resources will be established at the end of each year to fully fund liability for open claims, incurred but not reported (IBNR) claims, and a catastrophic loss reserve as periodically recommended by the City's Risk Management Advisor.



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MEASURE V

Over a period of three fiscal years beginning in April 2003, the Salinas City Council reduced City programs and services funded by the General Fund budget a total of \$15.3 million dollars or 24%. The reductions were required to maintain the City's financial solvency. The financial crisis was the result of a combination of factors including a weak economy evidenced by sales tax actually decreasing for two years, State raids on local revenue, increasing charges assessed by the County of Monterey, increasing retirement costs and increasing employee health insurance costs.

The required reductions included the elimination of 123.50 authorized positions, the layoff of employees and broadly impacted services throughout the City. Staff reported to City Council that absent a new, guaranteed source of General fund revenue, the City would not be able to restore the services that had been cut for at least 8-10 years.

At the City Council's May 3, 2005 meeting, members of the public expressed their view that the City must be able to provide adequate police, fire and street and park maintenance services, and that the libraries and recreation centers should remain open. The public requested that Council consider placing a tax measure on the ballot so that revenue could be provided to restore vital services.

On May 17, 2005, the City Council received a report regarding its options for placing a tax measure before the City's voters to generate sufficient revenue to maintain minimal levels of service for the public welfare. Members of the public reiterated their support for such a measure, indicated that the community would suffer if services were further curtailed.

On June 7 and June 14, 2005, the Council reviewed and approved the FY 2005-06 budget, and confirmed the on-going reductions in services previously approved. On July 12, 2005, the Council adopted a resolution calling for an election to take place on November 8, 2005 to ask City voters to approve a half-cent transactions and use tax. The proposed tax measure also included a ten (10) year sunset provision and mandated the appointment of an independent committee with authority to both recommend the use of the tax revenue and provide oversight as to the use of funds.

On November 8, 2005, the voters of Salinas approved (61.74%) the ordinance establishing a Temporary Transactions and Use Tax at the rate of one-half of one percent (0.50%) to be in effect for a period of ten (10) years. Initial collection of the tax began April 1, 2006 with the first receipt of revenues from the tax to occur in July 2006.

The tax approved by the voters is a general tax. As such, the City may use the revenue from the tax for any general governmental purpose, including without limitation police, fire safety, paramedics, libraries, crossing guards, graffiti removal, anti-gang programs, and street and park maintenance.

In order to assure full compliance with the intent of the ordinance, the tax proceeds from this ordinance are separately received and accounted for in the City's financial reporting system (Fund 11.00). The Finance Director reports at least quarterly to the Oversight Committee the use of tax proceeds. The Oversight Committee reports annually to the City Council regarding the use of tax proceeds.

The Oversight Committee is a fundamental provision in the voter-approved ordinance. The ordinance states that:

The Mayor and City Council shall each annually appoint one member of the public to serve as an oversight committee for the revenue that the City receives from the tax. The committee shall prepare an annual report on the revenue received and recommend the use thereof. The City Manager shall provide staff for the committee, and the Finance Director shall provide all relevant data regarding revenue from the tax and expenditure thereof.

MEASURE V

Transactions and Use Tax collections began a severe decline starting in April 2007. The following chart exemplifies the negative trend:

| | |
|-----------------------|--------|
| July-September 2007 | - 4.9% |
| October-December 2007 | + 0.8% |
| January-March 2008 | - 3.4% |
| April-June 2008 | - 1.9% |
| July –September 2008 | + 0.6% |
| October-December 2008 | -10.1% |
| January-March 2009 | -17.4% |

Staff projections estimate that Measure V revenues will be down 16.4% during FY 2009-10 or \$1,800,000 and 18.0% during FY 2010-11 or \$2,000,000.

Due to the continued recession and decline in Measure V tax collections, on October 2, 2008, the Measure V Committee recommended and City Council approved suspending \$1.4 million of Measure V funded capital projects including funding of sidewalk repairs. Prior to the economic downturn, \$1.9 million of contract sidewalk repairs were made in the City using Measure V funds.

During January 2009 the City Council approved a three –phase budget balancing plan that included:

- 1) Budget reductions
- 2) Employee Concessions
- 3) Layoff if required

Budget reductions and employee concessions were achieved as planned and are implemented in this budget document.

On February 2, 2009, the Measure V Oversight Committee was informed of a revised revenue estimate of the Transaction and Use Tax for FY 2009-10 showing a considerable decline of \$1,750,000 (16.4%) from \$10,650,000 to \$8,900,000 due to the continued economic conditions. The Committee affirmed its intention to continue the funding level of on-going programs and services supported by Measure V revenue with the following changes:

- 1) Elimination of grant writing services of \$50,000.
- 2) Reduction in the after school programs by 25% (\$160,150).
- 3) Reduction of the Library's supplies and materials budget by 3.9% (\$184,700).
- 4) Reduction in various departmental supplies and materials \$35,900.

All this reductions offset by the change in the funding of four (4) Police Officer positions from General Fund to Measure V (\$557,500). The Committee also made a recommendation to move fifty percent (50%) of a Community Service Officer cost to the Parking Division and reduce Temporary Payroll and supplies and materials for a total savings of \$124,100 with no reduction in the level of service.

The City Council approved on February 24, 2009, the changes proposed by the Measure V Oversight Committee.

MEASURE V

The Measure V appropriations by department for FY 2009-10 are as follows:

| | <u>Amount</u> | <u>Percent</u> |
|---|----------------------|----------------|
| Administration | \$ 120,700 | 1.15% |
| Development & Engineering & Permit Services | 375,600 | 3.59% |
| Finance | 193,600 | 1.85% |
| Fire | 205,700 | 1.97% |
| Paramedic Program | 522,500 | 5.00% |
| Legal | 188,200 | 1.80% |
| Library | 4,010,200 | 38.36% |
| Maintenance Services | 829,800 | 7.94% |
| Parks and Recreation | 1,162,800 | 11.12% |
| Police | <u>2,845,200</u> | <u>27.22%</u> |
| Total 2009-10 Measure V | <u>\$ 10,454,300</u> | <u>100.00%</u> |

Employee groups have agreed to two-year salary concessions that will begin July 1, 2009 and end June 30, 2011. The concession represents a Measure V reduction in employee services of \$650,000 per each of the two years.

Carryover savings in the amount of \$1,000,000 are forecasted during FY 2008-09. It was recommended to designate the balance of these funds to balance the FY 2009-10 Measure V Operating Budget. Carryover is the result of savings accumulated from hiring lags and vacancies carried through the year. The receipt of a Federal Gang Task Force Grant during FY 2008-09 reduced the Measure V funded gang task force operating budget during FY 2008-09 in the amount of \$510,500.

The approved Capital Improvement Project including the use of one-time funds of \$1,000,000 for FY 2009-10 is designated exclusively for the Cesar Chavez Library Expansion. This funds supplement \$1,213,038 in Development Fees already committed to the project.

A Measure V commitment made by the Oversight Committee during the first year and approved by the City Council was a \$1,000,000 capital outlay / capital improvement allocation for library operations. It was anticipated that funds would be used over a four-year period for library improvements. The sources of funds were Measure V savings that accrue from hiring lags and vacancies. With the severe economic downturn, this investment was suspended in FY 2009-10.

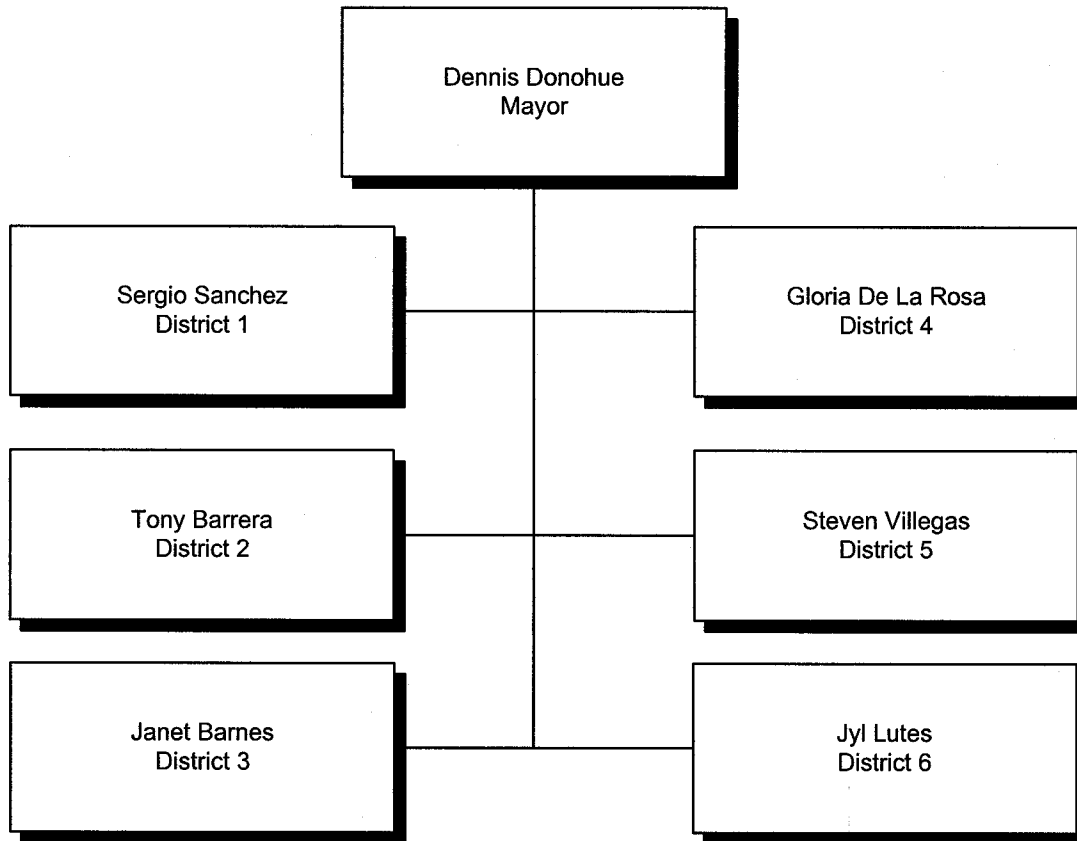
The number of positions funded by Measure V during FY 2009-10 is summarized as follows:

| | |
|-------------------------------|-------------|
| Administration | 1.5 |
| Finance | 2.5 |
| Legal | 1.5 |
| Police | 23.0 |
| Fire | 1.0 |
| Development Permit Services | 3.0 |
| Development and Engineering | 1.0 |
| Environmental and Maintenance | 10.0 |
| Parks and Recreation | 5.0 |
| Library | <u>48.0</u> |
| Total | <u>96.5</u> |



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CITY COUNCIL



CITY COUNCIL DEPARTMENT Summary

Purpose

The City Council, consisting of a Mayor, elected at-large, and six Councilmembers, elected by District, serve as the policy-making and legislative body of the City of Salinas. The City Council also serves as the legislative body of the Salinas Redevelopment Agency and the Salinas Public Finance Authority.

City Council Goals, Strategies, and Objectives

1. Public Safety. A. Strategy: Increase public safety by working collaboratively with other agencies on short-term and long-term prevention, intervention, and enforcement strategies. B. Strategy: Increase public safety by engaging the community. C. Strategy: Increase public safety by developing programs that prevent visual blight and fear. D. Strategy: Improve public safety by acquiring the infrastructure and equipment to effectively reduce crime. E. Strategy: Increase public safety through the effective use of legal strategies and tools.
2. Economic Development Strategy: Enhance Salinas' economy by creating an environmentally-friendly, business friendly environment and working collaboratively in the development of a highly-skilled workforce.
3. Organizational Effectiveness Strategy: Build an increasingly proactive organizational culture which values and empowers employees to provide excellent internal and external customer service to a diverse community. Identify and secure additional resources in order to provide a high-level of service.
4. Community Engagement Strategy: Actively solicit the community's participation in developing and participating in local initiatives. Create an environment of active and open dialogue with the community in a variety of venues.
5. Literacy/Library Strategy: Increase literacy through creative and innovative programming.
6. Recreation Strategy: Increase recreational opportunities for all segments of the community.
7. Collaboration With All Government Agencies Strategy: To collaborate with all levels of government to maximize resources, create efficiencies, and improve communication.

Major Budget Changes

The FY 2009-10 budget reflects Council continuous efforts in the seven (7) areas identified as priorities including public safety, economic development, organizational effectiveness, community engagement, literacy/library, recreation and collaboration with all government agencies. A General Fund reduction (10.9%) that transferred salaries of members of the City Council to the Redevelopment Agency to more properly account for time spent on Redevelopment issues was approved by Council on February 24, 2009, as part of the budget balancing solutions for FY 2009-10.

CITY COUNCIL DEPARTMENT Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|-------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1000 | City Council Department | 219,148 | 238,700 | 227,800 | 234,700 |

Expenditures by Character

| | | | | | |
|--------------|-------------------------------|----------------|----------------|----------------|----------------|
| 1. | Employee Services | 200,905 | 221,300 | 212,100 | 219,000 |
| 2. | Office Supplies & Materials | 715 | 715 | 1,200 | 1,200 |
| 3. | Special Dept Supplies | 1,640 | 1,500 | 1,500 | 1,500 |
| 4. | Communications | 149 | 149 | 500 | 500 |
| 5. | Training/Conferences/Meetings | 15,739 | 15,036 | 12,500 | 12,500 |
| TOTAL | | 219,148 | 238,700 | 227,800 | 234,700 |

Expenditures by Fund

| | | | | |
|--------------|---------|---------|---------|---------|
| General Fund | 219,148 | 238,700 | 227,800 | 234,700 |
|--------------|---------|---------|---------|---------|

Workforce by Program

| | | | | | |
|------|-------------------------|---|---|---|---|
| 1000 | City Council Department | 7 | 7 | 7 | 7 |
|------|-------------------------|---|---|---|---|

Purpose

-

Division Operations

1. Continue to hold City Council meetings as prescribed by the Charter.
2. Determine and prioritize service levels for all City departments.
3. Complete annual performance evaluations for the City Manager and the City Attorney.
4. Participate in appropriate advocacy associations, including the League of California Cities and the National League of Cities.
5. Represent the City's interests in regional and intergovernmental processes.
6. Continue meeting with City Boards and Commission.
7. Continue outreach to City residents, neighborhoods and community groups.

Major Budget Changes

CITY COUNCIL DEPARTMENT
City Council Department

1000

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 200,905 | 221,300 | 212,100 | 219,000 |
| 2. Office Supplies & Materials | 715 | 715 | 1,200 | 1,200 |
| 3. Special Dept Supplies | 1,640 | 1,500 | 1,500 | 1,500 |
| 4. Communications | 149 | 149 | 500 | 500 |
| 5. Training/Conferences/Meetings | 15,739 | 15,036 | 12,500 | 12,500 |
| TOTAL | 219,148 | 238,700 | 227,800 | 234,700 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 7 | 7 | 7 | 7 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

CITY COUNCIL DEPARTMENT

Work Force

| City Council Department | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|--------------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Councilmembers | 7 | 7 | 7 | 7 |
| Department Total | 7 | 7 | 7 | 7 |

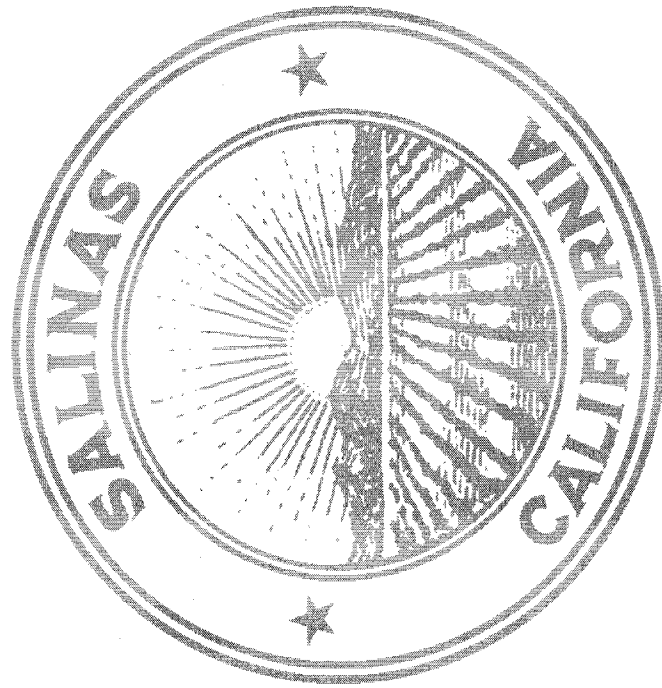
CITY COUNCIL

Priority Goals – Administration Department

Goal: Organizational Effectiveness

Strategy: Build an increasingly proactive organizational culture which values and empowers employees to provide excellent internal and external customer service to a diverse community. Identify and secure additional resources in order to provide a high level of service.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|--|--|------------------|
| 1. Staffing | | | |
| a. Reorganization. | Identify departments for review. | Identify departments for review. | Funded (savings) |
| b. Fill important vacancies. | All vacancies will be evaluated on an on-going basis to determine those that are critical to organizational effectiveness. | All vacancies will be evaluated on an on-going basis to determine those that are critical to organizational effectiveness. | Funded |
| c. Performance evaluations. | Performance evaluations will be analyzed to increase accountability, develop measurements, and reflect City Council goals. | | N/A |
| 2. Organizational Culture Change | Complete Permit Center Survey, new permit processes, and hire new Permit Center Manager. | Identify next department for review. | N/A |
| 3. Work closely with lobbyist. | Work closely with Federal and State lobbyists to secure economic stimulus funding for increased City services. | | |
| a. State | Meet with lobbyist monthly as part of the Legislative Committee to track legislation and secure stimulus funds. | Meet with lobbyist monthly as part of the Legislative Committee to track legislation and secure stimulus funds. | Funded |
| b. Federal | Meet with lobbyist monthly as part of the Legislative Committee to track legislation and secure stimulus funds. | Meet with lobbyist monthly as part of the Legislative Committee to track legislation and secure stimulus funds. | Funded |
| 4. Grant Writing | The City has hired California Consulting to assist with grant writing. In addition, City staff is aggressively completing grant applications, which will assist in funding new services. | Continue to pursue grant opportunities. | Funded |
| 5. Communicate City Council goals to employees | Develop communication tools to inform employees of City Council goals. City Council goals will be tied to department goals and objectives. Staff will be held accountable through performance evaluations. | New Assistant to the City Manager will develop Employee Newsletter to communicate City Council goals to staff. | Funded |



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CITY COUNCIL

Priority Goals – Finance Department

Goal: Organizational Effectiveness

Strategy: Build an increasingly productive organizational culture which values and empowers employees in order to provide excellent internal and external customer service to a diverse community. Identify and secure additional resources in order to provide a high level of service.

| Objectives | Six Month Measurements July – December 2009 | Twelve Month Measurements January – June 2010 | Fiscal Impact |
|---|--|--|---------------|
| 1. Balance FY 2009-10 Budget | | | |
| a. Employee concessions | Implement Council approved concessions. | | Funded |
| b. City wide fee increases | Implement Council approval fee increases. | | Funded |
| c. Adopt FY 2009-10 Budget | Implement Council approval budget. | | Funded |
| 2. Balance FY 2010-11 Budget | | | |
| a. Implement Retirement Incentive | Twenty-four months City paid health insurance beginning with approval of MOUs to January 31, 2010. | Develop options to balance FY 2010-11 budget with saving created by retirements. | Funded |
| b. Reopen PERS | Less costly than other retirement systems (NYL & 401a). Begin PERS actuary. | Facilitate employee transfers to PERS. | Funded |
| c. Monitor retirements and vacancies | Do not fill vacancies as practical. | Do not fill vacancies as practical. | Funded |
| d. New revenue | Begin discussions with public opinion consultants. | Participate in implementation of new revenue. | Funded |
| e. Cost savings and revenue options | Review various costs savings and revenue options. | Implement cost savings and revenue options. | Funded |
| 3. Request Proposals for Banking Services | Send Request for Proposals. Evaluate responses to RFP. | Change banks if warranted. | Funded |

CITY COUNCIL

Priority Goals – Finance Department

Goal: Community Engagement

Strategy: *Actively solicit the community's participation in developing and participating in local initiatives. Create an environment of active and open dialogue with the community in a variety of venues.*

| Objectives | Six Month Measurements July - December 2009 | Twelve Month Measurements January - June 2010 | Fiscal Impact |
|------------------------|---|--|------------------|
| 1. Website | | | |
| a. Community calendar | City events and City sponsored events are posted and includes RRS feeds or automatic e-mails. | | Funded |
| b. Police website | Police website is designed and content is being added. | | Funded |
| c. Fire website | To be designed. | Finalize Fire website. | Funded |
| d. Spanish translation | Translation consultants have begun work and will complete this Summer 2009. | | Funded |
| 2. E-Commerce | | | |
| a. Security issues | Staff is evaluating security software and payment system. | | Funded |
| b. Payment system | To be available this Fall 2009. | Finalize on-line payment system. | Funded |

CITY COUNCIL Priority Goals – Legal Department

Goal: Public Safety

Strategy: Increase public safety by working collaboratively with other agencies on short-term and long-term prevention, intervention, and enforcement strategies.

| Objectives | Six Month Measurements (July 1, 2009 – December 31, 2009) | Twelve Month Measurements (January 1, 2010 – June 30, 2010) | Fiscal Impact |
|---|---|--|------------------------------------|
| 1. Provide Legal staff support to the Monterey County Joint Gang Task Force (JGTF) and Community Alliance for Safety and Peace (CASP) | <ul style="list-style-type: none"> • Draft amendments to JGTF MOU to add federal agencies (FBI) and/or others as requested. • Attend monthly meetings and provide legal support to JGTF. • Attend bi-weekly meetings and provide legal support to CASP Steering Committee. | <p>Report on outcomes of federal and regional collaboration efforts.</p> <p>Report on outcomes of JGTF efforts.</p> <p>Report on outcomes of CASP efforts.</p> | Funded Funded Funded |

Goal: Public Safety

Strategy: Increase public safety through the effective use of legal strategies and tools. [Also] Increase public safety by developing programs that prevent visual blight and fear.

| Objectives | Six Month Measurements (July 1, 2009 – December 31, 2009) | Twelve Month Measurements (January 1, 2010 – June 30, 2010) | Fiscal Impact |
|---|---|--|--------------------------------------|
| 2. Code Enforcement: Pursue aggressive and proactive code enforcement measures that result in property and nuisance abatement | <ul style="list-style-type: none"> • Abate one major nuisance property (poor maintenance/ drug or gang house). • Complete training of Administrative Hearing Officers and Code enforcement officers. • Evaluate use of gang injunctions with Police Chief. • Support efforts of code enforcement staff to abate poor conditions at mobile home parks in City. | <p>Abate two (2) major nuisance property (poor maintenance/ drug or gang house).</p> <p>Complete and/or settle five (5) administrative hearings of code enforcement matters.</p> <p>Report out and/or initiate gang injunction in appropriate case(s).</p> | Funded Funded Unfunded |
| 3. Criminal Prosecutions under City Code | <ul style="list-style-type: none"> • Prosecute at least 100 cases, if warranted by the evidence, of City Code violations such as trespassing (21-35); dangerous weapons; aggressive solicitation. | <p>Prosecute approximately 200 cases, if warranted by the evidence, of City Code violations such as trespassing; dangerous weapons; aggressive solicitation.</p> | Funded |

CITY COUNCIL Priority Goals – Legal Department

| Goal: Economic Development <i>Strategy: Enhance the local economy by creating an environmentally and business friendly environment and working collaboratively in the development of a highly skilled work force.</i> | | | |
|---|---|---|---------------------|
| Objectives | Six Month Measurements (July 1, 2009 – December 31, 2009) | Twelve Month Measurements (January 1, 2010 – June 30, 2010) | Fiscal Impact |
| 4. Downtown Development Project Salinas Renaissance Partners | Complete Council selection of Preferred Plan Negotiate Term Sheet | Complete Council selection of Preferred Plan Negotiate Term Sheet Initiate Redevelopment Plan amendment and Specific Plan | Developer Funded |
| 5. Ag-Industrial Business Park Developments -- UniKool/Fresh Express Annexations | UniKool: Certify EIR; Adopt Specific Plan; Approve Master Parcel Map; GP Amendment and LAFCO Annexation and SOI ("Sphere of Influence") amendment. Fresh Express: Certify EIR; Adopt Specific Plan; GP Amendment and LAFCO Annexation and SOI amendment. | UniKool: Certify EIR; Adopt Specific Plan; Approve Master Parcel Map; GP Amendment and LAFCO Annexation and SOI amendment. Fresh Express: Certify EIR; Adopt Specific Plan; GP Amendment and LAFCO Annexation and SOI amendment. | Developer Funded |

CITY COUNCIL

Priority Goals – Police Department

| Goal: Public Safety Strategy: Increase public safety by working collaboratively with other agencies on short-term and long-term prevention, intervention, and enforcement strategies. | | | |
|--|--|--|--|
| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
| 1. Assign additional personnel and assets to the gang unit. | | | |
| a. Make quality choices of persons assigned to the gang unit. | Implement, through attrition, enforcement gang officers into the tactical side of VSU. This will allow officers that are proficient in gang enforcement who have no interest in SWAT to be selected for the Gang Unit. | Continued implementation in accordance with Department needs and rotation policy. | Funded |
| b. Assign a crime analyst to the gang unit to process the voluminous data involved in the intelligence gathering process. | Raise part-time position to full-time position. Purchase new software to enhance crime analysis capabilities. Assign CSO to Gang Unit to assist with administrative details. | Full-Time, trained and equipped crime analyst hired and working out of investigations, to include the Gang Unit. | Unfunded Salary/benefits for full time crime analyst. |
| c. Identify and implement effective violent crime reduction strategies. | | | |
| d. Implement the CalGRIP II "Ceasefire" model of violent crime suppression. | Identify partners and plan logistics of program. | Program implemented. | Grant funding. Seek on-going funding source |
| e. Analyze the use of resource deployment to address crime. | Review beat and shift structure. | Re-align beat and shift structure to address documented crime. | Funded use existing personnel |

CITY COUNCIL

Priority Goals – Police Department

Goal: Public Safety

Strategy: Collaborate and work with community partners to address the root causes of crime and implement creative crime prevention/suppression initiatives.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|---|--|--|--|
| 1. Identify and implement effective violent crime reduction strategies. | | | |
| a. Implement the CalGRIP II “Ceasefire” model of violent crime suppression. | Identify partners and plan logistics of program. | Program implemented. | Grant funding. Seek on-going funding source |
| b. Analyze the use of resource deployment to address crime. | Review beat and shift structure. | Re-align beat and shift structure to address documented crime. | Funded use existing personnel |

CITY COUNCIL

Priority Goals – Police Department

| Goal: Public Safety Strategy: Improve public safety by acquiring the infrastructure and equipment to effectively reduce crime. | | | |
|---|---|--|---------------------------------|
| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
| 1. Analyze the distribution/ assignment of uniformed officers in the field based on verifiable, relevant crime patterns and calls for service data. | | | |
| a. Hire a competent and well-trained crime analyst. | Analyze possible budget adjustments and/or grant funds. | Hire identified person. | Unfunded possible grant funding |
| b. Review crime patterns and identify effective, targeted deployment strategies. | Develop analysis strategy. Include all persons affected in the process. | Continue to evaluate and document results. | Unfunded possible grant funding |
| c. Prioritize the assignment of field personnel to address identified crime problems based on the analysis of verifiable data. | Develop analysis strategy. Include all persons affected in the process. | Continue to evaluate and document results. | Unfunded possible grant funding |
| d. Examine alternative patrol officer scheduling to meet crime and calls for service demands. | Develop analysis strategy. Include all persons affected in the process. | Continue to evaluate and document results. | Unfunded possible grant funding |
| e. Re-assess shift and beat assignment bidding process to conform with mission imperative. | Develop analysis strategy. Include all persons affected in the process. | Continue to evaluate and document results. | Unfunded possible grant funding |

CITY COUNCIL

Priority Goals – Police Department

| Goal: Public Safety Strategy: Increase public safety through the effective use of legal strategies and tools. | | | |
|--|--|--|---|
| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
| 1. Reduce the fear of victimization and crime in the community. | | | |
| a. Improve the quantity and quality of police/citizen contact and interaction. | Develop critical task area for annual performance review. | Begin evaluating employees on citizen contact and interaction. | Funded |
| b. Reward officer investment/ involvement in this area through internal and external recognition and promotion/special assignment preferences. | Train supervisors to recognize exemplary performance in this area. | Use criteria for promotions/special assignments. | Funded |
| c. Improve the quality of officer/ citizen contacts to include citizen service focus and empathic service delivery. | Analyze unrestricted officer time available to maximize at key time periods for citizen interaction. | Implement staffing adjustments to maximize unrestricted time. | Unknown – contingent on need for additional staffing. |
| d. Increase the number of follow-up contacts with citizens by officers. | Analyze unrestricted officer time available to maximize at key time periods for citizen interaction. | Implement staffing adjustments to maximize unrestricted time. | Unknown – contingent on need for additional staffing. |
| e. Increase the number of regular non-victim contacts with citizens, improve communication, and inquire about citizen concerns and observations. | Analyze unrestricted officer time available to maximize at key time periods for citizen interaction. | Implement staffing adjustments to maximize unrestricted time. | Unknown – contingent on need for additional staffing. |

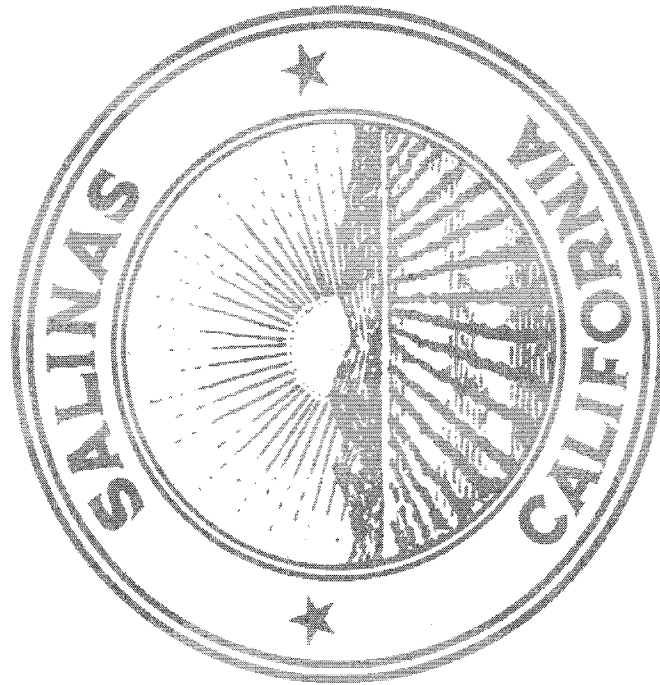
CITY COUNCIL

Priority Goals – Police Department

Goal: Establish Neighborhood (Community-oriented) Policing model as the primary method of police service delivery.

Strategy: Increase public safety by developing programs that prevent visual blight and fear.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|---|---|-------------------------------|
| 1. Improve officer education re: COP philosophy, methodology and best practices. | | | |
| a. Executive and command staff to model the COP philosophy through education, discussion and active support. | Staff to infuse community police ideals throughout the organization by consistently emphasizing the vision, values and mission of the community oriented policing philosophy. | Active measures implemented such as development of a strategic plan and inclusion of a community oriented policing component in the hiring, evaluation and promotional processes. | Funded use existing personnel |
| b. Design shift and beat systems around the implementation of COP to achieve permanent beat assignment(yearly rotation). | | | |
| c. Provide COP participation and performance incentives for field personnel, i.e., special assignments, recognitions, promotion preference, etc. | Identify measures and incorporate into all departmental recognition, selection and promotional processes. | Use identified measures to make personnel selections. | Funded use existing personnel |



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CITY COUNCIL

Priority Goals – Fire Department

Goal: Organizational Effectiveness

Strategy: Build an increasingly proactive organizational culture, which values and empowers employees to provide excellent internal and external customer service to a diverse community. Identify and secure additional resources in order to provide a high-level of service.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|---|--|---|---------------|
| 1. Operational Effectiveness | | | Funded |
| a. Department Analysis | Review the Department Policies, Procedures, Guidelines, Rules and Regulations. | Finalize and implement changes/updates to Department Policies, Guidelines, Rules and Regulations. | |
| b. Data Review | Gather and review data. | Complete a Standard of Coverage Assessment. | |
| c. Develop a organizational restructuring model for efficiency. | Look at how we respond to emergency incidents and adjust the staffing and the amount of equipment appropriately. | Evaluate the new model. | |
| d. Decrease the number of working structure fires by 10%. | Look for trends in fires within each district and identify solutions. | Implement solutions to decrease structural fires. | |
| 2. Compliance | | | Funded |
| a. Program Review | Ensure programs are OSHA, ANSI and NFPA compliant. | Complete a compliance report. | |
| b. Training Review | Ensure Local, State and Federal mandated training is completed and/or maintained as required. | Implement a Master Training Calendar that incorporates all mandated training. | |
| 3. Emergency Operations | | | Funded |
| a. Mutual-Aid and Auto-Aid | Update and enhance Mutual-Aid agreements. Update and enhance Auto-Aid agreements with Salinas Rural Fire Protection District. Develop Auto-Aid agreements with North County Fire Protection District and CAL-Fire. | Implement updated/enhanced Mutual-Aid Agreements. Develop and implement new Auto-Aid Agreements. | |
| b. Emergency Responses | Review emergency response data. | Update emergency responses to ensure operational effectiveness, firefighter safety and recommended NFPA compliance. | |

CITY COUNCIL

Priority Goals – Fire Department

Goal: Organizational Effectiveness

Strategy: Build an increasingly proactive organizational culture, which values and empowers employees to provide excellent internal and external customer service to a diverse community. Identify and secure additional resources in order to provide a high-level of service.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|-----------------------------|--|--|---------------|
| 4. Training | | | Funded |
| a. State Training Mandates | Update training and training manuals to ensure State of California Training Mandates are met. | Implement new training program that ensures Training Mandate Compliance. | |
| b. Fire Prevention Training | Conduct fire prevention training to suppression personnel to enhance fire prevention activities. | | |

Goal: Public Safety

Strategy: Increase public safety by engaging the community

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|--|---|---------------|
| 1. Community Outreach | | | Funded |
| Develop youth programs for employment in the fire service. | Compile and evaluate program options that educate youth/young adults in the community about the Salinas Fire Department. The intent of each program is to inspire local young adults into pursuing the fire service as a career. | Implement programs to integrate youth programs into the fire department that improve their chances of employment into the fire service. | |

CITY COUNCIL

Priority Goals – Development/Permit Services

Goal: Public Safety

Strategy: Increase public safety by developing programs that prevent visual blight.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|---|--|--|---------------|
| 1. Improve Customer Service. | All Permit Center staff will attend Customer Service Training. | Complete Customer Service Training sessions. | Funded |
| 2. Identify and address the backlog of Code Enforcement cases. | 50% of backlog identified and addressed/corrected. | 100% of backlog identified and addressed/corrected. | Funded |
| 3. Create Educational Material for Customers. | 50% of materials to be produced and printed. | 100% of materials to be produced and printed. | Funded |
| 4. Work with the Business Development Task Force (BDTF) to streamline the permit processes. | Continue to improve the permit processes thru implementation of process improvement results coordinated with the BDTF. | Continue process improvement. | Funded |
| 5. Increase Use of Technology | Field Equipment to be utilized for all inspections. | Continue to educate and increase technology usage. | Funded |

CITY COUNCIL

Priority Goals – Development/Permit Services

| Goal: Economic Development Strategy: Enhance Salinas' economy by creating an environmentally-friendly, business friendly environment and working collaboratively in the development of a high-skilled workforce. | | | |
|---|---|---|---|
| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
| 1. Complete sanitary sewer and industrial waste master plans. Industrial waste system improvements and capacity increase needed to serve Unikool, Fresh Express and other developments. | Complete master plans and review financing options. | To be under construction with improvements of the Industrial Waste Treatment Facility and portion of the Industrial Waste Conveyance System. Commence development fee nexus analysis. | Partly funded (CIP #9176, 9529, 9361) |
| 2. Airport Boulevard/US 101. Staff to assist/facilitate Caltrans management of the project. | Approve PS&E, and process bidding. | Award project and begin construction. Construction will continue for 2 years with project completion anticipated in Summer 2012. | Partly funded (CIP #9898) majority funded by Caltrans |
| 3. Improving Public Transportation and Traffic Circulation in Salinas | Report summer 2008 Traffic Monitoring Program (TMP) results to Council. Continue implementing signal timing improvements as recommended. Commence summer 2009 TMP counts. | Review and analyze 2009 Traffic Monitoring Program (TMP) counts. Prepare recommendations for improvements. | Funded |

CITY COUNCIL

Priority Goals – Community Development Department

Goal: Economic Development

Strategy: *Enhance Salinas' economy by creating environmentally friendly, business friendly environment and working collaboratively in the development of a highly skilled workforce.*

| Objectives | Six Month Measurements July – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|---|---|------------------|
| 1. Stimulus Funding for Affordable Housing (ARRA) | | | Funded |
| a. Neighborhood Stabilization Program | Prepare NOFA response; establish Guidelines/Strategy for allocated funds/Select contractor | Report on program status | |
| b. Homeless Prevention and Rapid Rehousing Program | Adopt amendment to Consolidated Plan /Select recipients | Report on programs status | |
| 2. Manage downtown Revitalization | | | Developer Funded |
| a. Coordinate the Salinas Renaissance Partners Activities. | Council Selection of preferred plan (August/September) Term sheet and approved plan receive tentative approval by Council (August/September) | Specific plan, redevelopment plan amendment and EIR initiated | |
| b. Implement Chinatown Renewal Plan | Research work to refine 2007 Renewal Plan, to include: completed social services improvement plan; completed market analysis; completed design guidelines; Asian museum performa, neon light restored; catalyst development project identified; completed traffic circulation plan. | Community forum in March 2010 to discuss the various research components; May 1 draft specific plan; develop RFP. | Grant Funded |
| 3. Alisal Marketplace | | | Developer Funded |
| Specific Plan/GPA/Rezone/EIR | Draft Specific Plan completed/EIR process initiated | Draft EIR circulated for review | |

CITY COUNCIL

Priority Goals – Community Development Department

Goal: Economic Development

Strategy: *Enhance Salinas' economy by creating environmentally friendly, business friendly environment and working collaboratively in the development of a highly skilled workforce.*

| Objectives | Six Month Measurements July – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|-------------------------|---|--|---------------------|
| 4. Unikool Annexation | | | Developer Funded |
| Specific Plan and EIR | Specific plan, subdivision, and EIR completed and adopted | Infrastructure construction commences | |
| 5. Fresh Express Annex. | | | Developer Funded |
| Specific Plan and EIR | Specific Plan, EIR completed and adopted | Construction commences | |

CITY COUNCIL

Priority Goals – Engineering & Transportation Department

Goal: Public Safety

Strategy: Increase public safety by developing programs that prevent visual blight and fear.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|--|--|--|
| 1. CDBG (Phase 11) & East Market Street Beautification/Lighting projects | Complete award process and begin construction. | Complete project/light installations. | Partly Funded (CIP #9047, 9377, 9085) waiting for CDBG funding |
| 2. Identify and address the backlog of Code Enforcement cases. | 50% of backlog identified and addressed/corrected. | 100% of backlog identified and addressed/corrected. | Funded |

CITY COUNCIL

Priority Goals – Engineering & Transportation Department

Goal: Economic Development

Strategy: *Enhance Salinas' economy by creating an environmentally-friendly, business friendly environment and working collaborative in the development of a high-skilled workforce.*

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|---|---|---|
| 1. Address water treatment issues. | | | |
| a. Complete sanitary sewer. | Complete master plans and review financing options. | To be under construction with improvements of the Industrial Waste Treatment Facility and portion of the Industrial Waste Conveyance System. Commence development fee nexus analysis. | Partly Funded (CIP #9176, 9529, 9361) |
| b. Industrial waste master plans. | Complete master plans and review financing options. | To be under construction with improvements of the Industrial Waste Treatment Facility and portion of the Industrial Waste Conveyance System. Commence development fee nexus analysis. | Partly Funded (CIP) |
| c. Industrial waste system improvements and capacity increase needed to serve UniKool, Fresh Express and other developments. | Complete master plans and review financing options. | To be under construction with improvements of the Industrial Waste Treatment Facility and portion of the Industrial Waste Conveyance System. Commence development fee nexus analysis. | Partly Funded (CIP) |
| 2. Manage the airport Boulevard/US 101 construction project. | Approve PS&E, and process bidding. | Award project and begin construction. Construction will continue for 2 years with project completion anticipated in Summer 2012. | Partly Funded (CIP #9898) Majority funded by Caltrans |
| 3. Improving Public Transportation and Traffic Circulation in Salinas. | Report summer 2008 Traffic Monitoring Program (TMP) results to Council. Continue implementing signal timing improvements as recommended. Commence summer 2009 TMP counts. | Review and analyze 2009 Traffic Monitoring Program (TMP) counts. Prepare recommendations for improvements. | Funded |

CITY COUNCIL

Priority Goals – Environmental and Maintenance Services Department

Goal: Public Safety

Strategy: Increase public safety by working collaboratively with other agencies on short-term and long-term prevention, intervention, and enforcement strategies.

| Objectives | Six Month Measurements July 1,-December 31, 2009 | Twelve Month Measurements January 1, 2010-June 30, 2010 | Fiscal Impact |
|--|---|--|---|
| 1. Rancho Cielo Youth Program a. Job Skill Building Program | 6-15 participants working on City street, sidewalk, parks, and urban forestry maintenance activities. | Projection is to expand up to 75 participants. Dependent upon funding available. | Funded FY 08/09 Current Program cost- \$150,000 annually. Current fiscal year funded. Continuation of program dependent on Council FY 09/10 budget approval. |

CITY COUNCIL

Priority Goals – Environmental and Maintenance Services Department

Goal: Public Safety

Strategy: Increase public safety by developing programs that prevent visual blight and fear.

| Objectives | Six Month Measurements July 1-December 31, 2009 | Twelve Month Measurements January 1, 2010-June 30, 2010 | Fiscal Impact |
|--|--|--|---|
| 1. Graffiti Program | | | |
| Abatement Services 7 days/week. Public and limited private property. | Continue current service levels commensurate with funding. | Continue current service levels commensurate with funding. | Funded Measure V 08/09- \$108,000 09/10 -\$93,300 |
| 2. Street Lighting | | | |
| Services by in-house staff member. Repair call in line operational. New budget deletes Technician position funds used to perform Contract repairs. | Continue current service level commensurate with funding. Will be looking at opportunities for Economic Stimulus funds, Energy Incentive program replacement of lights to LED. | Continue service level commensurate with funding. | Funded Gas Tax 08/09 Program cost-\$820,900 09/10-\$753,500 |

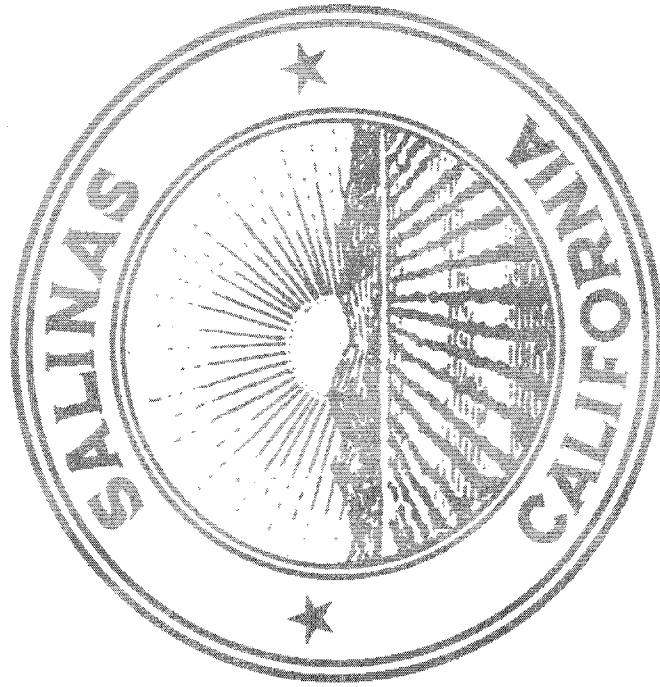
CITY COUNCIL

Priority Goals – Environmental and Maintenance Services Department

Goal: Economic Development

Strategy: *Enhance Salinas' economy by creating an environmentally friendly, business friendly environment and working collaboratively in the development of a highly skilled workforce.*

| Objectives | Six Month Measurements July 1-December 31, 2009 | Twelve Month Measurements January 1, 2010-June 30, 2010 | Fiscal Impact |
|--|---|--|---|
| 1. Green Team Environmentally Preferred Purchasing Policy. <i>Require the inclusion of environmentally preferable products and services in specifications for City solicitations, where practicable.</i> | EPPP Approved by Council, March 24, 2009. Within six month period, implement an orientation for all departmental staff and begin work on a green resource purchasing list. | Departments to implement Policy objectives and develop system to document implementation of EPPP. | Unfunded. Implementation Guideline: Seek <i>fiscal responsibility by balancing price, performance, and environmental considerations.</i> |
| 2. Downtown Parking Operations. Operate to provide safe, attractive parking for downtown businesses, housing and government offices. | Evaluate and respond to requests for special event use, valet parking potential, County permit inquiries. Continue operation of existing facilities. | Continue effort described in "Six Month Measurement" column. Toward effectively maximizing use of all paid parking infrastructure. | Funded. Enterprise Account. Continue to look for opportunities to enhance parking revenues by attracting new permit use. |



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CITY COUNCIL

Priority Goals – Parks and Community Services Department

Goal: Community Engagement

Strategy: *Actively solicit the Community's participation in developing and participating in local initiatives. Create an environment of active and open dialogue with the community in a variety of venues.*

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|------------------------------------|--|--|---------------|
| 1. Community Engagement | | | |
| a. Common Sense Grant | Project and Executive Summary to Council completed by July 1, 2009 | | Grant Funded |
| b. Volunteers | Bring Volunteer plan to Council for implementation | Incorporate Volunteer Plan to all departments | Funded |
| c. Neighborhood Services | Implement workplan for District meeting and clean-ups | Continue workplan; Identify 2010-2011 updates | Funded |
| d. Senior Issues | Hold series of senior sub-committee meetings to identify senior issues | | Funded |
| e. Neighborhood Leadership Academy | Complete evaluation of Spring 2009 academy with residents, provide update to Council | Hold Spring, 2010 Academy for residents | Funded |

CITY COUNCIL

Priority Goals – Parks and Community Services Department

Goal: Economic Development

Strategy: Enhance Salinas' economy by creating an environmentally-friendly, business friendly environment and working collaboratively in the development of a highly-skilled workforce.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|---|---|--|
| 1. Carr Lake | | | Internal Planning at this time |
| a. Big Sur Land Trust | Identify Action Plan Steps with Big Sur Land Trust / Plan Proposition 84 Grant Funding / Identify all resources | Submit Prop. 84 Grant as needed | |
| 2. Constitution Soccer Field Expansion | | | Currently Unfunded; working to Identify Capital Dev. and O & M funding |
| a. Work with Sports Authority and County | Bring Property Agreement to Council for approval | Continue to work on timeline for project development once land is available | |
| b. Prepare Prop 84 Application | Submit grant to CA State Parks for funding of soccer fields | | |

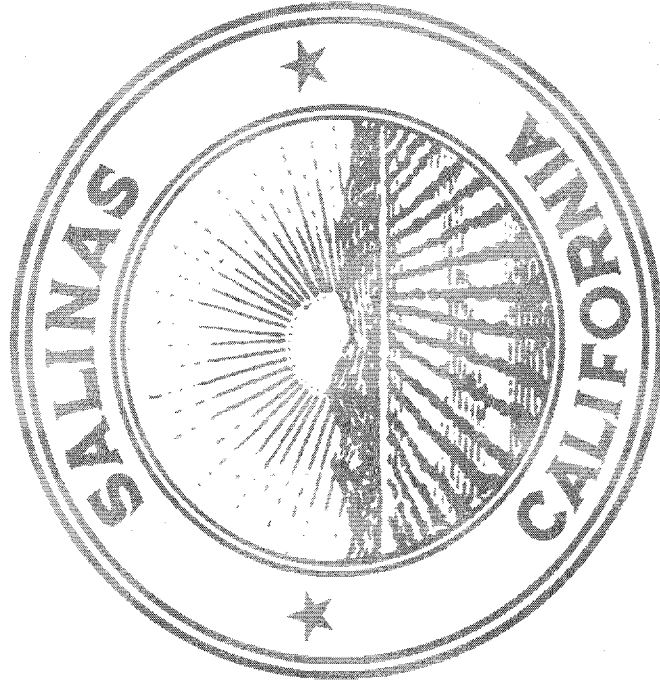
CITY COUNCIL

Priority Goals – Parks and Community Services Department

Goal: Recreation

Strategy: Increase recreational opportunities for all segments of the community

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|---|---|---|
| 1. Recreation Strategic Plan | | | |
| a. Identify Consultant and Budget | Bring Proposal and Consultant Agreement to Council | | Unfunded, working on identifying final project cost and available resources |
| b. Examine current programming | Prepare report identifying all current programs offered | | |
| 2. After School Programs | | | |
| a. Measure V Funding | Implement initial programs city wide with 09-10 funding | Evaluate programs; continually update partnerships | Funded |
| b. Identify Program Need/Partners | Sign-up community partners to provide services | | |
| c. Facility Joint Use | Education Committee works on Facility Joint Use Plan | Bring Plan to Council | |
| d. CASP-Community Alliance on Safety and Peace | Summer program focusing on sports events, clinics and enrichment activities and block parties | Continue working with CASP on year-round program events with members of the partnership | Unfunded; working to ID resources |
| e. Youth Commission | Bring Youth Commission Plan outline to Council | Continue workplan; Provide program evaluation | Funded |



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CITY COUNCIL

Priority Goals – Library Department

Goal: Literacy/Library

Strategy: *Increase literacy through creative and innovative programming.*

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|---|--|--|--|
| 1. Adult and Family Literacy Programs; currently 300 learners and 21 tutors. | | | Funded |
| a. Increase # of learners and tutors | Increase both by 10% | Total of 330 learners and 25 tutors | CA Literacy CCLL funds available |
| b. Provide child care | Identify child care opportunities for parents | Provide child care options for parents | |
| 2. Increase library usage through celebration of the Library Centennial in Fall 2009. | | | |
| a. Plan city-wide Centennial event | Centennial event held Fall 2009 | | Funded |
| b. Inaugurate Library Centennial Fund | Raise \$10,000 | Raise \$25,000 for Literacy programs by 6/30/10 | Friends, Donations \$ reallocation of resources |
| c. Attendance 500 | 500 people participate | | |
| 3. Increase library usage through the expansion of the Cesar Chavez Library. | | | Partially Funded |
| a. Contract with architect | | | \$2.5 million available; need to raise \$500,000 - \$1 million |

CITY COUNCIL

Priority Goals – Library Department

Goal: Literacy/Library

Strategy: *Increase literacy through creative and innovative programming.*

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|---|--|------------------------|
| b. Complete Program Plan | Due end of July 2009 | | |
| c. Complete Schematics | Due end of December 2009 | | |
| d. Begin construction | | Spring 2010 | Funded |
| 4. Increase Library usage through technology. | | | |
| a. Increase bandwidth for speed & more computers | | | CA PLF money available |
| b. Contract with Comcast | Complete conversion to Comcast to purchase and control usage of public computers (laptops using wireless) | | |
| c. Migrate all public access computers | | Complete project (100+ computers/laptops) | |
| 5. Outreach Programs | | | Funded |
| a. Media | Coverage of 50% of all major programs | Coverage of 50% of all major programs | |
| b. Attendance | 100 attend all major programs | 100 attend all major programs | |
| c. New Service Sites | Participation at Boys & Girls Club | Increase participation by 25% | |
| d. Summer Reading Program | 4000 children participate (CASP) | | |

CITY COUNCIL

Priority Goals – Economic Development Department

Goal: Economic Development

Strategy: Enhance Salinas' economy by creating an environmentally friendly, business friendly environment and working collaboratively in the development of a highly skilled workforce.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|---|--|--|------------------|
| 1. Adoption of an Economic Development Strategic Plan (EDSP). | | Accomplishments and milestone successes to be reported at least every six months. | N/A |
| a. Preparation of an Incentive Policy for consideration and adoption by the Council. | Policy will include retail and industrial development incentive considerations. Meetings will be scheduled during July – October with goal for <i>policy adoption by no later than January 1, 2010.</i> | <i>Policy adoption by January 1, 2010.</i> | N/A |
| b. Development of area/regional marketing materials will follow adoption by the Council. | Marketing materials and webpage contract issued to Full Steam Marketing. Expect marketing materials and webpage to be <i>completed by August 1, 2009.</i> | Reprinting will occur as needed. Webpage will be updated at least monthly indicating new businesses locating to the Salinas Valley, expansion of existing businesses and new projects started. | Funded |
| 2. Implementation of Salinas Valley Enterprise Zone (SVEZ). | Focus will be twofold: First efforts will be directed toward engagement of existing SV businesses and inform them of the many benefits the EZ program offers; additionally the SVEZ Program will be highly publicized for all business attraction initiatives. | Continuous. | Funded |
| a. Development of marketing materials including: Printed handouts, webpage and outreach meetings. | Marketing materials and webpage contract issued to Full Steam Marketing. Expect marketing materials and webpage to be <i>completed by July 1, 2009.</i> Outreach meeting <i>schedule will be established and published by July 1, 2009.</i> | Reprinting of materials on as needed basis. Outreach meetings within all SVEZ communities will occur on a quarterly basis. | Funded |
| b. OneStop ID card created for employees seeking employment | Contract issued to Martella Printing for 3,000 pieces. | Re-printing as needed. | Funded |

CITY COUNCIL

Priority Goals – Economic Development Department

| Goal: Economic Development Strategy: Enhance Salinas' economy by creating an environmentally friendly, business friendly environment and working collaboratively in the development of a highly skilled workforce. | | | |
|---|---|--|---------------|
| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
| 3. Enhanced sales tax revenues through retail expansion. | Quarterly status reports will be issued: July 2009 and October 2009. | Quarterly status reports will be issued: January 2010, and April 2010. | N/A |
| a. Assist local retail developers in successful application review and approval of permitting. | New proposed seventeen (17) acre retail site being proposed at the intersection of San Juan Grade Road and Boranda Road. Another development opportunity is a proposed new Motel and Sit-down Restaurant located at John Street and Work Street. Quarterly status reports will be issued: July 2009, October 2009. | Quarterly status reports will be issued January 2010, and April 2010. | N/A |
| b. Assist major redevelopment developers with retail identification and recruitment. | Respond on a timely basis as determined by redevelopment plan approval progress. Quarterly status reports with retail recommendations, contact information and other pertinent data will be issued in October 2009. | Quarterly status reports will be issued: January 2010, and April 2010. | N/A |
| 4. Increase employment opportunities through business expansion and attraction resulting in the creation of meaningful job creation. | Quarterly status reports about number of visits, types of businesses visited, forecasted employment change data and other business operational information will be issued: October 2009. | Quarterly status reports about number of visits, types of businesses visited, forecasted employment change data and other business operational information will be issued: January 2010, and April 2010. | N/A |

CITY COUNCIL

Priority Goals – Economic Development Department

Goal: Economic Development

Strategy: Enhance Salinas' economy by creating an environmentally friendly, business friendly environment and working collaboratively in the development of a highly skilled workforce.

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|--|--|--|---------------|
| a. Initiate a formal Business Retention & Expansion Program. | A computerized data collection and reporting program, Synchronist, used for BR&E interview responses will be implemented by August 19, 2009. | An annual report will be presented each year following the initial six months activity report. | Funded |
| b. Business attraction efforts will focus on adding new suppliers/customers for the existing agricultural industry, alternative energy processes (crops for energy, solar manufacturing/installation/servicing, and wind turbine manufacturing/installation/servicing), research operations, and other new economy businesses. | Following adoption of the Economic Development Strategic Plan a formal marketing program and associated attraction plan will be initiated on September 14, 2009. | Quarterly status reports will be issued: January 2010, and April 2010. | Funded |
| c. Encourage new business startups by local entrepreneurs. | Formalize assistance efforts with SUBA's entrepreneurial development program through participation agreement/letter of understanding by July 1, 2009. | Quarterly status reports will be issued: January 2010, and April 2010. | N/A |

CITY COUNCIL

Priority Goals – Economic Development Department

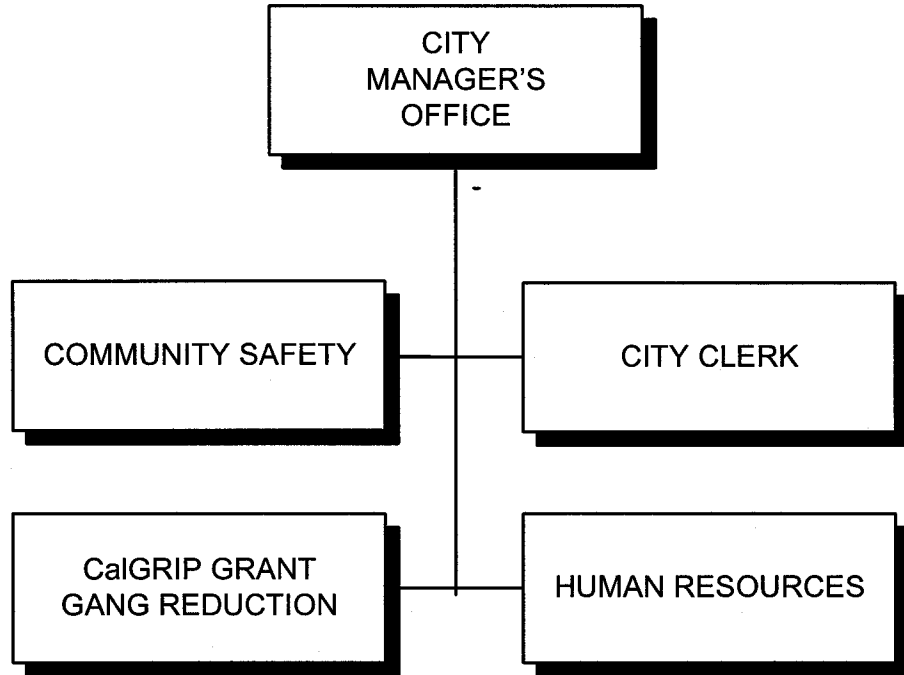
Goal: Economic Development

Strategy: *Enhance Salinas' economy by creating an environmentally friendly, business friendly environment and working collaboratively in the development of a highly skilled workforce.*

| Objectives | Six Month Measurements July 1 – December 31, 2009 | Twelve Month Measurements January 1, 2010 – June 30, 2010 | Fiscal Impact |
|---|--|--|------------------|
| 5. Establish a Salinas Valley Regional Economic Development Public/Private Partnership Entity. | All five Salinas Valley municipalities have committed to the creation of a public/private partnership for the purpose of industry and business attraction. The Salinas Valley Economic Development Corporation (SVEDC) will include members from the private sector and public bodies. | Update to the council on January 12, 2010. | N/A |
| a. Initiate discussion with local community supporters whom will serve as a member of the initial Board of Directors. | Two interviews held with commitments received. Anticipate initial Board composition and first meeting on September 15, 2009. | N/A. | N/A |
| b. Create membership-funding approach. | Completion by December 1, 2009. | Update to the council on January 12, 2010. | N/A |

ADMINISTRATION

Divisions



ADMINISTRATION DEPARTMENT

Summary

Purpose

The Administration Department provides external and internal support services for a number of essential functions related to the management operations of the City government. Under the direction of the City Manager's Office, these functions include: logistical support for the Mayor and Council, archiving of the City's official records, human resource services, risk management, housing/federal grants, recreation service, special projects, and administration of the Airport. Administration also includes management responsibilities for the Recreation, and Housing and Community Development Divisions.

City Council Goals, Strategies, and Objectives

1. Organizational Effectiveness: Strategy 1: Staffing; a) Reorganization, b) Fill important vacancies, c) Performance evaluations. Strategy 2: Organizational Culture Change. Strategy 3: Work closely with lobbyist; a) State, b) Federal. Strategy 4: Grant Writing. Strategy 5: Communicate City Council goals to employees.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. FY 2008-09 General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. As part of the City-Wide re-organization, the Administration Department eliminated a Deputy City Manager and a half-time Secretary position, and added an Assistant City Manager and an Assistant to the City Manager positions. Although the Assistant City Manager position had to be eliminated from the budget. Travel and training budgets are eliminated. Training alternatives will be explored such as the use of the Internet and in-house training. The department's budget was reduced 17.4%.

ADMINISTRATION DEPARTMENT

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|--------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1511 | City Manager's Office Division | 708,552 | 689,200 | 445,000 | 456,700 |
| 1513 | Community Safety Division | 234,277 | 144,388 | 250,200 | 252,300 |
| 1515 | CalGRIP Grant Gang Reduction | | 740,000 | | |
| 1520 | City Clerk Division | 275,980 | 340,200 | 273,900 | 275,100 |
| 1540 | Human Resources Division | 588,148 | 617,900 | 522,100 | 528,100 |
| TOTAL | | 1,806,957 | 2,531,688 | 1,491,200 | 1,512,200 |

Expenditures by Character

| | | | | | |
|--------------|-------------------------------|------------------|------------------|------------------|------------------|
| 1. | Employee Services | 1,627,216 | 1,706,638 | 1,389,800 | 1,410,800 |
| 2. | Office Supplies & Materials | 13,932 | 15,308 | 11,700 | 11,700 |
| 3. | Clothing & Personal Equip | | 961 | | |
| 4. | Special Dept Supplies | 5,060 | 14,515 | 7,100 | 7,100 |
| 5. | Communications | 6,124 | 15,197 | 7,000 | 7,000 |
| 6. | Utilities | | 6,075 | | |
| 7. | Rents & Leases | | 105,000 | | |
| 8. | Contract Maintenance Services | 493 | 9,897 | 1,100 | 1,100 |
| 9. | Professional Services | 29,536 | 51,736 | 40,000 | 40,000 |
| 10. | Outside Services | 26,500 | 439,145 | 10,000 | 10,000 |
| 11. | Administration/Contingencies | | 94,463 | | |
| 12. | Advertising | 67,145 | 45,100 | 24,000 | 24,000 |
| 13. | Training/Conferences/Meetings | 23,418 | 20,863 | | |
| 14. | Membership & Dues | 2,185 | 2,185 | 500 | 500 |
| 15. | Capital Outlay | 5,348 | 4,605 | | |
| TOTAL | | 1,806,957 | 2,531,688 | 1,491,200 | 1,512,200 |

Expenditures by Fund

| | | | | |
|----------------------|------------------|------------------|------------------|------------------|
| General Fund | 1,680,819 | 1,717,300 | 1,370,500 | 1,387,900 |
| Measure V Fund | 126,138 | 225,038 | 120,700 | 124,300 |
| CalGRIP Grant Fund | | 400,000 | | |
| CalGRIP In-kind Fund | | 189,350 | | |
| TOTAL | 1,806,957 | 2,531,688 | 1,491,200 | 1,512,200 |

ADMINISTRATION DEPARTMENT

Summary

| Workforce by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------|--------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1511 | City Manager's Office Division | 4.0 | 4.0 | 4.0 | 4.0 |
| 1513 | Community Safety Division | 1.0 | 1.0 | 1.0 | 1.0 |
| 1520 | City Clerk Division | 2.0 | 2.5 | 2.0 | 2.0 |
| 1540 | Human Resources Division | 4.0 | 4.0 | 4.0 | 4.0 |
| | TOTAL | 11.0 | 11.5 | 11.0 | 11.0 |



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Purpose

Manage the Salinas Municipal Corporation and the Salinas Redevelopment Agency consistent with the policy direction established by the City Council and the Agency.

Division Operations

1. Economic Vitality: Develop, enhance and protect an expanded local economic base.
2. Salinas as a City of peace: Through a community safety director, develop a comprehensive and collaborative community safety strategy.
3. Community Image: Develop and implement a comprehensive strategy to enhance the city's overall image.
4. Community Outreach and Engagement: Develop and implement a comprehensive community-wide engagement strategy.
5. Operations in support of goals:
6. Develop, recommend and implement comprehensive City and Redevelopment Agency budgets and financial policies.
7. Continue to implement team building and customer service initiatives among City Council, Department Directors, other senior management staff, and all City personnel.
8. Coordinate efforts to achieve cooperative intergovernmental initiatives and private/public partnerships.
9. Implement and monitor City Council Goals and Objectives.

Major Budget Changes

The Assistant City Manager position was eliminated from the budget.

ADMINISTRATION DEPARTMENT
City Manager's Office Division

1511

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 673,876 | 620,900 | 440,300 | 452,000 |
| 2. Office Supplies & Materials | 3,002 | 2,328 | 2,500 | 2,500 |
| 3. Special Dept Supplies | 709 | 750 | 500 | 500 |
| 4. Communications | 1,597 | 1,700 | 1,700 | 1,700 |
| 5. Professional Services | 14,772 | 5,742 | | |
| 6. Administration/Contingencies | | 47,291 | | |
| 7. Training/Conferences/Meetings | 13,596 | 10,489 | | |
| 8. Membership & Dues | | | | |
| 9. Capital Outlay | 1,000 | | | |
| TOTAL | 708,552 | 689,200 | 445,000 | 456,700 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 4 | 4 | 4 | 4 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund, Measure V Fund

Purpose

Implement a community safety initiative focused on prevention, intervention and suppression strategies.

Division Operations

1. Development of Draft Action Plan for the Community Safety Initiative.

Major Budget Changes

None.

ADMINISTRATION DEPARTMENT
Community Safety Division

1513

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 222,307 | 118,888 | 233,200 | 235,300 |
| 2. Office Supplies & Materials | 423 | 500 | 500 | 500 |
| 3. Special Dept Supplies | | 900 | 1,500 | 1,500 |
| 4. Professional Services | 6,210 | 12,100 | 10,000 | 10,000 |
| 5. Outside Services | | | 5,000 | 5,000 |
| 6. Administration/Contingencies | | 10,000 | | |
| 7. Training/Conferences/Meetings | 2,578 | 2,000 | | |
| 8. Capital Outlay | 2,759 | | | |
| TOTAL | 234,277 | 144,388 | 250,200 | 252,300 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 1 | 1 | 1 | 1 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

To provide prevention and intervention services in the City. These services will greatly enhance the City's collaborative efforts to prevent gang involvement among youth.

Division Operations

1. Help reduce gang violence.
2. Coordinate and enhance existing service for at-risk and gang involved youth.
3. Provide a continuum of services to address the problem of gang activity.

Major Budget Changes

None.

**ADMINISTRATION DEPARTMENT
CalGRIP Grant Gang Reduction**

1515

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | 150,650 | | |
| 2. Office Supplies & Materials | | 4,050 | | |
| 3. Clothing & Personal Equip | | 961 | | |
| 4. Special Dept Supplies | | 8,300 | | |
| 5. Communications | | 8,970 | | |
| 6. Utilities | | 6,075 | | |
| 7. Rents & Leases | | 105,000 | | |
| 8. Contract Maintenance Services | | 9,404 | | |
| 9. Professional Services | | 5,340 | | |
| 10. Outside Services | | 414,145 | | |
| 11. Administration/Contingencies | | 20,000 | | |
| 12. Training/Conferences/Meetings | | 2,500 | | |
| 13. Capital Outlay | | 4,605 | | |
| TOTAL | | 740,000 | | |

Authorized Positions

Funding Source

General Fund

Purpose

The City Clerk's Office is the record keeper of the City's legislative acts, which includes indexing and retrieving reports, resolutions, ordinances, and minutes of the City Council and the Salinas Redevelopment Agency. The office is responsible for processing legislative actions, including recordation and codification. The Clerk's Office prepares and posts the City Council agenda, notices public meetings, and distributes Council material in accordance with State law; and is responsible for lobbying campaign, economic interest filings in accordance with the Political Reform Act and ethics training filings. The office fills Commission vacancies and recognizes Commissioners; conducts City elections; responds to records research requests; and serves as City Hall's point of contact for public information. Provide support for Measure V Committee and League of California Cities, Monterey Bay.

Division Operations

1. Image and index historical City Clerk's records.
2. Transition to paperless City Council packets.

Major Budget Changes

A half-time Secretary position was eliminated in FY 2009-10. Budget impact include outside assistance for Spanish translations, reduced office coverage impacting assistance to City Hall callers and visitors, delayed scanning, indexing and website maintenance and delayed responses to request for documents and records.

ADMINISTRATION DEPARTMENT
City Clerk Division

1520

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 248,272 | 284,000 | 225,800 | 227,000 |
| 2. Office Supplies & Materials | 4,222 | 2,445 | 3,700 | 3,700 |
| 3. Special Dept Supplies | 4,351 | 3,000 | 3,000 | 3,000 |
| 4. Communications | 1,024 | 1,024 | 1,300 | 1,300 |
| 5. Contract Maintenance Services | 493 | 493 | 600 | 600 |
| 6. Professional Services | 8,554 | 28,554 | 30,000 | 30,000 |
| 7. Administration/Contingencies | | 13,210 | | |
| 8. Advertising | 6,100 | 6,100 | 9,000 | 9,000 |
| 9. Training/Conferences/Meetings | 875 | 874 | | |
| 10. Membership & Dues | 500 | 500 | 500 | 500 |
| 11. Capital Outlay | 1,589 | | | |
| TOTAL | 275,980 | 340,200 | 273,900 | 275,100 |
| Authorized Positions | 2.0 | 2.5 | 2.0 | 2.0 |

Funding Source

General Fund

Purpose

Provide centralized human resources and employee relations services in support of the delivery of municipal services to Salinas' residents.

Division Operations

1. Provide effective and timely personnel recruitments.
2. Administer grievance and disciplinary process to include: contract review and interpretation; discussions and negotiations with bargaining unit representatives; coordination and conducting training for City staff; scheduling all hearings and appeals; providing administrative support to Grievance Board.
3. Support the City's labor relations' activities and collective bargaining process.
4. Develop and coordinate employee training and development initiatives to promote positive employee/work relations to include mandated training on Sexual Harassment and Ethics.
5. Provide positive customer service to external and internal customers.

Major Budget Changes

A reduction in the amount of \$91,800 was approved by Council on February 24, 2009, as part of the budget balancing solutions for FY 2009-10. The reductions impacted temporary services and recruitment advertising. Expected declines in citywide recruitments will assist in managing budget reductions.

ADMINISTRATION DEPARTMENT
Human Resources Division

1540

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 482,761 | 532,200 | 490,500 | 496,500 |
| 2. Office Supplies & Materials | 6,285 | 5,985 | 5,000 | 5,000 |
| 3. Special Dept Supplies | | 1,565 | 2,100 | 2,100 |
| 4. Communications | 3,503 | 3,503 | 4,000 | 4,000 |
| 5. Contract Maintenance Services | | | 500 | 500 |
| 6. Outside Services | 26,500 | 25,000 | 5,000 | 5,000 |
| 7. Administration/Contingencies | | 3,962 | | |
| 8. Advertising | 61,045 | 39,000 | 15,000 | 15,000 |
| 9. Training/Conferences/Meetings | 6,369 | 5,000 | | |
| 10. Membership & Dues | 1,685 | 1,685 | | |
| TOTAL | 588,148 | 617,900 | 522,100 | 528,100 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 4 | 4 | 4 | 4 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund, Measure V Fund

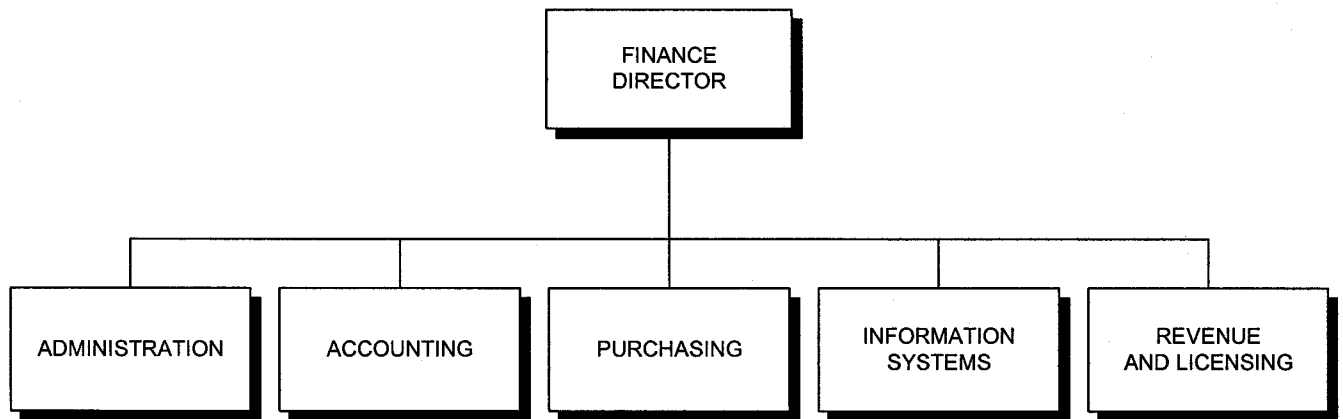
ADMINISTRATION DEPARTMENT

Work Force

| City Manager's Office Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|--------------------------------------|---------------------|---------------------|------------------|---------------|
| City Manager | 1.0 | 1.0 | 1.0 | 1.0 |
| Deputy City Manager | 1.0 | 1.0 | | |
| Executive Assistant | 1.0 | 1.0 | 1.0 | 1.0 |
| Conf Admin Sec (1/2 MV) | 1.0 | 1.0 | 1.0 | 1.0 |
| Assistant to City Manager | | | 1.0 | 1.0 |
| Total | 4.0 | 4.0 | 4.0 | 4.0 |
| Community Safety Division | | | | |
| Police Commander | 1.0 | 1.0 | 1.0 | 1.0 |
| City Clerk Division | | | | |
| City Clerk | 1.0 | 1.0 | 1.0 | 1.0 |
| Deputy City Clerk | 1.0 | 1.0 | 1.0 | 1.0 |
| Secretary | | 0.5 | | |
| Total | 2.0 | 2.5 | 2.0 | 2.0 |
| Human Resources Division | | | | |
| Human Resources Officer | 1.0 | 1.0 | 1.0 | 1.0 |
| H R Analyst II | 2.0 | 2.0 | 2.0 | 2.0 |
| Human Resource Tech (MV) | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 4.0 | 4.0 | 4.0 | 4.0 |
| Department Total | | | | |
| | 11.0 | 11.5 | 11.0 | 11.0 |

FINANCE

Divisions



FINANCE DEPARTMENT Summary

Purpose

The Finance Department provides the management, control, and administration of all fiscal operations of the City. This includes providing a framework for financial planning and analysis to support the operations of all City Departments. Departmental responsibilities include long-range financial planning, budget management, accounts receivable and payable, payroll processing, retirement administration, general accounting and reporting, debt administration, purchasing, revenue and licensing, redevelopment financing and assessment district administration.

City Council Goals, Strategies, and Objectives

1. Organizational Effectiveness: Strategy 1: Balance FY 2009-10 Budget including: a: Employee concessions b: City wide fee increases. Strategy 2: Balance FY 2010-11 Budget including: a. Implement retirement incentive b. Reopen PERS Retirement for Non Public-Safety employees c. Monitor retirement and vacancies d. New revenue e. Cost savings and revenue options Strategy 3: Request proposals for banking services
2. Community Engagement: Strategy 1: Website: a. Community calendar b. Police website c. Fire website d. Spanish translation Strategy 2: E-Commerce a. Security Issues b. Payment system

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. FY 2009-10 Finance Department budget was reduced 9.9% reflecting the elimination of temporary payroll and training. Training alternatives will be explored. A 37% reduction in contract HELP desk services (1 FTE) will delay response times to City departments for PC repairs and upgrades. PCs will be replaced on an emergency basis only. All professional service contracts have been reduced or eliminated in the following areas: audit and accounting services, appraisal services, software maintenance, phone system upgrades and programming support. Existing staff will absorb additional work were possible, although project delays will occur.

FINANCE DEPARTMENT

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 2030 | Administration Division | 463,752 | 520,400 | 480,300 | 485,800 |
| 2031 | Accounting Division | 995,666 | 1,133,800 | 1,040,500 | 1,069,300 |
| 2032 | Purchasing Division | 316,391 | 333,000 | 300,300 | 303,300 |
| 2033 | Information Systems Division | 1,584,035 | 1,982,500 | 1,650,800 | 1,673,600 |
| 2034 | Revenue & Licensing Division | 109,585 | 118,100 | 116,500 | 119,900 |
| TOTAL | | 3,469,429 | 4,087,800 | 3,588,400 | 3,651,900 |

Expenditures by Character

| | | | | | |
|--------------|-------------------------------|------------------|------------------|------------------|------------------|
| 1. | Employee Services | 2,781,488 | 3,159,600 | 2,912,200 | 2,975,700 |
| 2. | Office Supplies & Materials | 20,033 | 31,938 | 30,200 | 30,200 |
| 3. | Small Tools & Equipment | | | | |
| 4. | Special Dept Supplies | 21,332 | -1,826 | 19,600 | 19,600 |
| 5. | Communications | 23,107 | 20,963 | 21,200 | 21,200 |
| 6. | Contract Maintenance Services | 476,212 | 455,525 | 475,200 | 475,200 |
| 7. | Professional Services | 76,125 | 103,688 | 125,700 | 125,700 |
| 8. | Outside Services | 599 | 799 | 700 | 700 |
| 9. | Administration/Contingencies | 8,966 | 298,512 | | |
| 10. | Advertising | 341 | 9 | 500 | 500 |
| 11. | Training/Conferences/Meetings | 19,588 | 6,000 | | |
| 12. | Membership & Dues | 2,345 | 2,345 | 3,100 | 3,100 |
| 13. | Refunds & Reimb Damages | 25,000 | | | |
| 14. | Capital Outlay | 7,184 | 10,247 | | |
| 15. | Stores Sales | -92,661 | -100,000 | -100,000 | -100,000 |
| 16. | Stores Purchases | 99,770 | 100,000 | 100,000 | 100,000 |
| TOTAL | | 3,469,429 | 4,087,800 | 3,588,400 | 3,651,900 |

Expenditures by Fund

| | | | | |
|-----------------------------|------------------|------------------|------------------|------------------|
| General Fund | 3,203,243 | 3,772,600 | 3,298,900 | 3,349,100 |
| Measure V Fund | 174,205 | 209,400 | 193,600 | 204,100 |
| Deferred Compensation Admin | 91,981 | 105,800 | 95,900 | 98,700 |
| TOTAL | 3,469,429 | 4,087,800 | 3,588,400 | 3,651,900 |

FINANCE DEPARTMENT Summary

| Workforce by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------|------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 2030 | Administration Division | 3.0 | 3.0 | 3.0 | 3.0 |
| 2031 | Accounting Division | 10.0 | 10.0 | 10.0 | 10.0 |
| 2032 | Purchasing Division | 3.0 | 3.0 | 3.0 | 3.0 |
| 2033 | Information Systems Division | 9.5 | 9.5 | 9.5 | 9.5 |
| 2034 | Revenue & Licensing Division | 1.0 | 1.0 | 1.0 | 1.0 |
| | TOTAL | 26.5 | 26.5 | 26.5 | 26.5 |



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Purpose

Provide coordination and direction of all fiscal operations of the City. This includes directing, monitoring, and controlling the assets and financial operations of the City, and providing a framework for financial planning and analysis to support the operation and management of all City departments.

Division Operations

1. Support City Manager's Office in determining a strategy to assess the effectiveness and efficiency of the organization given fiscal constraints.
2. Assist City Manager's Office in developing funding strategies to meet existing and future operating program and capital project needs.
3. Submit timely and informative financial reports to the City Council, Finance Committee and Measure V Committee.
4. Publish audited financial statements for the City and Redevelopment Agency.
5. Coordinate all bond financings.

Major Budget Changes

None.

**FINANCE DEPARTMENT
Administration Division**

2030

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 458,983 | 517,100 | 479,200 | 484,700 |
| 2. Office Supplies & Materials | 248 | 493 | 500 | 500 |
| 3. Special Dept Supplies | 479 | 479 | 500 | 500 |
| 4. Communications | 135 | 235 | 100 | 100 |
| 5. Administration/Contingencies | | 1,393 | | |
| 6. Training/Conferences/Meetings | 3,907 | 700 | | |
| TOTAL | 463,752 | 520,400 | 480,300 | 485,800 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 3 | 3 | 3 | 3 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

Maintain the accuracy and reliability of all City's financial transactions for all funds. These transactions include accounts payable, accounts receivable, general ledger accounting, enterprise accounting, internal service accounting, financial reporting and administration of the employee payroll. Senior Accounting Technician position is dedicated to retirement administration including trust deed investments and other employee deferred compensation investments. Other services include financial data analysis, accounting control of purchase orders, asset management, payments to vendors, and review of budgeted expenditures.

Division Operations

1. Cash management including cash flow, banking and bond trustee services and investment of funds in accordance with the City's investment policy.
2. Monitor and process bi-weekly payroll and related federal and state reporting requirements.
3. Coordinate year end audits of City and Redevelopment Agency financial activities.

Major Budget Changes

Two temporary positions were eliminated with the contracting of an outside agency responsible of administration and collection of parking citations.

FINANCE DEPARTMENT

Accounting Division

2031

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 897,845 | 1,009,800 | 931,500 | 960,300 |
| 2. Office Supplies & Materials | 3,120 | 12,320 | 11,500 | 11,500 |
| 3. Special Dept Supplies | 8,017 | 8,017 | 8,000 | 8,000 |
| 4. Communications | 11,458 | 11,458 | 11,500 | 11,500 |
| 5. Contract Maintenance Services | 161 | 161 | 200 | 200 |
| 6. Professional Services | 32,270 | 61,300 | 76,200 | 76,200 |
| 7. Administration/Contingencies | 8,966 | 28,584 | | |
| 8. Advertising | 132 | | 100 | 100 |
| 9. Training/Conferences/Meetings | 2,400 | 800 | | |
| 10. Membership & Dues | 1,360 | 1,360 | 1,500 | 1,500 |
| 11. Refunds & Reimb Damages | 25,000 | | | |
| 12. Capital Outlay | 4,937 | | | |
| TOTAL | 995,666 | 1,133,800 | 1,040,500 | 1,069,300 |
| Authorized Positions | 10 | 10 | 10 | 10 |

Funding Source

General Fund, Measure V Fund, Deferred Compensation Admin

Purpose

Acquire goods and services for all City departments including agencies and organizations which the City serves as fiscal agent. Purchasing services entail the processing of purchase orders for supplies, departmental support for the development of bid specifications; and providing information to departments on products, services and prices.

Division Operations

1. Provide timely delivery of supplies and materials to departments.
2. Verify that all goods are received in good condition.
3. Annually update City fixed assets records.
4. Conduct on-line auction of surplus property.
5. Arrange lease-purchase financing as necessary.
6. Manage and coordinate buy local purchasing ordinance.

Major Budget Changes

None.

FINANCE DEPARTMENT

Purchasing Division

2032

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 304,195 | 312,100 | 292,900 | 295,900 |
| 2. Office Supplies & Materials | 2,892 | 5,352 | 4,700 | 4,700 |
| 3. Small Tools & Equipment | | | | |
| 4. Communications | 783 | 862 | 900 | 900 |
| 5. Contract Maintenance Services | | | | |
| 6. Outside Services | 599 | 799 | 700 | 700 |
| 7. Administration/Contingencies | | 13,274 | | |
| 8. Advertising | 209 | 9 | 400 | 400 |
| 9. Training/Conferences/Meetings | | | | |
| 10. Membership & Dues | 604 | 604 | 700 | 700 |
| 11. Stores Sales | -92,661 | -100,000 | -100,000 | -100,000 |
| 12. Stores Purchases | 99,770 | 100,000 | 100,000 | 100,000 |
| TOTAL | 316,391 | 333,000 | 300,300 | 303,300 |
| Authorized Positions | 3 | 3 | 3 | 3 |

Funding Source

General Fund

Purpose

Information Systems provides oversight for all city wide information services related to application systems analysis, design, programming and support; data communications including local and widearea network computer system management and operations; central computer and end-user PC integration and support; telecommunication operation and analysis; Geographic Information Systems (GIS) and reprographic and mail services.

Division Operations

1. Provide programming, operational and systems development and software acquisition assistance to departments.
2. Provide additional training to users to enhance their utilization of the computer and telephone systems.
3. Continue development of the web based GIS mapping system.
4. Continue the migration to Windows Vista.
5. Continue support and maintenance of the telephone system, the City's wide area and local area networks and network connectivity with other public agencies.
6. Add Library computer system to the City's network and update all Library PCs.
7. Redesign and maintain City web page.

Major Budget Changes

Contract PC (Help Desk) and programming support is reduced in FY 2009-10 by thirty-seven percent (37%), the equivalent of one full time employee. Anticipated HELP desk services response time delays for departmental PC repairs and upgrades.

**FINANCE DEPARTMENT
Information Systems Division**

2033

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 1,063,336 | 1,264,000 | 1,149,300 | 1,172,100 |
| 2. Office Supplies & Materials | 11,615 | 11,615 | 11,000 | 11,000 |
| 3. Special Dept Supplies | 8,171 | -13,922 | 7,500 | 7,500 |
| 4. Communications | 1,915 | 1,908 | 2,200 | 2,200 |
| 5. Contract Maintenance Services | 476,051 | 455,364 | 475,000 | 475,000 |
| 6. Professional Services | 7,138 | 5,671 | 5,000 | 5,000 |
| 7. Administration/Contingencies | | 242,836 | | |
| 8. Training/Conferences/Meetings | 13,281 | 4,500 | | |
| 9. Membership & Dues | 281 | 281 | 800 | 800 |
| 10. Capital Outlay | 2,247 | 10,247 | | |
| TOTAL | 1,584,035 | 1,982,500 | 1,650,800 | 1,673,600 |
| Authorized Positions | 9.5 | 9.5 | 9.5 | 9.5 |

Funding Source

General Fund, Measure V Fund

Purpose

Provide administration and collection of all City revenues including revenues from license and permit holders. The division is responsible for filing timely claims for grants and subventions, and the collection of bail forfeitures for parking violations.

Division Operations

1. Maintain City-wide master fee schedule.
2. Continue audit program for hotel/motel transient occupancy tax collection.
3. Maintain customer service without front counter Account Clerks.
4. Continue property tax audit program.
5. Continue business license audit program.

Major Budget Changes

None.

**FINANCE DEPARTMENT
Revenue & Licensing Division**

2034

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 57,129 | 56,600 | 59,300 | 62,700 |
| 2. Office Supplies & Materials | 2,158 | 2,158 | 2,500 | 2,500 |
| 3. Special Dept Supplies | 4,665 | 3,600 | 3,600 | 3,600 |
| 4. Communications | 8,816 | 6,500 | 6,500 | 6,500 |
| 5. Professional Services | 36,717 | 36,717 | 44,500 | 44,500 |
| 6. Administration/Contingencies | | 12,425 | | |
| 7. Training/Conferences/Meetings | | | | |
| 8. Membership & Dues | 100 | 100 | 100 | 100 |
| TOTAL | 109,585 | 118,100 | 116,500 | 119,900 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 1 | 1 | 1 | 1 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

FINANCE DEPARTMENT

Work Force

| Administration Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Finance Director | 1.0 | 1.0 | 1.0 | 1.0 |
| Accounting Technician | 1.0 | 1.0 | 1.0 | 1.0 |
| Accounting Officer | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 3.0 | 3.0 | 3.0 | 3.0 |
| Accounting Division | | | | |
| Sr Accounting Technician | 2.0 | 2.0 | 2.0 | 2.0 |
| Senior Accountant | 2.0 | 2.0 | 2.0 | 2.0 |
| Supervising Accountant | 1.0 | 1.0 | 1.0 | 1.0 |
| Sr Accounting Clerk(1 MV) | 3.0 | 3.0 | 3.0 | 3.0 |
| Payroll Technician | 1.0 | 1.0 | 1.0 | 1.0 |
| Payroll Coordinator | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 10.0 | 10.0 | 10.0 | 10.0 |
| Purchasing Division | | | | |
| Purchasing Technician | 2.0 | 2.0 | 2.0 | 2.0 |
| Senior Buyer | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 3.0 | 3.0 | 3.0 | 3.0 |
| Information Systems Division | | | | |
| Information Systems Mgr | 1.0 | 1.0 | 1.0 | 1.0 |
| Sr Programmer/Analyst | 1.0 | 1.0 | 1.0 | 1.0 |
| Central Services Tech | 1.0 | 1.0 | 1.0 | 1.0 |
| Network/Sys Administrator | 1.0 | 1.0 | 1.0 | 1.0 |
| PC Services Coord | 1.0 | 1.0 | 1.0 | 1.0 |
| Integration/Appl Admin | 1.0 | 1.0 | 1.0 | 1.0 |
| GIS Administrator | 1.0 | 1.0 | 1.0 | 1.0 |
| Telecom Svc Tech | 1.0 | 1.0 | 1.0 | 1.0 |
| Webmaster (MV) | 0.5 | 0.5 | 0.5 | 0.5 |
| Computer Operator (MV) | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 9.5 | 9.5 | 9.5 | 9.5 |
| Revenue & Licensing Division | | | | |
| Revenue Technician | 1.0 | 1.0 | 1.0 | 1.0 |

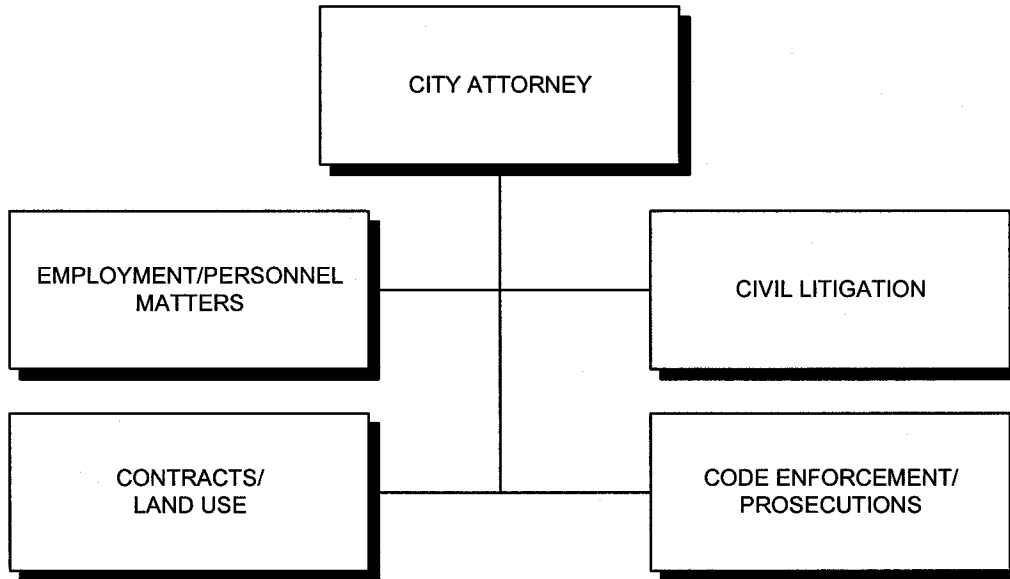
FINANCE DEPARTMENT
Work Force

| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|-------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Department Total | 26.5 | 26.5 | 26.5 | 26.5 |



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CITY ATTORNEY'S OFFICE



CITY ATTORNEY'S DEPARTMENT

Summary

Purpose

As provided in the City Charter, the City Attorney's Office provides legal representation and guidance to the City Council, its committees, boards and commissions, the City Manager and City Departments.

City Council Goals, Strategies, and Objectives

1. **Public Safety:** Strategy 1: Provide Legal staff support to the Monterey County Joint Gang Task Force (JGTF) and Community Alliance for Safety and Peace (CASP). Strategy 2: Code Enforcement. Pursue aggressive and proactive code enforcement measures that result in property and nuisance abatement. Strategy 3: Criminal prosecutions under City Code.
2. **Economic Development:** Strategy 1: Downtown Development Project - Salinas Renaissance Partners Strategy 2: Ag-Industrial Business Park Developments - UniKool/Fresh Express Annexations.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. FY 2008-09 General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. Employee services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. FY 2009-10 Legal Department's budget was reduced 10.1%. Contract legal services have been transferred from the non-departmental budget and reduced 50% to \$50,000, effecting the ability to obtain professional legal assistance on matters outside the usual purview of the City Attorney's. Training has been reduced to amounts necessary to meet Mandatory Continuing Legal Education (MCLE) requirements imposed by the State Bar of California.

CITY ATTORNEY'S DEPARTMENT

Summary

| Expenditures by Program | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-----------------|-----------------|------------------|---------------|
| 2500 City Attorney's Department | 760,615 | 848,600 | 790,100 | 818,000 |

Expenditures by Character

| | | | | |
|-----------------------------------|----------------|----------------|----------------|----------------|
| 1. Employee Services | 708,856 | 779,650 | 693,600 | 721,500 |
| 2. Office Supplies & Materials | 10,508 | 7,112 | 7,500 | 7,500 |
| 3. Books and Publications | 12,877 | 15,000 | 15,000 | 15,000 |
| 4. Special Dept Supplies | 1,873 | 873 | 1,200 | 1,200 |
| 5. Communications | 1,100 | 1,100 | 2,000 | 2,000 |
| 6. Contract Maintenance Services | 258 | 258 | 800 | 800 |
| 7. Professional Services | 7,547 | 7,543 | 55,000 | 55,000 |
| 8. Outside Services | 2,737 | 2,737 | 5,000 | 5,000 |
| 9. Administration/Contingencies | | 21,827 | | |
| 10. Training/Conferences/Meetings | 9,957 | 8,500 | 7,000 | 7,000 |
| 11. Membership & Dues | 2,669 | 3,000 | 3,000 | 3,000 |
| 12. Capital Outlay | 2,233 | 1,000 | | |
| TOTAL | 760,615 | 848,600 | 790,100 | 818,000 |

Expenditures by Fund

| | | | | |
|----------------|----------------|----------------|----------------|----------------|
| General Fund | 603,295 | 630,800 | 601,900 | 620,800 |
| Measure V Fund | 157,320 | 217,800 | 188,200 | 197,200 |
| TOTAL | 760,615 | 848,600 | 790,100 | 818,000 |

Workforce by Program

| | | | | |
|---------------------------------|-----|-----|-----|-----|
| 2500 City Attorney's Department | 6.5 | 6.5 | 6.5 | 6.5 |
|---------------------------------|-----|-----|-----|-----|

Purpose

As provided in City Charter, provide effective legal representation and guidance to the City Council, its committees, boards and commissions, the City Manager, and City departments.

Division Operations

1. Provide research and legal support to the City Council, City Manager and City Departments' consistent with Council goals.
2. Provide high quality legal representation of the City in all litigation matters, appeals and administrative hearings.
3. Provide responsive legal advice and options to all City officers and departments.
4. Maintain high standards of Municipal legal advice and work product.
5. Actively monitor all outside legal counsel with respect to their representation of the City and the costs incurred.
6. Provide legal training to City officers and staff in key municipal law areas.
7. Provide legal support to facilitate and strengthen citywide code enforcement efforts.
8. Provide legal services in support of City/Regional land use development and housing initiatives.

Major Budget Changes

A fifty percent (50%) reduction in contract legal services or \$50,000 and a reduction in training and travel are reflected in both FY 2009-10 and 2010-11.

CITY ATTORNEY'S DEPARTMENT
City Attorney's Department

2500

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 708,856 | 779,650 | 693,600 | 721,500 |
| 2. Office Supplies & Materials | 10,508 | 7,112 | 7,500 | 7,500 |
| 3. Books and Publications | 12,877 | 15,000 | 15,000 | 15,000 |
| 4. Special Dept Supplies | 1,873 | 873 | 1,200 | 1,200 |
| 5. Communications | 1,100 | 1,100 | 2,000 | 2,000 |
| 6. Contract Maintenance Services | 258 | 258 | 800 | 800 |
| 7. Professional Services | 7,547 | 7,543 | 55,000 | 55,000 |
| 8. Outside Services | 2,737 | 2,737 | 5,000 | 5,000 |
| 9. Administration/Contingencies | | 21,827 | | |
| 10. Training/Conferences/Meetings | 9,957 | 8,500 | 7,000 | 7,000 |
| 11. Membership & Dues | 2,669 | 3,000 | 3,000 | 3,000 |
| 12. Capital Outlay | 2,233 | 1,000 | | |
| TOTAL | 760,615 | 848,600 | 790,100 | 818,000 |

| | | | | |
|-----------------------------|------------|------------|------------|------------|
| Authorized Positions | 6.5 | 6.5 | 6.5 | 6.5 |
|-----------------------------|------------|------------|------------|------------|

Funding Source

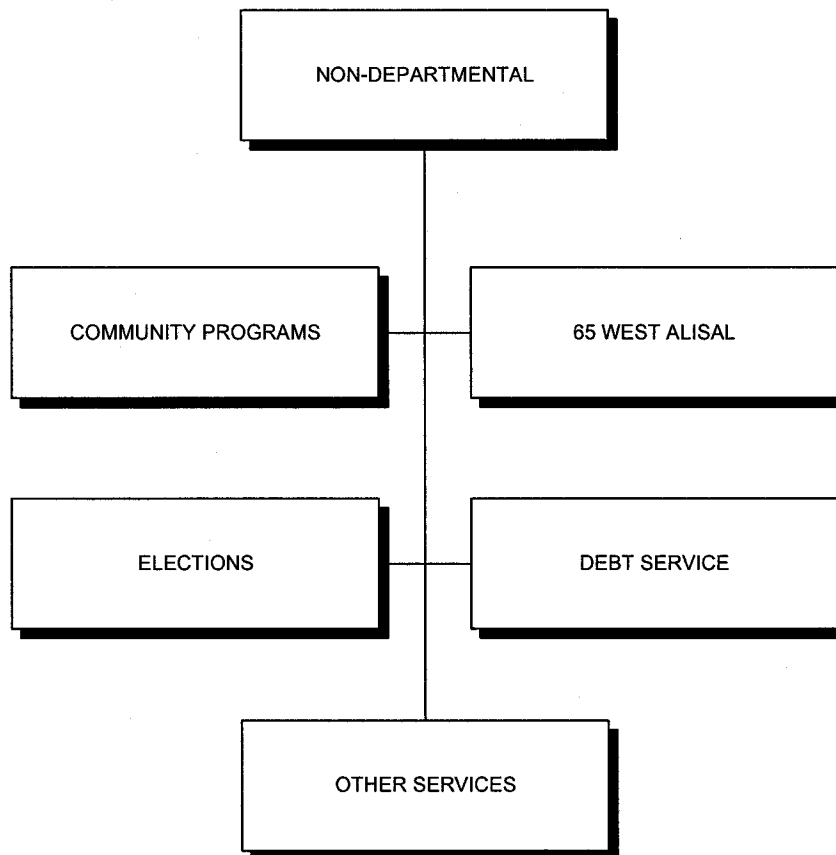
General Fund, Measure V Fund

CITY ATTORNEY'S DEPARTMENT

Work Force

| City Attorney's Department | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------|
| City Attorney | 1.0 | 1.0 | 1.0 | 1.0 |
| Assistant City Atty (MV) | 1.0 | 1.0 | 1.0 | 1.0 |
| Deputy City Attorney II | 1.0 | 1.0 | 1.0 | 1.0 |
| Sr Deputy City Attorney | 1.0 | 1.0 | 1.0 | 1.0 |
| Legal Secretary | 2.0 | 2.0 | 2.0 | 2.0 |
| Receptionist (MV) | 0.5 | 0.5 | 0.5 | 0.5 |
| Total | 6.5 | 6.5 | 6.5 | 6.5 |
| Department Total | 6.5 | 6.5 | 6.5 | 6.5 |

NON-DEPARTMENTAL Divisions



NON-DEPARTMENTAL Summary

Purpose

The Non-Departmental budget supports community programs; the City's repayment of outstanding bond issues; the cost of elections; the cost of operating the 65 West Alisal Street facility; and various operating costs that are not directly charged to a specific departmental operating budget.

City Council Goals, Strategies, and Objectives

1. Not applicable.

Major Budget Changes

The Non Departmental FY 2009-10 budget is reduced 11.3%. Reduction and impacts include reduced contingency funds, reduced attendance at League conferences, reduced support of regional agencies, reduced training and reduced commission recognitions. Membership and dues includes the City's contribution of \$280,900 (\$1.87 per capita) to the Economic Development Corporation.

NON-DEPARTMENTAL Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|-----------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 3520 | Community Programs Division | 173,383 | 91,200 | 85,000 | 85,000 |
| 3530 | Elections Division | | 165,000 | | 200,000 |
| 3550 | 65 West Alisal Division | 86,864 | 88,200 | 88,000 | 88,000 |
| 3565 | Debt Service Division | 1,072,416 | 1,073,100 | 1,075,100 | 1,073,500 |
| 3590 | Other Services Division | 4,363,661 | 4,917,400 | 4,969,800 | 5,104,300 |
| TOTAL | | 5,696,324 | 6,334,900 | 6,217,900 | 6,550,800 |

Expenditures by Character

| | | | | | |
|--------------|--------------------------------|------------------|------------------|------------------|------------------|
| 1. | Employee Services | 1,787,715 | 1,761,800 | 2,088,100 | 2,188,800 |
| 2. | Communications | 300,013 | 306,050 | 305,500 | 305,500 |
| 3. | Utilities | 75,672 | 75,911 | 77,500 | 77,500 |
| 4. | Rents & Leases | 21,307 | 22,400 | 19,500 | 19,500 |
| 5. | Contract Maintenance Services | 11,349 | 10,500 | 10,500 | 10,500 |
| 6. | Professional Services | 256,066 | 98,213 | 70,000 | 70,000 |
| 7. | Outside Services | 34,809 | 115,367 | 52,000 | 252,000 |
| 8. | Administration/Contingencies | | 576,402 | 100,000 | 100,000 |
| 9. | Training/Conferences/Meetings | 66,299 | 39,983 | 28,500 | 28,500 |
| 10. | Membership & Dues | 476,686 | 475,874 | 689,100 | 699,600 |
| 11. | Insurance and Bonds | 1,452,100 | 1,484,000 | 1,465,600 | 1,488,900 |
| 12. | Contribution to Other Agencies | 5,048 | 91,200 | 85,000 | 85,000 |
| 13. | Refunds & Reimb Damages | 36,747 | 40,000 | 50,000 | 50,000 |
| 14. | Recognition-Award-Protocol | 17,357 | 3,100 | 15,000 | 15,000 |
| 15. | Taxes | 57,707 | 61,000 | 61,500 | 61,500 |
| 16. | Bond-Principal | 451,138 | 463,200 | 480,000 | 495,000 |
| 17. | Bond-Interest | 608,713 | 594,400 | 579,600 | 563,000 |
| 18. | Paying Agent Fees | 12,565 | 15,500 | 15,500 | 15,500 |
| 19. | Impvt Other Than Buildings | 25,033 | 100,000 | 25,000 | 25,000 |
| 20. | Capital Outlay | | | | |
| TOTAL | | 5,696,324 | 6,334,900 | 6,217,900 | 6,550,800 |

Expenditures by Fund

| | | | | |
|--------------------------|------------------|------------------|------------------|------------------|
| General Fund | 4,623,908 | 5,241,300 | 5,117,800 | 5,452,300 |
| Debt Service-1997 COPs | 797,510 | 798,900 | 797,800 | 800,400 |
| Debt Service-1999 COPs | 87,584 | 88,600 | 88,800 | 87,100 |
| Steinbeck COP | 187,322 | 185,600 | 188,500 | 186,000 |
| PEG (1%) Cable Franchise | | 20,500 | 25,000 | 25,000 |
| TOTAL | 5,696,324 | 6,334,900 | 6,217,900 | 6,550,800 |

Purpose

Provide support to the Rodeo and for "Big Week" activities.

Division Operations

1. Provide City services to ensure the success of community events.

Major Budget Changes

Support of the Rodeo (\$42,500) and Carnival (\$42,500) continues at previous year levels. Budget for the Parade of Lights event has been eliminated. The Parade of Lights will be funded by Oldtown from a portion of the \$15,000 contribution to Oldtown from the Redevelopment Agency.

**NON-DEPARTMENTAL
Community Programs Division**

3520

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 168,335 | | | |
| 2. Contribution to Other Agencies | 5,048 | 91,200 | 85,000 | 85,000 |
| TOTAL | 173,383 | 91,200 | 85,000 | 85,000 |

Authorized Positions

Funding Source

General Fund

Purpose

Conduct all municipal elections.

Division Operations

1. Conduct municipal elections.

Major Budget Changes

A budget of \$200,000 for regularly scheduled elections is included in fiscal year 2010-11.

**NON-DEPARTMENTAL
Elections Division**

3530

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Outside Services | | 45,000 | | 200,000 |
| 2. Administration/Contingencies | | 120,000 | | |
| TOTAL | | 165,000 | | 200,000 |

Authorized Positions

Funding Source

General Fund

Purpose

Maintain City owned facility through preventative maintenance and repairs to ensure a clean, safe and well-operated facility for tenants.

Division Operations

1. Maintain facility in top operating condition.

Major Budget Changes

The Community Development Administration, Housing Division and the Economic Development Corporation will be moving into the space left vacant by the previous tenant.

**NON-DEPARTMENTAL
65 West Alisal Division**

3550

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Communications | 171 | 171 | 500 | 500 |
| 2. Utilities | 75,344 | 75,583 | 77,000 | 77,000 |
| 3. Contract Maintenance Services | 11,349 | 10,500 | 10,500 | 10,500 |
| 4. Administration/Contingencies | | 1,946 | | |
| TOTAL | 86,864 | 88,200 | 88,000 | 88,000 |

Authorized Positions

Funding Source

General Fund

Purpose

Provide a record of the 1997 "Certificates of Participation" (COP) for Landfill Proceeds; 1999 COP (Animal Shelter); and 2002 COP (Steinbeck Center) COP; bond transactions. Debt service payments for 1997 COP are partially supported by the annual payment from the Salinas Valley Solid Waste Authority. Debt payments for the 2002 COP are supported by lease payments from the National Steinbeck Center.

Division Operations

1. Ensure timely payment to bondholders.

Major Budget Changes

Payments for 1997 COP (Landfill Proceeds) of \$375,000 principal and \$413,800 interest are offset by the \$385,100 payment from the Salinas Valley Solid Waste Authority and \$380,000 of General Funds. Payments for the 1999 COP (Animal Shelter) of \$87,300 are paid by the General Fund. Debt service payments of \$180,600 for 2002 COP (Steinbeck Center) have been reimbursed by the National Steinbeck Center. It is anticipated that the Salinas Redevelopment Agency will advance these payments over the next two years.

**NON-DEPARTMENTAL
Debt Service Division**

3565

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Bond-Principal | 451,138 | 463,200 | 480,000 | 495,000 |
| 2. Bond-Interest | 608,713 | 594,400 | 579,600 | 563,000 |
| 3. Paying Agent Fees | 12,565 | 15,500 | 15,500 | 15,500 |
| TOTAL | 1,072,416 | 1,073,100 | 1,075,100 | 1,073,500 |

Authorized Positions

Funding Source

Certificates of Participation, 1999 Certificates, COP Parking, Steinbeck COP

Purpose

Provide funds for expenses which cannot be properly charged to specific departments or programs.

Division Operations

1. Provide adequate funding for all non-departmental expenses.

Major Budget Changes

Costs of the Annual Leave Buy-Back Program have been budgeted at \$1,600,000 in FY 2009-10 and \$1,650,000 in FY 2010-11. Estimated health insurance costs resulting from employee retirement incentive package are included at \$338,100 in FY 2009-10 and \$ 363,800 in FY 2010-11. Contingency funds remain at \$100,000 level in both FY 2009-10 and FY 2010-11. The contribution to the Internal Service Fund for insurances has been budgeted at the \$1,465,000 level during FY 2009-10 and \$1,488,900 during FY 2010-11. Capital Outlays contingency of \$200,000 has been eliminated in both years. Other budget reductions impacts included reduced attendance at the National League of Cities and the League of California Cities, reduced support of regional agencies, reduced training and reduced commission recognitions. The cost of taping City Council meetings is shifted to the new PEG fees collected by COMCAST. The increase in memberships and dues reflect the City contribution to the economic Development Corporation of \$280,900 (\$1.87 per capita).

**NON-DEPARTMENTAL
Other Services Division**

3590

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 1,619,380 | 1,761,800 | 2,088,100 | 2,188,800 |
| 2. Communications | 299,842 | 305,879 | 305,000 | 305,000 |
| 3. Utilities | 328 | 328 | 500 | 500 |
| 4. Rents & Leases | 21,307 | 22,400 | 19,500 | 19,500 |
| 5. Professional Services | 256,066 | 98,213 | 70,000 | 70,000 |
| 6. Outside Services | 34,809 | 70,367 | 52,000 | 52,000 |
| 7. Administration/Contingencies | | 454,456 | 100,000 | 100,000 |
| 8. Training/Conferences/Meetings | 66,299 | 39,983 | 28,500 | 28,500 |
| 9. Membership & Dues | 476,686 | 475,874 | 689,100 | 699,600 |
| 10. Insurance and Bonds | 1,452,100 | 1,484,000 | 1,465,600 | 1,488,900 |
| 11. Refunds & Reimb Damages | 36,747 | 40,000 | 50,000 | 50,000 |
| 12. Recognition-Award-Protocol | 17,357 | 3,100 | 15,000 | 15,000 |
| 13. Taxes | 57,707 | 61,000 | 61,500 | 61,500 |
| 14. Impvt Other Than Buildings | 25,033 | 100,000 | 25,000 | 25,000 |
| 15. Capital Outlay | | | | |
| TOTAL | 4,363,661 | 4,917,400 | 4,969,800 | 5,104,300 |

Authorized Positions

Funding Source

General Fund

NON-DEPARTMENTAL Other Services Division

3590

The following expenses cannot be charged to a specific departmental operating program.

| | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------------|-----------------|-----------------|------------------|---------------|
| 1. Annual Leave | 1,396,388 | 1,500,000 | 1,600,000 | 1,650,000 |
| 2. Life Insurance | 4,158 | 4,000 | | |
| 3. Health Ins Retirees | 73,601 | 95,000 | | |
| 4. PERS-Retiree Health Insurance | 26,037 | 15,800 | | |
| 5. PERS Health Insurance - Admin Fee | 19,196 | 22,000 | | |
| 6. Health Insurance Severance Benefit | | | 338,100 | 363,800 |
| 7. Pre-fund Retiree Health Insurance | 100,000 | 125,000 | 150,000 | 175,000 |
| 8. Pac Bell | 197,879 | 197,879 | 200,000 | 200,000 |
| 9. Tel/Siemens ABN-AMRO | 83,085 | 80,000 | 85,000 | 85,000 |
| 10. Cell Phones | 18,878 | 18,000 | 20,000 | 20,000 |
| 11. Refuse | 328 | 328 | 500 | 500 |
| 12. Building Rent | 3,500 | 3,500 | | |
| 13. Rent - MPS | 15,057 | 15,900 | 16,500 | 16,500 |
| 14. Rent - Expo Site | 2,750 | 3,000 | 3,000 | 3,000 |
| 15. Legal Services | 12,693 | 19,693 | | |
| 16. Legal Services | 1,088 | 5,000 | | |
| 17. Audit Services | 55,261 | | 50,000 | 50,000 |
| 18. Interpreting Services | 3,818 | 2,000 | 10,000 | 10,000 |
| 19. Labor Relations | 82 | | | |
| 20. Other Professional Services | 21,804 | 21,804 | 5,000 | 5,000 |
| 21. Other Professional Services | | | | |
| 22. Other Professional Services | 4,716 | 5,716 | 5,000 | 5,000 |
| 23. Other Professional Services | | 10,000 | | |
| 24. Other Outside Services | 3,864 | 3,864 | 2,000 | 2,000 |
| 25. Other Outside Serices | 29,800 | 18,000 | 5,000 | 5,000 |
| 26. City Newsletter | | 45,000 | 45,000 | 45,000 |
| 27. Other Svc - Economic Dev | | 3,503 | | |
| 28. Contingencies | | 75,600 | 100,000 | 100,000 |
| 29. Training | 24,033 | 14,983 | 3,500 | 3,500 |
| 30. Tuition Reimbursement | 42,266 | 25,000 | 25,000 | 25,000 |
| 31. Economic Development Corporation | | | 280,900 | 290,000 |
| 32. FORGE | 14,000 | 14,000 | 12,750 | 12,750 |
| 33. National League of Cities | 27,407 | 27,407 | 17,000 | 17,000 |
| 34. League Of Calif Cities | 45,439 | 45,439 | 40,000 | 40,000 |
| 35. Chamber of Commerce | 1,977 | 2,000 | 3,000 | 3,000 |
| 36. Sister City Association | 1,312 | 1,200 | 1,200 | 1,200 |
| 37. Legislative Advocacy | 149,498 | 144,160 | 136,500 | 136,500 |
| 38. AMBAG | 24,955 | 26,200 | 19,650 | 19,650 |
| 39. LAFCO | 99,874 | 92,074 | 75,000 | 75,000 |
| 40. PERS Coalition | 1,000 | 1,000 | 1,000 | 1,000 |
| 41. Air District | 34,394 | 34,707 | 28,800 | 28,800 |
| 42. Cable TV Taping | 20,138 | 138 | | |
| 43. Convention & Visitors Bureau | 48,543 | 45,800 | 45,800 | 47,200 |
| 44. Cable TV Negotiations | | 17,700 | | |
| 45. International Hispanic Network | 1,400 | 1,400 | | |
| 46. Mo. Co. Cities Association | 1,749 | 2,149 | 2,500 | 2,500 |

**NON-DEPARTMENTAL
Other Services Division****3590**

| | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|------------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 47. Insurances | 1,452,100 | 1,484,000 | 1,465,600 | 1,488,900 |
| 48. Refunds & Reimb Damages | 36,747 | 40,000 | 50,000 | 50,000 |
| 49. Recognition-Award-Protocol | 17,357 | | | |
| 50. Employee Recognition | | 100 | 10,000 | 10,000 |
| 51. Council/Commission Recognition | | 3,000 | 5,000 | 5,000 |
| 52. Youth Commision | | | | |
| 53. Taxes | 57,707 | 61,000 | 61,500 | 61,500 |
| 54. Impvt Other Than Buildings | 25,033 | 100,000 | 25,000 | 25,000 |
| 55. Capital Outlay | | | | |
| 56. Cable TV Taping | | 20,500 | 25,000 | 25,000 |
| TOTAL | 4,200,912 | 4,494,544 | 4,969,800 | 5,104,300 |

NON-DEPARTMENTAL Other Services Division

3590

Summarized below are all costs for all funds, allocated to Departmental Operating Budgets.

| | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|-----------------|-----------------|------------------|---------------|
| Regular Payroll Costs | 44,802,651 | 55,474,476 | 51,252,855 | 51,993,183 |
| Temporary Pay | 1,214,950 | 1,299,975 | 1,033,363 | 1,022,723 |
| Overtime - Regular | 5,308,062 | 2,352,323 | 2,803,377 | 2,803,377 |
| Reimb Payroll Costs | 240,068 | 300,900 | 283,222 | 283,222 |
| Termination Payroll Costs | | | | |
| Other Payroll Costs | -472,002 | 195,501 | | |
| Flexible Leave | 1,484,465 | 1,749,125 | 1,671,714 | 1,705,710 |
| Employee Benefits | 24,420,460 | 26,130,967 | 25,174,230 | 25,645,453 |
| CIP/Program Reg Salary Deduct | -100,223 | -3,382,050 | -5,913,661 | -5,162,668 |
| Employee Services Subtotal | 76,898,431 | 84,121,217 | 76,305,100 | 78,291,000 |
| Office Supplies & Materials | 201,459 | 199,967 | 266,350 | 266,250 |
| Bldg/Veh/Equip Maint/Supplies | 801,706 | 766,475 | 790,100 | 790,100 |
| Vehicle Fuels & Lubricants | 880,896 | 797,950 | 808,400 | 808,400 |
| Small Tools & Equipment | 64,873 | 67,406 | 69,150 | 69,150 |
| Clothing & Personal Equip | 265,743 | 181,833 | 190,200 | 190,200 |
| Street Materials | 122,392 | 149,150 | 155,000 | 155,000 |
| Books and Publications | 331,840 | 318,580 | 258,800 | 258,800 |
| Special Dept Supplies | 479,262 | 511,616 | 520,950 | 520,150 |
| Chemicals | 44,238 | 52,635 | 49,150 | 49,150 |
| Communications | 2,649,156 | 2,990,421 | 3,387,950 | 3,612,950 |
| Utilities | 2,603,873 | 2,717,840 | 2,964,900 | 2,964,900 |
| Rents & Leases | 218,533 | 259,618 | 189,800 | 189,800 |
| Contract Maintenance Services | 3,055,954 | 2,711,409 | 2,860,350 | 2,965,350 |
| Professional Services | 2,266,604 | 2,696,562 | 2,090,950 | 2,100,950 |
| Outside Services | 1,349,278 | 1,731,312 | 1,136,875 | 1,336,875 |
| Financial Assistance | 1,398,909 | 5,647,155 | 2,145,000 | 820,000 |
| Public Assistance | | | | |
| Administration/Contingencies | 955,345 | 3,556,351 | 1,271,415 | 1,273,715 |
| Advertising | 119,883 | 132,282 | 81,700 | 61,700 |
| Training/Conferences/Meetings | 651,314 | 532,696 | 401,291 | 401,291 |
| Membership & Dues | 515,137 | 517,403 | 726,160 | 736,660 |
| Insurance and Bonds | 5,759,292 | 6,169,100 | 5,964,800 | 6,110,000 |
| Contribution to Other Agencies | 1,445,540 | 1,831,951 | 2,042,109 | 2,055,309 |
| Refunds & Reimb Damages | 216,529 | 643,800 | 209,400 | 209,400 |
| Recognition-Award-Protocol | 17,441 | 5,485 | 16,400 | 16,400 |
| Taxes | 109,574 | 131,600 | 129,600 | 129,600 |
| Debt Service | | 4,215,100 | | |
| Bond-Principal | 4,239,785 | 4,279,200 | 4,401,800 | 4,431,200 |
| Bond-Interest | 4,659,595 | 4,310,100 | 4,143,700 | 3,981,200 |
| Paying Agent Fees | 76,610 | 108,700 | 138,000 | 138,000 |
| Relocation Payments | | 50,000 | | |
| Buildings | 61,067 | 18,400 | | |
| Impvt Other Than Buildings | 58,952 | 100,000 | 25,000 | 25,000 |
| Capital Outlay | 358,460 | 378,049 | | |
| Stores Sales | -92,661 | -100,000 | -100,000 | -100,000 |
| Stores Purchases | 99,770 | 100,000 | 100,000 | 100,000 |

**NON-DEPARTMENTAL
Other Services Division**

3590

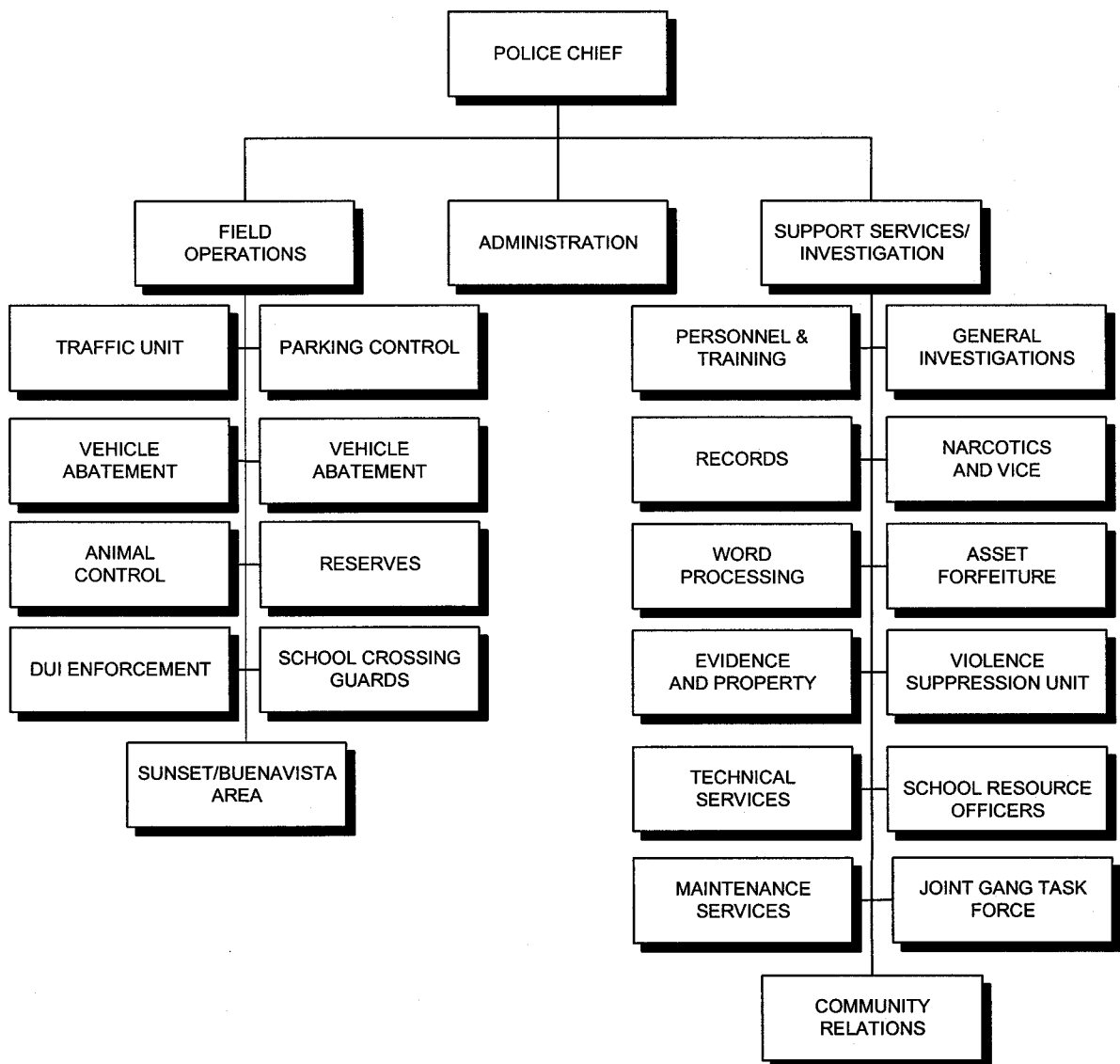
| | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| Other Expenses Subtotal | 35,986,349 | 48,780,146 | 37,435,300 | 36,667,500 |
| TOTAL | 112,884,780 | 132,901,363 | 113,740,400 | 114,958,500 |

**NON-DEPARTMENTAL
Capital Outlays**

| Other Services Division | 09-10 Adopted | 10-11 Plan |
|--------------------------------|--------------------------|-----------------------|
| Crazyhorse Landfill Gas System | 25,000 | 25,000 |

POLICE

Divisions



POLICE DEPARTMENT Summary

Purpose

The Police Department provides support and assistance to the City Council and other departments in the implementation of various goals and objectives in order to build and maintain a safe and peaceful community. Departmental responsibilities include the development and maintenance of various collaborative programs, the administration of Federal and State grants, the PAL program, community outreach programs, crime prevention, traffic enforcement, and appropriate response to community crime and violence issues.

City Council Goals, Strategies, and Objectives

1. Public Safety I: Strategy 1: Assign additional personnel and assets to the gang unit; a) Make quality choices of persons assigned to the gang unit, b) Assign a Crime Analyst to the gang unit to process the voluminous data involved in the intelligence gathering process, c) Identify and implement effective violent crime reduction strategies, d) Implement the CalGRIP II "Ceasefire" model of violent crime suppression and e) Analyze resource deployment to address crime.
2. Public Safety II: Strategy 1: Analyze the distribution/assignment of uniformed officers in the field based on verifiable, relevant crime patterns and calls for service data; a) Hire a competent and well-trained, Crime Analyst, b) Review crime patterns and identify effective, targeted deployment strategies, c) Prioritize the assignment of field personnel to address identified crime problems based on the analysis of verifiable data, d) Examine alternative patrol officer scheduling to meet crime and calls for service demands and e) Re-assess shift and beat assignment bidding process to conform with mission imperative.
3. Public Safety III: Strategy 1: Reduce the fear of victimization and crime in the community; a) Improve the quantity and quality of police/citizen contact and interaction, b) Reward officer investment/involvement in this area through internal and external recognition and promotion /special assignment preferences, c) Improve the quality of officer/citizen contacts to include citizen service focus and empathic service delivery, d) Increase the number of follow-up contacts with citizens by officers and e) Increase the number of regular non-victim contacts with citizens, improve communication, and inquire about citizen concerns and observations.
4. Public Safety IV: Strategy 1: Improve officer education re: COP philosophy, methodology and best practices; a) Executive and command staff to model the COP philosophy through education, discussion and active support, b) Design shift and beat systems around the implementation of COP to achieve permanent beat assignment (yearly rotation) and c) Provide COP participation and performance incentives for field personnel, i.e., special assignments, recognitions, promotion preference, etc.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. FY 2008-09 General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. FY 2009-10 Police Department budget was reduced 5.9%. The reduction included nine Police Officer positions eliminated and six more positions that will not be filled after employees retire or leave employment. Additionally, four (4) Community Service Officer and two (2) Police Clerk positions were eliminated, Temporary Services were reduced by 55%, training by 13%, and police vehicle replacement program was suspended in FY 2009-10. See Police Administration Division for budget impacts.

POLICE DEPARTMENT

Summary

| Expenditures by Program | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|
| 4010 Administration Division | 464,742 | 502,986 | 462,100 | 468,600 |
| 4011 Community Relations Division | 827,218 | 846,100 | 649,200 | 657,600 |
| 4012 Personnel & Training Division | 710,925 | 654,000 | 661,000 | 664,300 |
| 4020 Field Operations Division | 17,894,801 | 18,229,100 | 16,391,800 | 16,719,700 |
| 4021 Traffic Unit Division | 1,430,744 | 1,942,048 | 1,575,700 | 1,610,700 |
| 4022 Parking Control Division | 270,077 | 274,800 | 308,000 | 319,800 |
| 4023 School Crossing Guards Divisio | 186,582 | 304,200 | 179,800 | 180,500 |
| 4024 Vehicle Abatement Division | 305,568 | 300,762 | 245,100 | 252,500 |
| 4025 Sunset/Buena Vista Area Divisi | 326,444 | 453,200 | 374,700 | 381,700 |
| 4030 Support Services Division | 3,532,723 | 4,134,203 | 4,168,400 | 4,384,700 |
| 4031 Technical Services Division | 338,994 | 316,800 | 275,900 | 289,200 |
| 4032 Word Processing Division | 475,069 | 500,200 | 463,300 | 472,600 |
| 4033 Evidence & Property Division | 204,249 | 179,000 | 164,500 | 166,700 |
| 4034 Records Division | 985,707 | 1,241,300 | 1,062,000 | 1,095,700 |
| 4037 Maintenance Services Division | 757,325 | 813,929 | 662,800 | 668,500 |
| 4040 Investigation Division | 3,370,253 | 3,524,400 | 2,827,200 | 2,877,300 |
| 4041 Narcotics and Vice Division | 925,452 | 1,098,800 | 1,130,000 | 1,141,600 |
| 4042 School Resource Officers Divis | 954,000 | 1,022,500 | 955,000 | 977,400 |
| 4043 Violence Suppression Unit Div | 2,363,688 | 2,468,200 | 2,543,400 | 2,599,300 |
| 4050 Reserves Division | 1,078 | 113,600 | 128,400 | 128,400 |
| 4070 Animal Control Svcs Division | 795,944 | 869,500 | 853,200 | 871,800 |
| 4077 DUI Enforcement Division | 19,719 | 20,000 | 20,000 | 20,000 |
| 4080 Asset Seizure Division | 44,959 | 37,000 | 35,000 | 35,000 |
| 4090 Joint Gang Task Force Division | 1,194,053 | 1,341,166 | 1,224,000 | 1,244,300 |
| TOTAL | 38,380,314 | 41,187,794 | 37,360,500 | 38,227,900 |

POLICE DEPARTMENT Summary

| Expenditures by Character | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| 1. Employee Services | 34,035,439 | 36,180,398 | 32,580,000 | 33,247,400 |
| 2. Office Supplies & Materials | 47,786 | 47,781 | 118,100 | 118,100 |
| 3. Bldg/Veh/Equip Maint/Supplies | 186,020 | 158,000 | 178,000 | 178,000 |
| 4. Vehicle Fuels & Lubricants | 450,103 | 415,000 | 425,000 | 425,000 |
| 5. Small Tools & Equipment | 1,748 | 1,504 | 2,500 | 2,500 |
| 6. Clothing & Personal Equip | 162,646 | 101,281 | 100,600 | 100,600 |
| 7. Books and Publications | 1,883 | 1,956 | 2,600 | 2,600 |
| 8. Special Dept Supplies | 198,931 | 182,249 | 196,500 | 196,500 |
| 9. Communications | 1,977,535 | 2,297,500 | 2,606,400 | 2,806,400 |
| 10. Utilities | 115,859 | 106,605 | 136,800 | 136,800 |
| 11. Rents & Leases | 33,442 | 37,100 | 62,100 | 62,100 |
| 12. Contract Maintenance Services | 307,787 | 298,113 | 321,700 | 321,700 |
| 13. Professional Services | 41,796 | 40,080 | 32,500 | 32,500 |
| 14. Outside Services | 324,388 | 313,984 | 390,900 | 390,900 |
| 15. Administration/Contingencies | | 470,768 | | |
| 16. Advertising | 57 | | | |
| 17. Training/Conferences/Meetings | 301,982 | 238,357 | 203,000 | 203,000 |
| 18. Membership & Dues | 2,415 | 2,800 | 2,900 | 2,900 |
| 19. Refunds & Reimb Damages | 24,353 | | | |
| 20. Recognition-Award-Protocol | | 1,885 | 900 | 900 |
| 21. Buildings | 32,635 | | | |
| 22. Capital Outlay | 133,509 | 292,433 | | |
| TOTAL | 38,380,314 | 41,187,794 | 37,360,500 | 38,227,900 |

Expenditures by Fund

| | | | | |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|
| General Fund | 34,873,710 | 36,912,900 | 33,388,700 | 34,173,500 |
| Measure V Fund | 1,958,854 | 1,910,862 | 2,845,200 | 2,900,500 |
| Asset Seizure Fund | 44,959 | 37,000 | 35,000 | 35,000 |
| Sales Tax-SB172 | 437,400 | 438,100 | 339,600 | 357,900 |
| Click It or Ticket Program | 10,544 | 34,628 | | |
| Comprehensive Dui & Occupant Safety | 19,965 | | | |
| Moco Avoid The 18 Campaign | | | | |
| MoCo Avoid the 18 Campaign 2007-2010 | 55,613 | 91,748 | 29,200 | 29,200 |
| OES-Bullistic ID Grant | 7,441 | 86,559 | | |
| DUI Enforcement & Awareness Program | | 191,072 | | |
| Cal-ID / RAN Grant | 87,126 | 84,330 | 80,900 | 81,800 |
| Supplemental Law Enforcement-AB3229 | 296,450 | 149,800 | 150,000 | 150,000 |
| Bureau of Justice Assistance | 94,871 | 160,329 | | |
| County BJA Grant Fund | | 551,531 | | |
| City BJA Grant Fund | 17,426 | 34,535 | | |
| Vehicle Abatement Fund | 184,397 | 189,000 | 177,200 | 181,600 |
| Sunset Ave-Project | 291,558 | 315,400 | 314,700 | 318,400 |
| TOTAL | 38,380,314 | 41,187,794 | 37,360,500 | 38,227,900 |

POLICE DEPARTMENT Summary

| Workforce by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------|--------------------------------|-----------------|-----------------|------------------|---------------|
| 4010 | Administration Division | 3.0 | 3.0 | 3.0 | 3.0 |
| 4011 | Community Relations Division | 5.0 | 5.0 | 4.0 | 4.0 |
| 4012 | Personnel & Training Division | 2.0 | 2.0 | 2.0 | 2.0 |
| 4020 | Field Operations Division | 113.0 | 113.0 | 101.0 | 101.0 |
| 4021 | Traffic Unit Division | 10.0 | 10.0 | 10.0 | 10.0 |
| 4022 | Parking Control Division | 4.0 | 4.0 | 4.5 | 4.5 |
| 4023 | School Crossing Guards Divisio | 1.0 | 1.0 | 0.5 | 0.5 |
| 4024 | Vehicle Abatement Division | 4.0 | 4.0 | 3.0 | 3.0 |
| 4025 | Sunset/Buena Vista Area Divisi | 4.0 | 4.0 | 3.0 | 3.0 |
| 4030 | Support Services Division | 9.0 | 9.0 | 9.0 | 9.0 |
| 4031 | Technical Services Division | 3.0 | 3.0 | 3.0 | 3.0 |
| 4032 | Word Processing Division | 7.0 | 7.0 | 7.0 | 7.0 |
| 4033 | Evidence & Property Division | 2.0 | 2.0 | 2.0 | 2.0 |
| 4034 | Records Division | 16.0 | 16.0 | 14.0 | 14.0 |
| 4037 | Maintenance Services Division | 4.0 | 4.0 | 4.0 | 4.0 |
| 4040 | Investigation Division | 21.0 | 21.0 | 17.0 | 17.0 |
| 4041 | Narcotics and Vice Division | 7.0 | 7.0 | 7.0 | 7.0 |
| 4042 | School Resource Officers Divis | 6.0 | 6.0 | 6.0 | 6.0 |
| 4043 | Violence Suppression Unit Div | 16.0 | 16.0 | 16.0 | 16.0 |
| 4070 | Animal Control Svcs Division | 8.0 | 8.0 | 8.0 | 8.0 |
| 4090 | Joint Gang Task Force Division | 6.0 | 6.0 | 6.0 | 6.0 |
| | TOTAL | 251.0 | 251.0 | 230.0 | 230.0 |

Purpose

Police Administration provides direction, coordination, and support, for all Police Department Divisions to reach identified objectives. This effort includes matching community needs with available Department resources.

Division Operations

1. Provide information and referrals as requested by internal and external customers to ensure adequate communication and furtherance of the community-oriented policing philosophy. These efforts support building a safe and peaceful community.
2. Continue the COPS philosophy within the organization and community through programs such as: the Police Activities League, School Resource Officers/G.R.E.A.T., Police Explorers, and other programs providing linkages between the Department and community.
3. Continue organizing and presenting police related topics through the Community Academy to foster an environment of openness and understanding.
4. Continue to support the Police/Community Advisory Committee in their efforts to build a safe and peaceful community.
5. Continue to reach out to the community through a variety of recruitment activities.

Major Budget Changes

The Police Department budget was reduced 5.9% inclusive of the elimination of 21 positions, reductions in temporary pay, training and other operational accounts. Budget impacts associated with these reductions include: longer wait periods for residents when requesting non-emergency assistance, such as non-injury traffic accidents not posting a hazzard, vehicle burglaries and other property crimes; increasing the backlog of routine but essential administrative duties and functions of the department; restrict the time the front counter will be open to the public; and relegate training of officers to State law mandatory only schools.

Purpose

To work with Salinas residents to address neighborhood crime issues and promote community safety programs to reduce crime.

Division Operations

1. Present crime prevention programs through Neighborhood Watch and public presentations/community events.
2. Through the PAL and Explorer program, support, coordinate, and facilitate youth activities and programs.
3. Strengthen communication with Salinas residents through a variety of traditional and non-traditional public outreach initiatives, including conducting residents and High School academies.

Major Budget Changes

One vacant Police Officer position has been eliminated from the FY 2009-10 budget.

**POLICE DEPARTMENT
Community Relations Division**

4011

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 823,789 | 841,000 | 644,100 | 652,500 |
| 2. Office Supplies & Materials | 482 | 482 | 600 | 600 |
| 3. Special Dept Supplies | 814 | 1,261 | 2,000 | 2,000 |
| 4. Communications | 75 | 75 | 500 | 500 |
| 5. Administration/Contingencies | | 1,282 | | |
| 6. Training/Conferences/Meetings | 2,058 | 2,000 | 2,000 | 2,000 |
| TOTAL | 827,218 | 846,100 | 649,200 | 657,600 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 5 | 5 | 4 | 4 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

Ensure the best qualified individuals are recruited and selected for all positions in the Department. Provide continuing training to employees consistent with service to the community, individual professional growth and POST guidelines/requirements.

Division Operations

1. Work in partnership with the Commission on Peace Officer Standards and Training (POST) and the South Bay Regional Public Safety Training Consortium to enhance the quality of the Advanced Officer Training program while minimizing costs.
2. Continue to develop innovative, relevant quarterly firearms qualification courses for Department personnel.
3. Continue recruitment efforts to achieve and maintain full staffing.
4. Emphasize Community Oriented Policing concepts in all aspects of recruitment, hiring and training.

Major Budget Changes

None.

Purpose

Provide uniformed patrol throughout the community to prevent crime and disorder; apprehend criminal violators; conduct objective and professional investigations; provide information on crime prevention and community safety; respond promptly to crimes in progress; and provide high visibility patrol as needed.

Division Operations

1. Continued emphasis on community-oriented approach to service delivery.
2. Provide immediate response to any crime in progress involving violence or threats of violence.
3. Continue to seek alternative methods to provide prompt service to calls for service.
4. Continue to provide up to date training for recruits through the Field Training Officer Program.
5. Continue to provide state of the art support for criminal investigations through the Crime Scene Investigation Program.

Major Budget Changes

Two Community Service Officer and four vacant Police Officer positions have been eliminated from the FY 2009-10 budget per April 7, 2009 Council Action. Additionally, five (5) Police Officers and one (1) Sergeant future vacancies positions were eliminated from the budget by salary deduction.

**POLICE DEPARTMENT
Field Operations Division**

4020

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 17,262,121 | 17,664,000 | 15,827,300 | 16,155,200 |
| 2. Office Supplies & Materials | 11,516 | 11,516 | 33,800 | 33,800 |
| 3. Vehicle Fuels & Lubricants | 450,103 | 415,000 | 425,000 | 425,000 |
| 4. Small Tools & Equipment | 319 | 300 | 300 | 300 |
| 5. Clothing & Personal Equip | 143,830 | 90,000 | 80,000 | 80,000 |
| 6. Special Dept Supplies | 15,654 | 15,000 | 15,000 | 15,000 |
| 7. Outside Services | 8,897 | 7,074 | 8,000 | 8,000 |
| 8. Administration/Contingencies | | 23,810 | | |
| 9. Training/Conferences/Meetings | 2,026 | 2,000 | 2,000 | 2,000 |
| 10. Membership & Dues | 335 | 400 | 400 | 400 |
| TOTAL | 17,894,801 | 18,229,100 | 16,391,800 | 16,719,700 |
| Authorized Positions | 113 | 113 | 101 | 101 |

Funding Source

General Fund, Sales Tax SB172, Supplemental Law Enforcement AB3229, Measure V Fund

Purpose

Enforce state and city traffic laws and codes to improve highway/roadway safety and to promote public compliance through the use of specialized training and enforcement. Investigate traffic accidents for causative factors; relieve patrol personnel for other public safety duties; provide accident analyses to determine means for reducing accident rates.

Division Operations

1. Maintain specialized traffic enforcement in areas of school zones, increasing safety potential for children.
2. Reduce the number of injury accidents through an aggressive enforcement program.
3. Provide expertise in the investigation of injury and fatal traffic collisions.
4. Increase public awareness related to traffic safety through demonstrations and community involvement.
5. Increase school children pedestrian safety through education and parent involvement.
6. Regulate and monitor tow services utilized by the Department.
7. Assist Public Works in identifying traffic and pedestrian safety issues.

Major Budget Changes

Unused funds from the Office of Traffic Safety (Avoid the 18 Campaign) grant will carryover to FY 2008-09 and 2009-10. Funds for Training and Conferences of \$6,000 were eliminated in FY 2009-10 and FY 2010-11.

**POLICE DEPARTMENT
Traffic Unit Division**

4021

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 1,386,801 | 1,798,675 | 1,537,200 | 1,572,200 |
| 2. Office Supplies & Materials | 1,182 | 1,703 | 3,500 | 3,500 |
| 3. Clothing & Personal Equip | 2,719 | 2,500 | 2,500 | 2,500 |
| 4. Special Dept Supplies | 8,059 | 11,313 | 5,000 | 5,000 |
| 5. Professional Services | 11,460 | 15,080 | 7,500 | 7,500 |
| 6. Outside Services | 18,043 | 40,000 | 20,000 | 20,000 |
| 7. Administration/Contingencies | | 2,378 | | |
| 8. Training/Conferences/Meetings | 2,480 | 6,000 | | |
| 9. Capital Outlay | | 64,399 | | |
| TOTAL | 1,430,744 | 1,942,048 | 1,575,700 | 1,610,700 |
| Authorized Positions | 10 | 10 | 10 | 10 |

Funding Source

General Fund, Measure V Fund, MoCo Avoid the 18 Campaign 20072010

Purpose

Enforce city and state codes regarding parking laws for the orderly control of public parking areas.

Division Operations

1. Patrol downtown and surrounding areas for the purpose of enforcement of time-regulated parking areas.
2. Respond to complaints of illegal or unauthorized parking violations.
3. Immobilize vehicles with excessive parking violations on file.
4. Patrol for other parking violations, including violators of designated disabled parking spaces.
5. Conduct Administrative Review process for those wishing to contest parking citations.
6. Provide coverage as needed at special event details.

Major Budget Changes

One-half of a Community Service Officer funded by Measure V funds was transferred to this program from the School Crossing Guard program number 4023.

**POLICE DEPARTMENT
Parking Control Division**

4022

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 260,147 | 264,800 | 298,000 | 309,800 |
| 2. Office Supplies & Materials | 3,033 | 3,000 | 3,000 | 3,000 |
| 3. Clothing & Personal Equip | 1,963 | 2,000 | 3,000 | 3,000 |
| 4. Special Dept Supplies | 4,934 | 5,000 | 4,000 | 4,000 |
| TOTAL | 270,077 | 274,800 | 308,000 | 319,800 |
| Authorized Positions | 4.0 | 4.0 | 4.5 | 4.5 |

Funding Source

General Fund, Measure V Fund

Purpose

Provide safe crossing areas for school children at identified intersections in and around school zones.

Division Operations

1. Maintain school crossing guards at identified intersections and locations.
2. Continue an annual, in-house training class at the start of each school year to teach crossing guard procedures .
3. Coordinate with traffic enforcement in school zone areas to provide safe pedestrian traffic.
4. Maintain staffing of crossing guards to decrease the use of Community Service Officers and Police Officers for crossing guard duty.

Major Budget Changes

Funding is allocated each fiscal year to School Districts for their use in managing the Crossing Guard program. One-half of the Community Service Officer funded by Measure V funds was reduced from this program and added to Parking Control program number 4022.

**POLICE DEPARTMENT
School Crossing Guards Division**

4023

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 116,266 | 201,200 | 89,800 | 90,500 |
| 2. Office Supplies & Materials | 754 | 754 | 1,000 | 1,000 |
| 3. Clothing & Personal Equip | 2,129 | 1,929 | 4,000 | 4,000 |
| 4. Outside Services | 67,433 | 3,433 | 85,000 | 85,000 |
| 5. Administration/Contingencies | | 96,884 | | |
| TOTAL | 186,582 | 304,200 | 179,800 | 180,500 |
| Authorized Positions | 1.0 | 1.0 | 0.5 | 0.5 |

Funding Source

Measure V Fund

Purpose

Identify and remove all abandoned vehicles within the city limits to enhance the living environment. Enforce city codes and ordinances relative to long term parking violations and other nuisance complaints.

Division Operations

1. Remove all abandoned vehicles parked on city streets and public property in violation of state and city codes.
2. Respond to phone complaints regarding abandoned vehicles within three business days.
3. Coordinate efforts with the zoning code enforcement officer to target abandoned vehicles on private property for abatement.
4. Respond to complaints of illegal commercial, oversized and recreational vehicle parking within three working days.
5. Provide education to citizens regarding abandoned vehicles and other parking problems.
6. Explore alternative methods for improving abandoned vehicle enforcement on city streets.

Major Budget Changes

One Community Service Officer has been eliminated from this program.

**POLICE DEPARTMENT
Vehicle Abatement Division**

4024

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 276,789 | 267,462 | 211,800 | 219,200 |
| 2. Office Supplies & Materials | 3,076 | 3,051 | 7,300 | 7,300 |
| 3. Clothing & Personal Equip | 3,012 | 1,000 | 1,000 | 1,000 |
| 4. Outside Services | 22,691 | 25,000 | 25,000 | 25,000 |
| 5. Administration/Contingencies | | 4,249 | | |
| TOTAL | 305,568 | 300,762 | 245,100 | 252,500 |
| Authorized Positions | 4 | 4 | 3 | 3 |

Funding Source

Vehicle Abatement Fund, Measure V Fund

Purpose

Sunset/Buena Vista Redevelopment Project Area encompasses approximately 50% of the East Salinas area, which has experienced continuing disinvestment, blight and impediments to redevelopment due to high crime levels, especially violent crime. The Salinas Redevelopment Agency Implementation Plan has been amended to provide community safety initiatives that include enhanced police services to fight blight by reducing crime and municipal code violations within the Project Area.

Division Operations

1. Reduce crime activity and code violations in the Project Area.

Major Budget Changes

One Community Service Officer has been eliminated from the budget.

POLICE DEPARTMENT
Sunset/Buena Vista Area Division

4025

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 326,444 | 447,300 | 374,700 | 381,700 |
| 2. Administration/Contingencies | | 5,900 | | |
| TOTAL | 326,444 | 453,200 | 374,700 | 381,700 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 4 | 4 | 3 | 3 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

Sunset Ave Project, Measure V Fund

Purpose

Provide the assistance and tools needed by the Field Operations and Investigations Divisions to accomplish their law enforcement missions; Provide a wide range of evidence collection and processing services; Manage the Crime Scene Investigator program; Assist other city departments and outside agencies with information such as court packets and suspect profiles; Provide direct services to the community, such as filling requests for information in the form of police reports, research, and handouts.

Division Operations

1. Maintain an accurate and efficient information storage and retrieval system.
2. Investigate and reconstruct crime scenes; process photographic, fingerprint, video, vehicle, and firearms evidence.
3. Manage and maintain police facilities.
4. Conduct all functions with the best possible customer service.
5. Enhancement of the Department's report writing system and integration with the records management system to increase the level of information captured.

Major Budget Changes

Budget for FY 2009-10 reflects costs charged by Monterey County as follows: 911 Communications charges (\$2,300,000 plus \$250,000 in Fire Suppression), CJIS System (\$200,000), Booking Fees (\$100,000) and Radio Maintenance (\$55,000). Counties are allowed to bill cities for misdemeanor bookings that exceeded the average misdemeanor bookings of the prior three years. The booking fee budgeted at \$100,000 reflects anticipated amounts the County of Monterey may charge.

**POLICE DEPARTMENT
Support Services Division**

4030

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 1,145,442 | 1,220,930 | 1,149,000 | 1,165,300 |
| 2. Office Supplies & Materials | 7,079 | 7,072 | 10,000 | 10,000 |
| 3. Bldg/Veh/Equip Maint/Supplies | 27,645 | 25,000 | 25,000 | 25,000 |
| 4. Small Tools & Equipment | 200 | | 100 | 100 |
| 5. Clothing & Personal Equip | 1,233 | 1,000 | 1,000 | 1,000 |
| 6. Special Dept Supplies | 42,437 | 36,628 | 42,000 | 42,000 |
| 7. Communications | 1,938,662 | 2,256,649 | 2,565,500 | 2,765,500 |
| 8. Utilities | 54,877 | 56,605 | 80,200 | 80,200 |
| 9. Contract Maintenance Services | 82,253 | 72,251 | 80,000 | 80,000 |
| 10. Professional Services | 30,336 | 25,000 | 25,000 | 25,000 |
| 11. Outside Services | 149,488 | 174,702 | 190,000 | 190,000 |
| 12. Administration/Contingencies | | 219,376 | | |
| 13. Training/Conferences/Meetings | 90 | 5,817 | 500 | 500 |
| 14. Membership & Dues | | | 100 | 100 |
| 15. Buildings | | | | |
| 16. Capital Outlay | 52,981 | 33,173 | | |
| TOTAL | 3,532,723 | 4,134,203 | 4,168,400 | 4,384,700 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 9 | 9 | 9 | 9 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund, RAN Grant

Purpose

Process data and provide accurate and timely information. Prepare the monthly State Uniform Crime Report (UCR). Process all Department citations. Support the various computer systems which are not integrated into the City network, i.e., Mobile Computer Terminals (MCTs), video mug photo system, document imaging system (AllBase), Computer Aided Dispatch (CAD), California Law Enforcement Telecommunications System (CLETS), and fingerprint identification systems.

Division Operations

1. Conduct research and provide statistical information.
2. Prepare Uniform Crime Reports (UCR) in a timely and accurate manner.
3. Manage the alarm permit and false alarm program.
4. Process citations for Monterey County courts and City Attorney in a timely manner.
5. Provide technical support, user training, and manage and maintain computer applications not intergrated with the Wintegrate system.
6. Conduct all functions with the best possible customer service.

Major Budget Changes

None.

**POLICE DEPARTMENT
Technical Services Division**

4031

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 318,841 | 289,700 | 252,800 | 266,100 |
| 2. Office Supplies & Materials | 800 | 700 | 700 | 700 |
| 3. Special Dept Supplies | 16,331 | 11,500 | 11,500 | 11,500 |
| 4. Communications | 846 | 846 | 1,000 | 1,000 |
| 5. Contract Maintenance Services | 728 | 728 | 3,200 | 3,200 |
| 6. Outside Services | 1,012 | 6,033 | 6,200 | 6,200 |
| 7. Administration/Contingencies | | 6,793 | | |
| 8. Training/Conferences/Meetings | 436 | 500 | 500 | 500 |
| TOTAL | 338,994 | 316,800 | 275,900 | 289,200 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 3 | 3 | 3 | 3 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

Provide accurate and timely data entry and word processing services for the Field Operations, Investigations, and Support Services Divisions. This includes the Universe databases such as the Crime Reporting System (CRS), the Master Person File (PRS), the Arrest File (ARS), and the Traffic Accident Reporting System (TARS).

Division Operations

1. Process juvenile reports within 24 hours and adult arrest reports within 48 hours, in support of building a safe and peaceful community.
2. Enter TARS data in a timely manner.
3. Respond immediately to emergency typing requests.
4. Provide feedback regarding errors and corrections in the most mission-supportive and positive manner possible.
5. Conduct all functions with the best possible customer service.

Major Budget Changes

None.

POLICE DEPARTMENT
Word Processing Division

4032

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 472,061 | 498,700 | 461,800 | 471,100 |
| 2. Special Dept Supplies | 3,008 | 1,500 | 1,500 | 1,500 |
| TOTAL | 475,069 | 500,200 | 463,300 | 472,600 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 7 | 7 | 7 | 7 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

Support the process of successful prosecution by providing security, integrity and control of property. Facilitate the timely return of property to rightful owners. Ensure internal policies and procedures regarding the safekeeping of evidence are in compliance with all legal requirements.

Division Operations

1. Continue to support the process of successful prosecution by providing security, control and maintenance of evidence.
2. Return property to legal owners in a timely manner to ensure trust and good public relations.
3. Obtain additional storage space and containers, adhere to preservation techniques, prepare and transport evidence and seek alternative disposal sites.
4. Document, transport, and supervise the destruction of narcotics and weapons.
5. Continue training for evidence personnel and sworn personnel; Purge evidence and property; update manuals; update and improve the computer system.

Major Budget Changes

None.

POLICE DEPARTMENT
Evidence & Property Division

4033

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 197,742 | 172,100 | 157,900 | 160,100 |
| 2. Office Supplies & Materials | 2,543 | 2,500 | 2,500 | 2,500 |
| 3. Special Dept Supplies | 3,397 | 3,397 | 3,500 | 3,500 |
| 4. Administration/Contingencies | | 403 | | |
| 5. Training/Conferences/Meetings | 500 | 500 | 500 | 500 |
| 6. Membership & Dues | 67 | 100 | 100 | 100 |
| TOTAL | 204,249 | 179,000 | 164,500 | 166,700 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 2 | 2 | 2 | 2 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

Maintain a current and efficient information storage/retrieval system of arrest and incident reports to provide accurate Public Records Act services to the public and other governmental agencies. Provide information to the Investigation Division and Field Operations to accomplish their law enforcement missions.

Division Operations

1. Provide twenty-four hour immediate response to field officer requests.
2. Prepare court prosecution packets daily.
3. Provide excellent customer service to the public, Department personnel, and other agencies.
4. Maintain an efficient information storage/retrieval system by processing police reports and scanning them, and other information, daily onto an optical storage system.
5. Provide public fingerprint services and Taxi Driver permits two days per week.
6. Purge selected police records on an on-going basis.
7. Continually improve and streamline the efficiency and effectiveness of the Records Unit.

Major Budget Changes

Two Police Clerk positions have been eliminated from the budget.

Purpose

Maintain and provide vehicle maintenance for the Salinas Police Department. Maintain specialized vehicle equipment such as: sirens, lights, radar and communications, as well as all related safety equipment and supplies. Continue data entry for preventive maintenance and vehicle repair history database. Maintain Department offices in police department building, city hall and two rented locations.

Division Operations

1. Perform vehicle repairs in a timely manner.
2. Submit timely government fleet smog compliance reports to State Bureau of Automotive Repair.
3. Manage and maintain radio communications equipment.
4. Maintain positive public relations with internal and external customers in promoting community-oriented policing philosophy.
5. Assist in the maintenance of mobile computer terminals.
6. Maintain police department portion of new city-wide vehicle management software.

Major Budget Changes

Acquisition of new police vehicles for replacement of aging fleet has been suspended for the next two fiscal years. An additional \$20,000 for vehicle maintenance/repairs is included in this budget. FY 2009-10 COPS grant funding (\$565,000) will provide for the purchase of 10 new police patrol vehicles.

**POLICE DEPARTMENT
Maintenance Services Division**

4037

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 266,631 | 297,900 | 291,100 | 296,800 |
| 2. Office Supplies & Materials | 160 | 200 | 200 | 200 |
| 3. Bldg/Veh/Equip Maint/Supplies | 154,623 | 130,000 | 150,000 | 150,000 |
| 4. Clothing & Personal Equip | | | 500 | 500 |
| 5. Contract Maintenance Services | 208,405 | 208,405 | 221,000 | 221,000 |
| 6. Administration/Contingencies | | 17,095 | | |
| 7. Refunds & Reimb Damages | 24,353 | | | |
| 8. Buildings | 32,635 | | | |
| 9. Capital Outlay | 70,518 | 160,329 | | |
| TOTAL | 757,325 | 813,929 | 662,800 | 668,500 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 4 | 4 | 4 | 4 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

Conduct investigations in order to identify and apprehend suspects for prosecution purposes. This includes the identification of crime trends for proactive and focused investigation attention, such as surveillances and the use of sophisticated law enforcement equipment to prevent crimes, as well as identify and locate suspects. In addition to providing investigative personnel for criminal investigations, the Investigation Division will work closely with the Field Operations and Administration Division to promote strategies which build a safe and peaceful community.

Division Operations

1. Aggressively investigate criminal activity.
2. Increase the Investigation Division efforts to proactively target criminals that commit gang related, violent and property crimes; such as murder, assault with a deadly weapon, robbery, burglary, and other thefts.
3. Continue to provide a timely on-call response on a 24 hour basis for major criminal investigations or other crimes that require in-depth investigative support.
4. Increase efforts to provide informal and formal training to investigators.
5. Continue to assign personnel to monitor and arrest sex registrants who have been found to violate any provisions of Section 290 of the Penal Code in the City of Salinas.
6. Continue to work closely with other agencies to develop and promote collaborative, positive relationships.

Major Budget Changes

Four (4) vacant Police Officer positions have been eliminated from the budget.

POLICE DEPARTMENT
Investigation Division

4040

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 3,357,827 | 3,511,900 | 2,815,700 | 2,865,800 |
| 2. Office Supplies & Materials | 4,369 | 5,000 | 4,000 | 4,000 |
| 3. Small Tools & Equipment | 55 | 100 | 100 | 100 |
| 4. Clothing & Personal Equip | 695 | 100 | 100 | 100 |
| 5. Books and Publications | 27 | 100 | 100 | 100 |
| 6. Training/Conferences/Meetings | 7,080 | 7,000 | 7,000 | 7,000 |
| 7. Membership & Dues | 200 | 200 | 200 | 200 |
| TOTAL | 3,370,253 | 3,524,400 | 2,827,200 | 2,877,300 |

| | | | | |
|-----------------------------|-----------|-----------|-----------|-----------|
| Authorized Positions | 21 | 21 | 17 | 17 |
|-----------------------------|-----------|-----------|-----------|-----------|

Funding Source

General Fund

Purpose

Serve as a proactive unit for the purpose of identifying and arresting criminals involved in the illegal manufacture, sales, or use of narcotics. Investigate other crimes such as prostitution, illegal gambling and bookmaking. Monitor legal activities such as card rooms and bingo games. Work with outside agencies to include the State Department of Alcohol Beverage Control to investigate and monitor alcohol sales in the City of Salinas. Strive to develop sources of information that will be useful in solving other crimes in the community.

Division Operations

1. Continue to conduct investigations into illegal narcotic activity as well as develop strategies to reduce the manufacture, sale and use of illegal narcotics.
2. Improve efforts to develop strategies to reduce other crimes such as prostitution, illegal gambling and bookmaking.
3. Improve efforts to increase the number of crime tips received on narcotic activities, prostitution and illegal gambling.
4. Continue to work closely with other units in the police department to develop anti-drug strategies.
5. Improve efforts to work closely with other narcotics and vice units and other individuals or agencies which share similar responsibilities.
6. Continue to work closely with neighborhood groups to identify narcotic problems and then take the necessary enforcement action to improve the quality of life in that particular neighborhood.

Major Budget Changes

None.

**POLICE DEPARTMENT
Narcotics and Vice Division**

4041

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 904,477 | 1,066,300 | 1,097,500 | 1,109,100 |
| 2. Office Supplies & Materials | 626 | 500 | 500 | 500 |
| 3. Special Dept Supplies | 4,007 | 4,007 | 12,000 | 12,000 |
| 4. Rents & Leases | 16,342 | 20,000 | 20,000 | 20,000 |
| 5. Administration/Contingencies | | 7,993 | | |
| TOTAL | 925,452 | 1,098,800 | 1,130,000 | 1,141,600 |
| Authorized Positions | 7 | 7 | 7 | 7 |

Funding Source

General Fund

Purpose

Work with students, parents, teachers and administrators to ensure a peaceful and safe learning environment in our schools. Work with "problem behavior" students through counseling, referral, and personal contact including classroom presentations. Solve school-related crimes and successfully prosecute juveniles who have not responded to guidance through counseling. Relieve patrol personnel of time-consuming investigations occurring at local schools.

Division Operations

1. Coordinate efforts in gang awareness and prevention within Salinas schools.
2. Analyze alternatives and implement procedures to reduce juvenile gang activity, truancy, and juvenile crime.
3. Act as a liaison for gang intelligence information, prevention and suppression involving students.
4. Work with the Patrol Division to provide safe areas around campuses.
5. Continue Gang Resistance Education And Training program in select elementary schools.
6. Continue to evaluate effectiveness of GREAT program, in partnership with local school officials.

Major Budget Changes

None.

POLICE DEPARTMENT
School Resource Officers Division

4042

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 928,693 | 977,600 | 925,100 | 947,500 |
| 2. Office Supplies & Materials | 518 | 200 | 200 | 200 |
| 3. Special Dept Supplies | 5,593 | 5,593 | 10,000 | 10,000 |
| 4. Communications | 186 | 570 | 1,600 | 1,600 |
| 5. Rents & Leases | 17,100 | 17,100 | 17,100 | 17,100 |
| 6. Administration/Contingencies | | 20,437 | | |
| 7. Training/Conferences/Meetings | 1,910 | 1,000 | 1,000 | 1,000 |
| TOTAL | 954,000 | 1,022,500 | 955,000 | 977,400 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 6 | 6 | 6 | 6 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

Collect information on gangs and gang members and investigate gang-related crimes. Provide gang-related training and other criminal intelligence to law enforcement and members of the community. Identify and suppress gang/criminal activity. Provide highly trained and coordinated special weapons and tactics teams for unusual, high risk, or other unique events. Provide enforcement support to other units and divisions in the police department.

Division Operations

1. Continue to expand and improve a comprehensive criminal gang and gang member certification process under the California Penal Code.
2. Continue to aggressively identify violent gang members and other violent criminals for the arrest and prosecution of a variety of crimes.
3. Continue to work with the Monterey County District Attorney's Office and other allied agencies to ensure vertical prosecution of gang members for their crimes.
4. Improve our efforts to work closely with parents or other community members for the purpose of providing them information or training that will help at-risk youth.
5. Continue to conduct special weapons and tactics operations as required in high-risk and other special events.

Major Budget Changes

None.

POLICE DEPARTMENT
Violence Suppression Unit Division

4043

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 2,359,786 | 2,464,400 | 2,539,700 | 2,595,600 |
| 2. Contract Maintenance Services | 229 | 229 | 1,000 | 1,000 |
| 3. Outside Services | 3,673 | 700 | 700 | 700 |
| 4. Administration/Contingencies | | 871 | | |
| 5. Training/Conferences/Meetings | | 2,000 | 2,000 | 2,000 |
| TOTAL | 2,363,688 | 2,468,200 | 2,543,400 | 2,599,300 |
| | | | | |
| Authorized Positions | 16 | 16 | 16 | 16 |

Funding Source

General Fund

Purpose

Provide additional trained assistance to the Department when specific needs exceed normal resources. This assistance consists of Level I and Level II Reserve Officers who work primarily within the Field Operations Division in a variety of roles including second officer duties in a patrolling vehicle. Reserve officers provide a variety of services, such as prisoner transport, backup to other units, abandoned vehicle enforcement, DUI checkpoint, crowd control, and traffic direction.

Division Operations

1. Provide police reserve services for special events, such as Big Week activities, Kiddiekapers Parade, natural disasters, and other events as needed. Provide police reserve services on a regular basis, primarily on weekends as follows: prisoner transport, DUI Checkpoints, and abandoned vehicle enforcement.
2. Maintain required Advanced Officer Training for Level 1 officers.

Major Budget Changes

The budget includes funding in the amount of \$128,400 for 8 (eight) Police Cadets for both fiscal years 2009-10 and 2010-11.

**POLICE DEPARTMENT
Reserves Division**

4050

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 1,078 | 108,000 | 123,000 | 123,000 |
| 2. Clothing & Personal Equip | | | 4,000 | 4,000 |
| 3. Administration/Contingencies | | 3,715 | | |
| 4. Training/Conferences/Meetings | | | 500 | 500 |
| 5. Recognition-Award-Protocol | | 1,885 | 900 | 900 |
| TOTAL | 1,078 | 113,600 | 128,400 | 128,400 |

Authorized Positions

Funding Source

General Fund

Purpose

Provide effective animal control, licensing, lost/found and adoption programs for all stray and unwanted animals within the city.

Division Operations

1. Protect Salinas residents from the negative community impacts of unwanted pets, strays, and dangerous animals.
2. Provide humane care of animals housed at the shelter.
3. Promote adoption of animals and their placement in caring and responsible homes.
4. Maintain licensing program to provide effective identification of pets in the community through the use of technology.
5. Develop active volunteer programs to assist the shelter in providing effective lost/found, adoption, public education and spray/neuter programs.
6. Research and prioritize programs that will reduce the number of stray and unwanted pets in the City.
7. Ensure clean and healthy conditions in the kennels and other areas of the shelter.

Major Budget Changes

None.

Purpose

Provide an average of 20 hours of Driving Under the Influence enforcement patrols every other week. Reduce injuries associated with DUI related accidents.

Division Operations

1. Staff a two person DUI enforcement team every other weekend.
2. Increase knowledge of DUI laws and perceived risk of apprehension through education and media opportunities.
3. Conduct DUI checkpoints on a quarterly basis.

Major Budget Changes

Employee Service costs are exclusively for overtime.

**POLICE DEPARTMENT
DUI Enforcement Division**

4077

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 19,719 | 20,000 | 20,000 | 20,000 |
| TOTAL | 19,719 | 20,000 | 20,000 | 20,000 |

Authorized Positions

Funding Source

General Fund

Purpose

Provides for the identification of assets (visible and hidden) held by local criminal enterprises. Asset seizure provides for lawful forfeiture, utilizing State and Federal Asset Seizure programs to enhance local enforcement efforts.

Division Operations

1. Continue to identify and seize assets used to facilitate narcotic transactions.
2. Identify and seize assets deemed "proceeds" from narcotic transactions.
3. Enhance our efforts to detect and attack criminal enterprises utilizing civil law in conjunction with criminal law.
4. Aggressive use of assets to supplement local law enforcement's efforts toward narcotics related enforcement.

Major Budget Changes

None.

**POLICE DEPARTMENT
Asset Seizure Division**

4080

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Communications | 35,776 | 37,000 | 35,000 | 35,000 |
| 2. Training/Conferences/Meetings | 9,183 | | | |
| TOTAL | 44,959 | 37,000 | 35,000 | 35,000 |

Authorized Positions

Funding Source

Asset Seizure Fund

Purpose

Participate in the county-wide Gang Task Force to investigate gang criminal activity and collect information on gangs and gang members. Increase the flow of gang-related information among various law enforcement agencies within the county.

Division Operations

1. Reduce gang-related crimes throughout the county.
2. Identify and apprehend gang members responsible for criminal conduct.
3. Gather and disseminate gang information to affected agencies.
4. Provide gang training to Monterey County agency personnel.
5. Meet with community members and collectively work toward solutions to reduce gang violence.

Major Budget Changes

A grant from the federal government to partially fund the City's Gang Task Force operations has been requested by the Monterey County Sheriff's Department to the federal government. Due to the uncertainty of securing the funds, the program operations are fully funded with Measure V funds in FY 2009-10.

**POLICE DEPARTMENT
Joint Gang Task Force Division**

4090

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 1,174,643 | 1,266,131 | 1,158,500 | 1,178,800 |
| 2. Office Supplies & Materials | 2,074 | 2,074 | 40,500 | 40,500 |
| 3. Rents & Leases | | | 25,000 | 25,000 |
| 4. Administration/Contingencies | | 38,426 | | |
| 5. Advertising | 57 | | | |
| 6. Training/Conferences/Meetings | 7,269 | 3 | | |
| 7. Capital Outlay | 10,010 | 34,532 | | |
| TOTAL | 1,194,053 | 1,341,166 | 1,224,000 | 1,244,300 |
| Authorized Positions | 6 | 6 | 6 | 6 |

Funding Source

Measure V Fund, BJA Grant Fund

POLICE DEPARTMENT Work Force

| Administration Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|--|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Chief of Police | 1.0 | 1.0 | 1.0 | 1.0 |
| Administrative Secretary | 2.0 | 2.0 | 2.0 | 2.0 |
| Total | 3.0 | 3.0 | 3.0 | 3.0 |
| Community Relations Division | | | | |
| Police Sergeant | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Officer | 4.0 | 4.0 | 3.0 | 3.0 |
| Total | 5.0 | 5.0 | 4.0 | 4.0 |
| Personnel & Training Division | | | | |
| Police Sergeant | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Officer | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 2.0 | 2.0 | 2.0 | 2.0 |
| Field Operations Division | | | | |
| Deputy Chief | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Commander | 4.0 | 4.0 | 4.0 | 4.0 |
| Police Sergeant | 12.0 | 12.0 | 12.0 | 12.0 |
| Police Sergeant(Unfunded) | | | -1.0 | -1.0 |
| Police Officer (4 MV) | 89.0 | 89.0 | 85.0 | 85.0 |
| Police Officer (Unfunded) | | | -5.0 | -5.0 |
| Comm Service Offcr (5 MV) | 7.0 | 7.0 | 5.0 | 5.0 |
| Total | 113.0 | 113.0 | 101.0 | 101.0 |
| Traffic Unit Division | | | | |
| Police Sergeant | 2.0 | 2.0 | 2.0 | 2.0 |
| Police Officer | 7.0 | 7.0 | 7.0 | 7.0 |
| Comm Service Offcr (MV) | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 10.0 | 10.0 | 10.0 | 10.0 |

POLICE DEPARTMENT

Work Force

| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---|---------------------|---------------------|------------------|---------------|
| Parking Control Division | | | | |
| Comm Serv Offcr (2.5 MV) | 4.0 | 4.0 | 4.5 | 4.5 |
| School Crossing Guards Division | | | | |
| Community Serv Offcr (MV) | 1.0 | 1.0 | 0.5 | 0.5 |
| Vehicle Abatement Division | | | | |
| Comm Service Offcr (1 MV) | 4.0 | 4.0 | 3.0 | 3.0 |
| Sunset/Buena Vista Area Division | | | | |
| Police Officer | 2.0 | 2.0 | 2.0 | 2.0 |
| Comm Service Offcr (MV) | 2.0 | 2.0 | 1.0 | 1.0 |
| Total | 4.0 | 4.0 | 3.0 | 3.0 |
| Support Services Division | | | | |
| Senior Police Clerk | 1.0 | 1.0 | 1.0 | 1.0 |
| Criminalist | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Commander | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Sergeant | 1.0 | 1.0 | 1.0 | 1.0 |
| Community Service Officer | 4.0 | 4.0 | 4.0 | 4.0 |
| Latent Fingerprint Tech | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 9.0 | 9.0 | 9.0 | 9.0 |
| Technical Services Division | | | | |
| Technical Serv Coord | 1.0 | 1.0 | 1.0 | 1.0 |
| Senior Police Clerk | 2.0 | 2.0 | 2.0 | 2.0 |
| Total | 3.0 | 3.0 | 3.0 | 3.0 |
| Word Processing Division | | | | |
| Word Processing Operator | 6.0 | 6.0 | 6.0 | 6.0 |
| Supvsg Wrđ Proc Operator | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 7.0 | 7.0 | 7.0 | 7.0 |

POLICE DEPARTMENT Work Force

| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---|---------------------|---------------------|------------------|---------------|
| Evidence & Property Division | | | | |
| Evidence Technician | 1.0 | 1.0 | 1.0 | 1.0 |
| Sr Evidence Technician | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 2.0 | 2.0 | 2.0 | 2.0 |
| Records Division | | | | |
| Police Records Coord | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Clerk (1 MV) | 11.0 | 11.0 | 9.0 | 9.0 |
| Supervising Police Clerk | 4.0 | 4.0 | 4.0 | 4.0 |
| Total | 16.0 | 16.0 | 14.0 | 14.0 |
| Maintenance Services Division | | | | |
| Equipment Inventory Tech | 1.0 | 1.0 | 1.0 | 1.0 |
| Sr Vehicle Maint Asst | 1.0 | 1.0 | 1.0 | 1.0 |
| Pub Safety Facilities Wkr | 2.0 | 2.0 | 2.0 | 2.0 |
| Total | 4.0 | 4.0 | 4.0 | 4.0 |
| Investigation Division | | | | |
| Senior Police Clerk | 1.0 | 1.0 | 1.0 | 1.0 |
| Deputy Chief | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Commander | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Sergeant | 2.0 | 2.0 | 2.0 | 2.0 |
| Police Corporal | 2.0 | 2.0 | 2.0 | 2.0 |
| Police Officer | 13.0 | 13.0 | 9.0 | 9.0 |
| Community Service Officer | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 21.0 | 21.0 | 17.0 | 17.0 |
| Narcotics and Vice Division | | | | |
| Police Sergeant | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Corporal | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Officer | 5.0 | 5.0 | 6.0 | 6.0 |
| Total | 7.0 | 7.0 | 7.0 | 7.0 |

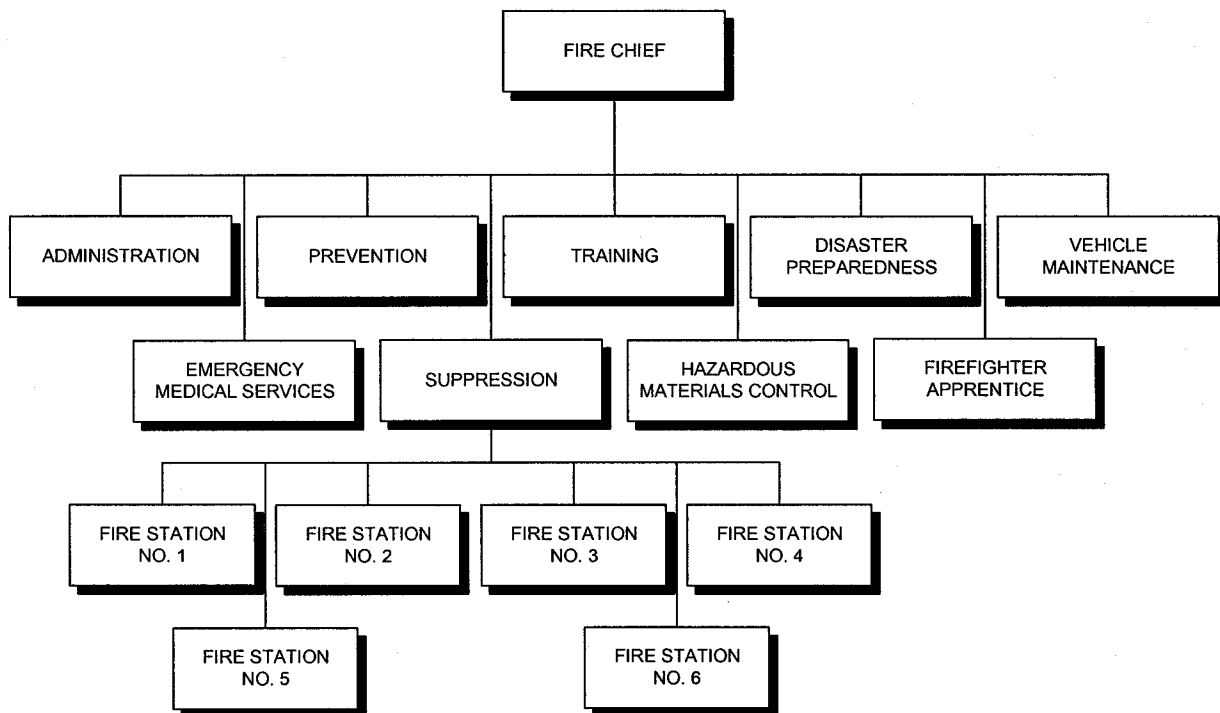
POLICE DEPARTMENT Work Force

| School Resource Officers Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Police Sergeant | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Officer | 5.0 | 5.0 | 5.0 | 5.0 |
| Total | 6.0 | 6.0 | 6.0 | 6.0 |
| Violence Suppression Unit Division | | | | |
| Police Sergeant | 2.0 | 2.0 | 2.0 | 2.0 |
| Police Officer | 14.0 | 14.0 | 14.0 | 14.0 |
| Total | 16.0 | 16.0 | 16.0 | 16.0 |
| Animal Control Svcs Division | | | | |
| Animal Cont Offcr (1 MV) | 3.0 | 3.0 | 3.0 | 3.0 |
| Animal Services Supv | 1.0 | 1.0 | 1.0 | 1.0 |
| Animal Services Mgr | 1.0 | 1.0 | 1.0 | 1.0 |
| Animal Servs Office Asst | 1.0 | 1.0 | 1.0 | 1.0 |
| Animal Care Tech | 2.0 | 2.0 | 2.0 | 2.0 |
| Total | 8.0 | 8.0 | 8.0 | 8.0 |
| Joint Gang Task Force Division | | | | |
| Police Commander (MV) | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Sergeant (MV) | 1.0 | 1.0 | 1.0 | 1.0 |
| Police Officer (MV) | 4.0 | 4.0 | 4.0 | 4.0 |
| Total | 6.0 | 6.0 | 6.0 | 6.0 |
| Department Total | | | | |
| | 251.0 | 251.0 | 230.0 | 230.0 |



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FIRE Divisions



FIRE DEPARTMENT Summary

Purpose

The Department is organized into seven divisions: Administration, Suppression, EMS, Prevention, Training-Disaster Preparedness, Vehicle Maintenance and Hazardous Materials Control. The Fire Department provides prevention and code enforcement services and emergency response to the citizens and businesses of the community. Prevention activities include inspections of all occupancy types, fire code enforcement and public education presentations. Emergency responses include fire suppression, paramedic service (EMS), Hazardous Materials incident response (Haz-Mat), vehicle accident response and rescues, including extrication and basic confined space rescue. Department responses also include hazardous conditions such as arcing or downed power lines, electrical system malfunctions, water system malfunctions, odor problems/concerns and responses to hazardous material releases or spills and non-emergent public assistance.

City Council Goals, Strategies, and Objectives

1. Organizational Effectiveness: Strategy 1: Operational Effectiveness ; a) Department Analysis, b) Data review, c) Develop a organizational restructuring model for efficiency and d) Decrease the number of working structure fires by 10%. Strategy 2: Compliance; a) Program Review, b) Training review. Strategy 3: Emergency Operations; a) Mutual-aid and Auto-aid, b) Emergency responses. Strategy 4: Training; a) State training mandates and b) Fire prevention training.
2. Public Safety: Strategy 1: Community Outreach ; Develop youth programs for employment into the fire service.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. FY 2008-09 General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. The FY 2009-10 Fire Department budget was reduced 5.3%. The Department will reestablish the Fire Explorer Program in FY 2009-10 in concurrence with the Apprentice Program. Two (2) firefighter positions and one (1) Emergency Services Battalion Chief position are being frozen in FY 2009-10. An additional Firefighter position is unfunded in FY 2009-10. Reductions in equipment, training, and other operational accounts will increase the replacement cycle of safety equipment from 3 to 5 years, will limit the acquisition of training materials and hiring specialized training instructors and reduce maintenance of the department's equipment and buildings.

FIRE DEPARTMENT Summary

| Expenditures by Program | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------------|-----------------|-----------------|------------------|---------------|
| 4505 Administration Division | 401,405 | 498,100 | 412,800 | 417,200 |
| 4510 Suppression Division | 13,626,476 | 14,093,100 | 13,104,400 | 13,571,600 |
| 4520 Emergency Medical Svcs Divisio | 779,726 | 855,500 | 522,600 | 537,300 |
| 4530 Prevention Division | 644,386 | 661,600 | 623,800 | 634,700 |
| 4535 Disaster Preparedness Division | | 41,400 | 51,400 | 52,600 |
| 4540 Training Division | 91,608 | 55,800 | 51,800 | 52,200 |
| 4560 Vehicle Maintenance Division | 251,249 | 242,300 | 237,500 | 240,300 |
| 4570 Hazardous Material Control Div | 121,866 | 160,800 | 156,300 | 160,400 |
| 4580 Firefighter Apprentice Program | | 130,100 | 25,000 | 25,000 |
| TOTAL | 15,916,716 | 16,738,700 | 15,185,600 | 15,691,300 |

Expenditures by Character

| | | | | |
|-----------------------------------|------------|------------|------------|------------|
| 1. Employee Services | 15,073,805 | 15,781,800 | 14,351,800 | 14,832,500 |
| 2. Office Supplies & Materials | 8,924 | 8,853 | 10,200 | 10,200 |
| 3. Bldg/Veh/Equip Maint/Supplies | 142,066 | 118,461 | 119,600 | 119,600 |
| 4. Vehicle Fuels & Lubricants | 103,633 | 86,782 | 90,200 | 90,200 |
| 5. Small Tools & Equipment | 16,175 | 13,108 | 14,400 | 14,400 |
| 6. Clothing & Personal Equip | 67,621 | 42,369 | 52,000 | 52,000 |
| 7. Books and Publications | 4,156 | 2,581 | 4,100 | 4,100 |
| 8. Special Dept Supplies | 6,216 | 5,144 | 6,900 | 6,900 |
| 9. Communications | 228,648 | 232,266 | 293,500 | 318,500 |
| 10. Utilities | 42,046 | 44,074 | 49,200 | 49,200 |
| 11. Contract Maintenance Services | 120,641 | 114,101 | 135,300 | 135,300 |
| 12. Professional Services | 9,330 | 10,746 | 16,300 | 16,300 |
| 13. Outside Services | 2,781 | 3,281 | 3,400 | 3,400 |
| 14. Administration/Contingencies | | 214,685 | | |
| 15. Training/Conferences/Meetings | 68,707 | 59,329 | 37,400 | 37,400 |
| 16. Membership & Dues | 1,020 | 1,120 | 1,300 | 1,300 |
| 17. Insurance and Bonds | | | | |
| 18. Capital Outlay | 20,947 | | | |
| TOTAL | 15,916,716 | 16,738,700 | 15,185,600 | 15,691,300 |

Expenditures by Fund

| | | | | |
|---------------------------------|------------|------------|------------|------------|
| General Fund | 14,940,142 | 15,680,100 | 14,457,300 | 14,943,700 |
| Measure V Fund | 196,848 | 203,100 | 205,700 | 210,300 |
| Emergency Medical Services Fund | 779,726 | 855,500 | 522,600 | 537,300 |
| TOTAL | 15,916,716 | 16,738,700 | 15,185,600 | 15,691,300 |

FIRE DEPARTMENT Summary

| Workforce by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------|--------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 4505 | Administration Division | 3.00 | 3.00 | 3.00 | 3.00 |
| 4510 | Suppression Division | 87.00 | 87.00 | 84.00 | 84.00 |
| 4520 | Emergency Medical Svcs Divisio | 1.00 | 1.00 | | |
| 4530 | Prevention Division | 5.00 | 4.75 | 4.75 | 4.75 |
| 4535 | Disaster Preparedness Division | | 0.25 | 0.25 | 0.25 |
| | TOTAL | 96.00 | 96.00 | 92.00 | 92.00 |



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Purpose

Administration is responsible for integrating the goals and objectives established by the City Council into the support and delivery divisions of the Fire Department. Fire Administration is responsible for the management of the monetary and human resources allocated and the establishment of department policies and procedures in accordance with state and local laws, memoranda of understanding and contractual agreements with related regional agencies. Fire Administration is responsible for the continual self-assessment of the department's effectiveness and efficiency and the implementation of life safety programs in the community.

Division Operations

1. Utilize Firehouse program in a more effective manner. Implement all appropriate modules.
2. Utilize grant funding to minimize impacts to the General Fund.
3. Develop a Department Explorer program.
4. Investigate revenue-generating options to minimize impacts on General Fund.

Major Budget Changes

None.

**FIRE DEPARTMENT
Administration Division****4505**

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 369,865 | 460,500 | 403,300 | 407,700 |
| 2. Office Supplies & Materials | 2,665 | 2,665 | 3,300 | 3,300 |
| 3. Books and Publications | 126 | 126 | 300 | 300 |
| 4. Special Dept Supplies | 1,454 | 1,400 | 1,400 | 1,400 |
| 5. Communications | 2,140 | 2,140 | 2,300 | 2,300 |
| 6. Contract Maintenance Services | 1,609 | 1,609 | 1,800 | 1,800 |
| 7. Administration/Contingencies | | 14,404 | | |
| 8. Training/Conferences/Meetings | 5,888 | 14,871 | | |
| 9. Membership & Dues | 385 | 385 | 400 | 400 |
| 10. Capital Outlay | 17,273 | | | |
| TOTAL | 401,405 | 498,100 | 412,800 | 417,200 |
| Authorized Positions | 3 | 3 | 3 | 3 |

Funding Source

General Fund

Purpose

The Suppression Division is committed to provide 24-hour protection to the residents and visitors of Salinas from the effects of fire, medical emergencies and hazards. Uncontrolled fires, medical emergencies, vehicle accidents, earthquakes, hazardous materials leaks, electrical and natural gas emergencies, are a few of the many situations to which the Suppression Division responds with the available personnel, equipment and expertise.

Division Operations

1. Finalize Standard Operations Procedures and Guideline Manuals.
2. Continue to update emergency procedures and policies as new techniques and technologies become available and as funding allows.
3. Enhance firefighting operations and safety through a collaborative effort with all levels of fire department personnel.
4. Develop fire department employees through career track development and training.
5. Conduct Firefighter Explorer Program.

Major Budget Changes

911 Communications charges (\$250,000) are budgeted in fiscal year 2009-10 and \$275,000 in fiscal year 2010-11. Two (2) firefighter positions are being eliminated in both FY 2009-10 and FY 2010-11. An additional Firefighter position is unfunded in both years.

FIRE DEPARTMENT Suppression Division

4510

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 13,070,939 | 13,519,500 | 12,530,900 | 12,973,100 |
| 2. Office Supplies & Materials | 3,245 | 3,245 | 3,500 | 3,500 |
| 3. Bldg/Veh/Equip Maint/Supplies | 20,361 | 22,261 | 21,400 | 21,400 |
| 4. Vehicle Fuels & Lubricants | 96,099 | 80,000 | 83,000 | 83,000 |
| 5. Small Tools & Equipment | 12,949 | 9,369 | 10,500 | 10,500 |
| 6. Clothing & Personal Equip | 63,230 | 39,000 | 38,000 | 38,000 |
| 7. Books and Publications | 730 | 230 | 700 | 700 |
| 8. Special Dept Supplies | 1,396 | 1,000 | 1,000 | 1,000 |
| 9. Communications | 220,396 | 219,987 | 277,300 | 302,300 |
| 10. Utilities | 42,046 | 44,074 | 49,200 | 49,200 |
| 11. Contract Maintenance Services | 65,352 | 56,401 | 72,000 | 72,000 |
| 12. Professional Services | 4,912 | 5,028 | 9,000 | 9,000 |
| 13. Outside Services | 2,781 | 3,281 | 3,400 | 3,400 |
| 14. Administration/Contingencies | | 83,738 | | |
| 15. Training/Conferences/Meetings | 19,561 | 5,986 | 4,500 | 4,500 |
| 16. Membership & Dues | | | | |
| 17. Capital Outlay | 2,479 | | | |
| TOTAL | 13,626,476 | 14,093,100 | 13,104,400 | 13,571,600 |
| Authorized Positions | 87 | 87 | 84 | 84 |

Funding Source

General Fund

Purpose

The EMS Division provides 24-hour medical crisis intervention at the paramedic first responder level by utilizing 21 fire suppression personnel crossed trained as paramedics. The objective is to respond quickly to begin early treatment and care of ill or injured Salinas residents and visitors prior to arrival of the transport ambulance. Fire Department paramedics continue care of critical patients during transport to local hospitals.

Division Operations

1. Provide paramedic internships for SFD personnel, fire agencies, and accredited paramedic schools
2. Maintain a preparedness plan for ambulance transport system in the City of Salinas.
3. Provide training and SFD involvement in the City and County-wide AED/CPR/Infection Control program.
4. Upgrade EMS equipment, training aids, and EMS manuals.
5. Maintain service contracts and complete schedule service on all EMS equip
6. Establish Peer Review program for Salinas Fire Department paramedics.
7. Work with Monterey County EMSA and advance life support fire agencies in Monterey County to improve patient care reporting.

Major Budget Changes

Paramedic program is substantially funded by Measure V funds (\$522,500) and by \$18,000 contribution from the County CSA 74 funds. One (1) Emergency Services/Training Battalion Chief position responsible of the Emergency Medical Services Division has been eliminated in FY 2009-10. Elimination of this position will reduce administrative support of emergency services and training and the work load will be distributed among shift Battalion Chiefs. Paramedic premium pay (12.5%) was reduced from twenty-seven (27) to twenty-one (21) emergency services personnel. Paramedic response times will remain at or below industry standards.

**FIRE DEPARTMENT
Emergency Medical Svcs Division**

4520

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 734,965 | 807,200 | 474,300 | 489,000 |
| 2. Office Supplies & Materials | 437 | 800 | 800 | 800 |
| 3. Bldg/Veh/Equip Maint/Supplies | 13,072 | 16,000 | 16,000 | 16,000 |
| 4. Books and Publications | 189 | 300 | 300 | 300 |
| 5. Communications | 1,254 | 1,800 | 1,800 | 1,800 |
| 6. Contract Maintenance Services | 17,598 | 15,100 | 15,100 | 15,100 |
| 7. Professional Services | | 1,300 | 1,300 | 1,300 |
| 8. Training/Conferences/Meetings | 12,211 | 12,900 | 12,900 | 12,900 |
| 9. Membership & Dues | | 100 | 100 | 100 |
| TOTAL | 779,726 | 855,500 | 522,600 | 537,300 |

| | | |
|-----------------------------|----------|----------|
| Authorized Positions | 1 | 1 |
|-----------------------------|----------|----------|

Funding Source

Emergency Medical Services Fund

Purpose

The Fire Prevention Bureau is charged with enforcing the laws and ordinances established to provide a degree of safety to life and protection of property from fire. The Bureau is authorized by California Code of Regulations, Title 24, to enforce all ordinances of the jurisdiction pertaining to the prevention of fires; the suppression, extinguishment, storage, use and handling of hazardous materials; the maintenance and regulation of means of egress, automatic, manual and other private fire alarm systems and fire extinguishing equipment; the elimination of fire hazards on land and in buildings, structures and other property, including those under construction; the investigation as to the cause, origin and circumstances of fire and unauthorized releases of hazardous materials.

Division Operations

1. Implement engine company inspections.
2. Commence preparation for formal code adoption with the State.
3. Provide additional fire investigation training for cause and origin for prevention staff and develop suppression personnel to augment prevention staff in fire investigation.

Major Budget Changes

The Battalion Chief/Fire Marshal position is funded by Measure V and the position is allocated three-quarters to Prevention and one-quarter to the new Disaster Preparedness program #4535.

FIRE DEPARTMENT Prevention Division

4530

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 624,383 | 636,600 | 602,300 | 613,200 |
| 2. Office Supplies & Materials | 1,193 | 1,243 | 1,700 | 1,700 |
| 3. Bldg/Veh/Equip Maint/Supplies | 72 | 100 | 100 | 100 |
| 4. Vehicle Fuels & Lubricants | 182 | 282 | 700 | 700 |
| 5. Small Tools & Equipment | 431 | 400 | 400 | 400 |
| 6. Clothing & Personal Equip | 3,381 | 2,200 | 2,200 | 2,200 |
| 7. Books and Publications | 2,471 | 1,225 | 1,500 | 1,500 |
| 8. Special Dept Supplies | 2,437 | 2,107 | 3,500 | 3,500 |
| 9. Communications | 2,966 | 2,997 | 3,200 | 3,200 |
| 10. Contract Maintenance Services | 89 | 89 | 400 | 400 |
| 11. Administration/Contingencies | | 7,576 | | |
| 12. Training/Conferences/Meetings | 6,146 | 6,146 | 7,000 | 7,000 |
| 13. Membership & Dues | 635 | 635 | 800 | 800 |
| TOTAL | 644,386 | 661,600 | 623,800 | 634,700 |
| Authorized Positions | 5.00 | 4.75 | 4.75 | 4.75 |

Funding Source

General Fund, Measure V Fund

Purpose

The Disaster Preparedness Division administers the City of Salinas Multi-Hazard Functional Plan. The division is responsible for the training of city personnel on the plan functions. The division is responsible for ensuring that disaster communications equipment is functional and sufficient to support EOC operations in the event of activation. Mitigation plans are developed by division staff to prevent or lessen the impact of various disasters should they occur.

Division Operations

1. Provide training for City of Salinas personnel on Emergency Operations Center.
2. Conduct one full-scale functional EOC exercise.
3. Train selected EOC staff on the IMICS Satellite Communications Unit.
4. Test IMICS system quarterly.
5. Develop mitigation plans for earthquake and railway incidents.

Major Budget Changes

Disaster preparedness is administered by the Battalion Chief/Fire Marshal position (one-quarter), which is funded by Measure V. This division was previously included in the training budget program (4540).

**FIRE DEPARTMENT
Disaster Preparedness Division**

4535

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | 40,800 | 51,400 | 52,600 |
| 2. Administration/Contingencies | | 600 | | |
| TOTAL | | 41,400 | 51,400 | 52,600 |
| Authorized Positions | | 0.25 | 0.25 | 0.25 |

Funding Source

General Fund, Measure V Fund

Purpose

Provide each member of the department with sufficient job knowledge and information to meet the level of performance required in their assigned area of responsibility. Provide planning, development, and promotion of safety practices for the City of Salinas Fire Department. Provide training and preparation for promotional opportunities. Establish and update training SOP's (Standard Operating Policies) and SOG's (Standard Operating Guidelines).

Division Operations

1. Administer the new Firefighter Academy program and Probationary Sign-Off Book.
2. Maintain and increase the utilization of the "Target Safety" program.
3. Develop task-book for position of Fire Officer and Chief Officer.
4. Maintain all Training Data/Personnel Certifications on computer files and hard files at Station #3.
5. Maintain and budget for training software and update of Division of Training and station libraries.
6. Work with Salinas Police Department and Development and Engineering to establish and maintain a Public Safety Training and Storage Center next door to Fire Station #3.
7. Host regional training classes and events supporting all public safety disciplines.

Major Budget Changes

There are no anticipated recruitments for FY 2009-10.

FIRE DEPARTMENT Training Division

4540

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 64,170 | 26,200 | 23,700 | 24,100 |
| 2. Office Supplies & Materials | 1,384 | 900 | 900 | 900 |
| 3. Small Tools & Equipment | | 200 | | |
| 4. Clothing & Personal Equip | | 159 | | |
| 5. Books and Publications | 640 | 700 | 1,100 | 1,100 |
| 6. Special Dept Supplies | 929 | 637 | 1,000 | 1,000 |
| 7. Communications | 1,850 | 5,300 | 8,500 | 8,500 |
| 8. Contract Maintenance Services | 547 | 600 | 600 | 600 |
| 9. Professional Services | 4,418 | 4,418 | 6,000 | 6,000 |
| 10. Administration/Contingencies | | 6,686 | | |
| 11. Training/Conferences/Meetings | 16,475 | 10,000 | 10,000 | 10,000 |
| 12. Membership & Dues | | | | |
| 13. Capital Outlay | 1,195 | | | |
| TOTAL | 91,608 | 55,800 | 51,800 | 52,200 |

Authorized Positions

Funding Source

General Fund

Purpose

The Vehicle Maintenance Division repairs and maintains all fire department vehicles and firefighting apparatus in accordance with National, State, DMV, NFPA and OSHA mandated standards regarding safe. This is accomplished through regularly scheduled preventive maintenance and on-demand repair utilizing on duty, cross-trained fire suppression personnel. In those instances where repairs are beyond the scope of fire personnel, the division contracts with local repair facilities capable of providing the necessary services.

Division Operations

1. Complete repairs on Central States engines valve train retrofit.
2. Implement aluminum sub-frame replacement program.
3. Improve truck and automotive parts inventory system.
4. Continue to improve sepcialty tool inventory.
5. Complete all preventive maintenance on all apparatus.

Major Budget Changes

None.

**FIRE DEPARTMENT
Vehicle Maintenance Division**

4560

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 94,218 | 104,200 | 100,100 | 102,900 |
| 2. Bldg/Veh/Equip Maint/Supplies | 105,746 | 79,000 | 80,000 | 80,000 |
| 3. Vehicle Fuels & Lubricants | 7,352 | 6,500 | 6,500 | 6,500 |
| 4. Small Tools & Equipment | 2,656 | 3,000 | 3,000 | 3,000 |
| 5. Clothing & Personal Equip | | | 300 | 300 |
| 6. Books and Publications | | | 200 | 200 |
| 7. Contract Maintenance Services | 35,446 | 40,302 | 45,400 | 45,400 |
| 8. Administration/Contingencies | | 2,467 | | |
| 9. Training/Conferences/Meetings | 5,831 | 6,831 | 2,000 | 2,000 |
| 10. Membership & Dues | | | | |
| TOTAL | 251,249 | 242,300 | 237,500 | 240,300 |

Authorized Positions

Funding Source

General Fund

Purpose

To effectively control and initiate mitigation of hazardous material emergencies in order to protect life, the environment and property. Eighteen (18) fire suppression personnel are cross-trained and equipped as Hazardous Materials Specialists. The HazMat Team also provides technical support, advice and training to Salinas businesses that utilize potentially hazardous materials in processing or manufacturing. Under a Tri-County Hazardous Materials Response Plan, the City's HazMat Team members provides emergency responses to the Salinas community and the counties of Monterey, Santa Cruz and San Benito.

Division Operations

1. Utilize Haz-Mat personnel in drills and public teaching to private industry and other public agencies (fire, law enforcement, EMS, Public Works, Health Department and Educational Institutions).
2. Continue working on partnerships through contractual agreement with San Benito County to provide Hazmat coverage and training.
3. Continued joint training and response with Seaside Fire Hazmat and County Health Department staff as part of the Monterey County Hazmat response team.
4. Upgrade/replace aging hazardous material team member personal protective equipment using CUPA and grant funding.
5. Research and pursue grant opportunities to enhance Hazardous Materials Team capabilities.

Major Budget Changes

None.

**FIRE DEPARTMENT
Hazardous Material Control Division**

4570

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 115,265 | 150,600 | 150,800 | 154,900 |
| 2. Bldg/Veh/Equip Maint/Supplies | 2,815 | 1,100 | 2,100 | 2,100 |
| 3. Small Tools & Equipment | 139 | 139 | 500 | 500 |
| 4. Clothing & Personal Equip | 1,010 | 1,010 | 1,500 | 1,500 |
| 5. Communications | 42 | 42 | 400 | 400 |
| 6. Professional Services | | | | |
| 7. Administration/Contingencies | | 5,314 | | |
| 8. Training/Conferences/Meetings | 2,595 | 2,595 | 1,000 | 1,000 |
| TOTAL | 121,866 | 160,800 | 156,300 | 160,400 |

Authorized Positions

Funding Source

General Fund

Purpose

The Apprentice Firefighter Program exists to assist and develop local candidates for future hire within the Department. The Fire Explorer Program is designed for young adults from 15 to 21 years of age who are interested in learning about a career in the Fire Service. The program is a joint venture with Learning for Life. In addition to learning about the Fire Service, the Explorer program's main goal is to provide the young adult with a sense of responsibility to their neighborhood through on-going community related activities.

Division Operations

1. Conduct Apprentice Firefighter recruitment process.
2. Establish Standard Operating Policies/Guidelines (SOPs/SOGs) for Apprentice Firefighters.
3. Conduct on-going Apprentice Firefighter academy.
4. Utilize Apprentice Firefighter as defined in the SOP's.
5. Develop a Fire Explorer Program to complement the Apprentice Program.

Major Budget Changes

Program provides \$25,000 for Apprentice Firefighter temporary pay and safety clothing and equipment.

**FIRE DEPARTMENT
Firefighter Apprentice Program**

4580

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | 36,200 | 15,000 | 15,000 |
| 2. Clothing & Personal Equip | | | 10,000 | 10,000 |
| 3. Communications | | | | |
| 4. Outside Services | | | | |
| 5. Administration/Contingencies | | 93,900 | | |
| 6. Insurance and Bonds | | | | |
| TOTAL | | 130,100 | 25,000 | 25,000 |

Authorized Positions

Funding Source

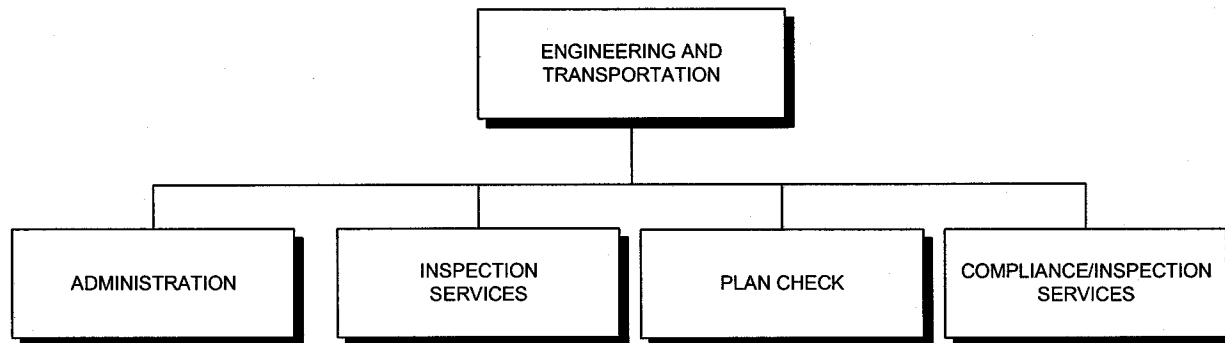
General Fund

FIRE DEPARTMENT Work Force

| Administration Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---|---------------------|---------------------|------------------|---------------|
| Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 3.00 | 3.00 | 3.00 | 3.00 |
| Suppression Division | | | | |
| Deputy Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 |
| Fire Captain | 24.00 | 24.00 | 24.00 | 24.00 |
| Battalion Chief | 3.00 | 3.00 | 3.00 | 3.00 |
| Firefighter | 35.00 | 35.00 | 33.00 | 33.00 |
| Firefighter (Unfunded) | | | -1.00 | -1.00 |
| Fire Engineer | 24.00 | 24.00 | 24.00 | 24.00 |
| Total | 87.00 | 87.00 | 84.00 | 84.00 |
| Emergency Medical Svcs Divisio | | | | |
| Emergency Svcs Offcr/B.C. | 1.00 | 1.00 | | |
| Prevention Division | | | | |
| BC/Fire Marshall (MV) | 1.00 | 0.75 | 0.75 | 0.75 |
| Fire Inspector | 3.00 | 3.00 | 3.00 | 3.00 |
| Fire Inspector Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 5.00 | 4.75 | 4.75 | 4.75 |
| Disaster Preparedness Division | | | | |
| BC/Fire Marshal (MV) | | 0.25 | 0.25 | 0.25 |
| Department Total | 96.00 | 96.00 | 92.00 | 92.00 |

DEVELOPMENT/PERMIT SERVICES

Divisions



DEVELOPMENT/PERMIT SVCS DEPT

Summary

Purpose

The primary function of the Engineering and Transportation Department (Permit Center) is to regulate and control the design, construction, use and occupancy of buildings, and all of their various components to safeguard life, health, property and public welfare. This includes performing plan checks, issuing building permits and conducting inspections to verify compliance with all applicable codes and laws. Code Compliance inspections are performed to eliminate sub-standard housing and Code infractions. Encroachment permits are issued and inspections conducted for work performed within the street right-of-way to assure compliance with the City standards and to protect the City's infrastructure. Inspections are also conducted to assure that new streets, including utilities, are constructed in compliance with the City standards prior to their acceptance for maintenance by the City.

City Council Goals, Strategies, and Objectives

1. Economic Development: Strategy 1: Address water treatment issues including: a: Complete sanitary sewer, b: Industrial waste master plans, c) Industrial waste system improvements and capacity increase needed to serve UniKool, Fresh Express and other developments. Strategy 2: Manage the airport Boulevard/US 101 construction project. Strategy 3: Improving Public Transportation and Traffic Circulation in Salinas.
2. Public Safety: Strategy 1: CDBG (Phase 11) & East Market Street Beautification/Lighting projects. Strategy 2: Identify and address the backlog of Code Enforcement cases.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. The management of the Permit Center is under the direction of the Engineering and Transportation Director/City Engineer. A Deputy Director of Permit Services position was created in FY 2009-10 from the vacant Deputy City Engineer position. One (1) Construction Inspector Supervisor, one (1) Sr. Combination Building Inspector, two (2) Combination Building Inspectors II, and a Plan Check Services Manager positions were eliminated in FY 2009-10. Operational accounts have been reduced including temporary pay, contract inspection and training. The total reduction to the Permit Services Department in FY 2009-10 was 17.3%. With development activity currently down due to economic conditions, it is anticipated that service level impacts will be minimal at this time. Staffing levels may occasionally be affected due to the temporary pay reduction at the public front counter, reduction of contract inspection require in-house staff to perform these services and while training is reduced, sufficient funds remain to provide for state mandated training.

DEVELOPMENT/PERMIT SVCS DEPT

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|--------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 4805 | Administration Division | 262,542 | 460,600 | 361,400 | 371,600 |
| 4810 | Inspection Services Division | 1,012,893 | 1,316,600 | 807,100 | 821,300 |
| 4820 | Plan Check Services Division | 1,086,792 | 1,314,800 | 1,040,900 | 1,083,700 |
| 4830 | Compliance/Inspection Services | 540,823 | 656,800 | 651,500 | 681,700 |
| TOTAL | | 2,903,050 | 3,748,800 | 2,860,900 | 2,958,300 |

Expenditures by Character

| | | | | | |
|--------------|-------------------------------|------------------|------------------|------------------|------------------|
| 1. | Employee Services | 2,538,360 | 3,491,500 | 2,677,600 | 2,775,000 |
| 2. | Office Supplies & Materials | 7,073 | 6,806 | 8,400 | 8,400 |
| 3. | Small Tools & Equipment | 5,397 | 5,188 | 6,500 | 6,500 |
| 4. | Books and Publications | 12,876 | 7,675 | 15,400 | 15,400 |
| 5. | Special Dept Supplies | 11,404 | 11,637 | 11,500 | 11,500 |
| 6. | Communications | 7,286 | 6,622 | 9,200 | 9,200 |
| 7. | Contract Maintenance Services | 1,393 | 1,100 | 1,100 | 1,100 |
| 8. | Professional Services | 218,995 | 107,900 | 55,000 | 55,000 |
| 9. | Outside Services | 57,074 | 51,452 | 56,500 | 56,500 |
| 10. | Administration/Contingencies | | 28,256 | | |
| 11. | Training/Conferences/Meetings | 36,753 | 27,345 | 16,900 | 16,900 |
| 12. | Membership & Dues | 2,219 | 2,319 | 2,800 | 2,800 |
| 13. | Capital Outlay | 4,220 | 1,000 | | |
| TOTAL | | 2,903,050 | 3,748,800 | 2,860,900 | 2,958,300 |

Expenditures by Fund

| | | | | |
|----------------|------------------|------------------|------------------|------------------|
| General Fund | 2,727,489 | 3,456,400 | 2,563,000 | 2,643,900 |
| Measure V Fund | 175,561 | 292,400 | 297,900 | 314,400 |
| TOTAL | 2,903,050 | 3,748,800 | 2,860,900 | 2,958,300 |

Workforce by Program

| | | | | | |
|--------------|--------------------------------|-------------|-------------|-------------|-------------|
| 4805 | Administration Division | 2.5 | 2.5 | 2.0 | 2.0 |
| 4810 | Inspection Services Division | 11.0 | 11.0 | 7.0 | 7.0 |
| 4820 | Plan Check Services Division | 12.0 | 12.0 | 11.0 | 11.0 |
| 4830 | Compliance/Inspection Services | 6.0 | 7.0 | 7.0 | 7.0 |
| TOTAL | | 31.5 | 32.5 | 27.0 | 27.0 |

Purpose

Provide assistance to customers by telephone and over the counter regarding Permit Center issues. This includes processing daily inspection requests, issuing various types of permits, processing new plan/application submittals, collecting and receipting fees and handling other general administrative duties, including payroll, purchase orders, and generation of activity reports. Administer Software Tracking Program (Trakit) and provide support related thereto.

Division Operations

1. Assist customers in a timely and professional manner.
2. Provide administrative support for the Permit Center including all current Planning administrative and clerical support.
3. Properly process all permits, inspection requests, complaints and related fees.
4. Continue implementation of new permit tracking software.

Major Budget Changes

One-half of the Administrative Secretary is being charged to Community Development Administration (4910) program starting in FY 2009-10. The position of Deputy Director of Permit Services was added in FY 2009-10 while the position of Deputy City Engineer was eliminated.

DEVELOPMENT/PERMIT SVCS DEPT
Administration Division

4805

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 200,754 | 406,300 | 311,600 | 321,800 |
| 2. Office Supplies & Materials | 6,823 | 6,606 | 8,200 | 8,200 |
| 3. Small Tools & Equipment | 308 | 300 | 300 | 300 |
| 4. Special Dept Supplies | 3,764 | 4,162 | 3,300 | 3,300 |
| 5. Communications | 7,286 | 6,622 | 9,100 | 9,100 |
| 6. Contract Maintenance Services | 852 | 500 | 500 | 500 |
| 7. Professional Services | 7,350 | | | |
| 8. Outside Services | 23,682 | 21,452 | 26,500 | 26,500 |
| 9. Administration/Contingencies | | 8,430 | | |
| 10. Training/Conferences/Meetings | 9,736 | 4,728 | 1,400 | 1,400 |
| 11. Membership & Dues | 500 | 500 | 500 | 500 |
| 12. Capital Outlay | 1,487 | 1,000 | | |
| TOTAL | 262,542 | 460,600 | 361,400 | 371,600 |

| | | | | |
|-----------------------------|------------|------------|------------|------------|
| Authorized Positions | 2.5 | 2.5 | 2.0 | 2.0 |
|-----------------------------|------------|------------|------------|------------|

Funding Source

General Fund

Purpose

Perform inspections to verify that structures are built in compliance with applicable codes and laws; rendering them safe for occupancy and accessible per CBC Title 24 requirements upon completion of construction. This endeavor includes coordination with other City Departments/Sections and governmental agencies. Verify that public improvements are built in compliance with City standards and are safe to use upon completion of construction.

Division Operations

1. Investigate methods to disseminate information to the development community and the general public regarding code requirements, inspection procedures and other departmental activities.
2. Enhance the inspection process to address NPDES requirements.
3. Continue to develop and implement in-house training to promote combination inspections.
4. Implement use of laptops and/or other computer hardware to work with the computer software tracking program.

Major Budget Changes

Four (4) positions are eliminated including the Construction Inspector Supervisor, the Sr. Combination Building Inspector, and two (2) combination Building Inspectors. The reduction of these positions showed not impact service levels at this time due to the general decrease in construction activity.

DEVELOPMENT/PERMIT SVCS DEPT
Inspection Services Division

4810

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 926,526 | 1,236,200 | 744,900 | 759,100 |
| 2. Small Tools & Equipment | 2,801 | 2,600 | 2,600 | 2,600 |
| 3. Books and Publications | 9,721 | 4,700 | 5,200 | 5,200 |
| 4. Special Dept Supplies | 1,600 | 3,100 | 2,600 | 2,600 |
| 5. Professional Services | 27,701 | 27,900 | 15,000 | 15,000 |
| 6. Outside Services | 33,392 | 30,000 | 30,000 | 30,000 |
| 7. Administration/Contingencies | | 3,414 | | |
| 8. Training/Conferences/Meetings | 8,350 | 7,806 | 5,800 | 5,800 |
| 9. Membership & Dues | 880 | 880 | 1,000 | 1,000 |
| 10. Capital Outlay | 1,922 | | | |
| TOTAL | 1,012,893 | 1,316,600 | 807,100 | 821,300 |

| | | | | |
|-----------------------------|-----------|-----------|----------|----------|
| Authorized Positions | 11 | 11 | 7 | 7 |
|-----------------------------|-----------|-----------|----------|----------|

Funding Source

General Fund

Purpose

Review construction plans for residential and non-residential projects to assure compliance with applicable building codes, City ordinances, and state laws to safeguard the public's health and welfare, and provide building access for disabled persons. Coordinate the approval of building permits with other City Departments/Sections and governmental agencies prior to permit issuance. Provide timely review of plans and issuance of permits to help stimulate economic development. Ensure CBC Title 24 accessibility and NPDES requirements are appropriately addressed in new development.

Division Operations

1. Establish specific efforts to streamline the plan review and permit issuance process.
2. Update educational and informational handout material for public use regarding building codes, City ordinances, and State laws.
3. Continue implementation of the new software tracking system to improve efficiency.
4. Fill vacant in-house plan check positions.
5. Develop performance standards for this Section.

Major Budget Changes

The vacant Plan Check Services position was eliminated.

DEVELOPMENT/PERMIT SVCS DEPT
Plan Check Services Division

4820

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 889,736 | 1,212,500 | 986,300 | 1,029,100 |
| 2. Small Tools & Equipment | 171 | 171 | 600 | 600 |
| 3. Books and Publications | 2,680 | 2,500 | 8,600 | 8,600 |
| 4. Special Dept Supplies | 2,201 | 600 | 600 | 600 |
| 5. Communications | | | 100 | 100 |
| 6. Contract Maintenance Services | 541 | 600 | 600 | 600 |
| 7. Professional Services | 183,944 | 80,000 | 40,000 | 40,000 |
| 8. Administration/Contingencies | | 12,721 | | |
| 9. Training/Conferences/Meetings | 6,990 | 5,300 | 3,500 | 3,500 |
| 10. Membership & Dues | 408 | 408 | 600 | 600 |
| 11. Capital Outlay | 121 | | | |
| TOTAL | 1,086,792 | 1,314,800 | 1,040,900 | 1,083,700 |
| Authorized Positions | 12 | 12 | 11 | 11 |

Funding Source

General Fund

Purpose

Eliminate substandard housing, dangerous buildings and uses, zoning violations, work done without permits, and other violations of City Codes. Perform inspections to verify that housing within the City complies with applicable state laws and codes.

Division Operations

1. Increase public awareness of the hazards of substandard housing and dangerous buildings.
2. Provide "ride-along" opportunities for City Council members to obtain a first hand view of the extent of substandard housing and dangerous buildings in their districts.
3. Seek grants, CDBG funds and cost recovery options to enhance the resources available to the Code Enforcement Section in order to strengthen the level of enforcement and reduce substandard and dangerous conditions.
4. Continue using the Administrative Remedies Ordinance to resolve code enforcement issues.
5. Implement a revised proactive program to address issues of visual blight in residential neighborhoods.
6. Develop and strengthen the Weed Abatement Program that has been transferred to Code Enforcement.
7. Develop a more effective way to monitor/record outstanding fines due from property liens.

Major Budget Changes

FY 2009-10 budget includes \$20,000 for temporary help to administer the Weed Abatement Program.

DEVELOPMENT/PERMIT SVCS DEPT
Compliance/Inspection Services

4830

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 521,344 | 636,500 | 634,800 | 665,000 |
| 2. Office Supplies & Materials | 250 | 200 | 200 | 200 |
| 3. Small Tools & Equipment | 2,117 | 2,117 | 3,000 | 3,000 |
| 4. Books and Publications | 475 | 475 | 1,600 | 1,600 |
| 5. Special Dept Supplies | 3,839 | 3,775 | 5,000 | 5,000 |
| 6. Administration/Contingencies | | 3,691 | | |
| 7. Training/Conferences/Meetings | 11,677 | 9,511 | 6,200 | 6,200 |
| 8. Membership & Dues | 431 | 531 | 700 | 700 |
| 9. Capital Outlay | 690 | | | |
| TOTAL | 540,823 | 656,800 | 651,500 | 681,700 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 6 | 7 | 7 | 7 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund, Measure V Fund

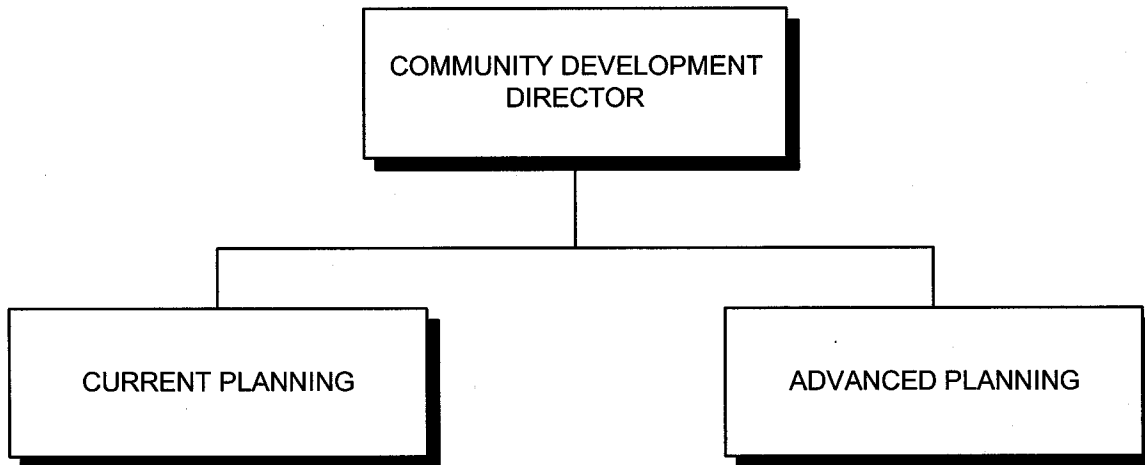
DEVELOPMENT/PERMIT SVCS DEPT

Work Force

| Administration Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---|---------------------|---------------------|------------------|---------------|
| Deputy Dir Permit Svcs | | | 1.0 | 1.0 |
| Engineer/Trans Director | 0.5 | 0.5 | 0.5 | 0.5 |
| Administrative Secretary | 1.0 | 1.0 | 0.5 | 0.5 |
| Deputy City Engineer | 1.0 | 1.0 | | |
| Total | 2.5 | 2.5 | 2.0 | 2.0 |
| Inspection Services Division | | | | |
| Const Inspector Supv | 1.0 | 1.0 | | |
| Construction Inspector | 2.0 | 2.0 | 2.0 | 2.0 |
| Electrical Inspector II | 1.0 | 1.0 | 1.0 | 1.0 |
| Comb Bldg Inspector II | 5.0 | 5.0 | 3.0 | 3.0 |
| Sr Comb Bldg Insp | 1.0 | 1.0 | | |
| Inspection Svc Manager | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 11.0 | 11.0 | 7.0 | 7.0 |
| Plan Check Services Division | | | | |
| Sr Plan Check Engineer | 1.0 | 1.0 | 1.0 | 1.0 |
| Senior Civil Engineer | 1.0 | 1.0 | 1.0 | 1.0 |
| Junior Engineer | 1.0 | 1.0 | 2.0 | 2.0 |
| Engineering Aide II | 1.0 | 1.0 | 1.0 | 1.0 |
| Plan Checker II | 1.0 | 1.0 | | |
| Bldg Permit Spec | 1.0 | 1.0 | 1.0 | 1.0 |
| Plan Checker I | 1.0 | 1.0 | 1.0 | 1.0 |
| Plan Check Service Mgr | 1.0 | 1.0 | | |
| Permit Center Clerk | 3.0 | 3.0 | 3.0 | 3.0 |
| Fire Plan Checker | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 12.0 | 12.0 | 11.0 | 11.0 |
| Compliance/Inspection Services | | | | |
| Administrative Clerk II | 1.0 | 1.0 | 1.0 | 1.0 |
| Code Enf Officer I (2 MV) | 2.0 | 3.0 | 3.0 | 3.0 |
| Code Enforcmnt Officer II | 2.0 | 2.0 | 2.0 | 2.0 |
| Sr Code Enf Officer (MV) | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 6.0 | 7.0 | 7.0 | 7.0 |
| Department Total | 31.5 | 32.5 | 27.0 | 27.0 |

PLANNING

Divisions



PLANNING Summary

Purpose

The Planning Divisions, consisting of Advanced Planning and Current Planning, provide support and assistance to the City Council, the Planning Commission, other City departments, outside agencies, and the general public in the implementation of the City's General Plan, Zoning Ordinance, Subdivision Ordinance and other development-related policies, goals, and objectives. The Division perform long-range and current planning functions related to land use, design review, environmental analysis in accordance with the California Environmental Quality Act (CEQA), and the facilitation and coordination of other development and business-related activities.

City Council Goals, Strategies, and Objectives

1. Economic Development: Strategy 1: Enhance Salinas economy by creating an environmental-friendly, business friendly environment and working collaboratively in the development of a highly-skilled workforce. Strategy 4: Unikool Annexation: Specific Plan and Environmental Impact Report. Strategy 5: Fresh Express Annexation: Specific Plan and Environmental Impact Report.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. FY 2008-09 General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. Planning is under the direction of the Community Development Director. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. One Planning Technician position was added to the workforce in FY 2009-10 and the intent was to add an additional Planning Manager position. The Planning Manager position had to be eliminated with the continuing sales tax revenue decline.

PLANNING Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|-------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 4910 | Administration | | | 93,360 | 95,761 |
| 4914 | Advanced Planning | 207,420 | 158,700 | 226,440 | 238,839 |
| 4915 | Current Planning | 705,374 | 809,500 | 749,500 | 772,400 |
| | TOTAL | 912,794 | 968,200 | 1,069,300 | 1,107,000 |

Expenditures by Character

| | | | | | |
|-----|-------------------------------|----------------|----------------|------------------|------------------|
| 1. | Employee Services | 854,804 | 908,400 | 1,027,000 | 1,064,800 |
| 2. | Office Supplies & Materials | 5,948 | 5,248 | 7,100 | 7,000 |
| 3. | Books and Publications | 466 | 737 | 1,200 | 1,200 |
| 4. | Special Dept Supplies | 1,488 | 2,200 | 1,400 | 1,400 |
| 5. | Communications | 2,209 | 2,209 | 2,600 | 2,600 |
| 6. | Contract Maintenance Services | 1,685 | 1,685 | 2,100 | 2,100 |
| 7. | Professional Services | 33,335 | 17,711 | 19,800 | 19,800 |
| 8. | Outside Services | 443 | 343 | 600 | 600 |
| 9. | Administration/Contingencies | | 19,487 | | |
| 10. | Advertising | 4,469 | 4,244 | 4,700 | 4,700 |
| 11. | Training/Conferences/Meetings | 2,498 | 2,515 | 1,200 | 1,200 |
| 12. | Membership & Dues | 1,310 | 1,210 | 1,600 | 1,600 |
| 13. | Capital Outlay | 4,139 | 2,211 | | |
| | TOTAL | 912,794 | 968,200 | 1,069,300 | 1,107,000 |

Expenditures by Fund

| | | | | |
|--------------|---------|---------|-----------|-----------|
| General Fund | 912,794 | 968,200 | 1,069,300 | 1,107,000 |
|--------------|---------|---------|-----------|-----------|

Workforce by Program

| | | | | | |
|------|-------------------|-------------|-------------|--------------|--------------|
| 4910 | Administration | | | 0.75 | 0.75 |
| 4914 | Advanced Planning | 2.00 | 2.00 | 3.00 | 3.00 |
| 4915 | Current Planning | 7.00 | 7.00 | 7.00 | 7.00 |
| | TOTAL | 9.00 | 9.00 | 10.75 | 10.75 |

Purpose

Provide administrative support and oversight to the Advanced and Current Planning Divisions by supervising, monitoring, and controlling the Department's operating budget and activities.

Division Operations

1. Supervise and manage the Advanced and Current Planning Divisions in an efficient and organized manner.
2. Administer the department's budget within approved authorized amounts.
3. Provide administrative and technical support to the divisions in the performance of their duties.
4. Develop a Department Policy Manual.

Major Budget Changes

Program was created in FY 2009-10 to address the current and long-range planning needs of the City and to implement General Plan, Zoning Ordinance, and other development related goals, policies and objectives. Positions in this Department are transfers from existing positions in the Redevelopment Agency, and the Permit Services Center, and the former Development and Engineering Services Department. There are two (2) Planning Manager positions and the intent was to add a third Planning Manager position. With the continuing decline in sales tax revenue, the third Planning Manager position was eliminated.

**PLANNING
Administration**

4910

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | | 93,260 | 95,761 |
| 2. Office Supplies & Materials | | | 100 | |
| TOTAL | | | 93,360 | 95,761 |
| Authorized Positions | | | 0.75 | 0.75 |

Funding Source

General Fund

Purpose

The General Plan is a statement of goals and policies that will guide the City's long-range physical development. It sets forth the community's priorities for housing, land use, transportation, conservation, open space, noise, and public health and safety. The Advance Planning Division will support and coordinate departmental initiatives to implement the General Plan. Costs associated with planning future growth areas (North of Boronda), including a Planning Manager, are budgeted in the City's Future Growth Area Capital Improvement Program (CIP #9401). This cost is paid by developers. This team will also work on Regional Planning issues, and process complex development and redevelopment projects and related environmental documents, and coordinate with Monterey County, and other agencies on long-term planning issues.

Division Operations

1. Continue with the implementation of the General Plan and Zoning Code.
2. Develop and facilitate the processing of Specific Plans and Environmental Impact Reports for the Future Growth Area located north of Boronda Road.
3. Assist with developing, coordinating, and processing the Nestech development with Monterey County.
4. Process the Fresh Express project Annexation and Sphere of Influence Amendment, Pre-zone, Rezone, Specific Plan, and Environmental Impact Report.
5. Update the City's Subdivision Ordinance.
6. Assist with the development of Park and Sports-Facility Standards.
7. Assist with the redevelopment efforts in the City-Center and other Redevelopment Project Areas.
8. Develop the City's Climate Action Plan in collaboration with the Engineering and Transportation Department.
9. Continue to coordinate with Associate of Monterey Bay Area Governments (AMBAG) and other public agencies in regard to regional planning issues.

Major Budget Changes

This program was included in previous years in the Development and Engineering Department under program number 5014. One Planning Technician was added to the workforce in FY 2009-10. Employer service costs are reduced for Planning staff that will work on the Future Growth Area Specific Plans. These costs budgeted in the Capital Improvement Program budget are paid by developers.

PLANNING
Advanced Planning

4914

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 173,824 | 134,300 | 206,540 | 218,939 |
| 2. Office Supplies & Materials | 79 | 79 | 400 | 400 |
| 3. Books and Publications | 76 | 85 | | |
| 4. Special Dept Supplies | 696 | 1,100 | 1,000 | 1,000 |
| 5. Professional Services | 30,576 | 14,952 | 17,000 | 17,000 |
| 6. Administration/Contingencies | | 7,257 | | |
| 7. Training/Conferences/Meetings | 317 | 317 | 500 | 500 |
| 8. Membership & Dues | 710 | 610 | 1,000 | 1,000 |
| 9. Capital Outlay | 1,142 | | | |
| TOTAL | 207,420 | 158,700 | 226,440 | 238,839 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 2 | 2 | 3 | 3 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

Develop plans and policies relating to growth, development standards, and annexation proposals in the implementation of the City's land use and development policies. Review plans and proposals for conformance with applicable standards and regulations, and present new or revised development standards, as appropriate. Process administrative applications (Site Plan Reviews, Parcel Maps, Lot Line Adjustments, Lot Mergers, Temporary Use of Land Permits, Home Occupation Permits, Master Sign Plans, and Sign Permits), as well as discretionary development applications including, but not limited to General Plan and Zoning Code Amendments, Specific Plans, amendments there to Planned Unit Development Permits, Tentative Maps, and Conditional Use Permits. Prepare/coordinate environmental evaluations (CEQA) for development projects.

Division Operations

1. Review development proposals for consistency with local and state requirements.
2. Provide support to Planning Commission.
3. Process administrative and discretionary development applications.
4. Assist the Public with development and subdivision of land.
5. Provide planning level support to the public counter, phones, other departments, and other agencies.
6. Complete processing of Unikool annexation specific plan application.
7. Develop performance standards.
8. Review building permit plans within established timeframes.
9. Complete processing of the Unikool annexation specific plan application.
10. Work in collaboration with the business development task force to improve the development review process.

Major Budget Changes

This program was included in previous years in the Development and Engineering Department under program number 5015.

PLANNING
Current Planning

4915

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 680,980 | 774,100 | 727,200 | 750,100 |
| 2. Office Supplies & Materials | 5,869 | 5,169 | 6,600 | 6,600 |
| 3. Books and Publications | 390 | 652 | 1,200 | 1,200 |
| 4. Special Dept Supplies | 792 | 1,100 | 400 | 400 |
| 5. Communications | 2,209 | 2,209 | 2,600 | 2,600 |
| 6. Contract Maintenance Services | 1,685 | 1,685 | 2,100 | 2,100 |
| 7. Professional Services | 2,759 | 2,759 | 2,800 | 2,800 |
| 8. Outside Services | 443 | 343 | 600 | 600 |
| 9. Administration/Contingencies | | 12,230 | | |
| 10. Advertising | 4,469 | 4,244 | 4,700 | 4,700 |
| 11. Training/Conferences/Meetings | 2,181 | 2,198 | 700 | 700 |
| 12. Membership & Dues | 600 | 600 | 600 | 600 |
| 13. Capital Outlay | 2,997 | 2,211 | | |
| TOTAL | 705,374 | 809,500 | 749,500 | 772,400 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 7 | 7 | 7 | 7 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

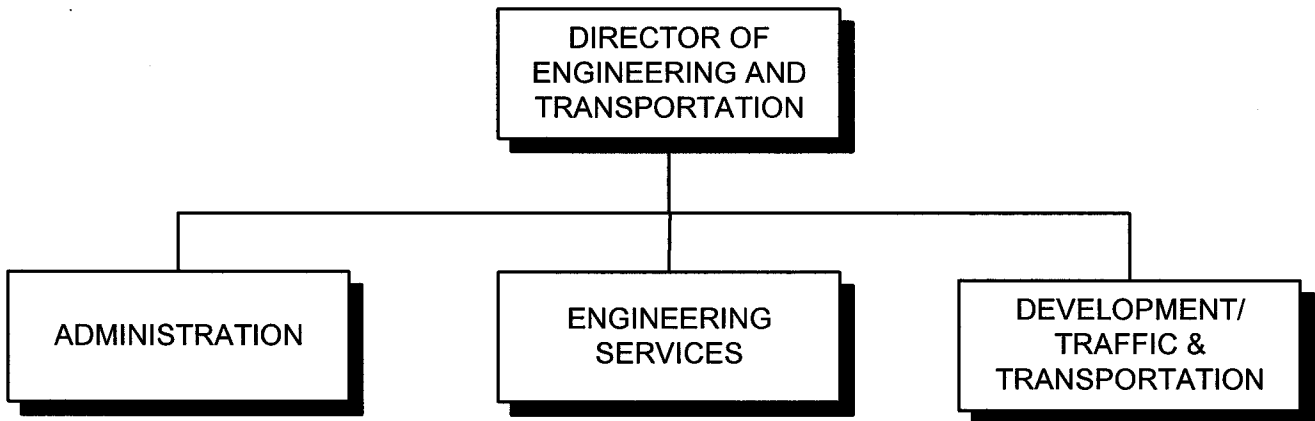
General Fund

PLANNING Work Force

| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---------------------------|---------------------|---------------------|------------------|---------------|
| Administration | | | | |
| Community Development Dir | | | 0.25 | 0.25 |
| Administrative Secretary | | | 0.50 | 0.50 |
| Total | | | 0.75 | 0.75 |
| Advanced Planning | | | | |
| Senior Planner | 1.00 | 1.00 | 1.00 | 1.00 |
| Planning Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Planning Technician | | | 1.00 | 1.00 |
| Total | 2.00 | 2.00 | 3.00 | 3.00 |
| Current Planning | | | | |
| Senior Planner | 2.00 | 2.00 | 2.00 | 2.00 |
| Associate Planner | 2.00 | 2.00 | 2.00 | 2.00 |
| Assistant Planner | 1.00 | 1.00 | 1.00 | 1.00 |
| Planning Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Planning Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 7.00 | 7.00 | 7.00 | 7.00 |
| Department Total | 9.00 | 9.00 | 10.75 | 10.75 |

ENGINEERING & TRANSPORTATION

Divisions



ENGINEERING AND TRANSPORTATION

Summary

Purpose

Provide management of the City's public infrastructure; plan and implement public capital improvements; examine private development plans and proposals to ensure responsible growth as it relates to traffic issues and public infrastructure; administer programs and enforce governmental regulations. Plan for future development in accordance with the 2002 Salinas General Plan and new Salinas Zoning Code that implements said General Plan.

City Council Goals, Strategies, and Objectives

1. Economic Development: Strategy 1: Address water treatment issues including development of: a) Complete sanitary sewer master plan, b) Industrial waste master plan, c) Industrial waste system improvements and capacity increase needed to serve UniKool, Fresh Express and other developments. Strategy 2: Liason with Caltrans to manage the airport Boulevard/US 101 construction project. Strategy 3: Improving Public Transportation and Traffic Circulation in Salinas.
2. Public Safety: Strategy 1: CDBG (Phase 11) & East Market Street Beautification/Lighting projects. Strategy 2: Identify and address the backlog of Code Enforcement cases.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. FY 2008-09 General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. One Engineering Technician and one Engineering Aide II vacant positions were eliminated in the Engineering and Services Division in FY 2009-10. In addition, temporary employee services was reduced sixty percent (60%). The FY 2009-10 Engineering and Transportation Department budget was reduced 11.6%. Organization changes will be required to meet capital improvement project priorities. Reduction in temporary pay will impact traffic safety initiatives including school locations, traffic calming, traffic safety education and traffic studies. Funds remain to hire student interns to provide for annual traffic counts.

ENGINEERING AND TRANSPORTATION

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 5010 | Administration Division | 573,748 | 526,900 | 494,200 | 512,100 |
| 5020 | Engineering Services Division | 481,363 | 614,300 | 348,000 | 383,700 |
| 5022 | Development/Traffic & Transp. | 418,701 | 470,400 | 404,400 | 416,900 |
| TOTAL | | 1,473,812 | 1,611,600 | 1,246,600 | 1,312,700 |

Expenditures by Character

| | | | | | |
|--------------|-------------------------------|------------------|------------------|------------------|------------------|
| 1. | Employee Services | 1,379,405 | 1,534,400 | 1,182,000 | 1,248,100 |
| 2. | Office Supplies & Materials | 13,772 | 11,804 | 12,700 | 12,700 |
| 3. | Bldg/Veh/Equip Maint/Supplies | 598 | 345 | 600 | 600 |
| 4. | Small Tools & Equipment | 1,407 | 1,407 | 2,300 | 2,300 |
| 5. | Clothing & Personal Equip | 642 | 642 | 1,000 | 1,000 |
| 6. | Books and Publications | 497 | 879 | 1,600 | 1,600 |
| 7. | Special Dept Supplies | 7,097 | 4,995 | 6,900 | 6,900 |
| 8. | Communications | 12,518 | 10,992 | 12,200 | 12,200 |
| 9. | Contract Maintenance Services | 3,891 | 3,391 | 10,000 | 10,000 |
| 10. | Professional Services | 7,077 | 7,040 | 11,100 | 11,100 |
| 11. | Outside Services | 10,932 | 3,641 | 3,500 | 3,500 |
| 12. | Administration/Contingencies | | 17,795 | | |
| 13. | Training/Conferences/Meetings | 27,205 | 10,969 | | |
| 14. | Membership & Dues | 3,159 | 2,700 | 2,700 | 2,700 |
| 15. | Buildings | 4,214 | 600 | | |
| 16. | Capital Outlay | 1,398 | | | |
| TOTAL | | 1,473,812 | 1,611,600 | 1,246,600 | 1,312,700 |

Expenditures by Fund

| | | | | |
|----------------|------------------|------------------|------------------|------------------|
| General Fund | 1,395,516 | 1,515,200 | 1,168,900 | 1,230,600 |
| Measure V Fund | 78,296 | 96,400 | 77,700 | 82,100 |
| TOTAL | 1,473,812 | 1,611,600 | 1,246,600 | 1,312,700 |

Workforce by Program

| | | | | | |
|--------------|-------------------------------|-------------|-------------|-------------|-------------|
| 5010 | Administration Division | 5.5 | 5.5 | 5.5 | 5.5 |
| 5020 | Engineering Services Division | 17.0 | 17.0 | 15.0 | 15.0 |
| 5022 | Development/Traffic & Transp. | 4.0 | 4.0 | 4.0 | 4.0 |
| TOTAL | | 26.5 | 26.5 | 24.5 | 24.5 |

Purpose

Provide administrative support to all Sections of Engineering and Transportation Department, including the Permit Center; supervise and control the Department's operating budget, and the Capital Improvements Program funding; manage city-owned property, maintain/manage property records, and acquire property as needed for projects; administer programs dealing with environmental and Labor Compliance on Public Works projects issues; and respond to citizen complaints and inquiries.

Division Operations

1. Supervise and manage Development and Engineering Services resources in an efficient manner.
2. Administer the department's budget within approved authorized amounts.
3. Provide administrative and technical support to the department in the performance of its duties.
4. Scan and destroy old file records.
5. Develop a Public Work Labor Compliance Program.
6. Develop a Department Policy Manual.

Major Budget Changes

None.

ENGINEERING AND TRANSPORTATION Administration Division

5010

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 538,880 | 493,500 | 464,900 | 482,800 |
| 2. Office Supplies & Materials | 13,168 | 11,200 | 11,200 | 11,200 |
| 3. Small Tools & Equipment | 225 | 225 | 400 | 400 |
| 4. Books and Publications | 41 | 41 | 300 | 300 |
| 5. Communications | 12,518 | 10,992 | 12,200 | 12,200 |
| 6. Contract Maintenance Services | 13 | 13 | 1,000 | 1,000 |
| 7. Professional Services | 792 | 792 | 1,800 | 1,800 |
| 8. Administration/Contingencies | | 5,037 | | |
| 9. Training/Conferences/Meetings | 4,668 | 2,700 | | |
| 10. Membership & Dues | 2,909 | 2,400 | 2,400 | 2,400 |
| 11. Capital Outlay | 534 | | | |
| TOTAL | 573,748 | 526,900 | 494,200 | 512,100 |
| Authorized Positions | 5.5 | 5.5 | 5.5 | 5.5 |

Funding Source

General Fund

Purpose

To implement the City's Capital Improvement Projects, to provide engineering services for other city departments and the public, and to insure the compliance of engineering standards necessary for the protection of public health and safety.

Division Operations

1. Expedient design and construction of programmed Capital Improvement Projects (CIPs), within budget.
2. Develop funding and implement the requirements of the 2005 National Pollutant Discharge Elimination System (NPDES) permit for the stormwater system.
3. Assess new infrastructure needs associated with city growth and plan to meet these needs with project planning and revision of the Development Impact Fee.
4. Continue upgrades to city infrastrucutre to meet the requirements of the Americans with Disabilities Act (ADA).
5. Plan for and develop a funding plan for the second phase of improvements of the sanitary sewer system.

Major Budget Changes

One Engineering Technician and one Engineering Aide II positions were eliminated in the Engineering and Services Division in FY 2009-10. Training budget was eliminated.

ENGINEERING AND TRANSPORTATION

Engineering Services Division

5020

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 448,107 | 587,200 | 325,700 | 361,400 |
| 2. Office Supplies & Materials | 604 | 604 | 1,500 | 1,500 |
| 3. Bldg/Veh/Equip Maint/Supplies | 553 | 300 | 300 | 300 |
| 4. Small Tools & Equipment | 848 | 848 | 1,300 | 1,300 |
| 5. Clothing & Personal Equip | 642 | 642 | 1,000 | 1,000 |
| 6. Books and Publications | 283 | 665 | 1,000 | 1,000 |
| 7. Special Dept Supplies | 3,622 | 1,500 | 2,500 | 2,500 |
| 8. Contract Maintenance Services | 2,925 | 2,425 | 6,000 | 6,000 |
| 9. Professional Services | 4,685 | 4,648 | 7,100 | 7,100 |
| 10. Outside Services | 441 | 2,041 | 1,300 | 1,300 |
| 11. Administration/Contingencies | | 8,327 | | |
| 12. Training/Conferences/Meetings | 17,539 | 4,800 | | |
| 13. Membership & Dues | 250 | 300 | 300 | 300 |
| 14. Capital Outlay | 864 | | | |
| TOTAL | 481,363 | 614,300 | 348,000 | 383,700 |
| Authorized Positions | 17 | 17 | 15 | 15 |

Funding Source

General Fund

Purpose

Review development plans and proposals to ensure responsible growth within the City as related to traffic issues and public infrastructure; provide engineering services for the safe and efficient movement of commerce and people; plan for future traffic needs; and promote the use of alternative transportation modes to reduce traffic demand and congestion.

Division Operations

1. Prepare a report and maps providing suggested routes to schools for children and pedestrians, and addressing pedestrian/bicycle safety.
2. Collaborate with other departments in preparing an annual report for Council on traffic and pedestrian/bicycle safety.
3. Implement the Traffic Fee Ordinance, and collaborate with other departments in developing/considering other development impact fees.
4. Work with the City Manager's office in developing a plan and strategy to obtain funding for extending CalTrain services between Salinas and San Jose.
5. Work with Caltrans to finalize the Airport/U.S. 101 project design, and secure funding for its construction.
6. Review and comment on development proposals within established timeframes
7. Review building permit plans within established timeframes.

Major Budget Changes

Training budget was eliminated.

ENGINEERING AND TRANSPORTATION

Development/Traffic & Transp.

5022

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 392,418 | 453,700 | 391,400 | 403,900 |
| 2. Bldg/Veh/Equip Maint/Supplies | 45 | 45 | 300 | 300 |
| 3. Small Tools & Equipment | 334 | 334 | 600 | 600 |
| 4. Books and Publications | 173 | 173 | 300 | 300 |
| 5. Special Dept Supplies | 3,475 | 3,495 | 4,400 | 4,400 |
| 6. Contract Maintenance Services | 953 | 953 | 3,000 | 3,000 |
| 7. Professional Services | 1,600 | 1,600 | 2,200 | 2,200 |
| 8. Outside Services | 10,491 | 1,600 | 2,200 | 2,200 |
| 9. Administration/Contingencies | | 4,431 | | |
| 10. Training/Conferences/Meetings | 4,998 | 3,469 | | |
| 11. Buildings | 4,214 | 600 | | |
| TOTAL | 418,701 | 470,400 | 404,400 | 416,900 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 4 | 4 | 4 | 4 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

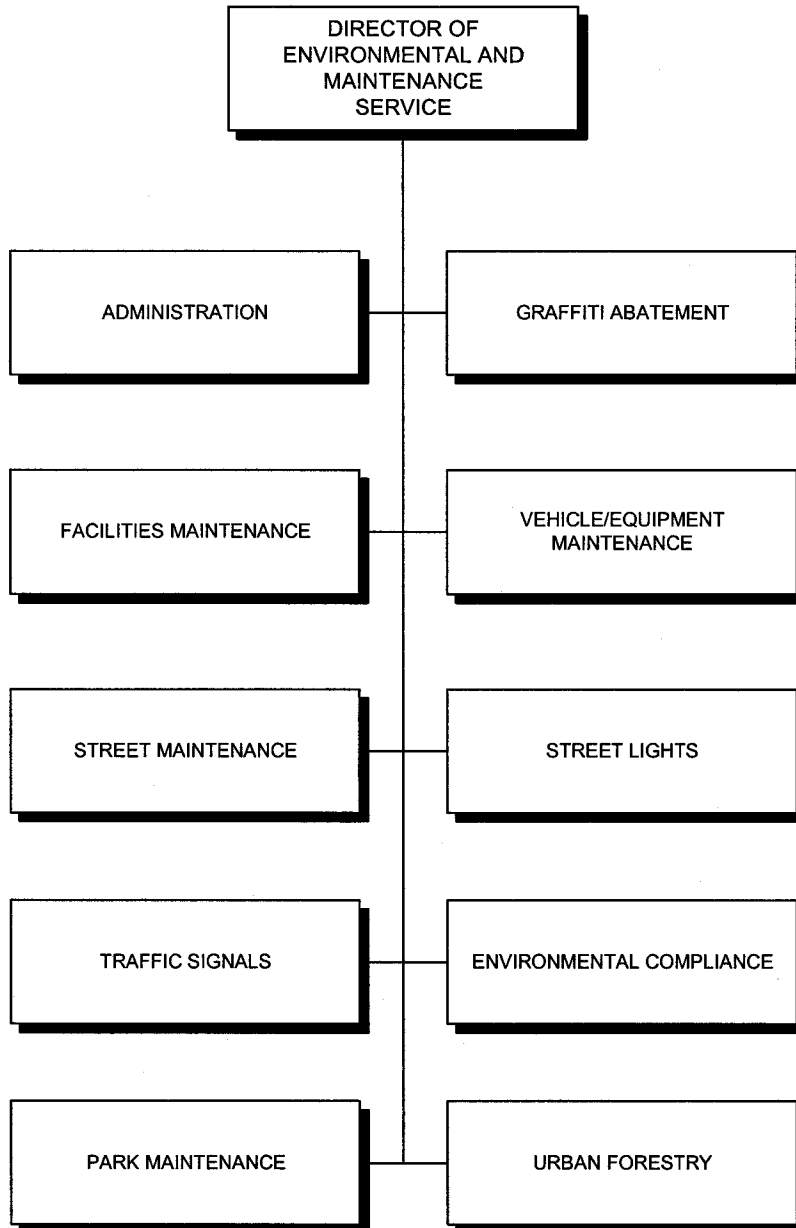
General Fund, Measure V Fund

ENGINEERING AND TRANSPORTATION Work Force

| Administration Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|--|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Engineer/Trans Director | 0.5 | 0.5 | 0.5 | 0.5 |
| Public Works Assistant | 1.0 | 1.0 | 1.0 | 1.0 |
| Pub Works Admin Mgr | 1.0 | 1.0 | 1.0 | 1.0 |
| Administrative Secretary | 1.0 | 1.0 | 1.0 | 1.0 |
| Office Technician | 1.0 | 1.0 | 1.0 | 1.0 |
| Compliance Officer II | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 5.5 | 5.5 | 5.5 | 5.5 |
| Engineering Services Division | | | | |
| Senior Civil Engineer | 1.0 | 1.0 | 1.0 | 1.0 |
| Assistant Engineer | 3.0 | 3.0 | 3.0 | 3.0 |
| Junior Engineer | 2.0 | 2.0 | 2.0 | 2.0 |
| Deputy City Engineer | 1.0 | 1.0 | 1.0 | 1.0 |
| Sr Construction Inspector | 1.0 | 1.0 | 1.0 | 1.0 |
| Const Inspector Supv | 1.0 | 1.0 | 1.0 | 1.0 |
| Construction Inspector | 3.0 | 3.0 | 3.0 | 3.0 |
| Engineering Tech | 3.0 | 3.0 | 2.0 | 2.0 |
| Engineering Aide II | 2.0 | 2.0 | 1.0 | 1.0 |
| Total | 17.0 | 17.0 | 15.0 | 15.0 |
| Development/Traffic & Transp. | | | | |
| Junior Engineer | 1.0 | 1.0 | 1.0 | 1.0 |
| Transportation Planner | 1.0 | 1.0 | 1.0 | 1.0 |
| Engineering Tech (MV) | 1.0 | 1.0 | 1.0 | 1.0 |
| Engineering Aide II | 1.0 | 1.0 | 1.0 | 1.0 |
| Total | 4.0 | 4.0 | 4.0 | 4.0 |
| Department Total | 26.5 | 26.5 | 24.5 | 24.5 |

ENVIRONMENTAL AND MAINTENANCE SERVICES

Divisions



ENVIRONMENTAL & MAINT SERVICES

Summary

Purpose

Provide maintenance services for all City infrastructure, vehicles and equipment.

City Council Goals, Strategies, and Objectives

1. Economic Development: Strategy 1: Green Team; a: Environmentally Preferred Purchasing Policy Strategy 2: Downtown Parking Operations. a. Operate to provide safe, attractive parking for downtown businesses, housing and government offices.
2. Public Safety: Strategy 1: Rancho Cielo Youth Program; a) Job skill building program Strategy 2: Graffiti Abatement: a. Abatement services 7 days/week. Public and limited private property. Strategy 3: Street lighting; a) Services by in-house staff member. Repair call in line operational.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. FY 2008-09 General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. The Environmental and Maintenance Services Department FY 2009-10 budget is reduced 8.5%. The reduction included the elimination of six (6) vacant positions (four Park Maintenance Workers, one Signal Technician, and one Facility Maintenance Worker), and several outside contractual services (janitorial maintenance, tree planting, solid waste services support and highly technical facility repairs). Budget impacts associated with these reductions include reduced public facility repairs and janitorial service, reduce tree planting and pruning, reduced maintenance of parks and street medians and greenbelts. Reduced funding for replacement of tools, repair parts and consumable supplies. Training is reduced to mandatory only.

ENVIRONMENTAL & MAINT SERVICES

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------|--------------------------------|-----------------|-----------------|------------------|---------------|
| 5310 | Administration Division | 480,367 | 565,100 | 528,900 | 535,300 |
| 5313 | Graffiti Abatement Division | 79,722 | 108,300 | 105,300 | 105,300 |
| 5330 | Facilities Maintenance Divisio | 1,657,792 | 1,792,700 | 1,538,400 | 1,561,300 |
| 5340 | Vehicle/Equipment Maintenance | 845,471 | 994,700 | 954,400 | 971,300 |
| 5350 | Street Maintenance Division | 1,150,076 | 1,355,400 | 1,304,000 | 1,339,000 |
| 5351 | Street Lights Division | 757,510 | 820,900 | 733,200 | 733,500 |
| 5353 | Traffic Signals Division | 276,831 | 350,500 | 329,700 | 329,800 |
| 5355 | Environmental Compliance Div | 26,145 | 130,800 | 105,100 | 109,500 |
| 5380 | Park Maintenance Division | 3,031,704 | 3,088,300 | 2,598,500 | 2,628,700 |
| 5385 | Urban Forestry Division | 1,025,977 | 1,040,500 | 909,800 | 933,100 |
| TOTAL | | 9,331,595 | 10,247,200 | 9,107,300 | 9,246,800 |

Expenditures by Character

| | | | | | |
|-------|-------------------------------|-----------|------------|-----------|-----------|
| 1. | Employee Services | 6,086,039 | 6,981,650 | 6,203,000 | 6,342,500 |
| 2. | Office Supplies & Materials | 6,962 | 6,016 | 6,300 | 6,300 |
| 3. | Bldg/Veh/Equip Maint/Supplies | 275,943 | 258,905 | 259,900 | 259,900 |
| 4. | Vehicle Fuels & Lubricants | 214,779 | 194,701 | 191,400 | 191,400 |
| 5. | Small Tools & Equipment | 34,395 | 34,498 | 33,200 | 33,200 |
| 6. | Clothing & Personal Equip | 26,296 | 24,276 | 25,400 | 25,400 |
| 7. | Street Materials | 122,207 | 122,150 | 128,000 | 128,000 |
| 8. | Books and Publications | 472 | 350 | 300 | 300 |
| 9. | Special Dept Supplies | 50,940 | 53,572 | 16,950 | 16,950 |
| 10. | Chemicals | 12,093 | 11,215 | 11,250 | 11,250 |
| 11. | Communications | 29,068 | 25,801 | 28,400 | 28,400 |
| 12. | Utilities | 1,157,229 | 1,143,339 | 1,291,800 | 1,291,800 |
| 13. | Rents & Leases | 3,418 | 3,518 | 6,800 | 6,800 |
| 14. | Contract Maintenance Services | 579,830 | 586,469 | 521,800 | 521,800 |
| 15. | Professional Services | 597,800 | 507,908 | 373,300 | 373,300 |
| 16. | Outside Services | 66,334 | | | |
| 17. | Administration/Contingencies | | 281,954 | | |
| 18. | Training/Conferences/Meetings | 10,428 | 7,320 | 7,700 | 7,700 |
| 19. | Membership & Dues | 1,535 | 2,610 | 1,800 | 1,800 |
| 20. | Impvt Other Than Buildings | 31,319 | | | |
| 21. | Capital Outlay | 24,508 | 948 | | |
| TOTAL | | 9,331,595 | 10,247,200 | 9,107,300 | 9,246,800 |

ENVIRONMENTAL & MAINT SERVICES

Summary

| Expenditures by Fund | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------|------------------|-------------------|------------------|------------------|
| General Fund | 8,570,795 | 9,343,700 | 8,262,500 | 8,378,200 |
| Measure V Fund | 745,844 | 888,500 | 829,800 | 853,600 |
| Sunset Ave-Project | 14,956 | 15,000 | 15,000 | 15,000 |
| TOTAL | 9,331,595 | 10,247,200 | 9,107,300 | 9,246,800 |

Workforce by Program

| | | | | | |
|------|--------------------------------|--------------|--------------|--------------|--------------|
| 5310 | Administration Division | 3.00 | 3.00 | 3.00 | 3.00 |
| 5330 | Facilities Maintenance Divisio | 14.00 | 14.00 | 13.00 | 13.00 |
| 5340 | Vehicle/Equipment Maintenance | 7.00 | 7.00 | 7.00 | 7.00 |
| 5350 | Street Maintenance Division | 16.00 | 16.00 | 16.00 | 16.00 |
| 5351 | Street Lights Division | 1.75 | 1.75 | 0.75 | 0.75 |
| 5353 | Traffic Signals Division | 0.25 | 0.25 | 0.25 | 0.25 |
| 5355 | Environmental Compliance Div | 1.25 | 1.25 | 1.25 | 1.25 |
| 5380 | Park Maintenance Division | 27.00 | 26.00 | 22.00 | 22.00 |
| 5385 | Urban Forestry Division | 9.00 | 9.00 | 9.00 | 9.00 |
| | TOTAL | 79.25 | 78.25 | 72.25 | 72.25 |



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Purpose

The mission of Maintenance Services Administration is to provide administrative direction and support services to the diverse maintenance functions, their operating budgets and capital improvements.

Division Operations

1. To provide administrative and clerical support to the department.
2. To provide effective supervision and control of maintenance services and resources.
3. To provide overall budget, project and program management.
4. To provide central administrative management to maximize economies of scale and efficiency.
5. To provide excellent customer service.

Major Budget Changes

None.

ENVIRONMENTAL & MAINT SERVICES

Administration Division

5310

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-----------------|-----------------|------------------|----------------|
| 1. Employee Services | 397,364 | 460,350 | 427,800 | 434,200 |
| 2. Office Supplies & Materials | 5,665 | 4,799 | 4,800 | 4,800 |
| 3. Small Tools & Equipment | 170 | 170 | 200 | 200 |
| 4. Clothing & Personal Equip | 114 | 114 | 200 | 200 |
| 5. Books and Publications | 232 | 50 | 100 | 100 |
| 6. Special Dept Supplies | 1,558 | 1,600 | 1,400 | 1,400 |
| 7. Communications | 15,419 | 15,419 | 16,100 | 16,100 |
| 8. Utilities | 3,329 | 7,000 | 4,900 | 4,900 |
| 9. Rents & Leases | | | 500 | 500 |
| 10. Contract Maintenance Services | | 27 | 1,000 | 1,000 |
| 11. Professional Services | 55,736 | 68,277 | 70,000 | 70,000 |
| 12. Administration/Contingencies | | 5,221 | | |
| 13. Training/Conferences/Meetings | 625 | 625 | 1,500 | 1,500 |
| 14. Membership & Dues | 155 | 500 | 400 | 400 |
| 15. Capital Outlay | | 948 | | |
| TOTAL | 480,367 | 565,100 | 528,900 | 535,300 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 3 | 3 | 3 | 3 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund

Purpose

The mission of the Graffiti Abatement is to beautify our City by providing a graffiti free environment by removing or covering all graffiti on public property within the City of Salinas.

Division Operations

1. To remove graffiti from public properties and streets within 48 hours.
2. Support the removal of graffiti from private property as resources are available.
3. To provide excellent customer service.

Major Budget Changes

None.

ENVIRONMENTAL & MAINT SERVICES
Graffiti Abatement Division

5313

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 14,956 | 15,000 | 15,000 | 15,000 |
| 2. Bldg/Veh/Equip Maint/Supplies | 5,527 | 5,526 | 6,300 | 6,300 |
| 3. Small Tools & Equipment | 334 | 334 | 500 | 500 |
| 4. Clothing & Personal Equip | 363 | 363 | 500 | 500 |
| 5. Special Dept Supplies | 8,000 | 8,000 | 8,000 | 8,000 |
| 6. Contract Maintenance Services | 50,542 | 57,934 | 74,000 | 74,000 |
| 7. Professional Services | | | 1,000 | 1,000 |
| 8. Administration/Contingencies | | 21,143 | | |
| TOTAL | 79,722 | 108,300 | 105,300 | 105,300 |

Authorized Positions

Funding Source

Measure V Fund, Sunset Ave-Project

Purpose

The mission of Facilities Maintenance is to provide safe, operational, and environmentally sound buildings and facilities for the residents of the City of Salinas.

Division Operations

1. To provide planning and implementation of a maintenance management program for all City buildings and facilities.
2. To provide effective periodic preventive maintenance and inspections to reduce the incidence of unanticipated repair.
3. To provide central facility management to maximize economies of scale and efficiency.
4. To provide excellent customer service.

Major Budget Changes

Due to the economic downturn, professional services for private contract (Janitorial Maintenance) was decreased by \$62,500 from \$125,000 to \$62,500 coupled with a decrease of \$50,000 in Other Maintenance Services. One (1) Facility Maintenance Worker position was eliminated.

ENVIRONMENTAL & MAINT SERVICES
Facilities Maintenance Division

5330

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 1,183,899 | 1,237,100 | 1,096,000 | 1,118,900 |
| 2. Bldg/Veh/Equip Maint/Supplies | 31,882 | 31,882 | 31,300 | 31,300 |
| 3. Small Tools & Equipment | 3,818 | 3,800 | 3,400 | 3,400 |
| 4. Clothing & Personal Equip | 1,166 | 1,200 | 1,100 | 1,100 |
| 5. Special Dept Supplies | 1,379 | 1,400 | 1,200 | 1,200 |
| 6. Communications | 1,346 | 1,400 | 1,200 | 1,200 |
| 7. Utilities | 125,301 | 140,913 | 245,700 | 245,700 |
| 8. Contract Maintenance Services | 252,054 | 252,054 | 158,500 | 158,500 |
| 9. Outside Services | 19,487 | | | |
| 10. Administration/Contingencies | | 121,478 | | |
| 11. Training/Conferences/Meetings | 1,952 | 1,473 | | |
| 12. Impvt Other Than Buildings | 31,319 | | | |
| 13. Capital Outlay | 4,189 | | | |
| TOTAL | 1,657,792 | 1,792,700 | 1,538,400 | 1,561,300 |

| | | | | |
|-----------------------------|-----------|-----------|-----------|-----------|
| Authorized Positions | 14 | 14 | 13 | 13 |
|-----------------------------|-----------|-----------|-----------|-----------|

Funding Source

General Fund

Purpose

The mission of Fleet Maintenance is to provide safe, dependable, economical and environmentally sound vehicles and power equipment.

Division Operations

1. Develop and staff an effective preventive maintenance program to reduce the incidence of unscheduled repairs.
2. Establish market-driven, competitive fleet services by making periodic assessments of the cost competitiveness of fleet service delivery.
3. Provide for a central fleet management function to maximize economies of scale and efficiency of operation.
4. Establish a fleet policy that identifies all fleet costs, allocates these costs equitable and supports fleet operations as an enterprise activity.

Major Budget Changes

Due to the economic downturn, Supplies and Materials was decreased by \$15,900 and Outside Services was decreased by \$7,400.

ENVIRONMENTAL & MAINT SERVICES

Vehicle/Equipment Maintenance

5340

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 565,629 | 713,900 | 696,900 | 713,800 |
| 2. Office Supplies & Materials | 77 | 100 | 100 | 100 |
| 3. Bldg/Veh/Equip Maint/Supplies | 101,807 | 93,700 | 79,300 | 79,300 |
| 4. Vehicle Fuels & Lubricants | 123,523 | 119,701 | 120,000 | 120,000 |
| 5. Small Tools & Equipment | 6,460 | 6,460 | 5,500 | 5,500 |
| 6. Clothing & Personal Equip | 8,173 | 6,200 | 6,000 | 6,000 |
| 7. Books and Publications | 240 | 300 | 200 | 200 |
| 8. Special Dept Supplies | 19 | 100 | 100 | 100 |
| 9. Contract Maintenance Services | 38,550 | 35,851 | 42,600 | 42,600 |
| 10. Administration/Contingencies | | 17,395 | | |
| 11. Training/Conferences/Meetings | 993 | 993 | 3,700 | 3,700 |
| TOTAL | 845,471 | 994,700 | 954,400 | 971,300 |
| Authorized Positions | 7 | 7 | 7 | 7 |

Funding Source

General Fund

Purpose

Maintain City street, curbs, and gutters, sidewalks and traffic control signs, street marking, stripping.

Division Operations

1. Assist engineering in establishing work priorities.
2. Maintain sidewalks, curbs and gutters by repair or replacement as resources allow.
3. Maintain traffic signs and pavement markings in good repair.

Major Budget Changes

Due to the continued recession and decline of tax revenues, Measure V funding for street related projects including sidewalk repairs has been suspended in FY 2009-10 and 2010-11. Gas Tax funds for street related projects was reduced by \$775,000 to \$1,175,000 in FY 2009-10. State Proposition 42 funds funding for the 2009-10 & 2010-11 fiscal years is considered unreliable due to the State economic crisis.

ENVIRONMENTAL & MAINT SERVICES

Street Maintenance Division

5350

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 966,018 | 1,182,400 | 1,155,800 | 1,190,800 |
| 2. Office Supplies & Materials | 100 | | | |
| 3. Bldg/Veh/Equip Maint/Supplies | 5,141 | 5,141 | 9,000 | 9,000 |
| 4. Small Tools & Equipment | 3,734 | 3,734 | 3,600 | 3,600 |
| 5. Clothing & Personal Equip | 3,534 | 3,500 | 3,100 | 3,100 |
| 6. Street Materials | 117,994 | 117,900 | 120,000 | 120,000 |
| 7. Special Dept Supplies | 219 | | | |
| 8. Chemicals | 4,215 | 4,215 | 4,000 | 4,000 |
| 9. Rents & Leases | | 100 | 600 | 600 |
| 10. Contract Maintenance Services | 709 | 800 | 700 | 700 |
| 11. Professional Services | 221 | 221 | 7,200 | 7,200 |
| 12. Outside Services | 46,847 | | | |
| 13. Administration/Contingencies | | 36,319 | | |
| 14. Training/Conferences/Meetings | 1,344 | 1,070 | | |
| TOTAL | 1,150,076 | 1,355,400 | 1,304,000 | 1,339,000 |
| Authorized Positions | 16 | 16 | 16 | 16 |

Funding Source

General Fund

Purpose

Maintain the City's street light system.

Division Operations

1. Keep all street lights in operational condition.

Major Budget Changes

A Traffic Signal Technician position has been eliminated from the budget.

ENVIRONMENTAL & MAINT SERVICES
Street Lights Division

5351

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 110,585 | 158,400 | 77,200 | 77,500 |
| 2. Bldg/Veh/Equip Maint/Supplies | 39,741 | 39,741 | 36,000 | 36,000 |
| 3. Utilities | 556,553 | 570,000 | 570,000 | 570,000 |
| 4. Contract Maintenance Services | 48,901 | 48,901 | 50,000 | 50,000 |
| 5. Administration/Contingencies | | 2,128 | | |
| 6. Training/Conferences/Meetings | 1,730 | 1,730 | | |
| 7. Membership & Dues | | | | |
| TOTAL | 757,510 | 820,900 | 733,200 | 733,500 |
| Authorized Positions | 1.75 | 1.75 | 0.75 | 0.75 |

Funding Source

General Fund

Purpose

Provide routine maintenance and timely repairs to all traffic signal systems in Salinas.

Division Operations

1. Maintain the traffic signal system in good operational order.
2. Review and update traffic signal timing systems to improve circulation.
3. Evaluate systems as appropriate to meet traffic needs.
4. Provide signal interconnection in an effort to improve traffic movements and minimize congestion.

Major Budget Changes

None.

ENVIRONMENTAL & MAINT SERVICES

Traffic Signals Division

5353

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 3,856 | 28,700 | 26,300 | 26,400 |
| 2. Bldg/Veh/Equip Maint/Supplies | | | 15,000 | 15,000 |
| 3. Communications | 10,697 | 8,400 | 10,400 | 10,400 |
| 4. Utilities | 77,444 | 85,000 | 83,000 | 83,000 |
| 5. Contract Maintenance Services | 184,762 | 190,902 | 195,000 | 195,000 |
| 6. Administration/Contingencies | | 37,426 | | |
| 7. Training/Conferences/Meetings | 72 | 72 | | |
| TOTAL | 276,831 | 350,500 | 329,700 | 329,800 |
| Authorized Positions | 0.25 | 0.25 | 0.25 | 0.25 |

Funding Source

General Fund

Purpose

Inspect and investigate sources of pollution to protect the public and the environment in compliance with the City's National Pollution Discharge Elimination System (NPDES) Permit and ensure conformance with Federal, State, and local regulations.

Division Operations

1. Protect water quality and environmental resources by developing and implementing programs and best management practices identified within the City's Stormwater Management Plan.
2. Develop and implement an NPDES inspection program of high priority commercial and industrial businesses to ensure compliance with water quality objectives for point source discharges.
3. Promote voluntary compliance.
4. Ensure that environmental requirements and best management practices are being implemented effectively.

Major Budget Changes

None.

ENVIRONMENTAL & MAINT SERVICES
Environmental Compliance Division

5355

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 24,702 | 125,800 | 105,100 | 109,500 |
| 2. Administration/Contingencies | | 5,000 | | |
| 3. Capital Outlay | 1,443 | | | |
| TOTAL | 26,145 | 130,800 | 105,100 | 109,500 |
| Authorized Positions | 1.25 | 1.25 | 1.25 | 1.25 |

Funding Source

General Fund

Purpose

Provide a basic level of maintenance services, commensurate with available resources to parks with in-house staff. Provide substantially reduced maintenance services to medians and public landscapes utilizing in-house staff and contract service providers.

Division Operations

1. Provide reduced services focused on health and safety to City parks.
2. Maintain public landscapes at a significantly reduced level, appropriate to available funding.
3. Provide median weed abatement to address the declining condition of City greenbelts and medians.
4. Develop plans for landscape restoration of select gateway medians with one-time funds from Measure V.

Major Budget Changes

Due to the economic downturn, professional services was decreased by \$55,000 from \$250,000 to \$195,000 for private contracting (restroom custodial services, contract weed abatement, litter removal and irrigation repairs on select medians and greenbelts), in both 2009-10 and 2010-11. As part of the budget balancing solutions, on February 24, 2009, the City Council approved the elimination of four (4) Park Maintenance Worker positions in the Park Maintenance Division in FY 2009-10. The loss of these positions will reduce pruning, edging, repair to damage structures, delays in litter removal and custodial services in parks and public landscapes.

ENVIRONMENTAL & MAINT SERVICES

Park Maintenance Division

5380

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|------------------|------------------|------------------|------------------|
| 1. Employee Services | 2,101,873 | 2,281,000 | 1,844,600 | 1,874,800 |
| 2. Office Supplies & Materials | 356 | 322 | 500 | 500 |
| 3. Bldg/Veh/Equip Maint/Supplies | 87,848 | 79,229 | 79,000 | 79,000 |
| 4. Vehicle Fuels & Lubricants | 64,804 | 50,000 | 46,000 | 46,000 |
| 5. Small Tools & Equipment | 9,963 | 10,000 | 10,000 | 10,000 |
| 6. Clothing & Personal Equip | 6,399 | 6,399 | 8,000 | 8,000 |
| 7. Street Materials | 4,213 | 4,250 | 8,000 | 8,000 |
| 8. Special Dept Supplies | 25,340 | 24,456 | 5,700 | 5,700 |
| 9. Chemicals | 7,878 | 7,000 | 7,000 | 7,000 |
| 10. Communications | 1,524 | 500 | 500 | 500 |
| 11. Utilities | 394,602 | 340,426 | 388,200 | 388,200 |
| 12. Rents & Leases | 2,210 | 2,210 | 4,200 | 4,200 |
| 13. Contract Maintenance Services | 4,312 | | | |
| 14. Professional Services | 297,501 | 249,560 | 195,100 | 195,100 |
| 15. Administration/Contingencies | | 30,808 | | |
| 16. Training/Conferences/Meetings | 3,035 | 680 | 1,000 | 1,000 |
| 17. Membership & Dues | 970 | 1,460 | 700 | 700 |
| 18. Capital Outlay | 18,876 | | | |
| TOTAL | 3,031,704 | 3,088,300 | 2,598,500 | 2,628,700 |
| | | | | |
| Authorized Positions | 27 | 26 | 22 | 22 |

Funding Source

General Fund, Measure V Fund

Purpose

Maintain the Salinas urban forest to a level commensurate to the available funding including street trees and public facility landscape trees.

Division Operations

1. Complete safety pruning operations with in-house staff and contract staff.
2. Provide storm related emergency responses for tree issues.
3. Complete a limited number of full service pruning operations on City trees through contract services with available resources.
4. Plant replacement trees in streetscapes as resources allow.
5. Tree maintenance, planting and removal in city parks and greenbelts.

Major Budget Changes

Due to the economic downturn, professional services for private contracting (tree trimming) was decreased by \$100,000 from \$200,000 to \$100,000 for both FY 2009-10 and 2010-11.

ENVIRONMENTAL & MAINT SERVICES
Urban Forestry Division

5385

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 717,157 | 779,000 | 758,300 | 781,600 |
| 2. Office Supplies & Materials | 764 | 795 | 900 | 900 |
| 3. Bldg/Veh/Equip Maint/Supplies | 3,997 | 3,686 | 4,000 | 4,000 |
| 4. Vehicle Fuels & Lubricants | 26,452 | 25,000 | 25,400 | 25,400 |
| 5. Small Tools & Equipment | 9,916 | 10,000 | 10,000 | 10,000 |
| 6. Clothing & Personal Equip | 6,547 | 6,500 | 6,500 | 6,500 |
| 7. Special Dept Supplies | 14,425 | 18,016 | 550 | 550 |
| 8. Chemicals | | | 250 | 250 |
| 9. Communications | 82 | 82 | 200 | 200 |
| 10. Rents & Leases | 1,208 | 1,208 | 1,500 | 1,500 |
| 11. Professional Services | 244,342 | 189,850 | 100,000 | 100,000 |
| 12. Administration/Contingencies | | 5,036 | | |
| 13. Training/Conferences/Meetings | 677 | 677 | 1,500 | 1,500 |
| 14. Membership & Dues | 410 | 650 | 700 | 700 |
| TOTAL | 1,025,977 | 1,040,500 | 909,800 | 933,100 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 9 | 9 | 9 | 9 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund, Measure V Fund

ENVIRONMENTAL & MAINT SERVICES

Work Force

| Administration Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Maintenance Services Dir | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 3.00 | 3.00 | 3.00 | 3.00 |
| Facilities Maintenance Divisio | | | | |
| Facil Maint Mech Crew Sup | 2.00 | 2.00 | 2.00 | 2.00 |
| Facility Maint Mech | 2.00 | 2.00 | 2.00 | 2.00 |
| Sr Facility Maint Mech | 2.00 | 2.00 | 2.00 | 2.00 |
| Comm Facilities Svc Wkr | 5.00 | 5.00 | 5.00 | 5.00 |
| Sr Comm Facilities Svc Wk | 1.00 | 1.00 | 1.00 | 1.00 |
| Facility Maint Worker | 2.00 | 2.00 | 1.00 | 1.00 |
| Total | 14.00 | 14.00 | 13.00 | 13.00 |
| Vehicle/Equipment Maintenance | | | | |
| Equipment Mechanic II | 4.00 | 4.00 | 4.00 | 4.00 |
| Fleet Maintenance Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Equipment Mechanic I | 1.00 | 1.00 | 1.00 | 1.00 |
| Equipment Mech Crew Sup | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 7.00 | 7.00 | 7.00 | 7.00 |
| Street Maintenance Division | | | | |
| Inmate Crew Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| P.S. Maint Crew Supv | 1.00 | 1.00 | 1.00 | 1.00 |
| Public Svc Maint Wkr IV | 3.00 | 3.00 | 3.00 | 3.00 |
| Public Svc Maint Wkr II | 7.00 | 7.00 | 7.00 | 7.00 |
| Street Maintenance Mgr | 1.00 | 1.00 | 1.00 | 1.00 |
| Public Svc Maint Wkr III | 3.00 | 3.00 | 3.00 | 3.00 |
| Total | 16.00 | 16.00 | 16.00 | 16.00 |
| Street Lights Division | | | | |
| SL/Traffic Signal Tech | 1.00 | 1.00 | | |
| SL/Traffic Sig Crew Sup | 0.75 | 0.75 | 0.75 | 0.75 |
| Total | 1.75 | 1.75 | 0.75 | 0.75 |

ENVIRONMENTAL & MAINT SERVICES

Work Force

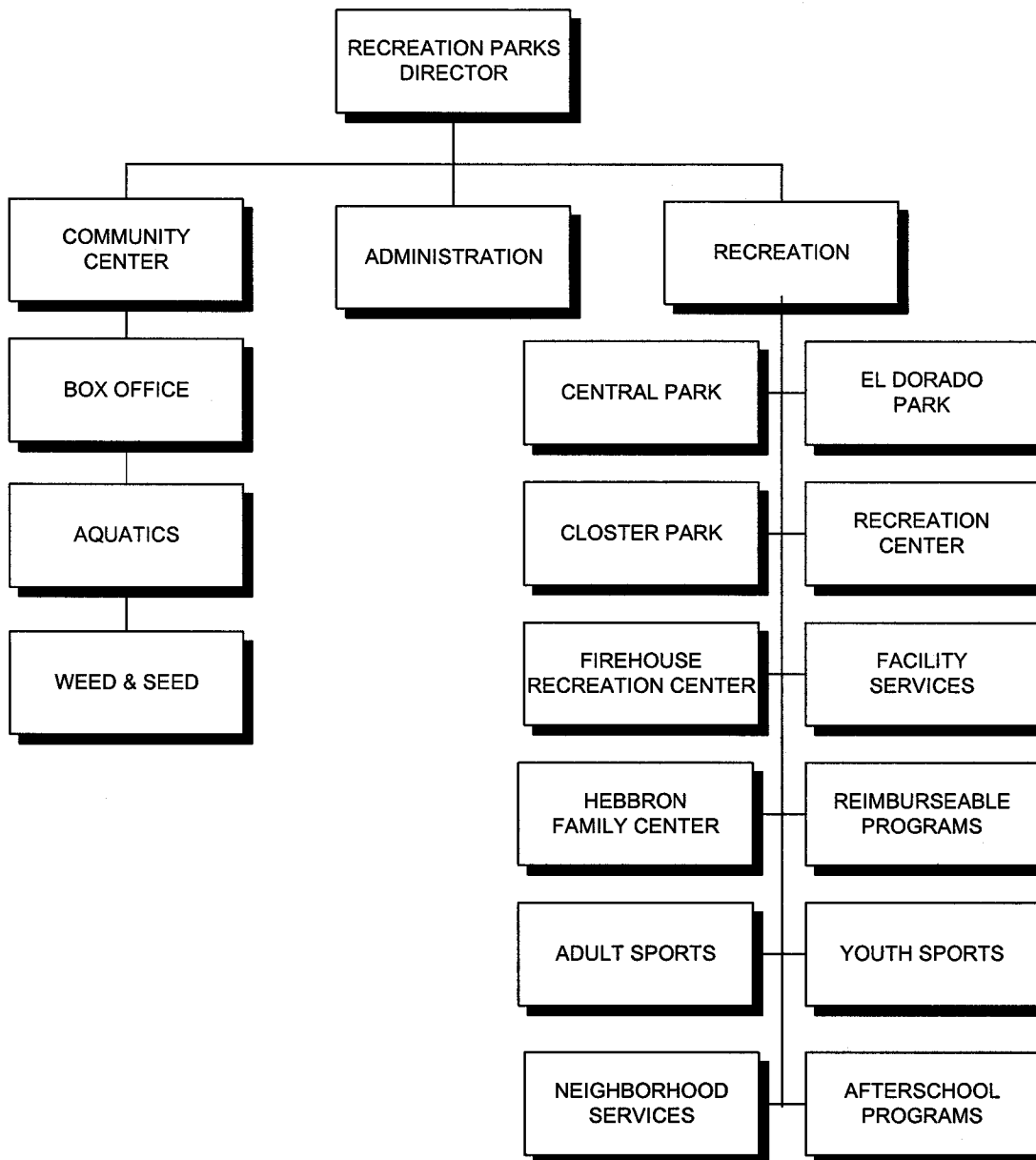
| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|-------------------------------------|---------------------|---------------------|------------------|---------------|
| Traffic Signals Division | | | | |
| SL/Traffic Sig Crew Sup | 0.25 | 0.25 | 0.25 | 0.25 |
| Environmental Compliance Div | | | | |
| Environmental Res Planner | 0.25 | 0.25 | 0.25 | 0.25 |
| Env Compliance Insp II | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 1.25 | 1.25 | 1.25 | 1.25 |
| Park Maintenance Division | | | | |
| Park Maint Crew Sup (1MV) | 3.00 | 3.00 | 3.00 | 3.00 |
| Park Maint Worker (6 MV) | 22.00 | 21.00 | 17.00 | 17.00 |
| Power Mower Operator | 1.00 | 1.00 | 1.00 | 1.00 |
| Park Grnds Frstry Ops Mgr | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 27.00 | 26.00 | 22.00 | 22.00 |
| Urban Forestry Division | | | | |
| Urban Forestry Crew Supv | 1.00 | 1.00 | 1.00 | 1.00 |
| Sr Urban Forestry Worker | 1.00 | 1.00 | 1.00 | 1.00 |
| Urban Forestry WkrII(3MV) | 7.00 | 7.00 | 7.00 | 7.00 |
| Total | 9.00 | 9.00 | 9.00 | 9.00 |
| Department Total | 79.25 | 78.25 | 72.25 | 72.25 |



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PARKS AND COMMUNITY SERVICES

Divisions



PARKS AND COMMUNITY SERVICES DEPARTMENT

Summary

Purpose

The Parks and Community Services Department provides a wide range of program services to the Salinas community. These programs serve children and youth, families, adults, schools and community service groups while coordinating with multi-governmental jurisdictions and collaborative organizations. Program services include Recreation Centers, Playgrounds, CDBG After School and Weed and Seed Grant Programs, Youth and Adult Sports, Aquatics, Community Center/Sherwood Hall/Tennis Center, and monitoring the two Golf Courses.

City Council Goals, Strategies, and Objectives

1. Community Engagement: Strategy 1: Community Engagement: a: Common Sense Grant, b: Volunteers, c) Neighborhood Services, d) Senior issues and e) Neighborhood Leadership Academy.
2. Economic Development: Strategy 1: Carr Lake: a: Work with Big Sur Land Trust Strategy 2: Constitution Soccer Field Expansion: a. Work with Sports Authority and County and b. Prepare Prop 84 application.
3. Recreation: Strategy 1: Recreation Strategic Plan: a: Identify consultant and budget, b: Examine current programming Strategy 2: After School programs a. Measure V funding b. Identify program need/partners c. Facility joint use d. CASP-Community Alliance on Safety and Peace, and e. Youth Commission.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. FY 2008-09 General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. The Parks and Community Services Department FY 2009-10 budget was reduced 9.0%. Budget reductions include a 13% reduction in temporary payroll budgets and a 21% reduction in program supply, material and training budgets. These reductions will result in facility hours and program/class offerings being reduced at our recreation center sites, the municipal pool and some of the youth and adult sports programs. In addition, a 50% take-back in the after school funding for the Salinas school districts is recommended in the amount of \$320,150. Half of the after school funding take-back (\$160,000) will then be utilized to provide year-round vacation period programs in addition to targeted after school programs in collaboration with various school sites. City recreation staff will be able to utilize internal and available community resources to efficiently provide neighborhoods throughout Salinas with opportunities for effective after school programming once the majority of children leave school and return home. One (1) neighborhood services coordinator position was eliminated, although the new volunteer program will minimize service impacts.

PARKS AND COMMUNITY SERVICES DEPARTMENT

Summary

| Expenditures by Program | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------------|------------------|------------------|------------------|------------------|
| 5510 Administration Division | 517,491 | 560,600 | 567,200 | 571,700 |
| 5515 Neighborhood Services Division | 216,022 | 254,400 | 160,000 | 165,100 |
| 5527 Closter Park Division | 106,894 | 22,700 | 26,200 | 26,200 |
| 5528 El Dorado Park Division | 92,692 | 119,592 | 125,400 | 130,200 |
| 5529 Central Park Division | 70,044 | 78,208 | 79,900 | 83,400 |
| 5531 Facility Services Division | 8,304 | 14,300 | 8,500 | 8,500 |
| 5532 Reimbursable Rec Activities | 158,731 | 211,600 | 160,700 | 160,700 |
| 5533 Youth Sports Division | 257,382 | 287,100 | 260,700 | 264,900 |
| 5534 Adult Sports Division | 300,636 | 306,300 | 281,800 | 284,500 |
| 5535 Aquatics Division | 403,886 | 448,600 | 454,300 | 460,000 |
| 5536 Recreation Center Division | 37,115 | 49,800 | 48,800 | 48,800 |
| 5537 Firehouse Rec Center Division | 36,691 | 199,200 | 178,700 | 183,900 |
| 5538 Hebbbron Heights Rec Center Div | 40,553 | 51,500 | 44,300 | 44,300 |
| 5541 Afterschool Programs Division | 140,725 | 148,035 | 297,700 | 302,600 |
| 5542 Alisal Union Afterschool Div | 189,036 | 211,900 | 106,000 | 106,000 |
| 5543 Salinas City Afterschool Div | 225,600 | 225,600 | 112,800 | 112,800 |
| 5544 Salinas Union Afterschool Div | 92,363 | 115,600 | 57,800 | 57,800 |
| 5545 Santa Rita Union Afterschool | 85,201 | 87,200 | 43,600 | 43,600 |
| 5550 Community Center Division | 786,365 | 827,300 | 780,400 | 793,400 |
| 5553 Box Office Division | 5,142 | 7,000 | 4,900 | 4,900 |
| 5562 Weed and Seed FY 2009-10 | 122,713 | 221,341 | 141,900 | 141,700 |
| TOTAL | 3,893,586 | 4,447,876 | 3,941,600 | 3,995,000 |

PARKS AND COMMUNITY SERVICES DEPARTMENT

Summary

| Expenditures by Character | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|------------------------------------|------------------|------------------|------------------|------------------|
| 1. Employee Services | 2,316,928 | 2,605,842 | 2,369,600 | 2,423,000 |
| 2. Office Supplies & Materials | 10,558 | 13,819 | 16,200 | 16,200 |
| 3. Bldg/Veh/Equip Maint/Supplies | 37,642 | 40,466 | 48,600 | 48,600 |
| 4. Vehicle Fuels & Lubricants | 3,205 | 3,567 | 3,900 | 3,900 |
| 5. Small Tools & Equipment | 952 | 1,251 | 1,500 | 1,500 |
| 6. Clothing & Personal Equip | 1,062 | 2,604 | 1,500 | 1,500 |
| 7. Special Dept Supplies | 85,128 | 102,007 | 96,800 | 96,800 |
| 8. Chemicals | 11,297 | 14,320 | 14,900 | 14,900 |
| 9. Communications | 16,743 | 17,650 | 28,700 | 28,700 |
| 10. Utilities | 442,008 | 451,586 | 499,400 | 499,400 |
| 11. Rents & Leases | 4,000 | 4,000 | 4,000 | 4,000 |
| 12. Contract Maintenance Services | 58,688 | 55,862 | 48,100 | 48,100 |
| 13. Professional Services | 147,366 | 172,354 | 174,400 | 174,400 |
| 14. Outside Services | 662,423 | 679,072 | 554,900 | 554,900 |
| 15. Administration/Contingencies | | 131,418 | | |
| 16. Advertising | 29,649 | 34,807 | 17,000 | 17,000 |
| 17. Training/Conferences/Meetings | 9,792 | 11,529 | 6,291 | 6,291 |
| 18. Membership & Dues | 1,085 | 1,585 | 1,900 | 1,900 |
| 19. Contribution to Other Agencies | 31,401 | 98,770 | 49,509 | 49,509 |
| 20. Refunds & Reimb Damages | 2,340 | 3,100 | 4,400 | 4,400 |
| 21. Buildings | 6,500 | | | |
| 22. Impvt Other Than Buildings | 2,600 | | | |
| 23. Capital Outlay | 12,219 | 2,267 | | |
| TOTAL | 3,893,586 | 4,447,876 | 3,941,600 | 3,995,000 |

Expenditures by Fund

| | | | | |
|-------------------|------------------|------------------|------------------|------------------|
| General Fund | 2,610,495 | 2,918,035 | 2,649,900 | 2,680,000 |
| Measure V Fund | 1,160,378 | 1,308,500 | 1,149,800 | 1,173,300 |
| Weed & Seed Grant | 122,713 | 221,341 | 141,900 | 141,700 |
| TOTAL | 3,893,586 | 4,447,876 | 3,941,600 | 3,995,000 |

PARKS AND COMMUNITY SERVICES DEPARTMENT

Summary

| Workforce by Program | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------------|-----------------|-----------------|------------------|---------------|
| 5510 Administration Division | 4.00 | 5.00 | 5.00 | 5.00 |
| 5515 Neighborhood Services Division | 2.00 | 2.00 | 1.00 | 1.00 |
| 5527 Closter Park Division | 1.00 | | | |
| 5528 El Dorado Park Division | 1.00 | 1.00 | 1.00 | 1.00 |
| 5529 Central Park Division | 1.00 | 1.00 | 1.00 | 1.00 |
| 5533 Youth Sports Division | 2.25 | 2.25 | 2.25 | 2.25 |
| 5534 Adult Sports Division | 2.25 | 2.25 | 2.25 | 2.25 |
| 5535 Aquatics Division | 2.75 | 2.75 | 2.75 | 2.75 |
| 5537 Firehouse Rec Center Division | | 1.00 | 1.00 | 1.00 |
| 5541 Afterschool Programs Division | 1.00 | 1.00 | 1.00 | 1.00 |
| 5550 Community Center Division | 4.25 | 4.25 | 4.25 | 4.25 |
| 5562 Weed and Seed FY 2009-10 | | | 0.50 | 0.50 |
| TOTAL | 21.50 | 22.50 | 22.00 | 22.00 |

Purpose

Provide management leadership and administrative direction to carryout the work of the division.

Division Operations

1. Develop and Implement Measure V After School program initiatives and partnerships with the four (4) school districts.
2. Continue to provide the Recreation-Park Commission with opportunities to have input on critical recreation and park services.
3. Continue to practice excellent customer service.
4. Coordinate the Capital Improvement Program with the expansion and improvement of recreation and park facilities.
5. Monitor lease agreements at Twin Creeks, Fairways Golf Courses and Tennis Center.
6. Provide overall budget, project, and program management.
7. Review fee for service programs to increase cost recovery.

Major Budget Changes

The Recreation Service Manager position is funded with Park Development Fees.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Administration Division

5510

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 473,490 | 508,700 | 521,000 | 525,500 |
| 2. Office Supplies & Materials | 2,362 | 2,054 | 2,400 | 2,400 |
| 3. Bldg/Veh/Equip Maint/Supplies | 1,139 | 1,139 | 1,500 | 1,500 |
| 4. Vehicle Fuels & Lubricants | 152 | 252 | 400 | 400 |
| 5. Small Tools & Equipment | 258 | 258 | 400 | 400 |
| 6. Clothing & Personal Equip | 414 | 414 | 1,000 | 1,000 |
| 7. Special Dept Supplies | 888 | 800 | 800 | 800 |
| 8. Communications | 7,509 | 5,474 | 6,200 | 6,200 |
| 9. Rents & Leases | | | | |
| 10. Contract Maintenance Services | 100 | 100 | 300 | 300 |
| 11. Professional Services | 9,415 | 9,415 | 10,000 | 10,000 |
| 12. Outside Services | 3,911 | 3,911 | 5,000 | 5,000 |
| 13. Administration/Contingencies | | 6,823 | | |
| 14. Advertising | 12,053 | 17,000 | 17,000 | 17,000 |
| 15. Training/Conferences/Meetings | 4,940 | 3,400 | | |
| 16. Membership & Dues | 860 | 860 | 1,200 | 1,200 |
| TOTAL | 517,491 | 560,600 | 567,200 | 571,700 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 4 | 5 | 5 | 5 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund, Measure V Fund

PARKS AND COMMUNITY SERVICES DEPARTMENT
Neighborhood Services Division

5515

Purpose

Support neighborhood engagement activities; coordinate the implementation of solutions to neighborhood issues; and assist with the work of violence prevention collaboratives.

Division Operations

1. Community Engagement.
2. Volunteer Services Program.
3. Support community safety efforts.

Major Budget Changes

Program was transferred from the Administration Department to the Recreation-Parks Department in FY 2009-10. One (1) Neighborhood Services Coordinator position was eliminated from the budget, although the new volunteer program will minimize service impacts.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Neighborhood Services Division

5515

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 177,643 | 197,200 | 102,800 | 107,900 |
| 2. Special Dept Supplies | 246 | 369 | 6,600 | 6,600 |
| 3. Communications | 1,316 | 2,690 | 11,400 | 11,400 |
| 4. Professional Services | 36,362 | 35,718 | 38,500 | 38,500 |
| 5. Administration/Contingencies | | 17,701 | | |
| 6. Training/Conferences/Meetings | 455 | 455 | 700 | 700 |
| 7. Capital Outlay | | 267 | | |
| TOTAL | 216,022 | 254,400 | 160,000 | 165,100 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 2 | 2 | 1 | 1 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

General Fund, Measure V Fund

Purpose

Provide a wide range of activities for all ages to create wholesome experiences for physical and mental well-being.

Division Operations

1. Continue working with school districts and other organizations on collaborative recreation programs and coordinate facility usage services.
2. Continue to offer a diversity of recreation programs for all ages.
3. Market our recreation programs to the community.
4. Continue offering programs in collaboration with the School Districts for the after school programs at elementary school sites and Closter Park Recreation Center.
5. Continue to practice excellent customer service.
6. Provide a wide variety of local and out-of-town field trips.

Major Budget Changes

Measure V funds substantially fund the operation of this facility. General Fund contribution to this facility is \$4,100 for FY 2009-10. Salinas Boxing has utilized the facility since August 2007.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Closter Park Division

5527

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 95,495 | 9,500 | 9,500 | 9,500 |
| 2. Office Supplies & Materials | 926 | 700 | 1,100 | 1,100 |
| 3. Bldg/Veh/Equip Maint/Supplies | 1,183 | 1,297 | 1,700 | 1,700 |
| 4. Special Dept Supplies | 2,485 | 2,500 | 2,500 | 2,500 |
| 5. Communications | 288 | 300 | 600 | 600 |
| 6. Utilities | 2,932 | 3,504 | 6,600 | 6,600 |
| 7. Contract Maintenance Services | 980 | 996 | 1,500 | 1,500 |
| 8. Professional Services | 2,291 | 2,000 | 2,300 | 2,300 |
| 9. Administration/Contingencies | | 1,503 | | |
| 10. Training/Conferences/Meetings | 314 | 400 | 400 | 400 |
| TOTAL | 106,894 | 22,700 | 26,200 | 26,200 |

Authorized Positions 1

Funding Source

General Fund, Measure V Fund

Purpose

Operate a recreation center and provide a wide range of activities for all ages.

Division Operations

1. Continue working with school districts and other organizations on co-sponsored recreation programs and coordinate usage of the facilities.
2. Offer a program for year-round school recreation activities.
3. Continue to offer a diversity of recreation programs for all ages.
4. Continue to develop ways to market our recreation programs to the community.
5. Continue to provide space at the facility for use by community groups and organizations.
6. Continue to practice excellent customer service.

Major Budget Changes

Measure V funds substantially fund the operation of this facility. General Fund contribution to this facility is \$8,100 for FY 2009-10.

PARKS AND COMMUNITY SERVICES DEPARTMENT
El Dorado Park Division

5528

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 77,320 | 100,300 | 106,500 | 111,300 |
| 2. Office Supplies & Materials | 1,127 | 817 | 1,300 | 1,300 |
| 3. Bldg/Veh/Equip Maint/Supplies | 1,687 | 1,676 | 2,600 | 2,600 |
| 4. Special Dept Supplies | 2,624 | 2,700 | 2,700 | 2,700 |
| 5. Communications | 543 | 500 | 500 | 500 |
| 6. Utilities | 6,648 | 8,200 | 8,500 | 8,500 |
| 7. Contract Maintenance Services | 1,068 | 1,338 | 1,600 | 1,600 |
| 8. Professional Services | 1,275 | 1,310 | 1,300 | 1,300 |
| 9. Administration/Contingencies | | 2,351 | | |
| 10. Training/Conferences/Meetings | 400 | 400 | 400 | 400 |
| TOTAL | 92,692 | 119,592 | 125,400 | 130,200 |
| Authorized Positions | 1 | 1 | 1 | 1 |

Funding Source

General Fund, Measure V Fund

Purpose

Operate a recreation center and provide a wide range of activities for all ages.

Division Operations

1. Continue working with school districts and other organizations on co-sponsored recreation programs and coordinate facility usage services.
2. Continue to develop programs in cooperation with the School Districts for the after school programs at the elementary school sites and Central Park Recreation Center.
3. Continue to offer a diversity of recreation programs for all ages.
4. Continue to market the City's recreation programs to the community.
5. Continue to provide space at the facility for use by community groups and organizations.
6. Continue to practice excellent customer service.

Major Budget Changes

Measure V funds substantially funds the operation of this facility. General Fund contribution to this facility is \$2,900 for FY 2009-10.

Purpose

Provide the availability of park and recreation facilities to groups and organizations on a rental basis.

Division Operations

1. Provide the opportunity, when available, for rental of sports fields to local teams and organizations at a set fee.
2. Provide usage opportunities at Municipal Stadium for High School/Senior League Baseball/Football, College Baseball, Youth leagues and special events as available. Monitor lease conditions with Homers, Inc. for batting cages.
3. Provide the opportunity to rent our recreation facilities including the Community Park buildings, Breadbox, Hebron Family Center, Recreation Center, Central, Firehouse and El Dorado Recreation Centers when available using a fee schedule.
4. Continue to practice excellent customer service.
5. Continue working with school districts in sharing facilities.

Major Budget Changes

Temporary Services was reduced \$5,800 to \$6,800 in both FY 2009-10 and 2010-11.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Facility Services Division

5531

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 7,388 | 12,600 | 6,800 | 6,800 |
| 2. Special Dept Supplies | 253 | 500 | 500 | 500 |
| 3. Administration/Contingencies | | 537 | | |
| 4. Refunds & Reimb Damages | 663 | 663 | 1,200 | 1,200 |
| TOTAL | 8,304 | 14,300 | 8,500 | 8,500 |

Authorized Positions

Funding Source

General Fund

PARKS AND COMMUNITY SERVICES DEPARTMENT

Reimbursable Rec Activities

5532

Purpose

Provide the opportunity for people to participate in specialized recreation activities such as classes, trips, day camps, sports clinics, senior activities/dinners and tot activities where the participant pays for the service rendered.

Division Operations

1. Provide fee-paid recreation and leisure activities at our Recreation facilities.
2. Provide camp programs at selected locations during the summer vacation and during the year-round school breaks.
3. Provide fee-paid excursions and trips for all age groups.
4. Continue to practice excellent customer service.

Major Budget Changes

One of the two Recreation Activity Guides that was mailed out to the public will be eliminated due to budget reductions.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Reimbursable Rec Activities

5532

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 39,064 | 48,200 | 32,400 | 32,400 |
| 2. Special Dept Supplies | 16,311 | 16,339 | 17,900 | 17,900 |
| 3. Professional Services | 85,656 | 110,344 | 109,600 | 109,600 |
| 4. Administration/Contingencies | | 18,897 | | |
| 5. Advertising | 17,500 | 17,500 | | |
| 6. Refunds & Reimb Damages | 200 | 320 | 800 | 800 |
| TOTAL | 158,731 | 211,600 | 160,700 | 160,700 |

Authorized Positions

Funding Source

General Fund

PARKS AND COMMUNITY SERVICES DEPARTMENT

Youth Sports Division

5533

Purpose

Provide youth sports programs to the community in a learning atmosphere, emphasizing participation, sportsmanship and fun. These activities will offset costs for officials, equipment and supplies through fees paid by the participants.

Division Operations

1. Provide organized youth league activities in flag football, soccer, basketball, volleyball and softball for 325 youth teams.
2. Continue to provide sports programs on a year-round basis for young people of elementary, junior high, and high school age.
3. Continue to provide workshops/clinics to develop team/individual skills for play in leagues operated by the City.
4. Continue to practice excellent customer service.

Major Budget Changes

None.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Youth Sports Division

5533

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 218,896 | 246,100 | 223,700 | 227,900 |
| 2. Special Dept Supplies | 34,187 | 34,234 | 33,200 | 33,200 |
| 3. Communications | 1,159 | 1,159 | 1,300 | 1,300 |
| 4. Professional Services | 1,023 | 1,100 | 1,100 | 1,100 |
| 5. Administration/Contingencies | | 3,390 | | |
| 6. Refunds & Reimb Damages | 1,117 | 1,117 | 1,400 | 1,400 |
| 7. Impvt Other Than Buildings | 1,000 | | | |
| TOTAL | 257,382 | 287,100 | 260,700 | 264,900 |

| | | | | |
|-----------------------------|------|------|------|------|
| Authorized Positions | 2.25 | 2.25 | 2.25 | 2.25 |
|-----------------------------|------|------|------|------|

Funding Source

General Fund

Purpose

Provide adult sports programs to the community that will offset costs for officials, equipment and supplies through fees paid by the participants.

Division Operations

1. Provide softball, volleyball, basketball, drop-in soccer and flag football programs for 200 teams in mens, womens and co-ed leagues.
2. Expand adult sports programs where costs allow and where staff workload allows, with "cost recovery" incorporated in the development.
3. Further expand our usage agreement with the High School District.
4. Continue to practice excellent customer service.

Major Budget Changes

None.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Adult Sports Division

5534

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 265,828 | 267,700 | 245,200 | 247,900 |
| 2. Special Dept Supplies | 11,348 | 12,647 | 11,600 | 11,600 |
| 3. Communications | 1,500 | 1,500 | 1,500 | 1,500 |
| 4. Professional Services | | | 500 | 500 |
| 5. Outside Services | 20,000 | 22,000 | 22,000 | 22,000 |
| 6. Administration/Contingencies | | 1,453 | | |
| 7. Refunds & Reimb Damages | 360 | 1,000 | 1,000 | 1,000 |
| 8. Impvt Other Than Buildings | 1,600 | | | |
| TOTAL | 300,636 | 306,300 | 281,800 | 284,500 |
| Authorized Positions | 2.25 | 2.25 | 2.25 | 2.25 |

Funding Source

General Fund

Purpose

Offer year-around season at the Salinas Aquatic Center so that residents have the opportunity to learn and participate in all levels of swimming activity .

Division Operations

1. Continue to manage the Salinas Aquatic complex, and address new facility warranty concerns.
2. Continue Junior Lifeguard Youth program to attract lifeguard candidates.
3. Provide a diverse lesson and recreational swimming program.
4. Continue to practice excellent customer service.
5. Continue to work with school districts to provide a "water safety" program for all elementary fourth and/or fifth grade students.
6. Plan for opening the new Aquatic Center in July of 2009.

Major Budget Changes

The budget reflects temporary payroll of \$24,000 funded by Measure V funds for FY 2009-10.

PARKS AND COMMUNITY SERVICES DEPARTMENT

Aquatics Division

5535

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 307,538 | 333,100 | 309,300 | 315,000 |
| 2. Office Supplies & Materials | 304 | 250 | 600 | 600 |
| 3. Bldg/Veh/Equip Maint/Supplies | 4,757 | 4,183 | 4,900 | 4,900 |
| 4. Clothing & Personal Equip | 258 | 300 | 300 | 300 |
| 5. Special Dept Supplies | 2,646 | 2,646 | 2,000 | 2,000 |
| 6. Chemicals | 11,177 | 14,200 | 14,200 | 14,200 |
| 7. Communications | 357 | 357 | 600 | 600 |
| 8. Utilities | 73,776 | 76,776 | 120,000 | 120,000 |
| 9. Contract Maintenance Services | 2,373 | 2,048 | 2,400 | 2,400 |
| 10. Administration/Contingencies | | 14,240 | | |
| 11. Training/Conferences/Meetings | 700 | 500 | | |
| TOTAL | 403,886 | 448,600 | 454,300 | 460,000 |
| Authorized Positions | 2.75 | 2.75 | 2.75 | 2.75 |

Funding Source

General Fund, Measure V Fund

Purpose

Operate the Recreation Center facility and provide sports activities for all ages to create wholesome experiences for physical and mental well-being.

Division Operations

1. Continue working with school districts and other organizations on co-sponsored recreation programs and coordinate facility usage services.
2. Continue to develop programs for year-round school recreation and sports activities.
3. Continue to develop ways to market our recreation programs to the community.
4. Continue to practice excellent customer service.
5. Continue to offer sports programs for all ages.

Major Budget Changes

The budget reflects temporary payroll and O & M line budgets totaling \$30,800 for FY 2009-10 funded by Measure V funds.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Recreation Center Division

5536

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 18,640 | 22,000 | 22,000 | 22,000 |
| 2. Office Supplies & Materials | 1,620 | 1,605 | 2,000 | 2,000 |
| 3. Bldg/Veh/Equip Maint/Supplies | 1,511 | 1,511 | 2,800 | 2,800 |
| 4. Vehicle Fuels & Lubricants | 1,238 | 600 | 600 | 600 |
| 5. Special Dept Supplies | 2,530 | 2,500 | 2,500 | 2,500 |
| 6. Communications | 186 | 186 | 600 | 600 |
| 7. Utilities | 9,300 | 13,527 | 15,200 | 15,200 |
| 8. Contract Maintenance Services | 1,250 | 1,250 | 2,200 | 2,200 |
| 9. Administration/Contingencies | | 5,721 | | |
| 10. Training/Conferences/Meetings | 840 | 900 | 900 | 900 |
| TOTAL | 37,115 | 49,800 | 48,800 | 48,800 |

Authorized Positions

Funding Source

General Fund, Measure V Fund

PARKS AND COMMUNITY SERVICES DEPARTMENT

Firehouse Rec Center Division

5537

Purpose

Operate Firehouse Recreation Center facility and provide a wide range of recreational activities for all ages. Work with Salinas Senior Center group to enhance programs for seniors.

Division Operations

1. Continue working with school districts and other organizations on collaborative recreation programs and coordinate facility usage services.
2. Continue developing programs for year-round recreation activities.
3. Continue offering programs in cooperation with the School Districts for the after school programs at elementary school sites and the Firehouse Recreation Center. Continue to expand senior programs.
4. Continue to offer a diversity of recreation programs for all ages.
5. Continue to market our recreation programs to the community.
6. Continue to provide space at the various recreation facilities for use by community groups and organizations.
7. Continue to provide excellent customer service.

Major Budget Changes

The budget reflects regular salary and benefits of \$92,400 funded by Measure V and \$86,300 of General Fund funds in FY 2009-10.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Firehouse Rec Center Division

5537

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 15,271 | 137,600 | 126,400 | 131,600 |
| 2. Office Supplies & Materials | 775 | 4,400 | 4,400 | 4,400 |
| 3. Bldg/Veh/Equip Maint/Supplies | 2,885 | 6,600 | 6,600 | 6,600 |
| 4. Vehicle Fuels & Lubricants | | 800 | 800 | 800 |
| 5. Small Tools & Equipment | | 300 | 300 | 300 |
| 6. Clothing & Personal Equip | 300 | 1,800 | 200 | 200 |
| 7. Special Dept Supplies | 1,797 | 6,100 | 4,600 | 4,600 |
| 8. Communications | 640 | 2,200 | 2,200 | 2,200 |
| 9. Utilities | 5,245 | 16,300 | 16,300 | 16,300 |
| 10. Contract Maintenance Services | 1,163 | 2,400 | 2,400 | 2,400 |
| 11. Professional Services | 377 | 1,500 | 500 | 500 |
| 12. Outside Services | | 14,000 | 14,000 | 14,000 |
| 13. Administration/Contingencies | | 2,200 | | |
| 14. Training/Conferences/Meetings | | 500 | | |
| 15. Membership & Dues | | 500 | | |
| 16. Capital Outlay | 8,238 | 2,000 | | |
| TOTAL | 36,691 | 199,200 | 178,700 | 183,900 |

Authorized Positions 1 1 1

Funding Source

General Fund, Measure V Fund

PARKS AND COMMUNITY SERVICES DEPARTMENT

Hebbron Heights Rec Center Division

5538

Purpose

Operate the Hebbron Family Recreation Center and provide a wide range of activities for all ages to create wholesome experiences for physical and mental well-being.

Division Operations

1. Continue working with school districts and other community based organizations on co-sponsored recreation programs and coordinate facility usage services.
2. Continue to develop programs for year-round school recreation activities meeting the needs of neighborhood "at risk youth".
3. Continue to offer a diversity of recreation programs for all ages.
4. Continue to market our recreation programs to the community.
5. Continue to provide space at the recreation center for use by community groups and organizations.
6. Continue to practice excellent customer service.

Major Budget Changes

The budget reflects \$28,900 of this program funded by Measure V funds for FY 2009-10. This program operates in conjunction with program #3164 Hebbron Family Center partially funded by CDBG in the amount of \$150,000 in FY 2009-10.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Hebbron Heights Rec Center Division

5538

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 16,286 | 18,900 | 18,000 | 18,000 |
| 2. Office Supplies & Materials | 700 | 725 | 1,000 | 1,000 |
| 3. Bldg/Veh/Equip Maint/Supplies | 2,458 | 2,463 | 3,200 | 3,200 |
| 4. Special Dept Supplies | 3,088 | 3,088 | 3,500 | 3,500 |
| 5. Communications | 736 | 800 | 800 | 800 |
| 6. Utilities | 10,127 | 10,096 | 13,100 | 13,100 |
| 7. Contract Maintenance Services | 2,720 | 2,500 | 2,500 | 2,500 |
| 8. Professional Services | 3,564 | 3,564 | 1,300 | 1,300 |
| 9. Administration/Contingencies | | 8,464 | | |
| 10. Training/Conferences/Meetings | 874 | 900 | 900 | 900 |
| TOTAL | 40,553 | 51,500 | 44,300 | 44,300 |

Authorized Positions

Funding Source

General Fund, Measure V Fund

PARKS AND COMMUNITY SERVICES DEPARTMENT

Afterschool Programs Division

5541

Purpose

Money raised by Measure V has been allocated for after school programs that will serve school age children in all (4) Salinas School Districts. This collaborative program seeks to provide activities that are safe and community-wide enrichment enhanced. Finalize best practices for School Districts.

Division Operations

1. To provide enrichment programs in the areas of the fine arts, sports and various camp activities.
2. Provide programs during school year and vacation periods.
3. Offer a diverse program for ages 5-18 years and "at-risk" youth.
4. Market our recreation programs to the community.

Major Budget Changes

There are four (4) School Districts funded by Measure V and additional After School programs funded from the General Fund. School District funds are being reduced by 50% beginning in FY 2009-10. \$160,000 of these reduced funds were added to this budget to provide additional programs for after school youth.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Afterschool Programs Division

5541

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 85,012 | 111,600 | 104,700 | 109,600 |
| 2. Special Dept Supplies | | 5,000 | | |
| 3. Outside Services | 51,732 | 26,848 | 193,000 | 193,000 |
| 4. Administration/Contingencies | | 4,587 | | |
| 5. Capital Outlay | 3,981 | | | |
| TOTAL | 140,725 | 148,035 | 297,700 | 302,600 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 1 | 1 | 1 | 1 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

Measure V Fund, General Fund

Purpose

Money raised by Measure V has been allocated for after school programs that will serve school age children in Alisal Union School District. This collaborative program seeks to provide activities that are safe and community-wide enrichment enhanced.

Division Operations

1. To provide enrichment programs in the areas of the fine arts, sports and various camp activities.
2. Provide programs during school year and vacation periods.
3. Offer a diverse program for ages 5-12 years old.
4. Market our recreation programs to the community.

Major Budget Changes

Funds for FY 2009-10 are reduced by 50%.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Alisal Union Afterschool Division

5542

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 6,457 | | | |
| 2. Outside Services | 182,579 | 202,365 | 106,000 | 106,000 |
| 3. Administration/Contingencies | | 9,535 | | |
| TOTAL | 189,036 | 211,900 | 106,000 | 106,000 |

Authorized Positions

Funding Source

Measure V Fund

Purpose

Money raised by Measure V has been allocated for after school programs that will serve school age children in Salinas City School District. This collaborative program seeks to provide activities that are safe and community-wide enrichment enhanced.

Division Operations

1. To provide enrichment programs in the areas of fine arts, sports and various camp activities.
2. Provide programs during school year and vacation periods.
3. Offer a diverse program for ages 5-12 years old.
4. Market our recreation programs to the community.

Major Budget Changes

Funds for FY 2009-10 are reduced by 50%.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Salinas City Afterschool Division

5543

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Outside Services | 225,600 | 215,448 | 112,800 | 112,800 |
| 2. Administration/Contingencies | | 10,152 | | |
| TOTAL | 225,600 | 225,600 | 112,800 | 112,800 |

Authorized Positions

Funding Source

Measure V Fund

Purpose

Money raised by Measure V has been allocated for after school programs that will serve school age children in Salinas Union High School District. This collaborative program seeks to provide activities that are safe and community-wide enrichment enhanced.

Division Operations

1. To provide enrichment programs in the areas of the fine arts, sports and various camp activities.
2. Provide programs during school year and vacation periods.
3. Offer a diverse program for ages 13-18 years old.
4. Market our recreation programs to the community.

Major Budget Changes

Funds for FY 2009-10 are reduced by 50%.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Salinas Union Afterschool Division

5544

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Outside Services | 92,363 | 110,400 | 57,800 | 57,800 |
| 2. Administration/Contingencies | | 5,200 | | |
| TOTAL | 92,363 | 115,600 | 57,800 | 57,800 |

Authorized Positions

Funding Source

Measure V Fund

Purpose

Money raised by Measure V has been allocated for after school programs that will serve school age children in Santa Rita Union School District. This collaborative program seeks to provide activities that are safe and community-wide enrichment enhanced.

Division Operations

1. To provide enrichment programs in the areas of the fine arts, sports and various camp activities.
2. Provide programs during school year and vacation periods.
3. Offer a diverse program for ages 5-14 years old.
4. Market our recreation programs to the community.

Major Budget Changes

Funds for FY 2009-10 are reduced by 50%.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Santa Rita Union Afterschool

5545

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Outside Services | 85,201 | 83,280 | 43,600 | 43,600 |
| 2. Administration/Contingencies | | 3,920 | | |
| TOTAL | 85,201 | 87,200 | 43,600 | 43,600 |

Authorized Positions

Funding Source

Measure V Fund

Purpose

To operate and maintain the Community Center complex for meetings, conferences, conventions, special events, concerts and other activities requiring a large indoor facility.

Division Operations

1. Continue to expand the teen and recreation class activities to include computers, trips & excursions, coffee/java nights, and special program.
2. Continue to investigate available means to upgrade the lighting and sound systems at Sherwood Hall.
3. Continue to practice excellent customer service.
4. Continue to market Sherwood Hall and increase event usage.
5. Continue to work with theatrical groups, musicians and teen bands to provide theatrical programs, summer concerts, community entertainment at Sherwood Hall, Sherwood Park Outdoor Stage and Natividad Creek Park.
6. Continue to expand special activities such as the Childrens Halloween Party and community resource fairs by collaborating community partnerships.
7. Continue to monitor the process of bounce-house reservations at three park sites.

Major Budget Changes

None.

PARKS AND COMMUNITY SERVICES DEPARTMENT

Community Center Division

5550

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-----------------|-----------------|------------------|----------------|
| 1. Employee Services | 361,749 | 412,900 | 384,900 | 397,900 |
| 2. Office Supplies & Materials | 1,734 | 1,755 | 2,100 | 2,100 |
| 3. Bldg/Veh/Equip Maint/Supplies | 20,929 | 20,475 | 23,600 | 23,600 |
| 4. Vehicle Fuels & Lubricants | 1,815 | 1,915 | 2,100 | 2,100 |
| 5. Small Tools & Equipment | 694 | 693 | 800 | 800 |
| 6. Clothing & Personal Equip | 90 | 90 | | |
| 7. Special Dept Supplies | 3,527 | 3,400 | 3,400 | 3,400 |
| 8. Chemicals | 120 | 120 | 700 | 700 |
| 9. Communications | 2,134 | 2,184 | 2,700 | 2,700 |
| 10. Utilities | 332,625 | 321,161 | 317,400 | 317,400 |
| 11. Contract Maintenance Services | 46,964 | 43,030 | 34,000 | 34,000 |
| 12. Professional Services | 6,259 | 6,259 | 8,000 | 8,000 |
| 13. Administration/Contingencies | | 12,393 | | |
| 14. Training/Conferences/Meetings | 1,000 | 700 | | |
| 15. Membership & Dues | 225 | 225 | 700 | 700 |
| 16. Buildings | 6,500 | | | |
| TOTAL | 786,365 | 827,300 | 780,400 | 793,400 |
| Authorized Positions | 4.25 | 4.25 | 4.25 | 4.25 |

Funding Source

General Fund, Measure V Fund

Purpose

Operate the box office to provide ticket sales to Community Center/Hall events and activities.

Division Operations

1. Obtain sufficient income from ticket sales to offset box office operational costs.
2. Continue to practice excellent customer service.
3. Continue to provide box office services to those utilizing the hall.
4. Continue to provide box office services to the community for events not held at Sherwood Hall as requested.

Major Budget Changes

None.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Box Office Division

5553

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 377 | 2,000 | | |
| 2. Office Supplies & Materials | 228 | 300 | 300 | 300 |
| 3. Rents & Leases | 4,000 | 4,000 | 4,000 | 4,000 |
| 4. Outside Services | 537 | 600 | 600 | 600 |
| 5. Administration/Contingencies | | 100 | | |
| TOTAL | 5,142 | 7,000 | 4,900 | 4,900 |

Authorized Positions

Funding Source

General Fund

Purpose

Provide After School programs at Safehaven (Hebbron family center) for youth 5-18 years old. Programs include homework help, sports, games, outdoor education trips, cooking and special events. Provide a safe and supervised facility for these kids to come and participate.

Division Operations

1. Provide programs five (5) days per week year-around at Safehaven.
2. Provide opportunities for field trips and special contract classes.
3. Offer diverse programs for "at-risk" youth attending target area schools within the Hebbron Recreation vicinity.
4. Work with Community Partners in providing special emphasis activities including girl scouts, special emphasis classes such as Mexican dance, probation and police patrols in the Weed and Seed target area and educational advancement and positive social relationships.

Major Budget Changes

A benefited one-half time Recreation Assistant position has been funded for three years and has been requested again in the FY 2009-10. Weed and Seed grants for the last three years have been combined in this program for presentation purposes only.

PARKS AND COMMUNITY SERVICES DEPARTMENT
Weed and Seed FY 2009-10

5562

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 89,122 | 111,242 | 86,400 | 86,200 |
| 2. Office Supplies & Materials | 70 | 213 | | |
| 3. Special Dept Supplies | 1,524 | 7,484 | 3,300 | 3,300 |
| 4. Outside Services | 500 | 220 | 100 | 100 |
| 5. Advertising | 96 | 307 | | |
| 6. Training/Conferences/Meetings | | 3,105 | 2,591 | 2,591 |
| 7. Contribution to Other Agencies | 31,401 | 98,770 | 49,509 | 49,509 |
| TOTAL | 122,713 | 221,341 | 141,900 | 141,700 |

Authorized Positions 0.5 0.5

Funding Source

Weed & Seed Grant

PARKS AND COMMUNITY SERVICES DEPARTMENT

Work Force

| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---------------------------------------|---------------------|---------------------|------------------|---------------|
| Administration Division | | | | |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Rec Svcs Admin Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Rec Svc Manager | | 1.00 | 1.00 | 1.00 |
| Rec Park Superintendent | 1.00 | 1.00 | | |
| Rec-Park Director | | | 1.00 | 1.00 |
| Total | 4.00 | 5.00 | 5.00 | 5.00 |
| Neighborhood Services Division | | | | |
| Neigh Svcs Coord (1 MV) | 2.00 | 2.00 | 1.00 | 1.00 |
| Closter Park Division | | | | |
| Recreation Coord (MV) | 1.00 | | | |
| El Dorado Park Division | | | | |
| Recreation Coord (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Central Park Division | | | | |
| Sr Recreation Asst (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Youth Sports Division | | | | |
| Recreation Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Sports Program Asst | 1.00 | 1.00 | 1.00 | 1.00 |
| Rec Svc Manager | 0.25 | 0.25 | 0.25 | 0.25 |
| Total | 2.25 | 2.25 | 2.25 | 2.25 |
| Adult Sports Division | | | | |
| Recreation Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Sports Program Asst | 1.00 | 1.00 | 1.00 | 1.00 |
| Rec Svc Manager | 0.25 | 0.25 | 0.25 | 0.25 |
| Total | 2.25 | 2.25 | 2.25 | 2.25 |

PARKS AND COMMUNITY SERVICES DEPARTMENT

Work Force

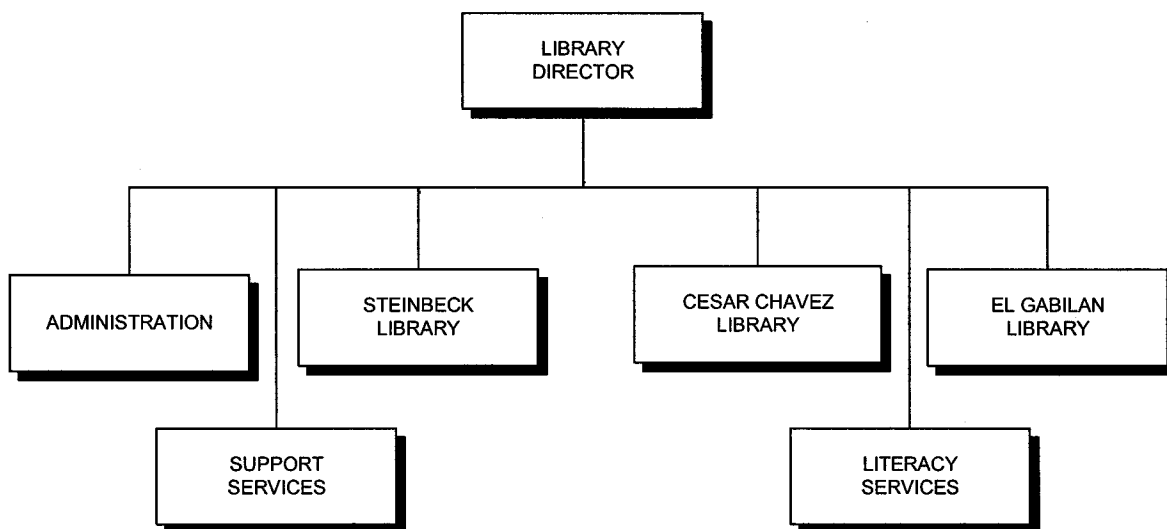
| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|--------------------------------------|---------------------|---------------------|------------------|---------------|
| Aquatics Division | | | | |
| Office Assistant | 0.25 | 0.25 | 0.25 | 0.25 |
| Aquatics Program Asst | 1.00 | 1.00 | 1.00 | 1.00 |
| Aquatics Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Rec Svc Manager | 0.50 | 0.50 | 0.50 | 0.50 |
| Total | 2.75 | 2.75 | 2.75 | 2.75 |
| Firehouse Rec Center Division | | | | |
| Recreation Coord (MV) | | 1.00 | 1.00 | 1.00 |
| Afterschool Programs Division | | | | |
| Recreation Coord (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Community Center Division | | | | |
| Office Assistant | 0.75 | 0.75 | 0.75 | 0.75 |
| Recreation Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Auditorium Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Rec Svc Manager | 0.50 | 0.50 | 0.50 | 0.50 |
| Sr Recreation Asst | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 4.25 | 4.25 | 4.25 | 4.25 |
| Weed and Seed FY 2009-10 | | | | |
| Recreation Asst | | | 0.50 | 0.50 |
| Department Total | 21.50 | 22.50 | 22.00 | 22.00 |



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LIBRARY

Divisions



LIBRARY DEPARTMENT Summary

Purpose

To function as a æpublic commonsÆ for a diverse community, helping to create a ôCity of Peaceö and culture of literacy, through the maintenance and expansion of our programs and meeting the communityÆs needs for civic engagement, intellectual curiosity, family literacy, and social networking; and to be a model of innovation within the community.

City Council Goals, Strategies, and Objectives

1. Literacy/Library: Strategy 1: Adult and Family Literacy Programs: a: Increase number of learners and tutors b: Provide child care for learners. Strategy 2: Increase Library usage through celebration of the Library Centennial in Fall 2009: a. Plan city-wide Centennial event, b. Inaugurate Library Centennial Fund c. Generate at minimum attendance of 500 Strategy 3: Increase library usage through the expansion of Cesar Chavez Library: a: Contract with architect and complete program plans and schematics b. Begin Construction Strategy 4: Increase Library usage through technology: a: Increase bandwidth for speed and more computers, b: Contract with Comcast, c: Migrate all public access computers. Strategy 5: Outreach Programs: a. Expand media contracts and coverage b. Increase attendance c. Identify and add new service sites d. Complete a Summer Reading Program serving 4,000

Major Budget Changes

Measure V fully funds the Library operation. Employee service costs are reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. Library hours will be reduced from 62 to 50 due to furloughs. The overall Department budget is reduced 3.9%. This will result in a 19% reduction in the level of new materials that can be acquired for the collections throughout the department. Training budgets have been reduced 60%.

LIBRARY DEPARTMENT Summary

| Expenditures by Program | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|------------------------------------|-----------------|-----------------|------------------|---------------|
| 6005 Administration Division | 426,617 | 570,700 | 519,900 | 530,000 |
| 6010 Support Services Division | 639,688 | 921,423 | 913,300 | 937,900 |
| 6011 Steinbeck Library Division | 1,301,860 | 1,373,350 | 1,208,500 | 1,245,400 |
| 6012 Cesar Chavez Library Division | 417,826 | 866,377 | 671,800 | 689,000 |
| 6013 El Gabilan Library Division | 381,493 | 581,250 | 468,400 | 484,100 |
| 6039 Rally Salinas! Division | 49,319 | 115,799 | | |
| 6063 Literacy Division | 223,310 | 320,339 | 299,800 | 301,300 |
| TOTAL | 3,440,113 | 4,749,238 | 4,081,700 | 4,187,700 |

Expenditures by Character

| | | | | |
|-----------------------------------|-----------|-----------|-----------|-----------|
| 1. Employee Services | 2,592,241 | 3,790,200 | 3,443,100 | 3,549,100 |
| 2. Office Supplies & Materials | 38,890 | 26,882 | 21,800 | 21,800 |
| 3. Bldg/Veh/Equip Maint/Supplies | 5,971 | 7,798 | 7,900 | 7,900 |
| 4. Books and Publications | 298,311 | 288,902 | 218,100 | 218,100 |
| 5. Special Dept Supplies | 27,143 | 55,585 | 58,800 | 58,800 |
| 6. Communications | 18,019 | 20,872 | 36,000 | 36,000 |
| 7. Utilities | 82,385 | 84,900 | 92,300 | 92,300 |
| 8. Rents & Leases | 2,100 | 2,400 | 2,400 | 2,400 |
| 9. Contract Maintenance Services | 158,753 | 163,026 | 143,800 | 143,800 |
| 10. Professional Services | 74,433 | 124,523 | 18,800 | 18,800 |
| 11. Outside Services | 1,865 | 55,300 | 2,300 | 2,300 |
| 12. Administration/Contingencies | 33,247 | 52,421 | 12,500 | 12,500 |
| 13. Advertising | 5,558 | | | |
| 14. Training/Conferences/Meetings | 26,804 | 15,441 | 6,400 | 6,400 |
| 15. Membership & Dues | 8,100 | 7,450 | 7,500 | 7,500 |
| 16. Taxes | 2,771 | 12,000 | 10,000 | 10,000 |
| 17. Capital Outlay | 63,522 | 41,538 | | |
| TOTAL | 3,440,113 | 4,749,238 | 4,081,700 | 4,187,700 |

Expenditures by Fund

| | | | | |
|-----------------------------|-----------|-----------|-----------|-----------|
| Measure V Fund | 3,290,892 | 4,502,000 | 4,010,200 | 4,124,200 |
| Salinas Rally - Library | 49,319 | 115,799 | | |
| CLLS-Adult Literacy Project | 9,602 | 20,000 | 20,000 | 20,000 |
| CLSA Families for Literacy | 35,422 | 52,219 | 51,500 | 43,500 |
| Families Learning Together | 54,878 | 59,220 | | |
| TOTAL | 3,440,113 | 4,749,238 | 4,081,700 | 4,187,700 |

LIBRARY DEPARTMENT

Summary

| Workforce by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 6005 | Administration Division | 8.5 | 4.0 | 4.0 | 4.0 |
| 6010 | Support Services Division | 7.5 | 10.5 | 10.5 | 10.5 |
| 6011 | Steinbeck Library Division | 15.0 | 14.5 | 15.0 | 15.0 |
| 6012 | Cesar Chavez Library Division | 4.0 | 10.0 | 9.0 | 9.0 |
| 6013 | El Gabilan Library Division | 4.0 | 7.0 | 6.5 | 6.5 |
| 6039 | Rally Salinas! Division | | | | |
| 6063 | Literacy Division | 3.5 | 3.5 | 3.0 | 3.0 |
| | TOTAL | 42.5 | 49.5 | 48.0 | 48.0 |



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Purpose

To provide leadership and create innovative educational and cultural programs and services for the public. To manage resources effectively and efficiently to optimize services to the public. To forge new partnerships and opportunities in the community for support, funding and creative programs.

Division Operations

1. Increase usage through creative programs and services, the IMLS grant, the celebration of the Library Centennial, and outreach to schools, organizations, and participation in community concerns.
2. Work effectively with City Manager, City departments, the Library Commission, Friends of the Salinas Public Library, and community groups.
3. Recruit, and develop staff who are effective with cultural and bilingual populations, technology savvy, and dynamic library providers.
4. Expand the Cesar Chavez Library; the John Steinbeck and El Gabilan Libraries were upgraded in FY 2008-09.
5. Increase funding support and advocacy for the Library.

Major Budget Changes

Measure V is the only source of funds for the Library. The FY 2009/10 Budget includes (1) a reduction in hours from 62 to 50 due to furloughs, and (2) a 3.9% reduction in operations.

**LIBRARY DEPARTMENT
Administration Division**

6005

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 345,141 | 538,400 | 496,700 | 506,800 |
| 2. Office Supplies & Materials | 10,984 | 2,000 | 2,000 | 2,000 |
| 3. Books and Publications | 12 | | | |
| 4. Special Dept Supplies | 3,896 | | | |
| 5. Communications | 297 | 300 | | |
| 6. Contract Maintenance Services | 1,338 | 1,200 | 1,200 | 1,200 |
| 7. Professional Services | 33,831 | 7,750 | 2,000 | 2,000 |
| 8. Administration/Contingencies | 733 | 3,603 | 7,500 | 7,500 |
| 9. Advertising | 5,558 | | | |
| 10. Training/Conferences/Meetings | 13,633 | 7,700 | 3,000 | 3,000 |
| 11. Membership & Dues | 8,100 | 7,450 | 7,500 | 7,500 |
| 12. Capital Outlay | 3,094 | 2,297 | | |
| TOTAL | 426,617 | 570,700 | 519,900 | 530,000 |
| Authorized Positions | 8.5 | 4.0 | 4.0 | 4.0 |

Funding Source

Measure V Fund

Purpose

To provide excellent customer service to our patrons and internal customers through the efficient and innovative operations of our support services division (circulation, technical support, technology).

Division Operations

1. Establish a Salinas Public Library (SPL) technology team to implement educate and promote innovation and change through technology.
2. Implement self checkout service at the Cesar Chavez and John Steinbeck Libraries.
3. Evaluate and implement a new Salinas Public Library website.
4. Increase public access workstations by incorporating n-Computing (thin client) technology; doubling the number of public workstations.
5. Improve public computer connection speed at all 3 three libraries by implementing a new Comcast network maintained and deployed by the SPL technology team.
6. Evaluate and implement a system for checking out laptops to patrons.
7. Continue to staff both bookmobile and offsite events.
8. Create a remote branch at the Boys and Girls Club of Monterey County.

Major Budget Changes

Measure V proceeds fully funds the Support Services program. Budget adjustments for FY 2009-10 include reduced collections budget by 19%. Library will assume responsibility for maintenance and support of the public access workstations and network.

**LIBRARY DEPARTMENT
Support Services Division**

6010

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 448,457 | 727,800 | 712,800 | 737,400 |
| 2. Office Supplies & Materials | 8,338 | 13,589 | 14,000 | 14,000 |
| 3. Books and Publications | 382 | | | |
| 4. Special Dept Supplies | 21,247 | 21,800 | 40,200 | 40,200 |
| 5. Communications | 7,803 | 14,322 | 27,500 | 27,500 |
| 6. Rents & Leases | 2,100 | 2,400 | 2,400 | 2,400 |
| 7. Contract Maintenance Services | 118,068 | 92,500 | 91,400 | 91,400 |
| 8. Professional Services | 20,096 | 27,023 | 15,000 | 15,000 |
| 9. Administration/Contingencies | | 5,189 | | |
| 10. Training/Conferences/Meetings | 7,057 | 2,800 | | |
| 11. Taxes | 2,771 | 12,000 | 10,000 | 10,000 |
| 12. Capital Outlay | 3,369 | 2,000 | | |
| TOTAL | 639,688 | 921,423 | 913,300 | 937,900 |
| Authorized Positions | 7.5 | 10.5 | 10.5 | 10.5 |

Funding Source

Measure V Fund

Purpose

To continue to provide leadership to the community through innovative programming, and function as a central resource for the branch libraries, including collection development, information services and deployment of new technology and software.

Division Operations

1. Become an integral part of the cultural revitalization of Salinas and Old Town Salinas.
2. Maintain the adult reading area as a vibrant, user friendly market-place of books for browsing new collections, comfortable reading areas, and public meeting areas.
3. Maintain a safe and inviting Teen Lounge for teens to browse books, access computers, play games, do homework and work in study groups.
4. Maintain the Digital Arts Lab servicing teens and adults providing access to computers and software to create digital stories, short films, oral histories, etc. Continue to offer and increase the number of classes of interest to users.
5. Expand programming and services for children & families.
6. Expand and maintain collaboration with school districts, the Salinas Adult School, VITA Program and the County Office of Education. Increase outreach efforts to residents living in the surrounding areas to offer library services to meet their needs.
7. Continue to select materials that are exciting and relevant to our patrons

Major Budget Changes

The allocation for collections is being reduced by approximately 19%. Janitorial maintenance expenses are moving to this program. Funding from this program will be allocated to meet the cost-share match commitment to the Institute of Museum and Library Services (IMLS) Grant.

**LIBRARY DEPARTMENT
Steinbeck Library Division**

6011

| | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| Operating Expenditures | | | | |
| 1. Employee Services | 961,116 | 1,015,300 | 975,200 | 1,012,100 |
| 2. Office Supplies & Materials | 8,480 | 1,700 | 700 | 700 |
| 3. Bldg/Veh/Equip Maint/Supplies | 2,133 | 4,600 | 4,200 | 4,200 |
| 4. Books and Publications | 199,186 | 158,300 | 120,000 | 120,000 |
| 5. Special Dept Supplies | | 13,900 | 2,000 | 2,000 |
| 6. Communications | 8,125 | 5,050 | 6,500 | 6,500 |
| 7. Utilities | 57,938 | 61,800 | 66,100 | 66,100 |
| 8. Contract Maintenance Services | 26,528 | 49,100 | 32,000 | 32,000 |
| 9. Professional Services | 10,329 | 2,200 | 1,800 | 1,800 |
| 10. Outside Services | | 53,000 | | |
| 11. Training/Conferences/Meetings | 3,835 | 1,500 | | |
| 12. Capital Outlay | 24,190 | 6,900 | | |
| TOTAL | 1,301,860 | 1,373,350 | 1,208,500 | 1,245,400 |
| | | | | |
| Authorized Positions | 15.0 | 14.5 | 15.0 | 15.0 |

Funding Source

Measure V Fund

Purpose

To continue to be "the family library" that the surrounding community has embraced, and expand programs and services to further serve the needs of the community in the areas of family literacy, young adults and collection development.

Division Operations

1. Successfully complete the expansion of the library, adding a teen lounge, digital lab, homework center, study areas and a community room.
2. Continue to develop new programs and services for teens, addressing the community needs for such services and helping to create a "City of Peace."
3. Continue to support & expand the library's family literacy efforts by dedicating librarian staffing to support literacy services, including story time, book clubs, and off site events.
4. Expand the youth and children's collections to meet the increased demand resulting from the successful library card drive.
5. Provide off site library services to community centers such as Hebrón Heights and the Breadbox.
6. Initiate outreach efforts to the new housing communities of Williams Ranch and Creekbridge, providing the library services to meet their needs.
7. Continue to provide bookmobile services to the East Salinas Area.
8. Expand and maintain collaboration with local school districts, the Salinas Adult School, Migrant Education, Clínica de Salud and Clínica Alisal.

Major Budget Changes

The allocation for collections is being reduced by approximately 19%. Janitorial maintenance expenses are moving to this program.

LIBRARY DEPARTMENT
Cesar Chavez Library Division

6012

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 327,136 | 738,400 | 583,400 | 600,600 |
| 2. Office Supplies & Materials | 1,880 | 400 | 200 | 200 |
| 3. Bldg/Veh/Equip Maint/Supplies | 2,142 | 1,698 | 2,100 | 2,100 |
| 4. Books and Publications | 52,888 | 77,500 | 55,000 | 55,000 |
| 5. Special Dept Supplies | | 3,377 | 700 | 700 |
| 6. Communications | 495 | | | |
| 7. Utilities | 17,313 | 16,400 | 18,900 | 18,900 |
| 8. Contract Maintenance Services | 7,708 | 12,000 | 11,500 | 11,500 |
| 9. Professional Services | 3,002 | | | |
| 10. Administration/Contingencies | | 15,735 | | |
| 11. Training/Conferences/Meetings | 867 | 867 | | |
| 12. Capital Outlay | 4,395 | | | |
| TOTAL | 417,826 | 866,377 | 671,800 | 689,000 |

| | | | | |
|-----------------------------|----------|-----------|----------|----------|
| Authorized Positions | 4 | 10 | 9 | 9 |
|-----------------------------|----------|-----------|----------|----------|

Funding Source

Measure V Fund

Purpose

Continue the expansion of programs and services to meet the unique needs of the surrounding community.

Division Operations

1. Develop new programs and services for families, including children, teens, and those seeking literacy services.
2. Continue to support and expand the library's family literacy efforts by dedicating librarian staffing to support literacy services, including story time, book clubs, and off site literacy events.
3. Maintain the youth and children's collections to meet the increased demand resulting from the successful library card drive.
4. Maintain the adult collections to meet public demand.
5. Provide off site library services to senior centers, and youth agencies.
6. Initiate outreach efforts to the new housing communities of Harden Ranch and surrounding developments, providing the library services to meet their needs.
7. Maintain and expand collaboration with Hartnell College and school districts.
8. Continue to provide bookmobile services to Salinas North and Northeast areas.

Major Budget Changes

The allocation for collections is being reduced by approximately 19%. Janitorial maintenance expenses are moving to this program.

**LIBRARY DEPARTMENT
El Gabilan Library Division**

6013

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 317,952 | 505,400 | 417,800 | 433,500 |
| 2. Office Supplies & Materials | 2,320 | 264 | 100 | 100 |
| 3. Bldg/Veh/Equip Maint/Supplies | 1,696 | 1,500 | 1,600 | 1,600 |
| 4. Books and Publications | 33,616 | 40,247 | 34,200 | 34,200 |
| 5. Special Dept Supplies | | 2,000 | 600 | 600 |
| 6. Communications | 399 | | | |
| 7. Utilities | 7,134 | 6,700 | 7,300 | 7,300 |
| 8. Contract Maintenance Services | 4,911 | 7,600 | 6,800 | 6,800 |
| 9. Professional Services | 3,000 | | | |
| 10. Administration/Contingencies | | 15,139 | | |
| 11. Training/Conferences/Meetings | 796 | 300 | | |
| 12. Capital Outlay | 9,669 | 2,100 | | |
| TOTAL | 381,493 | 581,250 | 468,400 | 484,100 |
| Authorized Positions | 4.0 | 7.0 | 6.5 | 6.5 |

Funding Source

Measure V Fund

Purpose

Operate for six months (July-December 2005) the Public Library System.

Division Operations

1. Participate in the community's efforts to cultivate a literate community.
2. Participate in the community's peace building efforts.

Major Budget Changes

During June 2008, the Bookmobile (\$55,000) was purchased using Rally Salinas' Funds. The balance (\$165,100) was used for the Steinbeck Library redesign including the teen lab.

**LIBRARY DEPARTMENT
Rally Salinas! Division**

6039

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Special Dept Supplies | | 3,208 | | |
| 2. Professional Services | | 87,550 | | |
| 3. Administration/Contingencies | 32,514 | | | |
| 4. Capital Outlay | 16,805 | 25,041 | | |
| TOTAL | 49,319 | 115,799 | | |

Authorized Positions

Funding Source

Salinas Rally Library

Purpose

To provide the programs and services that will broadly impact the literacy skills of those in Salinas who most need help, and contribute to the social and economic vitality of the community by helping bring about a culture of literacy where every Salinas resident is literate.

Division Operations

1. Engage and involve library staff, key community partners, and current literacy clients in the identification of literacy challenges related to health, employment, finance and education faced by Salinas/E families.
2. Position the library to receive funding from the California Endowment Committee through building several strategic partnerships and programs that meet the 10 outcomes specified in the "Building Healthy Communities" multi-million dollar grant; consider CHISPA, Natividad, and Clinic de Salud.
3. Write grants to secure funding to increase family literacy programs in East Salinas and at Cesar Chavez library, providing more opportunities for families to utilize our programs and services, including new workshops.
4. Expand the funding for the Homework Center, and look for innovative ways to form partnerships, including those with the nearby school districts, to address the literacy needs of young students, and their families.
5. Fund new programs that reach out to "at risk youth" and young adult learners helping through literacy to create Salinas as a "City of Peace".
6. Continue the extensive recruitment efforts of adult learners, and increase the number of tutors and learners served.
7. Address the literacy needs of adults seeking employment through innovative programs and workshops, offering job related workshops, and computer literacy training.

Major Budget Changes

Because the three-year grant from First5 of Monterey County for Family Literacy has come to an end, the funding for a Clerk position was lost. The recommendation is to allocate one full-time Clerk from Measure V funding to the Literacy Division staff complement. CLLS funding appears to be secure, but is dependent upon finalization of the State budget. Significant new opportunities for securing grant funds have been identified and will be pursued.

LIBRARY DEPARTMENT
Literacy Division

6063

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 192,439 | 264,900 | 257,200 | 258,700 |
| 2. Office Supplies & Materials | 6,888 | 8,929 | 4,800 | 4,800 |
| 3. Books and Publications | 12,227 | 12,855 | 8,900 | 8,900 |
| 4. Special Dept Supplies | 2,000 | 11,300 | 15,300 | 15,300 |
| 5. Communications | 900 | 1,200 | 2,000 | 2,000 |
| 6. Contract Maintenance Services | 200 | 626 | 900 | 900 |
| 7. Professional Services | 4,175 | | | |
| 8. Outside Services | 1,865 | 2,300 | 2,300 | 2,300 |
| 9. Administration/Contingencies | | 12,755 | 5,000 | 5,000 |
| 10. Advertising | | | | |
| 11. Training/Conferences/Meetings | 616 | 2,274 | 3,400 | 3,400 |
| 12. Capital Outlay | 2,000 | 3,200 | | |
| TOTAL | 223,310 | 320,339 | 299,800 | 301,300 |
| Authorized Positions | 3.5 | 3.5 | 3.0 | 3.0 |

Funding Source

Measure V Fund, CLSA Families for Literacy, School Readiness Grant, CLLS-Adult Literacy Project

LIBRARY DEPARTMENT

Work Force

| Administration Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---------------------------------------|---------------------|---------------------|------------------|---------------|
| Library Director (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Technician (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Librarian (MV) | 1.00 | | | |
| Librarian II (MV) | 1.00 | | | |
| Librarian I (MV) | 0.50 | | | |
| Library Aide (MV) | 1.00 | | | |
| Deputy Librarian (MV) | 2.00 | 2.00 | 2.00 | 2.00 |
| Lib Circulation Supv (MV) | 1.00 | | | |
| Total | 8.50 | 4.00 | 4.00 | 4.00 |
| Support Services Division | | | | |
| Bookmobile Driver (MV) | | 1.00 | 1.00 | 1.00 |
| Purchasing Technician(MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Librarian (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Librarian II (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Sr Library Technician(MV) | 2.00 | 2.00 | 2.00 | 2.00 |
| Library Technician (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Library Clerk (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Library Aide (MV) | | 1.00 | 1.00 | 1.00 |
| Lib Circulation Supv (MV) | | 1.00 | 1.00 | 1.00 |
| Webmaster/Sys Analyst(MV) | 0.50 | 0.50 | 0.50 | 0.50 |
| Total | 7.50 | 10.50 | 10.50 | 10.50 |
| Steinbeck Library Division | | | | |
| Senior Librarian (MV) | | 0.50 | 0.50 | 0.50 |
| Librarian II (MV) | 3.00 | 1.50 | 1.50 | 1.50 |
| Library Page (MV) | 3.00 | 1.00 | 1.00 | 1.00 |
| Sr Library Technician(MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Library Technician (MV) | 1.00 | 1.00 | | |
| Library Clerk (MV) | 4.00 | 5.00 | 5.50 | 5.50 |
| Librarian I (MV) | 3.00 | 4.50 | 5.50 | 5.50 |
| Total | 15.00 | 14.50 | 15.00 | 15.00 |

LIBRARY DEPARTMENT

Work Force

| Cesar Chavez Library Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Senior Librarian (MV) | | 0.25 | 0.25 | 0.25 |
| Librarian II (MV) | | 1.25 | 1.25 | 1.25 |
| Library Page (MV) | | 1.00 | 1.00 | 1.00 |
| Librarian I (MV) | 1.50 | 3.00 | 2.50 | 2.50 |
| Sr Library Technician(MV) | 0.50 | 0.50 | | |
| Library Technician (MV) | 1.00 | 1.00 | 2.00 | 2.00 |
| Library Clerk (MV) | 1.00 | 3.00 | 2.00 | 2.00 |
| Total | 4.00 | 10.00 | 9.00 | 9.00 |

EI Gabilan Library Division

| | | | | |
|---------------------------|------|------|------|------|
| Senior Librarian (MV) | | 0.25 | 0.25 | 0.25 |
| Librarian II (MV) | | 1.25 | 1.25 | 1.25 |
| Library Page (MV) | | 1.00 | 1.00 | 1.00 |
| Librarian I (MV) | 1.50 | 2.00 | 1.50 | 1.50 |
| Sr Library Technician(MV) | 0.50 | 0.50 | 1.00 | 1.00 |
| Library Technician (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Library Clerk (MV) | 1.00 | 1.00 | 0.50 | 0.50 |
| Total | 4.00 | 7.00 | 6.50 | 6.50 |

Rally Salinas! Division

Office Technician
 Senior Librarian
 Librarian II
 Library Page
 Librarian I
 Sr Library Technician
 Literacy Asst
 Library Technician
 Library Clerk
 Literacy Program Mgr
 Library Admin Mgr
 Comm Facilities Svc Wkr

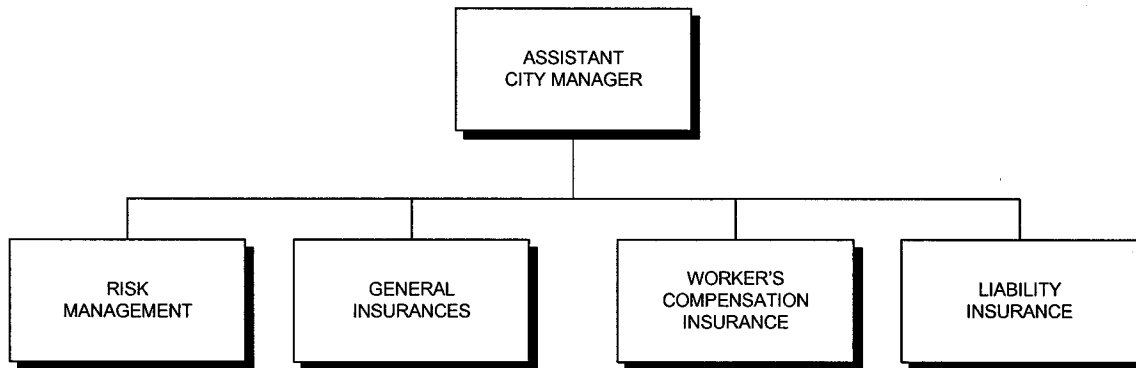
Total

LIBRARY DEPARTMENT Work Force

| Literacy Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|--------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Literacy Asst (MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Library Clerk (1 MV) | 1.50 | 1.50 | 1.00 | 1.00 |
| Literacy Program Mgr(MV) | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 3.50 | 3.50 | 3.00 | 3.00 |
| Department Total | 42.50 | 49.50 | 48.00 | 48.00 |

INTERNAL SERVICES

Divisions



INTERNAL SERVICES DEPARTMENT

Summary

Purpose

Internal Services supports the provision of employee benefits to include health and welfare benefits, workers compensation, City-wide safety programs, and employee assistance programs. Comprehensive protection of the City's assets through a liability program of risk avoidance, risk reduction and risk transfer is also accomplished through Internal Services.

City Council Goals, Strategies, and Objectives

1. Not applicable.

Major Budget Changes

Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide.

INTERNAL SERVICES DEPARTMENT

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------|--------------------------------|-----------------|-----------------|------------------|---------------|
| 3905 | Risk Management Division | 289,142 | 352,400 | 312,500 | 321,400 |
| 3908 | General Insurances Division | 552,424 | 659,100 | 639,100 | 659,100 |
| 3911 | Workers'Compensation Insurance | 3,018,340 | 3,270,000 | 3,110,000 | 3,210,000 |
| 3912 | Liability Insurance Division | 764,142 | 806,500 | 806,500 | 806,500 |
| TOTAL | | 4,624,048 | 5,088,000 | 4,868,100 | 4,997,000 |

Expenditures by Character

| | | | | | |
|-------|-------------------------------|-----------|-----------|-----------|-----------|
| 1. | Employee Services | 262,332 | 337,300 | 309,700 | 318,600 |
| 2. | Office Supplies & Materials | 2,784 | 1,835 | 1,400 | 1,400 |
| 3. | Special Dept Supplies | | 375 | | |
| 4. | Communications | 311 | 800 | 800 | 800 |
| 5. | Contract Maintenance Services | 296 | 200 | 200 | 200 |
| 6. | Professional Services | 10,949 | 15,000 | 15,000 | 15,000 |
| 7. | Outside Services | 21,141 | 15,890 | 10,000 | 10,000 |
| 8. | Training/Conferences/Meetings | 2,474 | 4,600 | | |
| 9. | Membership & Dues | 316 | 1,400 | 400 | 400 |
| 10. | Insurance and Bonds | 4,196,038 | 4,580,600 | 4,400,600 | 4,520,600 |
| 11. | Refunds & Reimb Damages | 127,407 | 130,000 | 130,000 | 130,000 |
| TOTAL | | 4,624,048 | 5,088,000 | 4,868,100 | 4,997,000 |

Expenditures by Fund

| | | | | |
|-------------------------------------|-----------|-----------|-----------|-----------|
| Internal Services Administration | 289,142 | 352,400 | 312,500 | 321,400 |
| Internal Services Insurances | 552,424 | 659,100 | 639,100 | 659,100 |
| Workers Compensation Self-Insurance | 3,018,340 | 3,270,000 | 3,110,000 | 3,210,000 |
| General Liability Self-Insurance | 764,142 | 806,500 | 806,500 | 806,500 |
| TOTAL | 4,624,048 | 5,088,000 | 4,868,100 | 4,997,000 |

Workforce by Program

| | | | | | |
|------|--------------------------|---|---|---|---|
| 3905 | Risk Management Division | 2 | 2 | 2 | 2 |
|------|--------------------------|---|---|---|---|

INTERNAL SERVICES DEPARTMENT

Risk Management Division

3905

Purpose

Protect the City's "people" and "economic" assets. Risk Management administers employee benefits and the Internal Service Funds for insurances, workers compensation, health and liability insurance programs.

Division Operations

1. Maintain current benefit information for employees.
2. Coordinate services for occupational injuries and illnesses in order to contain costs.
3. Oversee City-wide Injury and Illness Prevention Program (IIPP).
4. Provide support to all departments to ensure compliance with OSHA regulations.

Major Budget Changes

Training and outside services were eliminated in FY 2009-10 and FY 2010-11. Risk management will delay worker's compensation audits and professional services, such as, health provider advisors.

Purpose

Provide funding for City-wide safety programs, employee assistance program, unemployment claims, biennial physical exams, insurance for property, fine arts, and reimbursable damages.

Division Operations

1. Review/negotiate renewal of insurance and excess insurance contracts annually of property, fine arts, fidelity bonds, liability and tenant user liability insurance programs.
2. Oversee employee insurance programs.
3. Process employee and DMV physical exams.
4. Monitor unemployment claims.
5. Pre-employment process and physical exams.

Major Budget Changes

None.

INTERNAL SERVICES DEPARTMENT
General Insurances Division

3908

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Outside Services | 512 | 10,000 | 10,000 | 10,000 |
| 2. Insurance and Bonds | 424,505 | 519,100 | 499,100 | 519,100 |
| 3. Refunds & Reimb Damages | 127,407 | 130,000 | 130,000 | 130,000 |
| TOTAL | 552,424 | 659,100 | 639,100 | 659,100 |

Authorized Positions

Funding Source

Internal Services Insurances

Purpose

Set workers' compensation rates at a level that will fund the workers' compensation reserve at the recommended levels. Maintain a Third Party Administrator that will provide excellent customer service to employees.

Division Operations

1. Provide workers' compensation insurance to City employees consistent with requirements of State law while conserving the City's General Fund.
2. Provide a visible and accurate accounting of the self insured workers' compensation.
3. Set worker's compensation rates at a level which will fund the workers' compensation reserve at the recommended level.
4. Establish regular file reviews to maintain control over the program.
5. Provide On-going training to departments.
6. Implement changes in the worker's compensation law.

Major Budget Changes

Worker's compensation claims are budgeted at \$2,600,000 in fiscal year 2009-10. This is at about the same level as prior years actual worker's compensation claims. Contract worker's compensation administration is budgeted at \$295,000 and excess worker's compensation insurance is budgeted at \$200,000 in fiscal year 2009-10.

INTERNAL SERVICES DEPARTMENT
Workers' Compensation Insurance

3911

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Professional Services | 10,949 | 15,000 | 15,000 | 15,000 |
| 2. Insurance and Bonds | 3,007,391 | 3,255,000 | 3,095,000 | 3,195,000 |
| TOTAL | 3,018,340 | 3,270,000 | 3,110,000 | 3,210,000 |

Authorized Positions

Funding Source

Workers Compensation Self Insurance

Purpose

Provide comprehensive protection of the City's assets through a liability program of risk avoidance, risk reduction, and risk transfer, while focusing on customer service for the residents of the community.

Division Operations

1. Physically inspect major City facilities on an annual basis.
2. Work with the City's legal office to better coordinate and reduce General Fund costs in the administration of claims.
3. Work with Departments to reduce the City's liability exposure.
4. Improve risk transfer to 3rd party contractors.

Major Budget Changes

None.

INTERNAL SERVICES DEPARTMENT
Liability Insurance Division

3912

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Insurance and Bonds | 764,142 | 806,500 | 806,500 | 806,500 |
| TOTAL | 764,142 | 806,500 | 806,500 | 806,500 |

Authorized Positions

Funding Source

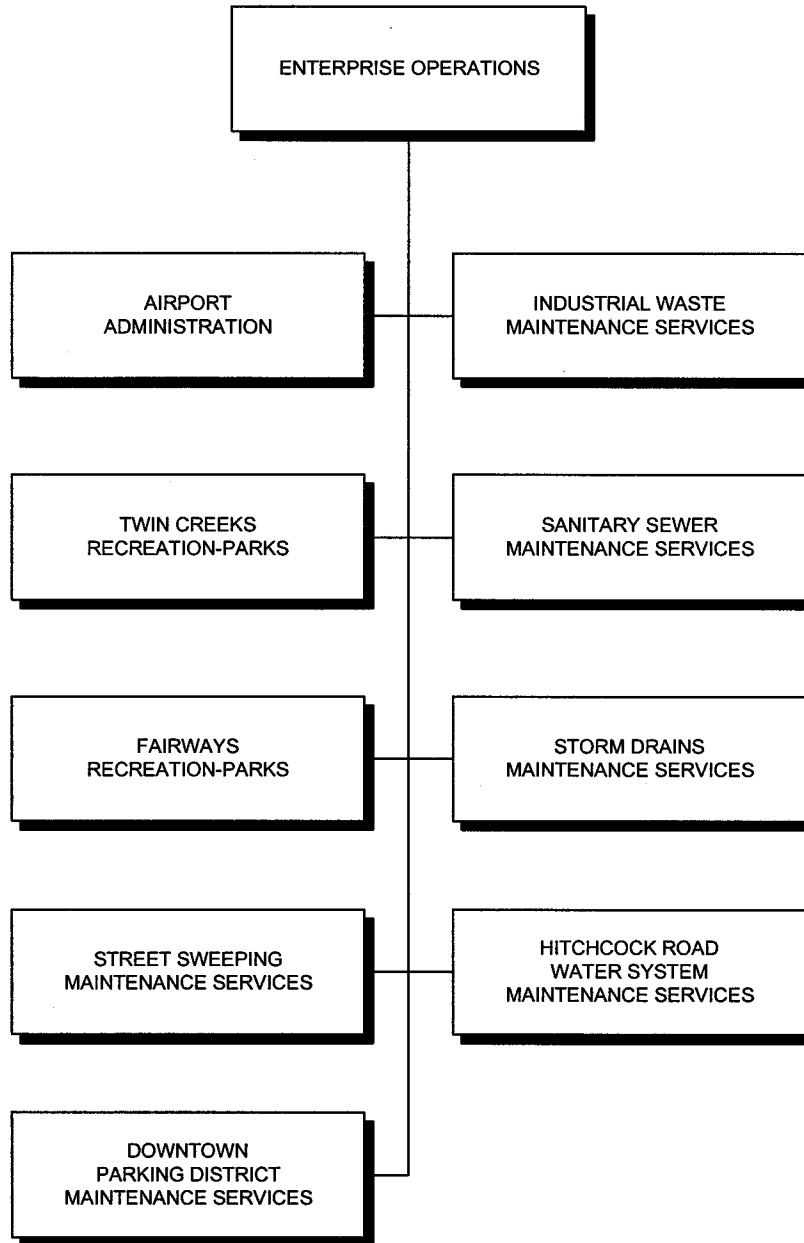
General Liability Selfinsurance

INTERNAL SERVICES DEPARTMENT

Work Force

| Risk Management Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Risk & Benefit Analyst | 1 | 1 | 1 | 1 |
| Human Resource Technician | 1 | 1 | 1 | 1 |
| Total | 2 | 2 | 2 | 2 |
| Department Total | 2 | 2 | 2 | 2 |

ENTERPRISE OPERATIONS



ENTERPRISE OPERATIONS DEPT

Summary

Purpose

The purpose of the Enterprise Program is to provide self-supporting community services such as the operation of the Airport, Fairways Golf Course, and the various Sewer Waste Collection systems.

City Council Goals, Strategies, and Objectives

1. Economic Development: Strategy 1: Green Team; a: Environmentally Preferred Purchasing Policy Strategy 2: Downtown Parking Operations. a. Operate to provide safe, attractive parking for downtown businesses, housing and government offices.
2. Public Safety: Strategy 1: Rancho Cielo Youth Program; a) Job skill building program Strategy 2: Graffiti Abatement: a. Abatement services 7 days/week. Public and limited private property. Strategy 3: Street lighting; a) Services by in-house staff member. Repair call in line operational.

Major Budget Changes

None.

ENTERPRISE OPERATIONS DEPT

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------|--------------------------------|-----------------|-----------------|------------------|---------------|
| 5120 | Airport Division | 918,015 | 1,026,900 | 1,007,900 | 1,022,200 |
| 5130 | Twin Creeks Golf Course Divisi | 572,814 | 574,400 | 570,800 | 571,200 |
| 5145 | Fairways Golf Course Division | 1,864,531 | 4,779,900 | 165,000 | 200,000 |
| 5160 | Industrial Waste Division | 806,462 | 1,066,200 | 1,045,400 | 1,048,400 |
| 5170 | Sanitary Sewer Division | 2,215,885 | 2,229,000 | 2,166,700 | 2,183,300 |
| 5180 | NPDES Storm Drain Sewer Divisi | 556,663 | 755,900 | 724,600 | 739,100 |
| 5185 | NPDES Street Sweeping Division | 668,411 | 790,400 | 761,500 | 774,900 |
| 5190 | Hitchcock Road Water Utility | 9,749 | 42,000 | 20,000 | 20,000 |
| 5195 | Downtown Parking Division | 1,597,426 | 1,690,100 | 1,621,600 | 1,633,400 |
| | TOTAL | 9,209,956 | 12,954,800 | 8,083,500 | 8,192,500 |

ENTERPRISE OPERATIONS DEPT

Summary

| Expenditures by Character | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|------------------------------------|------------------|-------------------|------------------|------------------|
| 1. Employee Services | 2,628,341 | 2,641,950 | 2,513,100 | 2,567,300 |
| 2. Office Supplies & Materials | 3,371 | 5,100 | 4,100 | 4,100 |
| 3. Bldg/Veh/Equip Maint/Supplies | 152,159 | 180,900 | 173,900 | 173,900 |
| 4. Vehicle Fuels & Lubricants | 109,176 | 97,900 | 97,900 | 97,900 |
| 5. Small Tools & Equipment | 4,645 | 10,200 | 8,500 | 8,500 |
| 6. Clothing & Personal Equip | 7,476 | 9,700 | 9,700 | 9,700 |
| 7. Street Materials | 185 | 27,000 | 27,000 | 27,000 |
| 8. Books and Publications | 99 | 300 | 300 | 300 |
| 9. Special Dept Supplies | 37,123 | 36,700 | 32,500 | 32,500 |
| 10. Chemicals | 20,848 | 27,100 | 23,000 | 23,000 |
| 11. Communications | 21,626 | 25,200 | 25,100 | 25,100 |
| 12. Utilities | 484,098 | 556,350 | 552,900 | 552,900 |
| 13. Rents & Leases | 86,867 | 11,000 | 11,000 | 11,000 |
| 14. Contract Maintenance Services | 820,264 | 215,600 | 211,100 | 211,100 |
| 15. Professional Services | 572,851 | 1,105,450 | 666,500 | 676,500 |
| 16. Outside Services | 101,292 | 13,000 | 14,200 | 14,200 |
| 17. Administration/Contingencies | 602,587 | 628,000 | 579,400 | 587,200 |
| 18. Advertising | 6,172 | 4,500 | 5,000 | 5,000 |
| 19. Training/Conferences/Meetings | 20,277 | 37,350 | 30,500 | 30,500 |
| 20. Membership & Dues | 3,557 | 3,900 | 3,900 | 3,900 |
| 21. Insurance and Bonds | 97,554 | 94,200 | 86,800 | 88,100 |
| 22. Contribution to Other Agencies | 2,805 | 2,500 | 2,500 | 2,500 |
| 23. Refunds & Reimb Damages | | 500 | 1,000 | 1,000 |
| 24. Recognition-Award-Protocol | 84 | 500 | 500 | 500 |
| 25. Taxes | 49,096 | 58,500 | 58,000 | 58,000 |
| 26. Debt Service | | 4,215,100 | | |
| 27. Bond-Principal | 1,138,862 | 1,035,000 | 1,060,000 | 1,110,000 |
| 28. Bond-Interest | 2,140,923 | 1,851,700 | 1,827,600 | 1,813,300 |
| 29. Paying Agent Fees | 19,565 | 28,200 | 57,500 | 57,500 |
| 30. Buildings | 17,718 | 17,800 | | |
| 31. Capital Outlay | 60,335 | 13,600 | | |
| TOTAL | 9,209,956 | 12,954,800 | 8,083,500 | 8,192,500 |

Expenditures by Fund

| | | | | |
|---------------------------|------------------|-------------------|------------------|------------------|
| Municipal Airport Fund | 918,015 | 1,026,900 | 1,007,900 | 1,022,200 |
| Industrial Waste Fund | 806,462 | 1,066,200 | 1,045,400 | 1,048,400 |
| Fairways Golf Course | 1,864,531 | 4,779,900 | 165,000 | 200,000 |
| Twin Creeks Golf Course | 572,814 | 574,400 | 570,800 | 571,200 |
| Sewer Fund | 2,215,885 | 2,229,000 | 2,166,700 | 2,183,300 |
| Storm Sewer (NPDES) Fund | 1,225,074 | 1,546,300 | 1,486,100 | 1,514,000 |
| Water Utility Fund | 9,749 | 42,000 | 20,000 | 20,000 |
| Downtown Parking District | 1,597,426 | 1,690,100 | 1,621,600 | 1,633,400 |
| TOTAL | 9,209,956 | 12,954,800 | 8,083,500 | 8,192,500 |

ENTERPRISE OPERATIONS DEPT Summary

| Workforce by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------|--------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 5120 | Airport Division | 4.00 | 4.00 | 4.00 | 4.00 |
| 5145 | Fairways Golf Course Division | 1.00 | | | |
| 5160 | Industrial Waste Division | 2.50 | 2.50 | 2.50 | 2.50 |
| 5170 | Sanitary Sewer Division | 8.25 | 7.75 | 7.75 | 7.75 |
| 5180 | NPDES Storm Drain Sewer Divisi | 5.50 | 6.00 | 6.00 | 6.00 |
| 5185 | NPDES Street Sweeping Division | 5.50 | 5.50 | 5.50 | 5.50 |
| 5195 | Downtown Parking Division | 1.00 | 1.00 | 1.00 | 1.00 |
| | TOTAL | 27.75 | 26.75 | 26.75 | 26.75 |

Purpose

The airport serves the City as an element of the national transportation network. It is also an economic development and as a community employer (over 20 businesses are located at the airport). The Airport Division manages the day to day and long term operational requirements of the airport.

Division Operations

1. Continue to focus on customer service.
2. Provide staff support to the Airport Commission.
3. Encourage additional aircraft owners to base their aircraft at Salinas Municipal Airport.
4. Support the California International Airshow.
5. Complete the update of the airport master plan.

Major Budget Changes

The Airport is under the direction of the Director of Transportation and Engineering.

Purpose

The Golf Course Division of the Recreation Parks Department no longer provides golf course maintenance operations and professional golf services for the 9 hole facility and 30 station lighted practice range. Twin Creeks was transferred to the non-profit organization "First Tee" in November 2004.

Division Operations

1. Work with "First Tee" to provide a well maintained, affordable golf course and practice facility for the community and youth players.

Major Budget Changes

Budget includes principal and interest payments on the 1999 COP bonds which were issued to fund construction of the Twin Creeks Golf Course. First Tee of Monterey County leases the Twin Creeks Golf Course for \$575,000 annually. This amount covers the debt service requirements for the Twin Creeks Golf course.

**ENTERPRISE OPERATIONS DEPT
Twin Creeks Golf Course Division**

5130

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Bond-Principal | 275,000 | 285,000 | 290,000 | 300,000 |
| 2. Bond-Interest | 291,233 | 282,900 | 274,300 | 264,700 |
| 3. Paying Agent Fees | 6,581 | 6,500 | 6,500 | 6,500 |
| TOTAL | 572,814 | 574,400 | 570,800 | 571,200 |

Authorized Positions

Funding Source

Twin Creeks Golf Course

Purpose

The Golf Course Division of the Recreation Park Department no longer provides golf course maintenance operations and professional golf services for the 18 hole golf course and 13 station practice range. The Fairways Golf Course and its day-to-day operation was transferred to the corporation "Sierra Golf" as of August 1, 2008.

Division Operations

1. Work with "Sierra Golf" to provide a well maintained, affordable golf course and practice facility for the community.

Major Budget Changes

A long-term lease of Fairways Golf Course to Sierra Golf Management has been placed since August 2008. The 2008 COP taxable bonds annual payment in the amount of \$165,000 for FY 2009-10 and \$200,000 for FY 2010-11 is included.

ENTERPRISE OPERATIONS DEPT
Fairways Golf Course Division

5145

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 288,681 | | | |
| 2. Office Supplies & Materials | 324 | | | |
| 3. Bldg/Veh/Equip Maint/Supplies | 1,878 | | | |
| 4. Vehicle Fuels & Lubricants | 136 | | | |
| 5. Small Tools & Equipment | 220 | | | |
| 6. Clothing & Personal Equip | 204 | | | |
| 7. Special Dept Supplies | 1,905 | | | |
| 8. Communications | 1,917 | | | |
| 9. Utilities | 34,245 | | | |
| 10. Rents & Leases | 86,130 | | | |
| 11. Contract Maintenance Services | 654,795 | | | |
| 12. Professional Services | 38,712 | 424,900 | | |
| 13. Outside Services | 81,013 | | | |
| 14. Administration/Contingencies | 145,652 | | | |
| 15. Advertising | 1,941 | | | |
| 16. Training/Conferences/Meetings | 875 | | | |
| 17. Membership & Dues | 570 | | | |
| 18. Debt Service | | 4,215,100 | | |
| 19. Bond-Principal | 138,862 | | | 10,000 |
| 20. Bond-Interest | 364,701 | 112,600 | 125,000 | 150,000 |
| 21. Paying Agent Fees | 4,052 | 9,500 | 40,000 | 40,000 |
| 22. Buildings | 17,718 | 17,800 | | |
| TOTAL | 1,864,531 | 4,779,900 | 165,000 | 200,000 |

Authorized Positions 1

Funding Source
 Fairways Golf Course

Purpose

Provide the Salinas food industry with an economical and environmentally acceptable means of treatment and disposal of industrial wastewater.

Division Operations

1. Maintain the Industrial Waste Treatment Facility in a manner consistent with the City's waste discharge requirements permit and State and Federal laws and regulations.
2. Operate the facility in a manner that protects the interests of the industrial users and the residents of Salinas.

Major Budget Changes

None.

ENTERPRISE OPERATIONS DEPT
Industrial Waste Division

5160

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 208,474 | 260,700 | 246,800 | 249,600 |
| 2. Office Supplies & Materials | 406 | 900 | 900 | 900 |
| 3. Bldg/Veh/Equip Maint/Supplies | 11,482 | 11,500 | 11,500 | 11,500 |
| 4. Vehicle Fuels & Lubricants | 18,643 | 6,000 | 6,000 | 6,000 |
| 5. Small Tools & Equipment | 1,119 | 4,900 | 5,000 | 5,000 |
| 6. Clothing & Personal Equip | 2,055 | 3,100 | 3,100 | 3,100 |
| 7. Chemicals | | 1,100 | 3,000 | 3,000 |
| 8. Communications | 844 | 1,000 | 1,000 | 1,000 |
| 9. Utilities | 186,180 | 278,000 | 276,400 | 276,400 |
| 10. Rents & Leases | | 6,000 | 6,000 | 6,000 |
| 11. Contract Maintenance Services | 2,607 | 10,000 | 10,000 | 10,000 |
| 12. Professional Services | 151,863 | 215,650 | 221,000 | 221,000 |
| 13. Administration/Contingencies | 75,205 | 114,200 | 112,000 | 112,300 |
| 14. Training/Conferences/Meetings | 6,253 | 17,850 | 12,500 | 12,500 |
| 15. Membership & Dues | 95 | 300 | 300 | 300 |
| 16. Insurance and Bonds | 17,200 | 14,300 | 13,400 | 13,700 |
| 17. Taxes | 9,849 | 18,000 | 18,000 | 18,000 |
| 18. Bond-Interest | 102,750 | 98,600 | 98,500 | 98,100 |
| 19. Capital Outlay | 11,437 | 4,100 | | |
| TOTAL | 806,462 | 1,066,200 | 1,045,400 | 1,048,400 |

| | | | | |
|-----------------------------|------------|------------|------------|------------|
| Authorized Positions | 2.5 | 2.5 | 2.5 | 2.5 |
|-----------------------------|------------|------------|------------|------------|

Funding Source

Industrial Waste Fund

Purpose

Maintain the sanitary sewer collection system in a safe, reliable, and sanitary condition to satisfy all regulatory and environmental requirements implementing best management practices outlined in the City's waste discharge requirements permit.

Division Operations

1. Clean and repair existing sanitary sewer mains for the health and safety of the residents of Salinas.
2. Minimize Sanitary Sewer overflows to protect the local and regional environment through preventive maintenance.
3. Effectively contain and clean up sewer spills.
4. Replace deteriorated sewer trunk mains.
5. Perform Preventive Maintenance and repairs for ten pump stations.

Major Budget Changes

The City entered into a three year agreement with the Monterey Regional Water Pollution Control Agency (MRWPCA) to provide assistance in implementing a grease source control program for the Sanitary Sewer System.

ENTERPRISE OPERATIONS DEPT
Sanitary Sewer Division

5170

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 783,597 | 756,600 | 717,900 | 731,300 |
| 2. Bldg/Veh/Equip Maint/Supplies | 39,789 | 50,500 | 50,500 | 50,500 |
| 3. Vehicle Fuels & Lubricants | 30,833 | 33,000 | 33,000 | 33,000 |
| 4. Small Tools & Equipment | 2,582 | 2,500 | 2,500 | 2,500 |
| 5. Clothing & Personal Equip | 4,546 | 5,600 | 5,600 | 5,600 |
| 6. Street Materials | 185 | 1,000 | 1,000 | 1,000 |
| 7. Special Dept Supplies | 3,928 | 4,400 | 5,000 | 5,000 |
| 8. Chemicals | 510 | 1,000 | 1,000 | 1,000 |
| 9. Communications | 7,659 | 6,800 | 8,800 | 8,800 |
| 10. Utilities | 129,381 | 128,000 | 128,000 | 128,000 |
| 11. Rents & Leases | | 1,000 | 1,000 | 1,000 |
| 12. Contract Maintenance Services | 1,295 | 9,500 | 9,500 | 9,500 |
| 13. Professional Services | 17,220 | 14,000 | 12,000 | 12,000 |
| 14. Outside Services | 14,101 | 8,800 | 10,000 | 10,000 |
| 15. Administration/Contingencies | 113,190 | 135,600 | 122,600 | 124,300 |
| 16. Training/Conferences/Meetings | 2,912 | 4,500 | 4,500 | 4,500 |
| 17. Membership & Dues | 205 | 500 | 500 | 500 |
| 18. Insurance and Bonds | 36,600 | 38,200 | 31,200 | 31,800 |
| 19. Bond-Principal | 360,000 | 375,000 | 390,000 | 410,000 |
| 20. Bond-Interest | 663,250 | 646,200 | 627,100 | 608,000 |
| 21. Paying Agent Fees | 4,102 | 6,200 | 5,000 | 5,000 |
| 22. Capital Outlay | | 100 | | |
| TOTAL | 2,215,885 | 2,229,000 | 2,166,700 | 2,183,300 |

| | | | | |
|-----------------------------|-------------|-------------|-------------|-------------|
| Authorized Positions | 8.25 | 7.75 | 7.75 | 7.75 |
|-----------------------------|-------------|-------------|-------------|-------------|

Funding Source

Sewer Fund

Purpose

Maintain the storm drainage system in a safe and sanitary condition by providing regular inspections and periodic maintenance. Comply with local and regional goals through the Federally mandated NPDES requirements and "Best Management Practices" (BMPs). NPDES refers to the City's National Pollution Discharge Elimination System Permit that outlines BMPs to reduce or eliminate pollution from storm water runoff and illicit discharges from identified sources.

Division Operations

1. With the February 2005 renewal of the City's new 5 year NPDES permit the goals and standards outlined in the new permit will be implemented.
2. Inspect, clean and repair the existing storm drain system as required to assure that the City accomplishes water quality objectives as outlined in the City's NPDES Permit and to reduce the risk of localized flooding.
3. Maintain City-owned open drainage channels to provide for free flow of storm runoff throughout the City.
4. Develop and implement a monitoring and maintenance program consistent with NPDES requirements established by the Central Coast Regional Water Quality Control Board.
5. Continue the Storm Drain stenciling program consistent with NPDES BMPs.

Major Budget Changes

Program is fully funded with Gas Tax in the absence of a NPDES Storm Sewer Fee.

**ENTERPRISE OPERATIONS DEPT
NPDES Storm Drain Sewer Division**

5180

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 430,280 | 528,500 | 501,400 | 514,100 |
| 2. Office Supplies & Materials | 122 | 500 | 500 | 500 |
| 3. Bldg/Veh/Equip Maint/Supplies | 2,962 | 3,000 | 3,000 | 3,000 |
| 4. Vehicle Fuels & Lubricants | 1,929 | 2,400 | 2,400 | 2,400 |
| 5. Small Tools & Equipment | 724 | 1,000 | 1,000 | 1,000 |
| 6. Clothing & Personal Equip | 671 | 1,000 | 1,000 | 1,000 |
| 7. Street Materials | | 1,000 | 1,000 | 1,000 |
| 8. Special Dept Supplies | 4,367 | 3,900 | 4,000 | 4,000 |
| 9. Chemicals | 510 | 1,000 | 1,000 | 1,000 |
| 10. Communications | 186 | 200 | 200 | 200 |
| 11. Rents & Leases | 737 | 4,000 | 4,000 | 4,000 |
| 12. Contract Maintenance Services | 2,237 | 26,100 | 26,100 | 26,100 |
| 13. Professional Services | 29,118 | 70,000 | 70,000 | 70,000 |
| 14. Administration/Contingencies | 52,425 | 99,500 | 96,100 | 97,700 |
| 15. Training/Conferences/Meetings | 4,347 | 5,000 | 5,000 | 5,000 |
| 16. Membership & Dues | | 100 | 100 | 100 |
| 17. Insurance and Bonds | 8,700 | 7,400 | 7,800 | 8,000 |
| 18. Capital Outlay | 17,348 | 1,300 | | |
| TOTAL | 556,663 | 755,900 | 724,600 | 739,100 |

| | | | | |
|-----------------------------|------------|------------|------------|------------|
| Authorized Positions | 5.5 | 6.0 | 6.0 | 6.0 |
|-----------------------------|------------|------------|------------|------------|

Funding Source

Storm Sewer (NPDES) Fund

Purpose

Maintain a clean City in accordance with best management practices in the City's NPDES Permit. NPDES refers to the City's National Pollution Discharge Elimination System Permit that outlines BMPs to reduce or eliminate pollution from storm water runoff or illicit discharges from identified sources. Program is funded with Gas Tax and 3% Street Sweeping surcharge on garbage bills.

Division Operations

1. Maintain clean streets maximizing street sweeping throughout the City commensurate with available resources and funding.
2. Sweep all residential streets once every two weeks.
3. Sweep specific commercial areas weekly.
4. Reduce the amount of refuse in the City's storm sewer effluent consistent with NPDES best management practices.

Major Budget Changes

None.

**ENTERPRISE OPERATIONS DEPT
NPDES Street Sweeping Division**

5185

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 429,856 | 525,000 | 498,400 | 510,200 |
| 2. Bldg/Veh/Equip Maint/Supplies | 78,143 | 91,000 | 91,000 | 91,000 |
| 3. Vehicle Fuels & Lubricants | 48,464 | 48,300 | 48,300 | 48,300 |
| 4. Special Dept Supplies | 432 | 900 | 1,000 | 1,000 |
| 5. Communications | | 300 | 300 | 300 |
| 6. Utilities | 3,114 | 5,500 | 5,500 | 5,500 |
| 7. Contract Maintenance Services | 20,263 | 26,000 | 26,000 | 26,000 |
| 8. Professional Services | 13,879 | | | |
| 9. Administration/Contingencies | 63,521 | 84,700 | 81,600 | 83,000 |
| 10. Insurance and Bonds | 9,000 | 8,600 | 9,400 | 9,600 |
| 11. Capital Outlay | 1,739 | 100 | | |
| TOTAL | 668,411 | 790,400 | 761,500 | 774,900 |
| Authorized Positions | 5.5 | 5.5 | 5.5 | 5.5 |

Funding Source

Storm Sewer (NPDES) Fund

Purpose

Provide a clean water source to business and operations located at the Hitchcock facility. These include the City's Animal Shelter, the Industrial Waste Administrative Building, the Monterey County Animal Shelter and the Monterey Regional Water Pollution Control Agency's sanitary sewer lift station. Program is funded through user fees.

Division Operations

1. Maintain the fresh water well system in a manner consistent with guidelines established by State and Federal Laws and as determined by the Environmental Health Division of the Monterey County Health Department.

Major Budget Changes

None.

**ENTERPRISE OPERATIONS DEPT
Hitchcock Road Water Utility**

5190

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Bldg/Veh/Equip Maint/Supplies | | 2,000 | | |
| 2. Utilities | | 1,500 | | |
| 3. Contract Maintenance Services | | 12,000 | | |
| 4. Professional Services | 8,783 | 21,000 | 18,000 | 18,000 |
| 5. Administration/Contingencies | 966 | 5,000 | 2,000 | 2,000 |
| 6. Taxes | | 500 | | |
| TOTAL | 9,749 | 42,000 | 20,000 | 20,000 |

Authorized Positions

Funding Source

Water Utility Fund

Purpose

The mission of Parking Operations is to provide, operate and maintain an efficient, effective and flexible downtown parking management system to meet the needs of our residents, visitors and the business community.

Division Operations

1. To provide effective supervision and control of parking services and resources.
2. To provide overall budget, project and parking program management.
3. To provide centralized parking management to maximize economies of scale and efficiency.
4. To provide effective communication with the Oldtown Salinas Association.
5. To provide parking enforcement for special events.
6. To provide excellent customer service.

Major Budget Changes

Debt service on the Monterey Street parking structure is \$1,088,700 annually. The Salinas Redevelopment Agency includes in its Central City budget for both fiscal years the full debt service payment.

ENTERPRISE OPERATIONS DEPT
Downtown Parking Division

5195

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 108,238 | 115,850 | 109,600 | 110,300 |
| 2. Small Tools & Equipment | | 1,800 | | |
| 3. Special Dept Supplies | 19,105 | 20,000 | 15,000 | 15,000 |
| 4. Communications | 3,826 | 3,500 | 4,000 | 4,000 |
| 5. Utilities | 36,641 | 41,350 | 41,500 | 41,500 |
| 6. Contract Maintenance Services | 16,139 | 24,500 | 20,500 | 20,500 |
| 7. Professional Services | 244,878 | 310,000 | 285,000 | 295,000 |
| 8. Outside Services | 1,067 | 200 | 200 | 200 |
| 9. Administration/Contingencies | 69,024 | 79,000 | 57,100 | 58,400 |
| 10. Training/Conferences/Meetings | | 1,500 | | |
| 11. Bond-Principal | 365,000 | 375,000 | 380,000 | 390,000 |
| 12. Bond-Interest | 718,989 | 711,400 | 702,700 | 692,500 |
| 13. Paying Agent Fees | 4,830 | 6,000 | 6,000 | 6,000 |
| 14. Capital Outlay | 9,689 | | | |
| TOTAL | 1,597,426 | 1,690,100 | 1,621,600 | 1,633,400 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 1 | 1 | 1 | 1 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

Downtown Parking District

ENTERPRISE OPERATIONS DEPT

Work Force

| Airport Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Airport Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Airport Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Airport Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Airport Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 4.00 | 4.00 | 4.00 | 4.00 |
| Fairways Golf Course Division | | | | |
| GC Operations Manager | 1.00 | | | |
| Industrial Waste Division | | | | |
| Wastewater Manager | 0.25 | 0.25 | 0.25 | 0.25 |
| Wastewater Operator | 1.00 | 1.00 | 1.00 | 1.00 |
| Water Resources Planner | 0.25 | 0.25 | 0.25 | 0.25 |
| Public Svc Maint Wkr II | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 2.50 | 2.50 | 2.50 | 2.50 |
| Sanitary Sewer Division | | | | |
| Pump Maint Mechanic | 0.75 | 0.50 | 0.50 | 0.50 |
| Wastewater Manager | 0.50 | 0.50 | 0.50 | 0.50 |
| Water Resources Planner | 0.50 | 0.50 | 0.50 | 0.50 |
| P.S. Maint Crew Supv | 0.50 | 0.25 | 0.25 | 0.25 |
| Public Svc Maint Wkr IV | 0.50 | 0.50 | 0.50 | 0.50 |
| Public Svc Maint Wkr II | 3.75 | 3.75 | 3.75 | 3.75 |
| Public Svc Maint Wkr III | 1.75 | 1.75 | 1.75 | 1.75 |
| Total | 8.25 | 7.75 | 7.75 | 7.75 |
| NPDES Storm Drain Sewer Divisi | | | | |
| Pump Maint Mechanic | 0.25 | 0.50 | 0.50 | 0.50 |
| Wastewater Manager | 0.25 | 0.25 | 0.25 | 0.25 |
| P.S. Maint Crew Supv | 0.25 | 0.50 | 0.50 | 0.50 |
| Public Svc Maint Wkr IV | 0.25 | 0.25 | 0.25 | 0.25 |
| Public Svc Maint Wkr II | 4.25 | 4.25 | 4.25 | 4.25 |
| Public Svc Maint Wkr III | 0.25 | 0.25 | 0.25 | 0.25 |
| Total | 5.50 | 6.00 | 6.00 | 6.00 |

ENTERPRISE OPERATIONS DEPT

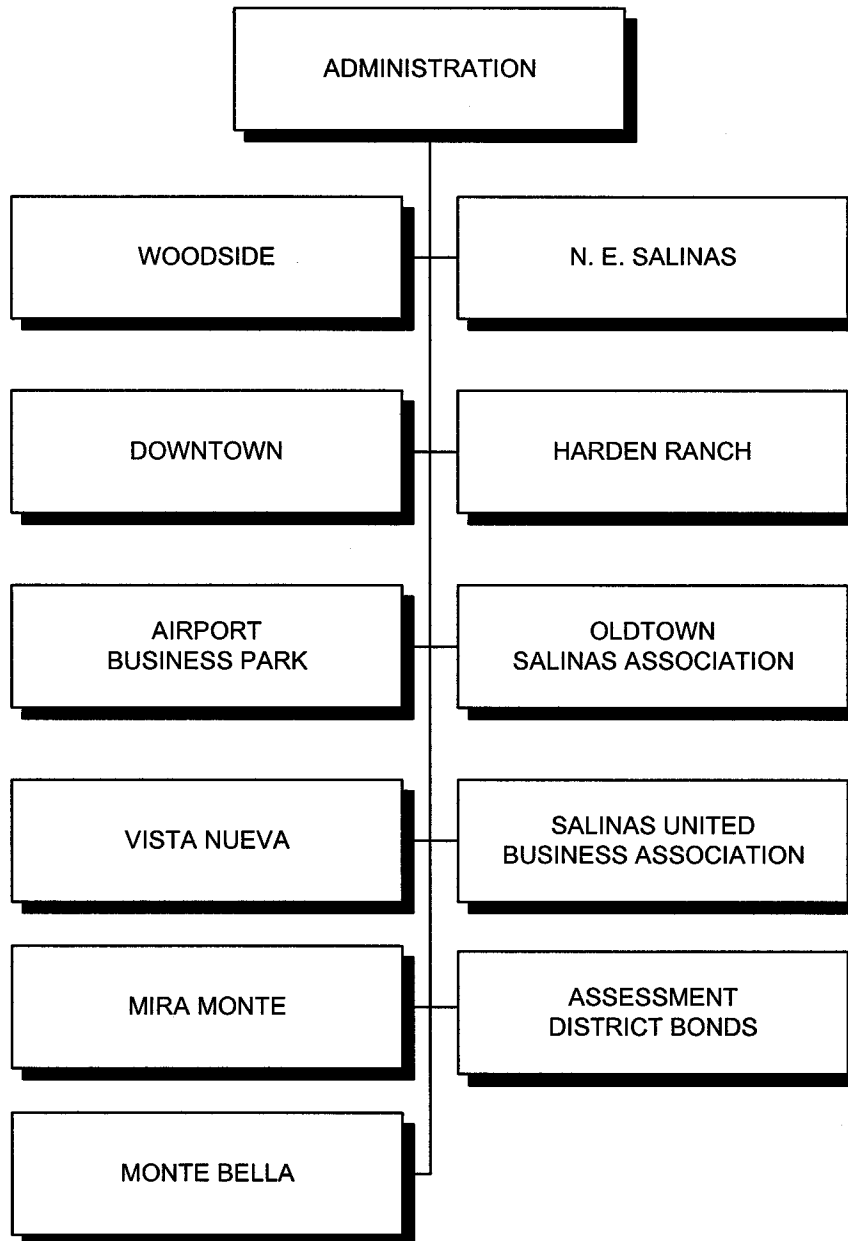
Work Force

| NPDES Street Sweeping Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---------------------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Equipment Mechanic I | 1.00 | 1.00 | 1.00 | 1.00 |
| P.S. Maint Crew Supv | 0.25 | 0.25 | 0.25 | 0.25 |
| Public Svc Maint Wkr IV | 0.25 | 0.25 | 0.25 | 0.25 |
| Motor Sweeper Operator | 3.00 | 3.00 | 3.00 | 3.00 |
| Public Svc Maint Wkr II | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 5.50 | 5.50 | 5.50 | 5.50 |
| Downtown Parking Division | | | | |
| Parking Operations Offcr | 1.00 | 1.00 | 1.00 | 1.00 |
| Department Total | 27.75 | 26.75 | 26.75 | 26.75 |



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ASSESSMENT & MAINTENANCE DISTRICTS



ASSESSMENT & MAINTENANCE DISTRICTS

Summary

Purpose

Collect, account for, and distribute principal and interest payments to assessment district bondholders and maintain an accurate accounting system for all districts. Also provide maintenance of the various greenbelts and open space areas throughout the City funded by special maintenance assessments.

City Council Goals, Strategies, and Objectives

1. Not applicable.

Major Budget Changes

Harden Ranch District continues to have no new increases in assessments and is under funded. The condition of the district's landscape continues to decline for lack of sufficient maintenance resources. Harden Ranch maintenance will improve over the next few years with the use of \$600,000 remaining in the assessment district project fund. The North-East Landscape and Lighting District's assessment are also insufficient. A decline in the level of maintenance is evident, especially in the more native areas along the upper bluffs and along Gabilan Creek. Both districts require approval of funding increases to keep pace with maintenance costs.

ASSESSMENT & MAINTENANCE DISTRICTS

Summary

| Expenditures by Program | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------------|-----------------|-----------------|------------------|---------------|
| 6605 Administration Division | 119,873 | 160,900 | 154,900 | 156,200 |
| 6610 Woodside Park Division | 50,411 | 49,500 | 49,500 | 49,500 |
| 6611 Downtown Mall Division | 1,251 | 2,200 | 2,200 | 2,200 |
| 6612 Airport Business Park Division | 16,523 | 17,000 | 17,000 | 17,000 |
| 6613 North East Division | 498,286 | 547,000 | 635,000 | 635,000 |
| 6614 Harden Ranch Division | 144,959 | 300,000 | 405,000 | 405,000 |
| 6615 Vista Nueva Division | 7,136 | 26,900 | 26,900 | 26,900 |
| 6616 Mira Monte Division | 78,297 | 101,100 | 121,100 | 121,100 |
| 6617 Monte Bella Division | 17,277 | 173,600 | 174,500 | 294,600 |
| 6680 Oldtown Salinas Assn Division | 121,653 | 105,000 | 105,000 | 105,000 |
| 6685 Salinas United Business Assn D | 172,411 | 165,000 | 150,000 | 150,000 |
| 6690 Assessment District Bonds Div | 3,254,171 | 3,278,100 | 3,230,000 | 3,062,200 |
| TOTAL | 4,482,248 | 4,926,300 | 5,071,100 | 5,024,700 |

Expenditures by Character

| | | | | |
|------------------------------------|-----------|-----------|-----------|-----------|
| 1. Employee Services | 115,290 | 161,800 | 156,000 | 157,200 |
| 2. Special Dept Supplies | 47 | 12,000 | 22,000 | 22,000 |
| 3. Communications | 187 | 200 | 200 | 200 |
| 4. Utilities | 190,016 | 236,400 | 248,100 | 248,100 |
| 5. Rents & Leases | 2,329 | 5,000 | 5,000 | 5,000 |
| 6. Contract Maintenance Services | 475,759 | 748,800 | 940,700 | 1,045,800 |
| 7. Professional Services | 57,593 | 84,000 | 91,500 | 91,500 |
| 8. Administration/Contingencies | 94,162 | 134,400 | 130,000 | 145,100 |
| 9. Advertising | | 600 | 600 | 600 |
| 10. Training/Conferences/Meetings | | 2,000 | 2,000 | 2,000 |
| 11. Contribution to Other Agencies | 292,694 | 263,000 | 245,000 | 245,000 |
| 12. Bond-Principal | 1,904,046 | 2,025,000 | 2,090,000 | 2,030,000 |
| 13. Bond-Interest | 1,317,562 | 1,203,100 | 1,090,000 | 982,200 |
| 14. Paying Agent Fees | 32,563 | 50,000 | 50,000 | 50,000 |
| TOTAL | 4,482,248 | 4,926,300 | 5,071,100 | 5,024,700 |

ASSESSMENT & MAINTENANCE DISTRICTS

Summary

| Expenditures by Fund | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|------------------|------------------|------------------|------------------|
| Maintenance Dist Administration | 61,317 | 93,100 | 90,200 | 90,800 |
| Woodside Park Maint District | 50,411 | 49,500 | 49,500 | 49,500 |
| Downtown Mall Maint District | 1,251 | 2,200 | 2,200 | 2,200 |
| Airport Bus Park Maint District | 16,523 | 17,000 | 17,000 | 17,000 |
| N E Salinas Landscape Dist | 498,286 | 547,000 | 635,000 | 635,000 |
| Harden Ranch Landscape Dist | 144,959 | 300,000 | 405,000 | 405,000 |
| Vista Nueva Maint District | 7,136 | 26,900 | 26,900 | 26,900 |
| Mira Monte Maint District | 78,297 | 101,100 | 121,100 | 121,100 |
| Monte Bella Maint District | 17,277 | 173,600 | 174,500 | 294,600 |
| Business Imp District | 121,653 | 105,000 | 105,000 | 105,000 |
| SUBA Business Imp District | 172,411 | 165,000 | 150,000 | 150,000 |
| Assessment Dist Administration | 58,556 | 67,800 | 64,700 | 65,400 |
| Assessment Districts-Debt Service | 3,254,171 | 3,278,100 | 3,230,000 | 3,062,200 |
| TOTAL | 4,482,248 | 4,926,300 | 5,071,100 | 5,024,700 |

Workforce by Program

| | | | | | |
|------|-------------------------|---|---|---|---|
| 6605 | Administration Division | 1 | 1 | 1 | 1 |
|------|-------------------------|---|---|---|---|



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Purpose

Collect, account for, and distribute principal and interest payments to assessment district bondholders and maintain an accurate accounting system for maintenance districts.

Division Operations

1. Insure timely payments to bondholders.
2. Maintain accurate assessment and maintenance district records.
3. Continue development of assessment and maintenance districts mapping system.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS
Administration Division

6605

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 107,857 | 141,200 | 135,400 | 136,600 |
| 2. Special Dept Supplies | 47 | 5,000 | 5,000 | 5,000 |
| 3. Professional Services | | 2,000 | 2,000 | 2,000 |
| 4. Administration/Contingencies | 11,969 | 10,100 | 9,900 | 10,000 |
| 5. Advertising | | 600 | 600 | 600 |
| 6. Training/Conferences/Meetings | | 2,000 | 2,000 | 2,000 |
| TOTAL | 119,873 | 160,900 | 154,900 | 156,200 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 1 | 1 | 1 | 1 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

Maintenance Districts, Assessment Districts

Purpose

Provide quality maintenance of the greenbelts through the use of contract services.

Division Operations

1. Provide cost effective, quality, landscape maintenance.
2. Provide excellent customer service to the District residents by resolving customer concerns in a timely manner.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS
Woodside Park Division

6610

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 2,271 | 5,000 | 5,000 | 5,000 |
| 2. Contract Maintenance Services | 18,240 | 25,000 | 25,000 | 25,000 |
| 3. Professional Services | 24,750 | 15,000 | 15,000 | 15,000 |
| 4. Administration/Contingencies | 5,150 | 4,500 | 4,500 | 4,500 |
| TOTAL | 50,411 | 49,500 | 49,500 | 49,500 |

Authorized Positions

Funding Source

Woodside Park Maint District

Purpose

The City Provides no maintenance support for this District currently.

Division Operations

1. Budget provides irrigation for this district.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS
Downtown Mall Division

6611

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Utilities | 1,128 | 2,000 | 2,000 | 2,000 |
| 2. Administration/Contingencies | 123 | 200 | 200 | 200 |
| TOTAL | 1,251 | 2,200 | 2,200 | 2,200 |

Authorized Positions

Funding Source

Downtown Mall Main District Funds

Purpose

Provide the Airport Business Park with limited basic maintenance to include mowing and irrigation.

Division Operations

1. Based on limited resources, to provide weekly mowing services on Moffett Street.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS
Airport Business Park Division

6612

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | | | |
| 2. Utilities | 7,012 | 7,000 | 8,200 | 8,200 |
| 3. Contract Maintenance Services | 7,800 | 8,300 | 7,700 | 7,700 |
| 4. Administration/Contingencies | 1,711 | 1,700 | 1,100 | 1,100 |
| TOTAL | 16,523 | 17,000 | 17,000 | 17,000 |

Authorized Positions

Funding Source

Airport Bus Park Maint District Funds

Purpose

Provide landscape maintenance equal to the District funds available for contract maintenance activities.

Division Operations

1. Provide responsive customer service.
2. Administer and supervise the maintenance contract for cost effective landscape maintenance.

Major Budget Changes

Current funding has not kept up with the expanding responsibility and cost of maintenance service. Service levels will be adjusted to the funding resources available.

ASSESSMENT & MAINTENANCE DISTRICTS
North East Division

6613

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | | | |
| 2. Special Dept Supplies | | | 5,000 | 5,000 |
| 3. Utilities | 124,060 | 117,000 | 125,000 | 125,000 |
| 4. Contract Maintenance Services | 308,159 | 350,000 | 425,000 | 425,000 |
| 5. Professional Services | 16,411 | 25,000 | 25,000 | 25,000 |
| 6. Administration/Contingencies | 49,656 | 55,000 | 55,000 | 55,000 |
| TOTAL | 498,286 | 547,000 | 635,000 | 635,000 |

Authorized Positions

Funding Source

N E Salinas Landscape Dist #1

Purpose

Provide landscape maintenance to the level of resources available through contract services.

Division Operations

1. Provide the highest level of quality landscape maintenance within the limited amount of financial resources available.
2. Provide responsive customer service.

Major Budget Changes

With the build out of the district, and no increases in assessments, service levels in this district continue to be reduced to a level consistent with the available funds. A cash transfer from the Harden Ranch Assessment District Project Fund to the Harden Ranch Maintenance District Fund of \$600,000 was approved in the 2008-09 budget. With these resources, maintenance levels will improve over the next few years.

ASSESSMENT & MAINTENANCE DISTRICTS
Harden Ranch Division

6614

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | | | |
| 2. Special Dept Supplies | | | 5,000 | 5,000 |
| 3. Utilities | 23,521 | 32,500 | 35,000 | 35,000 |
| 4. Contract Maintenance Services | 100,000 | 227,500 | 325,000 | 325,000 |
| 5. Professional Services | 6,321 | 10,000 | 10,000 | 10,000 |
| 6. Administration/Contingencies | 15,117 | 30,000 | 30,000 | 30,000 |
| TOTAL | 144,959 | 300,000 | 405,000 | 405,000 |

Authorized Positions

Funding Source

Harden Ranch Landscape Dist #2

Purpose

Maintain the sewers and lights in the district.

Division Operations

1. Provide the district with the highest level of maintenance with available resources.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS
Vista Nueva Division

6615

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 3,165 | 8,000 | 8,000 | 8,000 |
| 2. Communications | 187 | 200 | 200 | 200 |
| 3. Utilities | 753 | 3,000 | 3,000 | 3,000 |
| 4. Rents & Leases | 2,329 | 5,000 | 5,000 | 5,000 |
| 5. Contract Maintenance Services | | 8,000 | 8,000 | 8,000 |
| 6. Administration/Contingencies | 702 | 2,700 | 2,700 | 2,700 |
| TOTAL | 7,136 | 26,900 | 26,900 | 26,900 |

Authorized Positions

Funding Source

Vista Nueva Maint District

Purpose

This district is within the North/East Maintenance District located northwest of Hemmingway Drive, and it encompasses approximately 30 acres of a planned development know as the Cottages of Mira Monte. This development includes approximately 244 medium density family homes, open space, and tot lots within the development. The purpose of the district is to provide maintenance, servicing, and operation of street and open space landscape improvements, tot lot improvements, routine street maintenance, maintenance of the clustered driveways, and associated appurtenances located within the public right-of-ways and dedicated landscape easements.

Division Operations

1. Provide cost effective and quality landscape maintenance.
2. Provide excellent customer service to the District residents by being available to resolve maintenance issues in a timely manner.
3. Administer and supervise the maintenance contracts for cost effective maintenance of landscaped open space areas and tot lots.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS

Mira Monte Division

6616

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | | | |
| 2. Special Dept Supplies | | 2,000 | 2,000 | 2,000 |
| 3. Utilities | 28,084 | 27,500 | 27,500 | 27,500 |
| 4. Contract Maintenance Services | 41,560 | 50,000 | 70,000 | 70,000 |
| 5. Professional Services | 573 | 10,000 | 10,000 | 10,000 |
| 6. Administration/Contingencies | 8,080 | 11,600 | 11,600 | 11,600 |
| TOTAL | 78,297 | 101,100 | 121,100 | 121,100 |

Authorized Positions

Funding Source

Mira Monte Maint District

Purpose

This district encompasses approximately 200 acres of planned development known as Monte Bella, which includes approximately 853 single family homes, open space and a neighborhood park. The purpose of the district is to provide maintenance, servicing, and operation of street landscape improvements, park landscaping improvements, open space and retention basin landscaping improvements, local street lighting, routine street maintenance and associated appurtenances located within the public right-of-ways and dedicated landscape easements.

Division Operations

1. Provide cost effective and quality landscape and park maintenance.
2. Provide excellent customer service to the District residents by being available to resolve landscape issues in a timely manner.
3. Administer and supervise the maintenance contracts for cost effective landscape and park maintenance.
4. Provide future street maintenance and tree pruning when required.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS
Monte Bella Division

6617

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 1,997 | 7,600 | 7,600 | 7,600 |
| 2. Special Dept Supplies | | 5,000 | 5,000 | 5,000 |
| 3. Utilities | 5,458 | 47,400 | 47,400 | 47,400 |
| 4. Contract Maintenance Services | | 80,000 | 80,000 | 185,100 |
| 5. Professional Services | 8,168 | 15,000 | 19,500 | 19,500 |
| 6. Administration/Contingencies | 1,654 | 18,600 | 15,000 | 30,000 |
| TOTAL | 17,277 | 173,600 | 174,500 | 294,600 |

Authorized Positions

Funding Source

Monte Bella Maint District

Purpose

Provide fiscal services to the Oldtown Association.

Division Operations

1. Administer and collect Oldtown Business District assessments.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS
Oldtown Salinas Assn Division

6680

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Professional Services | 459 | 5,000 | 5,000 | 5,000 |
| 2. Contribution to Other Agencies | 121,194 | 100,000 | 100,000 | 100,000 |
| TOTAL | 121,653 | 105,000 | 105,000 | 105,000 |

Authorized Positions

Funding Source

Oldtown Business Impvt District

ASSESSMENT & MAINTENANCE DISTRICTS
Salinas United Business Assn Division

6685

Purpose

Provide fiscal services to the Salinas United Business Association. The Budget is based on contributions from the Salinas Redevelopment Agency of \$50,000 and surcharge collections of \$115,000 from the newly formed S.U.B.A. Business Improvement Area (BIA).

Division Operations

1. Provide timely support to ensure the success of community events.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS
Salinas United Business Assn Division

6685

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Professional Services | 911 | 2,000 | 5,000 | 5,000 |
| 2. Contribution to Other Agencies | 171,500 | 163,000 | 145,000 | 145,000 |
| TOTAL | 172,411 | 165,000 | 150,000 | 150,000 |

Authorized Positions

Funding Source

Salinas United Business Association

Purpose

Provide a record of levies made against specific properties to defray the cost of specific capital improvements deemed to benefit those properties.

Division Operations

1. Ensure timely payments to bondholders.

Major Budget Changes

None.

ASSESSMENT & MAINTENANCE DISTRICTS
Assessment District Bonds Division

6690

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Bond-Principal | 1,904,046 | 2,025,000 | 2,090,000 | 2,030,000 |
| 2. Bond-Interest | 1,317,562 | 1,203,100 | 1,090,000 | 982,200 |
| 3. Paying Agent Fees | 32,563 | 50,000 | 50,000 | 50,000 |
| TOTAL | 3,254,171 | 3,278,100 | 3,230,000 | 3,062,200 |

Authorized Positions

Funding Source

Assessment Districts Debt Service

ASSESSMENT & MAINTENANCE DISTRICTS

Assessment District Bonds Division

6690

| <u>Series</u> | <u>Special Assessment Districts</u> | <u>No.</u> | <u>Maturity</u> | <u>Principal & Interest Expended 08-09</u> | <u>Principal Balance 06/30/09</u> | <u>Adopted 09-10 Principal</u> | <u>Plan 09-10 Interest</u> |
|---|-------------------------------------|------------|-----------------|--|-----------------------------------|--------------------------------|----------------------------|
| C185 | Harden Ranch Ph 2 | 90-1 | 2014 | 402,307 | 5,155,000 | 0 | 281,037 |
| A178 | Mayfair Drive | 92-1 | 2009 | 20,620 | 0 | 0 | 0 |
| B179 | Harden Ranch Refunding | 94-1 | 2011 | 333,350 | 800,000 | 245,000 | 64,363 |
| A183 | Abbott Street | 95-3 | 2016 | 60,696 | 360,000 | 35,000 | 23,420 |
| A184 | Work Street | 97-1 | 2017 | 215,325 | 1,450,000 | 125,000 | 87,912 |
| A186 | Bella Vista Ph 3 | 98-1 | 2023 | 475,685 | 4,750,000 | 215,000 | 260,077 |
| A187 | Acacia Park | 96-2 | 2025 | 64,183 | 640,000 | 25,000 | 37,894 |
| 02-1 | Bella Vista Reassessment | 02-1 | 2021 | 536,256 | 2,210,000 | 495,000 | 105,036 |
| 02-2 | Consolidated Reassessment | 02-2 | 2009 | 1,302,009 | 5,755,000 | 950,000 | 230,461 |
| TOTAL | | | | 3,410,431 | 21,120,000 | 2,090,000 | 1,090,200 |
| Provision for Bond Calls, Refunds & Premium | | | | 21,700 | | | |
| Paying Agent Fees | | | | 50,000 | | 50,000 | |

ASSESSMENT & MAINTENANCE DISTRICTS

Assessment District Bonds Division

6690

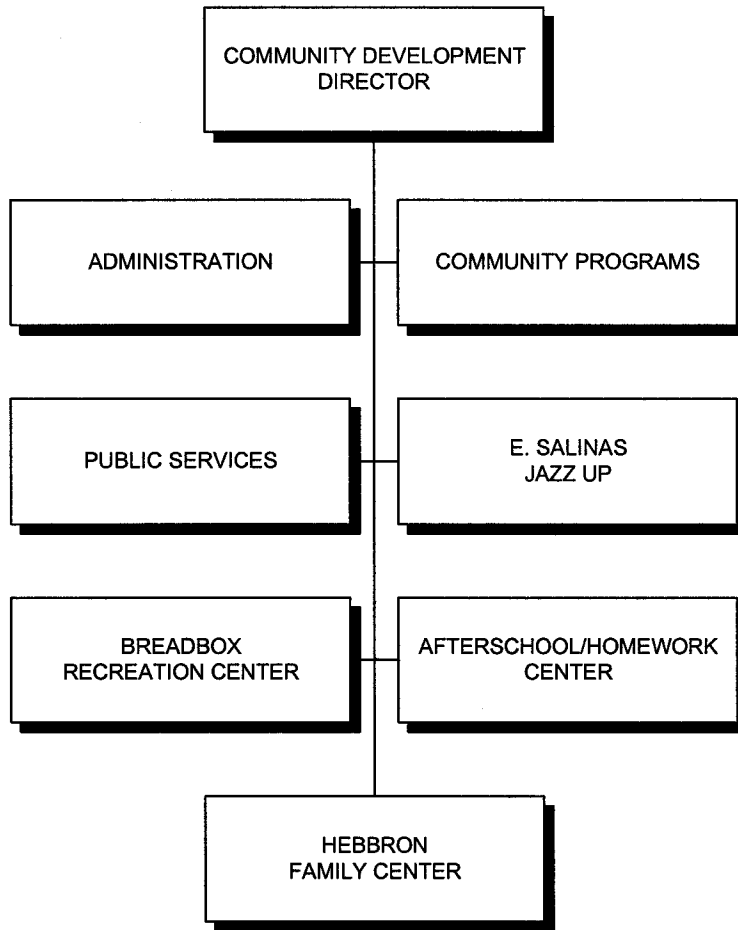
| <u>Series</u> | <u>Special Assessment Districts</u> | <u>No.</u> | <u>Maturity</u> | <u>Principal & Interest Expended 09-10</u> | <u>Principal Balance 06/30/10</u> | <u>Adopted 10-11 Principal</u> | <u>Plan 10-11 Interest</u> |
|------------------|-------------------------------------|------------|-----------------|--|-----------------------------------|--------------------------------|----------------------------|
| C185 | Harden Ranch Ph 2 | 90-1 | 2014 | 281,038 | 5,155,000 | 0 | 281,038 |
| A178 | Mayfair Dr | 92-1 | 2009 | 0 | 0 | 0 | 0 |
| B179 | Harden Ranch Refunding | 94-1 | 2011 | 309,363 | 555,000 | 265,000 | 40,138 |
| A183 | Abbott Street | 95-3 | 2016 | 58,422 | 325,000 | 40,000 | 20,946 |
| A184 | Work Street | 97-1 | 2017 | 212,913 | 1,325,000 | 130,000 | 80,070 |
| A186 | Bella Vista Ph 3 | 98-1 | 2023 | 475,078 | 4,535,000 | 225,000 | 248,746 |
| A187 | Acacia Park | 96-2 | 2025 | 62,896 | 615,000 | 25,000 | 36,583 |
| 02-1 | Bella Vista Reassessment | 02-1 | 2021 | 599,907 | 1,715,000 | 475,000 | 80,044 |
| 02-2 | Consolidated Reassessment | 02-2 | 2009 | 1,180,383 | 4,805,000 | 870,000 | 194,635 |
| TOTAL | | | | 3,180,000 | 19,030,000 | 2,030,000 | 982,200 |
| Paying Agent Fee | | | | | | 50,000 | |

ASSESSMENT & MAINTENANCE DISTRICTS

Work Force

| Administration Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|--------------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------|
| Sr Accounting Technician | 1 | 1 | 1 | 1 |
| Department Total | 1 | 1 | 1 | 1 |

BLOCK GRANT



BLOCK GRANT DEPARTMENT Summary

Purpose

Administer three annual U.S. Department of Housing and Urban Development entitlement grants to benefit lower income residents of Salinas. Oversee Housing and Community Development Division, including City inclusionary housing, density bonus, and housing accessibility assistance programs. Provide recreational alternatives for the youth of Salinas.

City Council Goals, Strategies, and Objectives

1. Economic Development: Strategy 1: Stimulus Funding for Affordable Housing (ARRA); a: Neighborhood Stabilization Program, b) Homeless Prevention and Rapid Rehousing Program c) CDBG-Recovery.

Major Budget Changes

Administration/contingencies include FY 2008-09 budget reductions transferred to a "management savings" account. FY 2008-09 General Fund budget reductions have been made citywide, with the goal of saving \$2.0 million required to balance FY 2009-10 budget. In FY 2009-10, to reduce the burden on the General Fund (28.8%), an additional one-quarter Rec Assistant position at the Bread Box and Hebron Heights Centers will be paid from the CDBG public services account. As these funds are subject to an overall HUD cap' the effect was to reduce funding available for non-profit service providers. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. Block Grant is under the direction of the Community Development Director. Budget numbers reflect the 2009-10 ACTION PLAN approved by City Council on May 5, 2009. The federal CDBG allocation increased marginally from the previous year, from \$2,441,464 to \$2,464,814 for FY 2009-10 and the HOME allocation also increased from \$902,216 to \$999,822. HUD's Emergency Shelter Grant (ESG) will go from \$109,345 to \$108,702 in fiscal year 2009-10. Firehouse Rec Center will receive CDBG funding (\$12,500) in addition to General Fund Support.

BLOCK GRANT DEPARTMENT

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------|--------------------------------|-----------------|-----------------|------------------|---------------|
| 3105 | Administration Division | 563,813 | 563,200 | 549,000 | 552,000 |
| 3150 | Public Services Division | 359,004 | 327,350 | 255,200 | 255,200 |
| 3151 | Breadbox Rec Center Division | 125,300 | 117,200 | 123,700 | 124,200 |
| 3160 | Community Programs Division | | 378,673 | 104,800 | 104,800 |
| 3161 | East Salinas-Jazz Up Division | 102,659 | 105,300 | 106,200 | 107,000 |
| 3162 | Firehouse After School Divisio | 10,001 | 7,000 | 12,500 | 12,500 |
| 3164 | Hebbron Family Center Division | 165,112 | 193,100 | 190,700 | 191,200 |
| TOTAL | | 1,325,889 | 1,691,823 | 1,342,100 | 1,346,900 |

Expenditures by Character

| | | | | | |
|-------|--------------------------------|-----------|-----------|-----------|-----------|
| 1. | Employee Services | 816,255 | 802,074 | 756,300 | 769,200 |
| 2. | Office Supplies & Materials | 3,405 | 3,450 | 2,450 | 2,450 |
| 3. | Bldg/Veh/Equip Maint/Supplies | 1,307 | 1,600 | 1,600 | 1,600 |
| 4. | Small Tools & Equipment | 34 | 100 | 100 | 100 |
| 5. | Books and Publications | 203 | 200 | 200 | 200 |
| 6. | Special Dept Supplies | 20,719 | 29,090 | 40,300 | 39,500 |
| 7. | Communications | 2,162 | 2,150 | 2,350 | 2,350 |
| 8. | Utilities | 11,624 | 9,200 | 13,500 | 13,500 |
| 9. | Rents & Leases | 7,600 | 7,600 | 7,600 | 7,600 |
| 10. | Contract Maintenance Services | 1,497 | 1,350 | 1,600 | 1,500 |
| 11. | Professional Services | 15,095 | 26,000 | 22,000 | 22,000 |
| 12. | Outside Services | 17,130 | 15,626 | 11,000 | 11,000 |
| 13. | Administration/Contingencies | 58,900 | 405,385 | 183,600 | 176,400 |
| 14. | Advertising | 4,884 | 5,000 | 4,000 | 4,000 |
| 15. | Training/Conferences/Meetings | 3,480 | 4,659 | 3,500 | 3,500 |
| 16. | Membership & Dues | 2,590 | 2,945 | | |
| 17. | Contribution to Other Agencies | 359,004 | 375,394 | 292,000 | 292,000 |
| TOTAL | | 1,325,889 | 1,691,823 | 1,342,100 | 1,346,900 |

Expenditures by Fund

| | | | | |
|-----------------------------------|-----------|-----------|-----------|-----------|
| General Fund | 176,233 | 215,500 | 155,400 | 159,400 |
| Measure V Fund | 13,000 | 13,000 | 13,000 | 13,000 |
| Community Development Act of 1974 | 970,252 | 1,248,129 | 972,000 | 972,000 |
| Home Investment Partnership Funds | | 48,044 | 36,800 | 36,800 |
| H U D - Emergency Shelter Grant | 110,004 | 109,350 | 108,700 | 108,700 |
| Sunset Ave-Project | 56,400 | 57,800 | 56,200 | 57,000 |
| TOTAL | 1,325,889 | 1,691,823 | 1,342,100 | 1,346,900 |

BLOCK GRANT DEPARTMENT Summary

| Workforce by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------|--------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 3105 | Administration Division | 5.50 | 4.00 | 3.75 | 3.75 |
| 3151 | Breadbox Rec Center Division | 0.75 | 0.75 | 0.75 | 0.75 |
| 3161 | East Salinas-Jazz Up Division | 1.00 | 1.00 | 1.00 | 1.00 |
| 3164 | Hebbron Family Center Division | 2.25 | 2.25 | 2.25 | 2.25 |
| | TOTAL | 9.50 | 8.00 | 7.75 | 7.75 |



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Purpose

Administer three annual HUD grants: Community Development Block grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Shelter Grant (ESG). Oversee Housing and Community Development Division, including City inclusionary housing, density bonus, and housing accessibility programs. Monitor progress of other City departments with regard to proper and timely use of HUD funds.

Division Operations

1. Oversee the City's Housing Services Program and related community improvement activities.
2. Ensure City compliance with federal regulations governing HUD grants.
3. Prepare the annual ACTION PLAN, annual performance reports, and related federally required planning and reporting documents.
4. Prepare and oversee budgets for grant-funded activities; review funding proposals; prepare funding agreements; and monitor grant-funded subrecipients.

Major Budget Changes

Three new stimulus programs were allocated for FY 2009-10 through the American Recovery and Reinvestment Act of 2009 (ARRA): Neighborhood Stabilization Program (NSP), Homeless prevention and Rapid Re-housing Program (HPRP), and Community Development Block Grant Recovery (CDBG-R). Applications for two of these programs have been submitted and one more is in progress. The impact on Division operations is not yet known, as each program is new and untested. NSP and HPRP administrative costs are capped at 5% of the grant amount and 10% for CDBG-R.

**BLOCK GRANT DEPARTMENT
Administration Division****3105**

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 464,263 | 437,174 | 394,200 | 404,400 |
| 2. Office Supplies & Materials | 3,198 | 3,100 | 2,100 | 2,100 |
| 3. Small Tools & Equipment | 34 | 100 | 100 | 100 |
| 4. Books and Publications | 203 | 200 | 200 | 200 |
| 5. Special Dept Supplies | 2,020 | 3,000 | 2,000 | 2,000 |
| 6. Communications | 363 | 500 | 500 | 500 |
| 7. Rents & Leases | 7,600 | 7,600 | 7,600 | 7,600 |
| 8. Contract Maintenance Services | 52 | 200 | 200 | 200 |
| 9. Professional Services | 9,096 | 20,000 | 18,000 | 18,000 |
| 10. Outside Services | 7,130 | 5,626 | 1,000 | 1,000 |
| 11. Administration/Contingencies | 58,900 | 73,096 | 115,600 | 108,400 |
| 12. Advertising | 4,884 | 5,000 | 4,000 | 4,000 |
| 13. Training/Conferences/Meetings | 3,480 | 4,659 | 3,500 | 3,500 |
| 14. Membership & Dues | 2,590 | 2,945 | | |
| TOTAL | 563,813 | 563,200 | 549,000 | 552,000 |

| | | | | |
|-----------------------------|-------------|-------------|-------------|-------------|
| Authorized Positions | 5.50 | 4.00 | 3.75 | 3.75 |
|-----------------------------|-------------|-------------|-------------|-------------|

Funding Source

General Fund, Community Development Act of 1974

Purpose

Provide financial assistance for community social service providers to assist lower income residents and other selected groups.

Division Operations

1. Implement adopted procedures for allocating public services funds.
2. Support a peaceful and safe community by funding: homelessness prevention and assistance; services for special needs population (e.g., seniors); housing education and assistance; and activities for the youth (including youth at risk of leaving school early or of joining gangs).
3. Review monitoring procedures for subrecipient's activity.

Major Budget Changes

Budget reflects contributions to other agencies as directed by Council per approved Action Plan dated May 5, 2009.

BLOCK GRANT DEPARTMENT
Public Services Division

3150

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Contribution to Other Agencies | 359,004 | 327,350 | 255,200 | 255,200 |
| TOTAL | 359,004 | 327,350 | 255,200 | 255,200 |

Authorized Positions

Funding Source

Community Development Act of 1974, HUD Emergency Shelter Grant

BLOCK GRANT DEPARTMENT

Public Services Division

3150

ORGANIZATION

| | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|------------------------------------|-----------------|-----------------|------------------|----------------|
| 1. Community Human Services | 10,000 | 10,000 | | |
| 2. ACTION Council of Monterey Co. | 10,000 | 10,000 | 10,000 | 10,000 |
| 3. Girl Scouts of Monterey Bay | 10,000 | | | |
| 4. Family Services Agency | 10,000 | 10,000 | 10,000 | 10,000 |
| 5. Conflict Resolution/Mediation | 10,000 | 10,000 | 10,000 | 10,000 |
| 6. Alliance on Aging | 10,000 | 10,000 | 5,000 | 5,000 |
| 7. Women's Crisis Center | | | | |
| 8. Meals on Wheels | 12,000 | 14,000 | 16,500 | 16,500 |
| 9. Citizenship Project | 10,000 | | | |
| 10. Door to Hope | 10,000 | 5,000 | | |
| 11. Central Coast Ctr. Independent | 10,000 | 10,000 | 10,000 | 10,000 |
| 12. Food Bank | 10,000 | 14,000 | 15,000 | 15,000 |
| 13. Big Brothers Big Sisters | 10,000 | 10,000 | 10,000 | 10,000 |
| 14. Alisal Center For Fine Arts | | 10,000 | | |
| 15. Alliance on Aging: Ombudsman | 12,500 | 5,000 | 10,000 | 10,000 |
| 16. Volunteer Center | 10,000 | | | |
| 17. Sunrise House JPA | 10,000 | 10,000 | 10,000 | 10,000 |
| 18. Second Chance Youth Program | 22,500 | 20,000 | 10,000 | 10,000 |
| 19. Legal Services for Seniors | | | | |
| 20. Sun Street Centers | 10,000 | 10,000 | | |
| 21. Salinas Police Activity League | 22,000 | 20,000 | 20,000 | 20,000 |
| 22. Franciscan Workers | 10,000 | 10,000 | | |
| 23. Partners for Peace, Inc. | 10,000 | 10,000 | | |
| 24. VNA Adult Day Center | 10,000 | 10,000 | 10,000 | 10,000 |
| 25. Y.M.C.A. | 10,000 | 10,000 | | |
| 26. Interim (MCHOME) (ESG) | 35,250 | 35,000 | 35,000 | 35,000 |
| 27. Housing Resource Center (ESG) | 16,254 | 16,150 | 16,250 | 16,250 |
| 28. Franciscan Workers (ESG) | | | | |
| 29. Shelter Outreach Plus (ESG) | 31,750 | 31,600 | 32,000 | 32,000 |
| 30. John XXIII AIDS Ministry (ESG) | 26,750 | 26,600 | 25,450 | 25,450 |
| TOTAL | 359,004 | 327,350 | 255,200 | 255,200 |



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Purpose

Operate a recreation facility to provide a wide range of activities for all ages, creating wholesome experiences for the community's physical and mental well-being.

Division Operations

1. Continue working with school districts and other organizations on collaborative recreation programs and joint usage of facility.
2. Year-round school recreation activities.
3. Continue to offer diversity of recreation programs for all ages with an emphasis on "At Risk" youth.
4. Vigorously market our recreation programs to the community.

Major Budget Changes

One-quarter of the Recreations Assistant position with benefits is funded by CDBG beginning in FY 2009-10.

BLOCK GRANT DEPARTMENT
Breadbox Rec Center Division

3151

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 98,521 | 91,200 | 93,000 | 93,600 |
| 2. Office Supplies & Materials | 207 | 350 | 350 | 350 |
| 3. Bldg/Veh/Equip Maint/Supplies | 1,307 | 1,600 | 1,600 | 1,600 |
| 4. Special Dept Supplies | 4,890 | 4,890 | 8,500 | 8,500 |
| 5. Communications | 1,307 | 1,150 | 1,350 | 1,350 |
| 6. Utilities | 11,624 | 9,200 | 13,500 | 13,500 |
| 7. Contract Maintenance Services | 1,445 | 1,150 | 1,400 | 1,300 |
| 8. Professional Services | 5,999 | 6,000 | 4,000 | 4,000 |
| 9. Administration/Contingencies | | 1,660 | | |
| TOTAL | 125,300 | 117,200 | 123,700 | 124,200 |
| Authorized Positions | 0.75 | 0.75 | 0.75 | 0.75 |

Funding Source

General Fund, Community Development Act of 1974, Measure V Fund

Purpose

Administer federal Department of Housing and Urban Development (HUD) capital improvement funds targeted for use by local non-profit agencies. Provide funding for HUD-mandated relocation assistance. Administer CDBG, and HOME contingency funds.

Division Operations

1. Administer relocation and contingency funds pursuant to HUD regulations and City policies .
2. Ensure that HUD capital improvement funds are encumbered and spent expeditiously.

Major Budget Changes

Contingency funds will carry-over to FY 2009-10.

BLOCK GRANT DEPARTMENT
Community Programs Division

3160

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Administration/Contingencies | | 330,629 | 68,000 | 68,000 |
| 2. Contribution to Other Agencies | | 48,044 | 36,800 | 36,800 |
| TOTAL | | 378,673 | 104,800 | 104,800 |

Authorized Positions

Funding Source

Community Development Act of 1974, Home Investment Partnership Funds

Purpose

To enhance the exterior appearance of residential and commercial properties in East Salinas. This effort supports the goals and objectives of the Sunset Avenue Redevelopment Plan.

Division Operations

1. Encourage property owners to upgrade their properties. Neighborhood participation will result in the external renovation of properties and neighborhood pride.

Major Budget Changes

None.

BLOCK GRANT DEPARTMENT
East Salinas-Jazz Up Division

3161

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 80,395 | 75,600 | 72,400 | 74,000 |
| 2. Special Dept Supplies | 11,772 | 19,200 | 23,300 | 22,500 |
| 3. Communications | 492 | 500 | 500 | 500 |
| 4. Outside Services | 10,000 | 10,000 | 10,000 | 10,000 |
| TOTAL | 102,659 | 105,300 | 106,200 | 107,000 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 1 | 1 | 1 | 1 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

CDBG, Sunset Ave Project

Purpose

Provide youth a recreational alternative to participation in gangs. Provide arts and crafts, sports, drama, and education to the densely populated East Salinas area.

Division Operations

1. Provide a program for the year-round participants at the Firehouse Recreation Center.
2. Offer a diverse program for ages 5-18 years and "at-risk" youth. The Firehouse Recreation Center primarily serves "at-risk" and low income children.
3. Work with school district on co-sponsored activities.
4. Provide opportunities for mini-field trips to Salinas locations such as the municipal pool, bagel bakery, fire stations, etc.
5. Provide opportunities for field trips to places in surrounding counties, such as Great America, Santa Cruz Beach Boardwalk, and others.
6. Provide youth opportunities to use computers and do projects and homework.

Major Budget Changes

CDBG public services provides full funding for this program in both FY 2009-10 and 2010-11.

**BLOCK GRANT DEPARTMENT
Firehouse After School Division**

3162

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 8,245 | 5,000 | 10,500 | 10,500 |
| 2. Special Dept Supplies | 1,756 | 2,000 | 2,000 | 2,000 |
| TOTAL | 10,001 | 7,000 | 12,500 | 12,500 |

Authorized Positions

Funding Source

Community Development Act of 1974

Purpose

Provide programs for Census Tract 05 youth at-risk and the community as a whole.

Division Operations

1. Provide programs and services at the Safehaven/homework center 5 days per week.
2. Provide opportunities for field trips and specialized contract classes.
3. Help to reduce the level of Gang related crime within the Community by offering recreational programs and activities targeted to at risk youth, during the crucial afterschool hours.
4. Help to reduce gang participation and keep kids in school.

Major Budget Changes

One-quarter of the Recreations Assistant position with benefits is funded by CDBG beginning in FY 2009-10.

BLOCK GRANT DEPARTMENT
Hebbron Family Center Division

3164

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|---------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 164,831 | 193,100 | 186,200 | 186,700 |
| 2. Special Dept Supplies | 281 | | 4,500 | 4,500 |
| TOTAL | 165,112 | 193,100 | 190,700 | 191,200 |
| Authorized Positions | 2.25 | 2.25 | 2.25 | 2.25 |

Funding Source

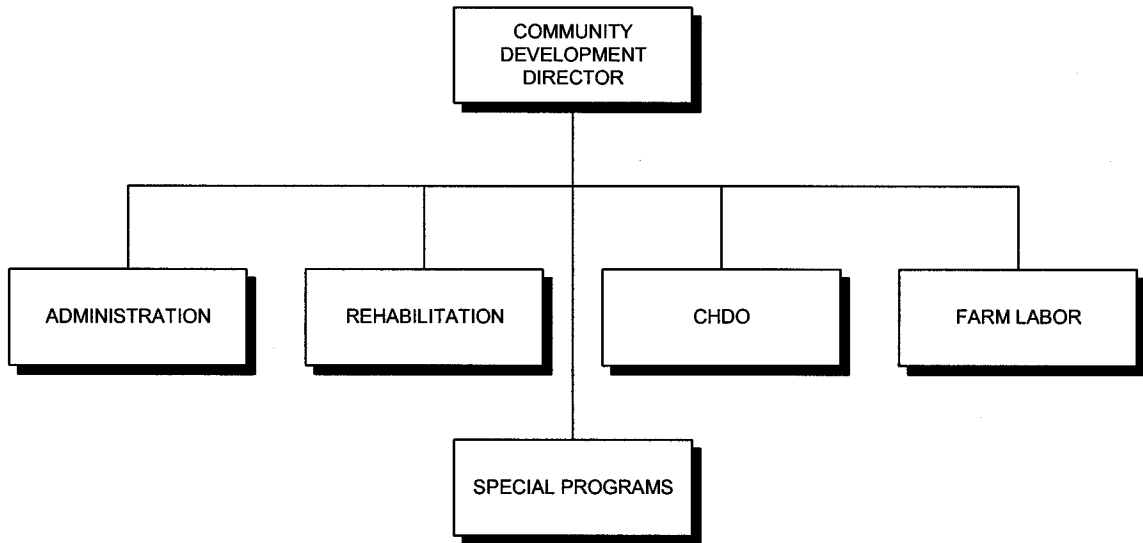
Community Development Act of 1974, General Fund

BLOCK GRANT DEPARTMENT

Work Force

| Administration Division | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---|---------------------|---------------------|------------------|---------------|
| Community Development Dir | | | 0.25 | 0.25 |
| Comm Dev Admin Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Planning Manager | 1.00 | 1.00 | 0.50 | 0.50 |
| Community Dev Analyst | 0.50 | | | |
| Comm Improve Asst | 2.00 | 1.00 | 1.00 | 1.00 |
| Office Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 5.50 | 4.00 | 3.75 | 3.75 |
| Breadbox Rec Center Division | | | | |
| Recreation Asst | 0.50 | 0.50 | 0.50 | 0.50 |
| Rec Svc Manager | 0.25 | 0.25 | 0.25 | 0.25 |
| Total | 0.75 | 0.75 | 0.75 | 0.75 |
| East Salinas-Jazz Up Division | | | | |
| Neighborhood Svcs Worker | 1.00 | 1.00 | 1.00 | 1.00 |
| Hebbron Family Center Division | | | | |
| Recreation Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Recreation Asst | 1.00 | 1.00 | 1.00 | 1.00 |
| Rec Svc Manager | 0.25 | 0.25 | 0.25 | 0.25 |
| Total | 2.25 | 2.25 | 2.25 | 2.25 |
| Department Total | 9.50 | 8.00 | 7.75 | 7.75 |

HOUSING



HOUSING DEPARTMENT

Summary

Purpose

Strengthen existing neighborhoods by encouraging and funding a variety of activities designed to both conserve housing and create new housing opportunities for lower income households and workers. Administer a variety of local, state and federal housing programs. Support the creation of housing in downtown Salinas. Encourage the development and preservation of housing appropriate for those with special needs, including agricultural workers, the elderly and the disabled.

City Council Goals, Strategies, and Objectives

1. Economic Development: Strategy 1: Stimulus Funding for Affordable Housing (ARRA); a: Neighborhood Stabilization Program, b) Homeless Prevention and Rapid Rehousing Program.

Major Budget Changes

Housing is under the direction of the Community Development Director. Employee Services were reduced in FY 2009-10 and FY 2010-11, due to negotiated pay reductions citywide. FY 2009-10 HUD allocation of HOME funds is \$97,606 more than FY 2008-09.

HOUSING DEPARTMENT

Summary

| Expenditures by Program | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 3210 Administration Division | 399,163 | 594,700 | 493,000 | 495,400 |
| 3220 Rehabilitation Division | 833,428 | 907,957 | 1,013,000 | 1,013,000 |
| 3225 First Time Home Buyers | | | 465,000 | 465,000 |
| 3235 CHDO Division | 34,922 | 150,000 | | |
| 3240 Special Programs Division | 1,373,987 | 5,507,155 | 2,145,000 | 820,000 |
| 3270 Farm Labor Division | | 210,830 | | |
| TOTAL | 2,641,500 | 7,370,642 | 4,116,000 | 2,793,400 |

Expenditures by Character

| | | | | |
|------------------------------------|------------------|------------------|------------------|------------------|
| 1. Employee Services | 686,139 | 820,215 | 683,300 | 699,900 |
| 2. Office Supplies & Materials | 2,712 | 2,400 | 2,400 | 2,400 |
| 3. Small Tools & Equipment | 120 | 150 | 150 | 150 |
| 4. Special Dept Supplies | 767 | 1,000 | 1,000 | 1,000 |
| 5. Communications | 960 | 1,200 | 1,200 | 1,200 |
| 6. Rents & Leases | 11,400 | 20,800 | 20,800 | 20,800 |
| 7. Contract Maintenance Services | 247 | 250 | 250 | 250 |
| 8. Professional Services | 7,810 | 89,150 | 84,750 | 84,750 |
| 9. Outside Services | | 875 | 875 | 875 |
| 10. Financial Assistance | 1,398,909 | 5,647,155 | 2,145,000 | 820,000 |
| 11. Public Assistance | | | | |
| 12. Administration/Contingencies | 37,200 | 43,600 | 103,315 | 89,115 |
| 13. Advertising | | 800 | 800 | 800 |
| 14. Training/Conferences/Meetings | 1,540 | 4,900 | 4,900 | 4,900 |
| 15. Membership & Dues | 1,558 | 2,160 | 2,160 | 2,160 |
| 16. Contribution to Other Agencies | 492,138 | 725,887 | 1,065,000 | 1,065,000 |
| 17. Taxes | | 100 | 100 | 100 |
| 18. Relocation Payments | | 10,000 | | |
| TOTAL | 2,641,500 | 7,370,642 | 4,116,000 | 2,793,400 |

Expenditures by Fund

| | | | | |
|-----------------------------------|------------------|------------------|------------------|------------------|
| Community Development Act of 1974 | 534,350 | 2,127,330 | 1,283,000 | 1,283,000 |
| Rental Rehab Fund | 10,000 | 10,000 | | |
| Home Investment Partnership Funds | 1,389,029 | 1,355,388 | 1,200,000 | 1,200,000 |
| Begin State Home Funds | 128,421 | | | |
| Central City Low Income Housing | 467,333 | 1,969,424 | 739,000 | 170,400 |
| Sunset Ave Low Income Housing | 112,367 | 1,908,500 | 894,000 | 140,000 |
| TOTAL | 2,641,500 | 7,370,642 | 4,116,000 | 2,793,400 |

HOUSING DEPARTMENT

Summary

| Workforce by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------|-------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 3210 | Administration Division | 3.5 | 3.5 | 3.0 | 3.0 |
| 3220 | Rehabilitation Division | 3.0 | 3.0 | 3.0 | 3.0 |
| | TOTAL | 6.5 | 6.5 | 6.0 | 6.0 |



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Purpose

Strengthen residential neighborhoods by conserving existing housing through planning, funding and rehabilitation assistance for lower income households. Support the development of new affordable housing through regulatory methods such as inclusionary housing and density bonuses for residential development.

Division Operations

1. Administer and promote housing rehabilitation loan programs using HOME and CDBG funds (and other funding as available).
2. Assist in the implementation of the Five Year Consolidated Plan, the Housing Element, and the Redevelopment Agency Implementation Plan by facilitating the provision of affordable housing for specified groups.
3. Support the use of mortgage revenue bonds and federal low income housing tax credits to develop needed housing.
4. Provide grant funding for abatement of lead paint hazards in assisted units.
5. Administer the annual Housing Eligibility Certification Program (SRA) and work to prevent the loss of affordable housing stock.
6. SRA Administrative expenses relative to the Low and Moderate Income Housing Fund are necessary for the production, improvement and presentation of low and moderate income housing (H&S Code 33334.3(d)).

Major Budget Changes

There was a change in staffing after the reorganization that assigned the responsibilities of the Housing Division to the Community Development Director. There are \$29,500 in contingency funds budgeted in fiscal year 2009-10.

HOUSING DEPARTMENT

Administration Division

3210

| | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-----------------|-----------------|------------------|----------------|
| Operating Expenditures | | | | |
| 1. Employee Services | 380,634 | 476,400 | 360,200 | 368,500 |
| 2. Office Supplies & Materials | 1,825 | 1,200 | 1,200 | 1,200 |
| 3. Communications | 92 | 200 | 200 | 200 |
| 4. Rents & Leases | | 9,400 | 9,400 | 9,400 |
| 5. Professional Services | 14,734 | 87,000 | 84,000 | 84,000 |
| 6. Outside Services | | 800 | 800 | 800 |
| 7. Administration/Contingencies | | 2,900 | 30,400 | 24,500 |
| 8. Advertising | | 800 | 800 | 800 |
| 9. Training/Conferences/Meetings | 578 | 4,000 | 4,000 | 4,000 |
| 10. Membership & Dues | 1,300 | 1,900 | 1,900 | 1,900 |
| 11. Taxes | | 100 | 100 | 100 |
| 12. Relocation Payments | | 10,000 | | |
| TOTAL | 399,163 | 594,700 | 493,000 | 495,400 |
| | | | | |
| Authorized Positions | 3.5 | 3.5 | 3.0 | 3.0 |

Funding Source

HOME, Cent City Low Inc Hous, Sunset Ave Low Inc Hous

Purpose

Strengthen residential neighborhoods by conserving existing housing through funding rehabilitation assistance for lower income households. Promote the rehabilitation and use of vacant residential units such as those located above retail businesses in commercial areas.

Division Operations

1. Provide technical assistance for housing rehabilitation, accessibility modifications, deed-restricted affordable units, and loan portfolio management.
2. Provide rehabilitation loans to conserve existing housing stock.
3. Provide grant funding for handicap accessibility improvements and abatement of lead paint hazards in assisted units.

Major Budget Changes

There are \$33,100 in contingencies budgeted in FY 2009-10.

HOUSING DEPARTMENT
Rehabilitation Division

3220

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|------------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 305,505 | 343,815 | 323,100 | 331,400 |
| 2. Office Supplies & Materials | 887 | 1,200 | 1,200 | 1,200 |
| 3. Small Tools & Equipment | 120 | 150 | 150 | 150 |
| 4. Special Dept Supplies | 767 | 1,000 | 1,000 | 1,000 |
| 5. Communications | 868 | 1,000 | 1,000 | 1,000 |
| 6. Rents & Leases | 11,400 | 11,400 | 11,400 | 11,400 |
| 7. Contract Maintenance Services | 247 | 250 | 250 | 250 |
| 8. Professional Services | -6,924 | 2,150 | 750 | 750 |
| 9. Outside Services | | 75 | 75 | 75 |
| 10. Administration/Contingencies | 37,200 | 40,700 | 72,915 | 64,615 |
| 11. Training/Conferences/Meetings | 962 | 900 | 900 | 900 |
| 12. Membership & Dues | 258 | 260 | 260 | 260 |
| 13. Contribution to Other Agencies | 482,138 | 505,057 | 600,000 | 600,000 |
| TOTAL | 833,428 | 907,957 | 1,013,000 | 1,013,000 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 3 | 3 | 3 | 3 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

Community Development Act of 1974, Home Funds

Purpose

Stimulate homeownership and improvement of residential neighborhoods by assisting lower income households to purchase their first home.

Division Operations

1. Administer and promote the First Time Homebuyer downpayment assistance program using HOME and CDBG funds.
2. Seek sources of additional funding to expand program.
3. Provide grant funding for abatement of lead paint hazards in assisted units.

Major Budget Changes

First-time Homebuyers loans (FTHB) were discontinued several years ago due to rising housing costs. With the current housing market, the program is again feasible. \$370,000 is budgeted from CDBG and \$95,000 from HOME funds.

HOUSING DEPARTMENT
First Time Home Buyers

3225

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Contribution to Other Agencies | | | 465,000 | 465,000 |
| TOTAL | | | 465,000 | 465,000 |

Authorized Positions

Funding Source

Community Development Act of 1974, Home Investment Partnership Funds

Purpose

Support affordable housing efforts of local non-profit organizations qualifying under HUD regulations as "Community Housing Development Organizations" (CHDOs).

Division Operations

1. Annually allocate to one or more CHDO's at least the minimum amount of HOME funding set aside for such entities pursuant to HUD regulation.
2. Identify or, encourage the development of, additional organizations willing to structure themselves to comply with the definition of CHDO.

Major Budget Changes

Funds directed to CHISPA's Sherwood Village Senior Apartments to help offset cost overruns during conversion to residential use.

HOUSING DEPARTMENT
CHDO Division

3235

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Financial Assistance | 34,922 | 150,000 | | |
| TOTAL | 34,922 | 150,000 | | |

Authorized Positions

Funding Source

Home Funds

Purpose

Support development and conservation of housing affordable to lower income households, especially units suited for people with special housing needs.

Division Operations

1. Provide financial assistance for affordable housing projects.
2. Encourage the development of non-profit organizations with a mission of working to support or develop affordable housing in Salinas, particularly housing appropriate for those with special needs.
3. Provide funds to assist with clearance of blighted, vacant structures.

Major Budget Changes

If not spent, prior year HUD grant funds will carry over to fiscal year 2009-10, including: the Hartnell/CHISPA infill project, Affordable Housing Reserve (\$100,000), \$80,000 (CDBG) for Interim's project on Sun Street, \$85,342 (CDBG) for CHISPA'S Wesley Oaks and \$250,000 (HOME/CHDO-Energy) for the same project. The fiscal year 2009-10 budget includes financial support for the following projects: Vista Dela Terraza (\$95,000), Tresor Apartmgs (\$900,000), and La Gloria Apartments (\$1,150,000).

**HOUSING DEPARTMENT
Special Programs Division**

3240

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Financial Assistance | 1,363,987 | 5,497,155 | 2,145,000 | 820,000 |
| 2. Public Assistance | | | | |
| 3. Contribution to Other Agencies | 10,000 | 10,000 | | |
| TOTAL | 1,373,987 | 5,507,155 | 2,145,000 | 820,000 |

Authorized Positions

Funding Source

Sunset Ave Low Income Housing, HOME Investment Partnership Funds, CDBG

Purpose

Encourage the provision of decent, safe, and affordable housing for agricultural workers and their families.

Division Operations

1. Define new farm labor housing projects with housing advocates.
2. Seek opportunities to leverage funds dedicated for farmworker housing.
3. Secure site suitable for replication of farmworker Family Homeownership Initiative (FFHI) for approximately 12 to 15 self-help housing units.

Major Budget Changes

Fiscal year 2008-09 budget of \$210,800, if not spent, will carryover to fiscal year 2009-10.

HOUSING DEPARTMENT
Farm Labor Division

3270

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Contribution to Other Agencies | | 210,830 | | |
| TOTAL | | 210,830 | | |

Authorized Positions

Funding Source

Community Development Act of 1974

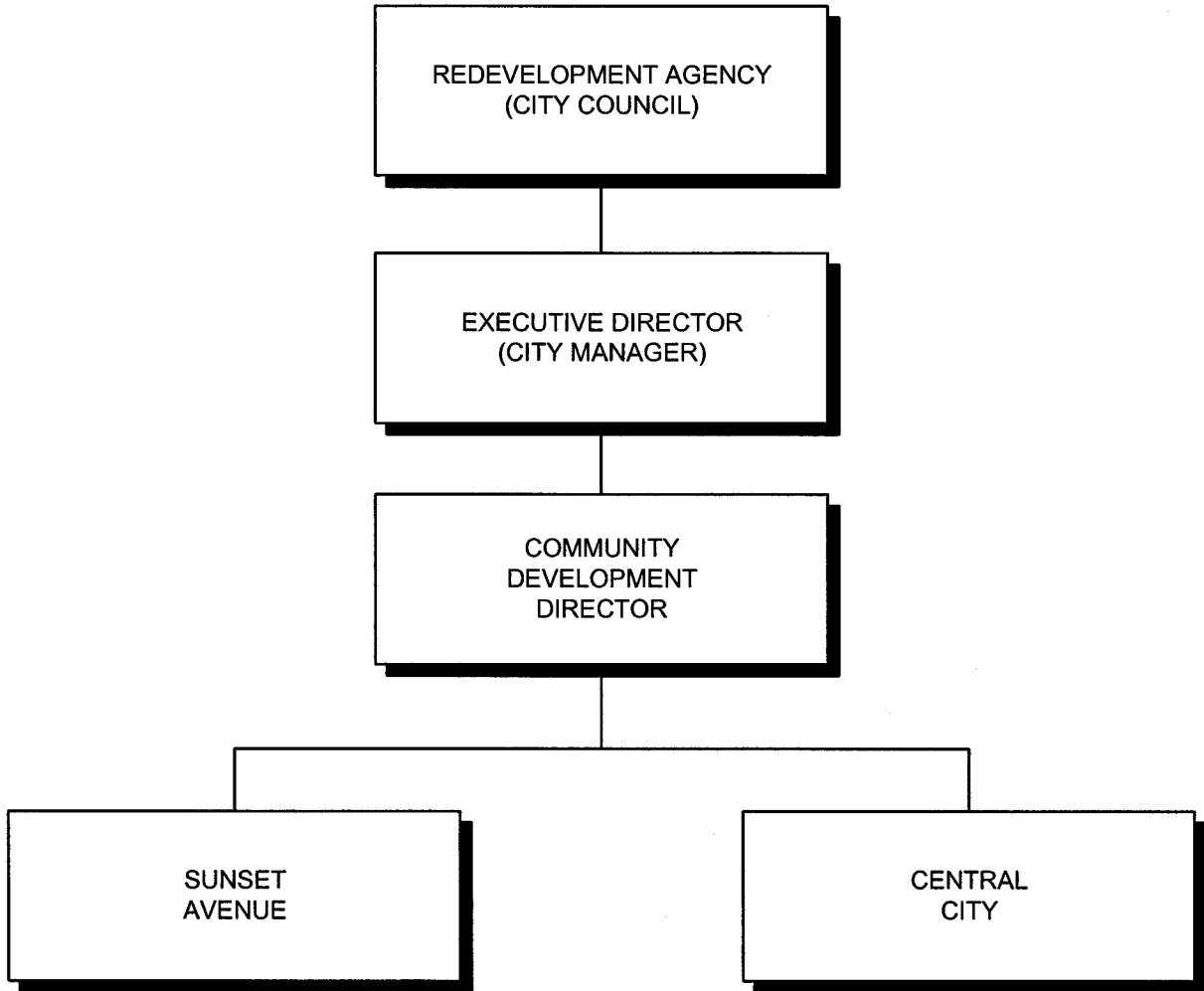
HOUSING DEPARTMENT

Work Force

| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|--------------------------------|---------------------|---------------------|------------------|---------------|
| Administration Division | | | | |
| Community Development Dir | 0.50 | 0.50 | 0.25 | 0.25 |
| Housing Rehab Specialist | 0.50 | 0.50 | 0.50 | 0.50 |
| Redev Project Manager | 1.00 | 1.00 | | |
| Housing Services Supv | 0.50 | 0.50 | 0.50 | 0.50 |
| Planning Manager | | | 0.50 | 0.50 |
| Comm Improve Asst | 0.50 | 0.50 | 0.50 | 0.50 |
| Administrative Aide | 0.50 | 0.50 | 0.75 | 0.75 |
| Total | 3.50 | 3.50 | 3.00 | 3.00 |
| Rehabilitation Division | | | | |
| Housing Rehab Specialist | 1.50 | 1.50 | 1.50 | 1.50 |
| Housing Services Supv | 0.50 | 0.50 | 0.50 | 0.50 |
| Community Dev Analyst | 0.50 | 0.50 | 0.50 | 0.50 |
| Comm Improve Asst | 0.50 | 0.50 | 0.50 | 0.50 |
| Total | 3.00 | 3.00 | 3.00 | 3.00 |
| Department Total | 6.50 | 6.50 | 6.00 | 6.00 |

REDEVELOPMENT

Divisions



REDEVELOPMENT AGENCY DEPARTMENT

Summary

Purpose

The Salinas Redevelopment Agency works to eliminate blighted conditions in the downtown and east Salinas areas, utilizing public and private investment in accordance with provisions of California Redevelopment Law. Redevelopment efforts and the Agency budget are organized to implement Redevelopment Plans for the Central City Project Area (Downtown), the Sunset Avenue Project Area (East Salinas), and for affordable housing. Each project area has its own revenue source through tax increment financing that must be expended within the project area; except that 20% of redevelopment funds are set aside exclusively for affordable housing and can be used anywhere within the City. A five-year Implementation Plan provides redevelopment goals and objectives, along with specific projects, programs of action and expenditures to eliminate blight. These are summarized below to focus on this budget cycle.

City Council Goals, Strategies, and Objectives

1. Economic Development: Strategy 1: Stimulus Funding for Affordable Housing (ARRA); a: Neighborhood Stabilization Program, b) Homeless Prevention and Rapid Rehousing Program. Strategy 2: Manage downtown Revitalization: a. Coordinate the Salinas Renaissance Partners activities, b. Implement Chinatown Renewal Plan Strategy 3: Alisal Marketplace; a) Specific Plan/GPA/Rezone/EIR. Strategy 4: UniKool Annexation; a: Specific Plan and Environmental Impact Report. Strategy 5: Fresh Express Annexation: a. Specific Plan and Environmental impact Report.

Major Budget Changes

The Redevelopment Agency is under the direction of the Community Development Director.

REDEVELOPMENT AGENCY DEPARTMENT

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|--------------------------------|--------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 7101 | Central City Project Division | 402,375 | 386,042 | 400,900 | 407,900 |
| 7102 | Central City Debt Svc Division | 1,350,053 | 1,688,200 | 1,433,300 | 1,433,900 |
| 7104 | Sunset Ave Debt Svc Division | 212,450 | 430,100 | 238,100 | 251,300 |
| 7107 | Sunset Avenue Project Division | 431,808 | 520,460 | 539,000 | 545,500 |
| TOTAL | | 2,396,686 | 3,024,802 | 2,611,300 | 2,638,600 |

Expenditures by Character

| | | | | | |
|--------------|--------------------------------|------------------|------------------|------------------|------------------|
| 1. | Employee Services | 406,873 | 429,100 | 456,500 | 468,600 |
| 2. | Office Supplies & Materials | 4,086 | 4,600 | 4,600 | 4,600 |
| 3. | Special Dept Supplies | 2,354 | | | |
| 4. | Communications | 1,391 | 2,900 | 2,700 | 2,700 |
| 5. | Utilities | 2,936 | 3,400 | 3,400 | 3,400 |
| 6. | Rents & Leases | 46,070 | 38,000 | 38,200 | 38,200 |
| 7. | Contract Maintenance Services | 36,911 | 45,282 | 35,000 | 35,000 |
| 8. | Professional Services | 102,900 | 104,920 | 121,000 | 121,000 |
| 9. | Outside Services | 18,830 | 20,800 | 21,000 | 21,000 |
| 10. | Administration/Contingencies | 120,283 | 136,978 | 162,600 | 163,400 |
| 11. | Advertising | 1,608 | 7,222 | 5,100 | 5,100 |
| 12. | Training/Conferences/Meetings | 4,373 | 7,500 | 7,500 | 7,500 |
| 13. | Membership & Dues | 2,388 | 1,500 | 1,500 | 1,500 |
| 14. | Insurance and Bonds | 13,600 | 10,300 | 11,800 | 12,400 |
| 15. | Contribution to Other Agencies | 262,450 | 275,200 | 303,100 | 316,300 |
| 16. | Refunds & Reimb Damages | 682 | 465,200 | 4,000 | 4,000 |
| 17. | Bond-Principal | 745,739 | 756,000 | 771,800 | 796,200 |
| 18. | Bond-Interest | 592,397 | 660,900 | 646,500 | 622,700 |
| 19. | Paying Agent Fees | 11,917 | 15,000 | 15,000 | 15,000 |
| 20. | Relocation Payments | | 40,000 | | |
| 21. | Capital Outlay | 18,898 | | | |
| TOTAL | | 2,396,686 | 3,024,802 | 2,611,300 | 2,638,600 |

Expenditures by Fund

| | | | | |
|---------------------------|------------------|------------------|------------------|------------------|
| Central City-Project | 402,375 | 386,042 | 400,900 | 407,900 |
| Central City-Debt Service | 1,350,053 | 1,688,200 | 1,433,300 | 1,433,900 |
| Sunset Ave-Project | 431,808 | 520,460 | 539,000 | 545,500 |
| Sunset Ave-Debt Service | 212,450 | 430,100 | 238,100 | 251,300 |
| TOTAL | 2,396,686 | 3,024,802 | 2,611,300 | 2,638,600 |

REDEVELOPMENT AGENCY DEPARTMENT
Summary

| Workforce by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------|--------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 7101 | Central City Project Division | 0.500 | 1.000 | 1.125 | 1.125 |
| 7107 | Sunset Avenue Project Division | 1.500 | 2.000 | 2.375 | 2.375 |
| | TOTAL | 2.000 | 3.000 | 3.500 | 3.500 |



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Purpose

Eliminate blighted conditions in the downtown area utilizing public and private investment in accordance with provisions of California Redevelopment Law.

Division Operations

1. Assure the highest design standards consistent with the renovation of existing downtown buildings and new construction through appropriate review by the Design Review Board.
2. Complete planning for train station site improvement and facilities in anticipation of commuter rail service.
3. Ensure timely completion and effective coordination of approval processes for major downtown development opportunities.
4. Continue to support business attraction and retention in the downtown through support of the Oldtown Salinas Association.
5. Facilitate downtown economic development by continued planning and negotiations with Salinas Renaissance Partners for a downtown development program.
6. Work to develop a Downtown Parking Management Plan for public parking facilities
7. Develop and implement incentives to revitalize and reuse vacant buildings, encourage infill, mixed use and sustainable development on underutilized properties.
8. Support community efforts to develop revitalization plans for the lower Soledad Street neighborhood.
9. Provide guidance and resources for a Chinatown Revitalization program in cooperation with the Salinas Downtown Community Board.

Major Budget Changes

The workforce shows an increase of one-half of a position in FY 2009-10 due to the re-allocation of staff time working in Housing and Community Development Projects. The Redevelopment Project Manager position added in FY 2008-09 will work on Central City Project expansion, Chinatown Revitalization and Downtown Redevelopment (the Salinas Renaissance Partners proposal). It is anticipated that pre-development costs of Downtown Redevelopment, including staff time, will be reimbursed by the developer.

REDEVELOPMENT AGENCY DEPARTMENT
Central City Project Division

7101

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|------------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 178,896 | 162,700 | 168,900 | 174,600 |
| 2. Office Supplies & Materials | 2,329 | 2,300 | 2,300 | 2,300 |
| 3. Communications | 679 | 1,400 | 1,400 | 1,400 |
| 4. Utilities | 2,936 | 3,400 | 3,400 | 3,400 |
| 5. Rents & Leases | 23,035 | 19,000 | 19,000 | 19,000 |
| 6. Contract Maintenance Services | 34,968 | 41,782 | 31,500 | 31,500 |
| 7. Professional Services | 70,114 | 63,960 | 73,000 | 73,000 |
| 8. Outside Services | 17,324 | 14,800 | 15,000 | 15,000 |
| 9. Administration/Contingencies | 43,415 | 39,978 | 55,600 | 56,400 |
| 10. Advertising | | 4,022 | 1,900 | 1,900 |
| 11. Training/Conferences/Meetings | 1,541 | 3,000 | 3,000 | 3,000 |
| 12. Membership & Dues | 1,087 | 1,200 | 1,200 | 1,200 |
| 13. Insurance and Bonds | 7,000 | 4,500 | 5,700 | 6,200 |
| 14. Contribution to Other Agencies | | | 15,000 | 15,000 |
| 15. Refunds & Reimb Damages | 682 | 4,000 | 4,000 | 4,000 |
| 16. Relocation Payments | | 20,000 | | |
| 17. Capital Outlay | 18,369 | | | |
| TOTAL | 402,375 | 386,042 | 400,900 | 407,900 |
| | | | | |
| Authorized Positions | 0.500 | 1.000 | 1.125 | 1.125 |

Funding Source

Central City Tax Increments

Purpose

Pay principal and interest on the 1992 Tax Refunding Bonds.

Division Operations

1. Provide timely payment to bond holders.

Major Budget Changes

Annual debt service on the Monterey Street Parking Structure is \$1.1 million. Pursuant to a cooperation agreement with the City, the Central City Project is responsible for shortfalls associated with the structure's debt service. During FY 2009-10 and 2010-11, Central City will pay the full bond payment (\$1.1 million). Annual debt service payments (\$180,000) for the Steinbeck Center financing are included in Central City's budget in both FY 2009-10 and FY 2010-11.

REDEVELOPMENT AGENCY DEPARTMENT
Central City Debt Svc Division

7102

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Refunds & Reimb Damages | | 256,300 | | |
| 2. Bond-Principal | 745,739 | 756,000 | 771,800 | 796,200 |
| 3. Bond-Interest | 592,397 | 660,900 | 646,500 | 622,700 |
| 4. Paying Agent Fees | 11,917 | 15,000 | 15,000 | 15,000 |
| TOTAL | 1,350,053 | 1,688,200 | 1,433,300 | 1,433,900 |

Authorized Positions

Funding Source

Central City-Debt Service

Purpose

Pay principal and interest on the long term loan from the City.

Division Operations

1. Provide timely payment to the City.
2. Provide timely payment of pass-through tax to school districts.

Major Budget Changes

Contributions to other agencies are pass-through tax payments to school districts.

REDEVELOPMENT AGENCY DEPARTMENT
Sunset Ave Debt Svc Division

7104

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Contribution to Other Agencies | 212,450 | 225,200 | 238,100 | 251,300 |
| 2. Refunds & Reimb Damages | | 204,900 | | |
| TOTAL | 212,450 | 430,100 | 238,100 | 251,300 |

Authorized Positions

Funding Source

Sunset Ave Debt Service

Purpose

Eliminate blighted conditions in the East Salinas area utilizing public and private investment in accordance with provisions of California Redevelopment Law.

Division Operations

1. Commence and complete the planned street improvements along East Market Street, in conjunction with PG&E Underground District.
2. Continue Jazz Up (paint-up/fix-up), Anti-Graffiti, Mural, Facade Improvement programs.
3. Pay off the Breadbox Recreation Center loan as scheduled.
4. Continue efforts to support the Salinas United Business Association and to address its priorities.
5. Continue implementation of community safety initiatives.
6. Assist the Boys and Girls Clubs to establish a club at 331 North Sanborn Road.
7. Continue efforts to assist the Alisal Marketplace developers in moving forward towards entitlements and construction.
8. Assure the highest design standards for renovation and new construction consistent with the General Plan and Zoning, through support of the Design Review Board.

Major Budget Changes

The Sunset Avenue project continues to fund two Police Officer positions assigned to patrol the Sunset/Buena Vista area. Sunset Avenue Project contribution to the S.U.B.A. Business Improvement Area (BIA) remains budgeted at \$50,000 in FY 2009-10 and 2010-11. Acquisition of the Church of Nazarene property at 331 North Sanborn for a Boys and Girls Club requires repayment of a loan in the amount of \$200,000 over 4 years. The Redevelopment Project Manager will work on the Alisal Market Place (the Cooley proposal). It is anticipated that pre-development costs of Alisal Market Place, including staff time, will be reimbursed by the developer.

REDEVELOPMENT AGENCY DEPARTMENT
Sunset Avenue Project Division

7107

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|------------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | 227,977 | 266,400 | 287,600 | 294,000 |
| 2. Office Supplies & Materials | 1,757 | 2,300 | 2,300 | 2,300 |
| 3. Special Dept Supplies | 2,354 | | | |
| 4. Communications | 712 | 1,500 | 1,300 | 1,300 |
| 5. Rents & Leases | 23,035 | 19,000 | 19,200 | 19,200 |
| 6. Contract Maintenance Services | 1,943 | 3,500 | 3,500 | 3,500 |
| 7. Professional Services | 32,786 | 40,960 | 48,000 | 48,000 |
| 8. Outside Services | 1,506 | 6,000 | 6,000 | 6,000 |
| 9. Administration/Contingencies | 76,868 | 97,000 | 107,000 | 107,000 |
| 10. Advertising | 1,608 | 3,200 | 3,200 | 3,200 |
| 11. Training/Conferences/Meetings | 2,832 | 4,500 | 4,500 | 4,500 |
| 12. Membership & Dues | 1,301 | 300 | 300 | 300 |
| 13. Insurance and Bonds | 6,600 | 5,800 | 6,100 | 6,200 |
| 14. Contribution to Other Agencies | 50,000 | 50,000 | 50,000 | 50,000 |
| 15. Relocation Payments | | 20,000 | | |
| 16. Capital Outlay | 529 | | | |
| TOTAL | 431,808 | 520,460 | 539,000 | 545,500 |
| Authorized Positions | 1.500 | 2.000 | 2.375 | 2.375 |

Funding Source

Sunset Ave Tax Increment

REDEVELOPMENT AGENCY DEPARTMENT

Work Force

| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---------------------------------------|---------------------|---------------------|------------------|---------------|
| Central City Project Division | | | | |
| Community Development Dir | 0.250 | 0.250 | 0.125 | 0.125 |
| Redev Project Manager | | 0.500 | 1.000 | 1.000 |
| Administrative Aide | 0.250 | 0.250 | | |
| Total | 0.500 | 1.000 | 1.125 | 1.125 |
| Sunset Avenue Project Division | | | | |
| Community Development Dir | 0.250 | 0.250 | 0.125 | 0.125 |
| Asst Redev Project Mgr | 1.000 | 1.000 | 1.000 | 1.000 |
| Redev Project Manager | | 0.500 | 1.000 | 1.000 |
| Administrative Aide | 0.250 | 0.250 | 0.250 | 0.250 |
| Total | 1.500 | 2.000 | 2.375 | 2.375 |
| Department Total | 2.000 | 3.000 | 3.500 | 3.500 |

ECONOMIC DEVELOPMENT

Divisions

ECONOMIC DEVELOPMENT
DIRECTOR

SALINAS VALLEY
ENTERPRISE ZONE

ECONOMIC DEVELOPMENT DEPARTMENT

Summary

Purpose

To provide professional economic development services that result in an improved quality of living for Salinas residents, accomplished through increased employment opportunities, better paying employment opportunities through assisting local businesses to remain competitive and attracting new, desirable businesses while enhancing revenue streams for the City of Salinas.

City Council Goals, Strategies, and Objectives

1. Economic Development: Strategy 1: Adoption of an Economic Development Strategic Plan (EDSP); a: Preparation of an Incentive policy for consideration and adoption by the Council, b: Development of area/regional marketing materials will follow adoption by the Council. Strategy 2: Implementation of Salinas Valley Enterprise Zone (SVEZ): a. Development of marketing materials including: Printed handouts, webpage and outreach meetings, b. Onestop ID card created for employees seeking employment. Strategy 3: Enhanced sales tax revenues through retail expansion; a: Assist local retail developers in successful application review and approval of permitting, b: Assist major redevelopment developers with retail identification and recruitment. Strategy 4: Increase employment opportunities through business expansion and attraction resulting in the creation of meaningful job creation; a. Initiate a formal Business Retention and Expansion Program, b. Business attraction efforts will focus on adding new suppliers/customers for the existing agricultural industry, alternative energy processes (crops for energy, solar manufacturing/installation/servicing. and wind turbine manufacturing/installation/servicing), research operations, and other new economy businesses, c. Encourage new business start-ups by local entrepreneurs. Strategy 5: Establish a Salinas Valley Regional Economic Development Public/Private Partnership Entity. a: Initiate discussion with local community supporters whom will serve as a member of the initial Board of Directors, b: Create membership-funding approach.

Major Budget Changes

The Economic Development Department has been established and is located at the 65 West Alisal Building, along with the Salinas Redevelopment and the Permit Center. The Economic Development and contains two divisions: the Economic Development Corporation and the Salinas Valley Enterprise Zone. The FY 2009-10 Economic Development Budget totals \$479,400 and is funded with membership dues (Cities of Salinas, Gonzales, Soledad, Greenfield and King) and anticipated economic incentive zone application fees.

ECONOMIC DEVELOPMENT DEPARTMENT

Summary

| Expenditures by Program | | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|-------------------------|--------------------------------|-----------------|-----------------|------------------|---------------|
| 7301 | Economic Development Corp | | 39,800 | 330,200 | 314,700 |
| 7302 | Salinas Valley Enterprise Zone | | 64,100 | 149,200 | 156,400 |
| | TOTAL | | 103,900 | 479,400 | 471,100 |

Expenditures by Character

| | | | | | |
|-----|-------------------------------|--|---------|---------|---------|
| 1. | Employee Services | | 25,600 | 300,300 | 312,000 |
| 2. | Office Supplies & Materials | | 300 | | |
| 3. | Communications | | 600 | 2,400 | 2,400 |
| 4. | Rents & Leases | | 2,800 | 12,400 | 12,400 |
| 5. | Professional Services | | 22,600 | 98,300 | 98,300 |
| 6. | Advertising | | 30,000 | 20,000 | |
| 7. | Training/Conferences/Meetings | | 8,500 | 26,000 | 26,000 |
| 8. | Membership & Dues | | 300 | | |
| 9. | Refunds & Reimb Damages | | 5,000 | 20,000 | 20,000 |
| 10. | Capital Outlay | | 8,200 | | |
| | TOTAL | | 103,900 | 479,400 | 471,100 |

Expenditures by Fund

| | | | | |
|----------------------|--|---------|---------|---------|
| Economic Development | | 103,900 | 479,400 | 471,100 |
|----------------------|--|---------|---------|---------|

Workforce by Program

| | | | | | |
|------|--------------------------------|---|---|---|---|
| 7301 | Economic Development Corp | 1 | 1 | 1 | 1 |
| 7302 | Salinas Valley Enterprise Zone | | 1 | 1 | 1 |
| | TOTAL | 1 | 2 | 2 | 2 |

Purpose

Develop and implement a strategy to enhance the economic well being of Salinas' residents; provide middle and upper income job opportunities; and provide a long-term, aggressive and growing revenue base for the provision of City services.

Division Operations

1. Implement approved Economic Development Strategic Vision and Action Plan.
2. Continue efforts for formation of a Regional Economic Development entity.
3. Market recently approved Salinas Valley Enterprise Zone to area businesses.
4. Continue regional cooperation efforts through memberships, participation and contributions toward regional success.
5. Assist other departments in achieving increased efficiencies, improved public relations and accomplishment of common goals.

Major Budget Changes

Economic Development was included in the City's Administration Department in FY 2008-09. The 2009-2010 Budget includes significant contributions from other municipalities to assist in the funding of regional Economic Development efforts and support for the SVEZ Managers position. Formation of a Regional Economic Development entity remains a high priority and all efforts will be exerted but the current economic conditions present a significant hurdle to overcome.

ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Corp

7301

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | | 187,300 | 191,800 |
| 2. Office Supplies & Materials | | 300 | | |
| 3. Communications | | 300 | 1,200 | 1,200 |
| 4. Rents & Leases | | 1,600 | 7,500 | 7,500 |
| 5. Professional Services | | 12,600 | 95,400 | 95,400 |
| 6. Advertising | | 20,000 | 20,000 | |
| 7. Training/Conferences/Meetings | | 5,000 | 18,800 | 18,800 |
| TOTAL | | 39,800 | 330,200 | 314,700 |

| | | | | |
|-----------------------------|----------|----------|----------|----------|
| Authorized Positions | 1 | 1 | 1 | 1 |
|-----------------------------|----------|----------|----------|----------|

Funding Source

Economic Development

Purpose

Promote the benefits offered as an Enterprise Zone to area businesses.

Division Operations

1. Implement approved Economic Development Strategic Vision and Action Plan.
2. Market recently approved Salinas Valley Enterprise Zone to area businesses.
3. Continue to remain informed of current legislative actions which may affect the SVEZ.
4. Maintain appropriate record keeping system in conformance with HCD audit guidelines.
5. Prepare, analyze and prepare needed application materials directed to EZ boundary modifications.

Major Budget Changes

The 2009-2010 Budget is funded primarily from anticipated economic incentive zone application fees.

ECONOMIC DEVELOPMENT DEPARTMENT
Salinas Valley Enterprise Zone

7302

| Operating Expenditures | 07-08 Actual | 08-09 Budget | 09-10 Adopted | 10-11 Plan |
|----------------------------------|-------------------------|-------------------------|--------------------------|-----------------------|
| 1. Employee Services | | 25,600 | 113,000 | 120,200 |
| 2. Communications | | 300 | 1,200 | 1,200 |
| 3. Rents & Leases | | 1,200 | 4,900 | 4,900 |
| 4. Professional Services | | 10,000 | 2,900 | 2,900 |
| 5. Advertising | | 10,000 | | |
| 6. Training/Conferences/Meetings | | 3,500 | 7,200 | 7,200 |
| 7. Membership & Dues | | 300 | | |
| 8. Refunds & Reimb Damages | | 5,000 | 20,000 | 20,000 |
| 9. Capital Outlay | | 8,200 | | |
| TOTAL | | 64,100 | 149,200 | 156,400 |

Authorized Positions 1 1 1

Funding Source

Economic Development

ECONOMIC DEVELOPMENT DEPARTMENT
Work Force

| | 07-08 Authorized | 08-09 Authorized | 09-10 Adopted | 10-11 Plan |
|---------------------------------------|---------------------|---------------------|------------------|---------------|
| Economic Development Corp | | | | |
| Economic Development Dir | 1 | 1 | 1 | 1 |
| Salinas Valley Enterprise Zone | | | | |
| Enterprise Zone Manager | | 1 | 1 | 1 |
| Department Total | 1 | 2 | 2 | 2 |

CHART OF ACCOUNTS

| <u>Object</u> | <u>Description</u> |
|---------------|--|
| 61100 | Regular Payroll Costs |
| 61200 | Temporary Payroll Costs |
| 61300 | Overtime Payroll Costs |
| 61400 | Reimbursable Payroll Costs |
| 61500 | Termination Payroll Costs |
| 61600 | Other Payroll Costs |
| 61700 | Cafeteria Benefits |
| 61701 | Administrative Leave |
| 61702 | Flexible Leave |
| 61703 | Cafeteria Plan |
| 61705 | Management Leave |
| 61706 | Deferred Compensation |
| 61708 | Residential Stipend |
| 61800 | Employee Benefits |
| 61810 | Uniform Allowance |
| 61815 | Automobile Allowance |
| 61821 | OASDI |
| 61822 | PERS |
| 61823 | New York Life |
| 61824 | ICMA |
| 61825 | Medicare |
| 61831 | Health Insurance - City |
| 61833 | Long Term Disability |
| 61834 | Unemployment |
| 61835 | Life Insurance - Firefighters |
| 61836 | Life Insurance |
| 61837 | Worker's Compensation |
| 61838 | Health Insurance - Firefighters |
| 61839 | Long Term Disability - Firefighters |
| 61840 | Health Insurance - Retirees |
| 61841 | Long Term Disability - Police Officers |
| 61842 | Dental Insurance |
| 61843 | Vision Insurance |
| 61844 | PERS - Health Insurance |
| 61900 | Deferred Compensation |
| 62100 | Office Supplies & Materials |
| 62110 | Stationary, Paper, Misc |
| 62120 | Reproduction Costs |
| 62130 | Drafting Supplies |
| 62140 | Film |
| 62150 | Other Office Supplies |
| 62200 | Bldg/Veh/Equip Maintenance Supplies |
| 62210 | Janitorial |
| 62220 | Lights |
| 62230 | Rolling Stock |
| 62240 | Building |

CHART OF ACCOUNTS

| <u>Object</u> | <u>Description</u> |
|---------------|--|
| 62250 | Fixed Equipment |
| 62290 | Other |
| 62300 | Vehicle Fuels & Lubricants |
| 62310 | Diesel |
| 62330 | Gasoline |
| 62350 | Oils & Lubricants |
| 62400 | Small Tools & Equipment |
| 62410 | Power |
| 62420 | Hand |
| 62490 | Other |
| 62500 | Clothing & Personal Equipment |
| 62510 | Safety |
| 62520 | Equipment |
| 62570 | Allowance |
| 62590 | Other |
| 62600 | Street Materials |
| 62610 | Asphalt |
| 62620 | Concrete |
| 62630 | Sand & Gravel |
| 62640 | Traffic & Safety Supplies |
| 62690 | Other |
| 62700 | Books and Publications |
| 62710 | Books |
| 62720 | Periodicals |
| 62730 | Audio Visual Materials |
| 62780 | Trade Journals |
| 62800 | Special Departmental Supplies |
| 62850 | Computer Software |
| 62900 | Chemicals |
| 62910 | Fertilizer |
| 62920 | Pesticides |
| 62990 | Other |
| 63100 | Communications |
| 63103 | 911 System |
| 63104 | Automated Crimminal Justice System |
| 63105 | Pacific Bell |
| 63106 | AT&T |
| 63107 | Telephone System Lease Purchase |
| 63108 | 911 / MDT Service |
| 63110 | Telephone |
| 63115 | Leased Lines |
| 63116 | Cell Phones |
| 63117 | Fax |
| 63118 | Pagers |
| 63140 | Postage |
| 63150 | Pager Services |

CHART OF ACCOUNTS

| <u>Object</u> | <u>Description</u> |
|---------------|---|
| 63200 | Utilities |
| 63210 | Water |
| 63220 | Gas |
| 63230 | Electricity |
| 63240 | Sewerage |
| 63250 | Refuse |
| 63260 | Street Lights |
| 63270 | Traffic Signals |
| 63290 | Other |
| 63300 | Rents & Leases |
| 63310 | Land |
| 63320 | Buildings |
| 63330 | Equipment |
| 63390 | Other |
| 63400 | Contract Maintenance Services |
| 63410 | Buildings |
| 63416 | Alarm Systems |
| 63420 | Furniture & Fixtures |
| 63430 | Equipment |
| 63440 | Vehicle |
| 63450 | Janitorial |
| 63460 | Radios |
| 63470 | Traffic Signals |
| 63490 | Other |
| 63500 | Professional Services |
| 63510 | Legal |
| 63520 | Audit |
| 63530 | Architectural |
| 63540 | Engineering |
| 63550 | Appraisal |
| 63560 | Medical |
| 63570 | Plan Checks |
| 63580 | Real Estate/Title/Escrow |
| 63590 | Other |
| 63600 | Outside Services |
| 63605 | Booking Fees |
| 63606 | Polygraph |
| 63608 | Bank |
| 63610 | Printing |
| 63660 | Personnel |
| 63690 | Other |
| 63700 | Financial Assistance |
| 63705 | Housing |
| 63800 | Public Assistance |
| 63900 | Administration & Contingencies |
| 63950 | Administrative Overhead |
| 63960 | Contingencies |

CHART OF ACCOUNTS

| <u>Object</u> | <u>Description</u> |
|---------------|---|
| 63965 | Management Savings |
| 63970 | Cost Recovery |
| 64100 | Advertising |
| 64110 | Legal |
| 64120 | Recruitment |
| 64190 | Other |
| 64200 | Travel, Conferences, Meetings |
| 64220 | Field Trips |
| 64250 | Training |
| 64300 | Memberships & Dues |
| 64310 | Association Memberships |
| 64320 | Publications & Trade Journals |
| 64400 | Insurance & Bonds |
| 64410 | Insurance |
| 64420 | Liability |
| 64440 | Unemployment |
| 64450 | Medical |
| 64460 | Worker's Compensation |
| 64470 | Unreimbursed Medical |
| 64490 | Other |
| 64500 | Contributions To Other Agencies |
| 64600 | Professional & Academic Training |
| 64700 | Refunds & Reimbursable Damages |
| 64800 | Recognition/Awards/Protocol |
| 64810 | Employee |
| 64820 | Commissions |
| 64900 | Taxes |
| 65100 | Bonds - Principal |
| 65200 | Bonds - Interest |
| 65300 | Paying Agent Fees |
| 66100 | Land |
| 66200 | Relocation Payments |
| 66300 | Buildings |
| 66310 | New |
| 66320 | Remodeling & Alteration |
| 66330 | Clearance & Demolitions |
| 66350 | Acquisition |
| 66400 | Improvements Other Than Buildings |
| 66470 | Disaster Survey Reports |
| 66500 | Capital Outlays |
| 66510 | Machinery |
| 66520 | Furniture |
| 66530 | Office Equipment |
| 66540 | Fixed Equipment |

CHART OF ACCOUNTS

| <u>Object</u> | <u>Description</u> |
|---------------|-------------------------|
| 66550 | Vehicles |
| 66560 | Computer |
| 66590 | Other |
| 67000 | Stores Sales |
| 67100 | Stores Purchases |



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SALARY SCHEDULE

City of Salinas
 Classification - Salary Schedule
 As of June 30, 2009

Salary

Council Appointees

| | | | |
|-------------------|------|---|--------|
| A02 City Attorney | 8810 | H | 15,067 |
| A01 City Manager | 8810 | M | 17,083 |

Executive Group

| | | | |
|-------------------------------|------|---|--------|
| B12 Maintenance Services Dir | 8810 | G | 12,504 |
| B05 Economic Development Dir | 8810 | G | 12,083 |
| B41 Library Director | 8838 | G | 12,083 |
| B04 Finance Director | 8810 | G | 11,908 |
| B06 Community Development Dir | 8810 | G | 10,360 |
| B08 Assistant City Manager | 8810 | G | 13,333 |
| B11 Engineer/Trans Director | 8810 | G | 13,810 |
| B03 Fire Chief | 7706 | G | 17,039 |
| B02 Chief of Police | 7720 | G | 17,465 |

- A = SMEA
- B = SEIU
- C = AMPS
- D = Police Management
- E = SPOA
- F = IAFF
- G = Department Directors
- H = City Attorney
- I = City Council
- J = Crew Supervisors
- K = Crew Supervisors 2
- L = Fire Supervisory
- M = City Manager
- U = Confidential-Misc
- X = Confidential-Mgmt
- Y = Confidential-Mgmt 2
- Z = No Bargaining Unit

SALARY SCHEDULE

City of Salinas
 Classification - Salary Schedule
 As of June 30, 2009

| Classification | Comp Code | Range | B U | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
|------------------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Administrative Group | | | | | | | | | |
| C02 Assistant City Attorney | 8810 | 54.4 | X | 8,858 | 9,300 | 9,765 | 10,254 | 10,767 | 11,306 |
| C11 Human Resources Officer | 8810 | 52.5 | X | 8,073 | 8,477 | 8,901 | 9,346 | 9,813 | 10,304 |
| C25 Operations & Devel Mgr | 8810 | 50.3 | C | 7,251 | 7,614 | 7,994 | 8,394 | 8,814 | 9,255 |
| C24 Sr Deputy City Attorney | 8810 | 50.0 | X | 7,144 | 7,501 | 7,876 | 8,270 | 8,684 | 9,118 |
| C03 Airport Manager | 8810 | 48.8 | C | 6,739 | 7,076 | 7,430 | 7,801 | 8,191 | 8,601 |
| C04 City Clerk | 8810 | 47.6 | X | 6,356 | 6,674 | 7,008 | 7,358 | 7,726 | 8,112 |
| C26 Pub Works Admin Mgr | 8810 | 47.3 | C | 6,264 | 6,577 | 6,906 | 7,251 | 7,614 | 7,994 |
| C17 Rec-Park Facility Planner | 8810 | 47.1 | C | 6,202 | 6,512 | 6,838 | 7,180 | 7,539 | 7,915 |
| C06 Deputy City Attorney II | 8810 | 47.0 | X | 6,171 | 6,480 | 6,804 | 7,144 | 7,501 | 7,876 |
| C45 Assistant to City Manager | 8810 | 45.6 | X | 5,765 | 6,053 | 6,356 | 6,674 | 7,008 | 7,358 |
| C18 Pub Works Admin Supv | 8810 | 45.1 | C | 5,625 | 5,906 | 6,202 | 6,512 | 6,838 | 7,180 |
| C13 Technical Serv Coord | 8810 | 44.9 | C | 5,570 | 5,849 | 6,141 | 6,449 | 6,772 | 7,110 |
| C15 Human Resource Analyst II | 8810 | 44.4 | X | 5,437 | 5,709 | 5,995 | 6,294 | 6,610 | 6,940 |
| C16 Risk & Benefits Analyst | 8810 | 44.4 | X | 5,437 | 5,709 | 5,995 | 6,294 | 6,610 | 6,940 |
| C42 Human Resources Analyst I | 8810 | 43.4 | X | 5,178 | 5,437 | 5,709 | 5,995 | 6,294 | 6,610 |
| C22 Paralegal | 9420 | 43.2 | X | 5,127 | 5,383 | 5,653 | 5,936 | 6,233 | 6,545 |
| C19 Police Records Coord | 8810 | 43.1 | C | 5,101 | 5,357 | 5,625 | 5,906 | 6,202 | 6,512 |
| C07 Volunteer Svcs Coord | 8810 | 40.9 | U | 4,582 | 4,811 | 5,052 | 5,304 | 5,570 | 5,849 |
| C55 Neighborhood Svcs Coord | 9410 | 40.1 | A | 4,407 | 4,627 | 4,858 | 5,101 | 5,357 | 5,625 |
| C08 Executive Assistant | 8810 | 38.7 | U | 4,116 | 4,322 | 4,538 | 4,765 | 5,003 | 5,254 |
| C27 Deputy City Clerk | 8810 | 37.3 | U | 3,845 | 4,037 | 4,239 | 4,451 | 4,673 | 4,907 |
| C12 Airport Assistant | 8810 | 37.0 | A | 3,788 | 3,977 | 4,176 | 4,385 | 4,604 | 4,834 |
| C14 Public Works Assistant | 8810 | 36.9 | A | 3,770 | 3,958 | 4,156 | 4,364 | 4,582 | 4,811 |
| Community Development Group | | | | | | | | | |
| D23 Planning Manager | 8810 | 50.1 | C | 7,180 | 7,539 | 7,915 | 8,311 | 8,727 | 9,164 |
| D12 Enterprise Zone Manager | 9420 | 48.0 | C | 6,480 | 6,804 | 7,144 | 7,501 | 7,876 | 8,270 |
| D20 Redev Project Manager | 8810 | 48.0 | C | 6,480 | 6,804 | 7,144 | 7,501 | 7,876 | 8,270 |
| D11 Senior Planner | 8810 | 47.1 | C | 6,202 | 6,512 | 6,838 | 7,180 | 7,539 | 7,915 |
| D04 Housing Pro Administrator | 8810 | 46.1 | C | 5,906 | 6,202 | 6,512 | 6,838 | 7,180 | 7,539 |
| D19 Comm Dev Admin Supv | 8810 | 45.1 | C | 5,625 | 5,906 | 6,202 | 6,512 | 6,838 | 7,180 |
| D15 Associate Planner | 8810 | 44.2 | C | 5,383 | 5,653 | 5,936 | 6,233 | 6,545 | 6,872 |
| D21 Housing Services Supv | 8810 | 44.2 | C | 5,383 | 5,653 | 5,936 | 6,233 | 6,545 | 6,872 |
| D27 Community Dev Analyst | 8810 | 43.5 | C | 5,203 | 5,463 | 5,737 | 6,024 | 6,325 | 6,642 |
| D10 Asst Redev Project Mgr | 8810 | 43.3 | A | 5,152 | 5,410 | 5,681 | 5,965 | 6,264 | 6,577 |
| D22 Assistant Planner | 8810 | 41.9 | A | 4,811 | 5,052 | 5,304 | 5,570 | 5,849 | 6,141 |

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of June 30, 2009

| Classification | Comp Code | Range | B U | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
|------------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Community Development Group | | | | | | | | | |
| D14 Housing Rehab Specialist | 9410 | 40.5 | A | 4,495 | 4,719 | 4,955 | 5,203 | 5,463 | 5,737 |
| D28 Comm Improve Asst | 8810 | 36.9 | A | 3,770 | 3,958 | 4,156 | 4,364 | 4,582 | 4,811 |
| D29 Planning Technician | 8810 | 36.9 | A | 3,770 | 3,958 | 4,156 | 4,364 | 4,582 | 4,811 |
| Clerical Group | | | | | | | | | |
| E01 Legal Secretary | 8810 | 37.3 | U | 3,845 | 4,037 | 4,239 | 4,451 | 4,673 | 4,907 |
| E15 Confidential Admin Sec | 8810 | 36.7 | U | 3,734 | 3,921 | 4,116 | 4,322 | 4,538 | 4,765 |
| E24 Administrative Aide | 8810 | 36.3 | A | 3,662 | 3,845 | 4,037 | 4,239 | 4,451 | 4,673 |
| E03 Administrative Secretary | 8810 | 36.3 | A | 3,662 | 3,845 | 4,037 | 4,239 | 4,451 | 4,673 |
| E14 Supervising Police Clerk | 8810 | 36.3 | A | 3,662 | 3,845 | 4,037 | 4,239 | 4,451 | 4,673 |
| E11 Supvsg Wrld Proc Oper | 8810 | 36.3 | A | 3,662 | 3,845 | 4,037 | 4,239 | 4,451 | 4,673 |
| E16 Human Resource Tech | 8810 | 35.1 | U | 3,453 | 3,626 | 3,807 | 3,997 | 4,197 | 4,407 |
| E19 Office Technician | 8810 | 34.5 | A | 3,354 | 3,522 | 3,698 | 3,883 | 4,076 | 4,280 |
| E06 Senior Police Clerk | 8810 | 34.5 | A | 3,354 | 3,522 | 3,698 | 3,883 | 4,076 | 4,280 |
| E21 Confidential Secretary | 8810 | 32.0 | U | 2,968 | 3,116 | 3,272 | 3,436 | 3,608 | 3,788 |
| E20 Office Assistant | 8810 | 31.0 | A | 2,827 | 2,968 | 3,116 | 3,272 | 3,436 | 3,608 |
| E10 Police Clerk | 8810 | 31.0 | A | 2,827 | 2,968 | 3,116 | 3,272 | 3,436 | 3,608 |
| E07 Secretary | 8810 | 31.0 | A | 2,827 | 2,968 | 3,116 | 3,272 | 3,436 | 3,608 |
| E09 Word Processing Operator | 8810 | 31.0 | A | 2,827 | 2,968 | 3,116 | 3,272 | 3,436 | 3,608 |
| E12 Administrative Clerk II | 8810 | 27.7 | A | 2,407 | 2,527 | 2,654 | 2,786 | 2,926 | 3,072 |
| E22 Administrative Clerk I | 8810 | 26.7 | A | 2,293 | 2,407 | 2,527 | 2,654 | 2,786 | 2,926 |
| Engineering Group-Prof | | | | | | | | | |
| F10 Deputy City Engineer | 9410 | 51.4 | C | 7,651 | 8,034 | 8,435 | 8,858 | 9,300 | 9,765 |
| F06 Senior Civil Engineer | 9410 | 50.0 | C | 7,144 | 7,501 | 7,876 | 8,270 | 8,684 | 9,118 |
| F12 Transportation Planner | 9410 | 47.1 | C | 6,202 | 6,512 | 6,838 | 7,180 | 7,539 | 7,915 |
| F09 Associate Engineer | 9410 | 47.0 | C | 6,171 | 6,480 | 6,804 | 7,144 | 7,501 | 7,876 |
| F07 Assistant Engineer | 9410 | 43.3 | A | 5,152 | 5,410 | 5,681 | 5,965 | 6,264 | 6,577 |
| F11 Assistant Trans Planner | 9410 | 43.3 | A | 5,152 | 5,410 | 5,681 | 5,965 | 6,264 | 6,577 |
| F08 Junior Engineer | 9410 | 41.3 | A | 4,673 | 4,907 | 5,152 | 5,410 | 5,681 | 5,965 |

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of June 30, 2009

| Classification | Comp Code | Range | B U | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
|-------------------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Engineering Group - Non Prof | | | | | | | | | |
| G02 Const Inspector Supv | 9410 | 44.4 | C | 5,437 | 5,709 | 5,995 | 6,294 | 6,610 | 6,940 |
| G01 Sr Construction Inspector | 9410 | 41.0 | A | 4,604 | 4,834 | 5,076 | 5,330 | 5,597 | 5,877 |
| G05 Construction Inspector | 9410 | 39.6 | A | 4,301 | 4,517 | 4,742 | 4,979 | 5,228 | 5,490 |
| G04 PW Compliance Officer II | 9410 | 39.6 | A | 4,301 | 4,517 | 4,742 | 4,979 | 5,228 | 5,490 |
| G06 Sr Engr Tech (Traffic) | 9410 | 39.6 | A | 4,301 | 4,517 | 4,742 | 4,979 | 5,228 | 5,490 |
| G07 Engineering Tech | 9410 | 38.4 | A | 4,057 | 4,260 | 4,473 | 4,696 | 4,931 | 5,178 |
| G03 PW Compliance Officer I | 9410 | 37.1 | A | 3,807 | 3,997 | 4,197 | 4,407 | 4,627 | 4,858 |
| G09 Engineering Aide II | 9410 | 36.4 | A | 3,680 | 3,864 | 4,057 | 4,260 | 4,473 | 4,696 |
| G10 Engineering Aide I | 9410 | 34.4 | A | 3,337 | 3,505 | 3,680 | 3,864 | 4,057 | 4,260 |
| Fiscal Group | | | | | | | | | |
| H14 Accounting Officer | 8810 | 49.6 | X | 7,008 | 7,358 | 7,726 | 8,112 | 8,518 | 8,945 |
| H20 Supervising Accountant | 8810 | 46.6 | X | 6,053 | 6,356 | 6,674 | 7,008 | 7,358 | 7,726 |
| H11 Revenue Officer | 8810 | 42.8 | C | 5,027 | 5,279 | 5,543 | 5,821 | 6,112 | 6,418 |
| H12 Senior Accountant | 8810 | 42.8 | C | 5,027 | 5,279 | 5,543 | 5,821 | 6,112 | 6,418 |
| H25 Payroll Coordinator | 8810 | 41.3 | U | 4,673 | 4,907 | 5,152 | 5,410 | 5,681 | 5,965 |
| H23 Payroll Technician | 8810 | 38.2 | U | 4,017 | 4,218 | 4,429 | 4,650 | 4,882 | 5,127 |
| H05 Sr Accounting Technician | 8810 | 37.4 | A | 3,864 | 4,057 | 4,260 | 4,473 | 4,696 | 4,931 |
| H07 Accounting Technician | 8810 | 35.6 | A | 3,539 | 3,716 | 3,902 | 4,096 | 4,301 | 4,517 |
| H27 Revenue Technician | 8810 | 35.6 | A | 3,539 | 3,716 | 3,902 | 4,096 | 4,301 | 4,517 |
| H22 Sr Accounting Clerk | 8810 | 33.6 | A | 3,209 | 3,370 | 3,539 | 3,716 | 3,902 | 4,096 |
| Fiscal Group - Info Systems | | | | | | | | | |
| H01 Information Systems Mgr | 8810 | 50.4 | C | 7,287 | 7,651 | 8,034 | 8,435 | 8,858 | 9,300 |
| H36 Integration/Appl Admin | 8810 | 49.9 | C | 7,110 | 7,465 | 7,839 | 8,230 | 8,642 | 9,075 |
| H30 Network/Sys Admin | 8810 | 49.9 | C | 7,110 | 7,465 | 7,839 | 8,230 | 8,642 | 9,075 |
| H02 Sr Programmer/Analyst | 8810 | 47.5 | C | 6,325 | 6,642 | 6,974 | 7,323 | 7,689 | 8,073 |
| H40 GIS Administrator | 8810 | 47.1 | C | 6,202 | 6,512 | 6,838 | 7,180 | 7,539 | 7,915 |
| H28 UNIX Syst/Network Admin | 8810 | 44.7 | C | 5,517 | 5,793 | 6,083 | 6,387 | 6,707 | 7,042 |
| H33 Webmaster/Sys Analyst | 8810 | 44.4 | C | 5,437 | 5,709 | 5,995 | 6,294 | 6,610 | 6,940 |
| H32 PC Services Coord | 8810 | 43.7 | A | 5,254 | 5,517 | 5,793 | 6,083 | 6,387 | 6,707 |
| H43 Telecom Svc Tech | 8810 | 41.5 | A | 4,719 | 4,955 | 5,203 | 5,463 | 5,737 | 6,024 |
| H15 Computer Operator | 8810 | 39.1 | A | 4,197 | 4,407 | 4,627 | 4,858 | 5,101 | 5,357 |
| H04 Central Services Tech | 8810 | 34.4 | A | 3,337 | 3,505 | 3,680 | 3,864 | 4,057 | 4,260 |

SALARY SCHEDULE

City of Salinas
 Classification - Salary Schedule
 As of June 30, 2009

| Classification | Comp Code | Range | B U | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
|-------------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Fiscal Group - Purchasing | | | | | | | | | |
| H24 Senior Buyer | 9410 | 42.8 | C | 5,027 | 5,279 | 5,543 | 5,821 | 6,112 | 6,418 |
| H21 Sr Purchasing Technician | 9410 | 37.4 | A | 3,864 | 4,057 | 4,260 | 4,473 | 4,696 | 4,931 |
| H18 Purchasing Technician | 9410 | 34.5 | A | 3,354 | 3,522 | 3,698 | 3,883 | 4,076 | 4,280 |
| Library Group | | | | | | | | | |
| I16 Deputy Librarian | 8838 | 45.6 | C | 5,765 | 6,053 | 6,356 | 6,674 | 7,008 | 7,358 |
| I15 Library Admin Mgr | 8838 | 44.8 | C | 5,543 | 5,821 | 6,112 | 6,418 | 6,739 | 7,076 |
| I14 Literacy Program Mgr | 8838 | 43.6 | C | 5,228 | 5,490 | 5,765 | 6,053 | 6,356 | 6,674 |
| I02 Senior Librarian | 8838 | 43.6 | C | 5,228 | 5,490 | 5,765 | 6,053 | 6,356 | 6,674 |
| I20 Lib Automation Svcs Coord | 8838 | 40.5 | C | 4,495 | 4,719 | 4,955 | 5,203 | 5,463 | 5,737 |
| I28 Library Circulation Supv | 8838 | 39.1 | C | 4,197 | 4,407 | 4,627 | 4,858 | 5,101 | 5,357 |
| I06 Princ Library Technician | 8838 | 39.1 | C | 4,197 | 4,407 | 4,627 | 4,858 | 5,101 | 5,357 |
| I03 Librarian II | 8838 | 37.5 | A | 3,883 | 4,076 | 4,280 | 4,495 | 4,719 | 4,955 |
| I05 Librarian I | 8838 | 36.0 | A | 3,608 | 3,788 | 3,977 | 4,176 | 4,385 | 4,604 |
| I07 Sr Library Technician | 8838 | 33.3 | A | 3,163 | 3,321 | 3,488 | 3,662 | 3,845 | 4,037 |
| I09 Library Technician | 8838 | 31.3 | A | 2,869 | 3,013 | 3,163 | 3,321 | 3,488 | 3,662 |
| I08 Literacy Asst | 8838 | 31.3 | A | 2,869 | 3,013 | 3,163 | 3,321 | 3,488 | 3,662 |
| I10 Library Clerk | 8838 | 28.7 | A | 2,527 | 2,654 | 2,786 | 2,926 | 3,072 | 3,225 |
| I12 Library Aide | 8838 | 22.3 | A | 1,850 | 1,943 | 2,040 | 2,142 | 2,248 | 2,361 |
| I04 Library Page | 8838 | 19.0 | A | 1,574 | 1,653 | 1,736 | 1,823 | 1,914 | 2,010 |
| Park Maintenance Group | | | | | | | | | |
| J14 Park Grnds Frstry Ops Mgr | 9410 | 47.3 | C | 6,264 | 6,577 | 6,906 | 7,251 | 7,614 | 7,994 |
| J06 Park Maint Crew Supvsr | 9420 | 42.7 | J | 5,003 | 5,254 | 5,517 | 5,793 | 6,083 | 6,387 |
| J05 Urban Forestry Crew Supv | 9420 | 42.7 | J | 5,003 | 5,254 | 5,517 | 5,793 | 6,083 | 6,387 |
| J09 Sr Urban Forestry Worker | 9420 | 36.7 | B | 3,734 | 3,921 | 4,116 | 4,322 | 4,538 | 4,765 |
| J12 Urban Forestry Worker II | 9420 | 34.7 | B | 3,387 | 3,556 | 3,734 | 3,921 | 4,116 | 4,322 |
| J30 Urban Forestry Worker I | 9420 | 33.5 | B | 3,194 | 3,354 | 3,522 | 3,698 | 3,883 | 4,076 |
| J11 Park Maint Worker | 9420 | 32.8 | B | 3,087 | 3,241 | 3,403 | 3,573 | 3,752 | 3,940 |

SALARY SCHEDULE

City of Salinas
 Classification - Salary Schedule
 As of June 30, 2009

| Classification | Comp Code | Range | B U | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
|-----------------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Golf Maintenance Group | | | | | | | | | |
| J07 Golf Operations Manager | 9410 | 47.3 | C | 6,264 | 6,577 | 6,906 | 7,251 | 7,614 | 7,994 |
| J16 Golf Superintendent | 9420 | 45.3 | C | 5,681 | 5,965 | 6,264 | 6,577 | 6,906 | 7,251 |
| J03 Golf Course Mtc Crew Supv | 9420 | 42.7 | J | 5,003 | 5,254 | 5,517 | 5,793 | 6,083 | 6,387 |
| J13 Power Mower Operator | 9420 | 34.7 | B | 3,387 | 3,556 | 3,734 | 3,921 | 4,116 | 4,322 |
| J10 Golf Course Worker | 9420 | 32.8 | B | 3,087 | 3,241 | 3,403 | 3,573 | 3,752 | 3,940 |
| Mechanical Group | | | | | | | | | |
| K05 Fleet Maintenance Manager | 9420 | 47.3 | C | 6,264 | 6,577 | 6,906 | 7,251 | 7,614 | 7,994 |
| K11 Equipment Mech Crew Sup | 9420 | 42.7 | J | 5,003 | 5,254 | 5,517 | 5,793 | 6,083 | 6,387 |
| K02 Parking Operation Officer | 9410 | 39.6 | A | 4,301 | 4,517 | 4,742 | 4,979 | 5,228 | 5,490 |
| K03 Equipment Mechanic II | 9420 | 36.5 | B | 3,698 | 3,883 | 4,076 | 4,280 | 4,495 | 4,719 |
| K07 Fleet Operations Asst | 9420 | 36.5 | B | 3,698 | 3,883 | 4,076 | 4,280 | 4,495 | 4,719 |
| K04 Pump Maint Mechanic | 9420 | 36.5 | B | 3,698 | 3,883 | 4,076 | 4,280 | 4,495 | 4,719 |
| K09 Equipment Inventory Tech | 9420 | 35.7 | B | 3,556 | 3,734 | 3,921 | 4,116 | 4,322 | 4,538 |
| K06 Equipment Mechanic I | 9420 | 34.5 | B | 3,354 | 3,522 | 3,698 | 3,883 | 4,076 | 4,280 |
| K08 Vehicle Maint Assistant | 9420 | 29.9 | B | 2,679 | 2,813 | 2,954 | 3,102 | 3,256 | 3,419 |
| Building Maintenance Group | | | | | | | | | |
| L10 Facilities Maint Mgr | 9420 | 47.3 | C | 6,264 | 6,577 | 6,906 | 7,251 | 7,614 | 7,994 |
| L01 Facil Maint Mech Crew Sup | 9420 | 42.7 | J | 5,003 | 5,254 | 5,517 | 5,793 | 6,083 | 6,387 |
| L02 Senior Airport Technician | 9420 | 36.5 | B | 3,698 | 3,883 | 4,076 | 4,280 | 4,495 | 4,719 |
| L04 Sr Facility Maint Mech | 9420 | 36.5 | B | 3,698 | 3,883 | 4,076 | 4,280 | 4,495 | 4,719 |
| L03 Facility Maint Mechanic | 9420 | 34.1 | B | 3,288 | 3,453 | 3,626 | 3,807 | 3,997 | 4,197 |
| L14 Facility Maint Worker | 9420 | 32.8 | B | 3,087 | 3,241 | 3,403 | 3,573 | 3,752 | 3,940 |
| L09 Sr Comm Facilities Svc Wk | 9420 | 32.5 | B | 3,042 | 3,194 | 3,354 | 3,522 | 3,698 | 3,883 |
| L08 Comm Facilities Svc Wkr | 9420 | 31.1 | B | 2,841 | 2,983 | 3,132 | 3,288 | 3,453 | 3,626 |
| Permit Services Group | | | | | | | | | |
| M17 Deputy Dir of Permit Svcs | 9410 | 51.4 | C | 7,651 | 8,034 | 8,435 | 8,858 | 9,300 | 9,765 |
| M16 Inspection Services Mgr | 9410 | 50.1 | C | 7,180 | 7,539 | 7,915 | 8,311 | 8,727 | 9,164 |
| M15 Plan Check Services Mgr | 9410 | 50.1 | C | 7,180 | 7,539 | 7,915 | 8,311 | 8,727 | 9,164 |
| M02 Sr Plan Check Engineer | 9410 | 47.1 | C | 6,202 | 6,512 | 6,838 | 7,180 | 7,539 | 7,915 |

SALARY SCHEDULE

City of Salinas
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|-------------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Permit Svices Group | | | | | | | | | |
| M12 Sr Code Enforcmnt Officer | 9410 | 44.4 | C | 5,437 | 5,709 | 5,995 | 6,294 | 6,610 | 6,940 |
| M09 Sr Comb Bldg Insp | 9410 | 44.4 | C | 5,437 | 5,709 | 5,995 | 6,294 | 6,610 | 6,940 |
| M07 Plan Checker II | 9410 | 43.7 | A | 5,254 | 5,517 | 5,793 | 6,083 | 6,387 | 6,707 |
| M14 Plan Checker I | 9410 | 42.3 | A | 4,907 | 5,152 | 5,410 | 5,681 | 5,965 | 6,264 |
| M10 Bldg Permit Spec | 9410 | 41.6 | A | 4,742 | 4,979 | 5,228 | 5,490 | 5,765 | 6,053 |
| M08 Code Enforcmnt Officer II | 9410 | 41.5 | A | 4,719 | 4,955 | 5,203 | 5,463 | 5,737 | 6,024 |
| M06 Comb Bldg Inspector II | 9410 | 41.5 | A | 4,719 | 4,955 | 5,203 | 5,463 | 5,737 | 6,024 |
| M03 Electrical Inspector II | 9410 | 41.5 | A | 4,719 | 4,955 | 5,203 | 5,463 | 5,737 | 6,024 |
| M05 Plumbing Inspector II | 9410 | 41.5 | A | 4,719 | 4,955 | 5,203 | 5,463 | 5,737 | 6,024 |
| M04 Code Enforcemnt Officer I | 9410 | 39.6 | A | 4,301 | 4,517 | 4,742 | 4,979 | 5,228 | 5,490 |
| M11 Comb Bldg Inspector I | 9410 | 39.6 | A | 4,301 | 4,517 | 4,742 | 4,979 | 5,228 | 5,490 |
| M13 Plumbing Inspector I | 9410 | 39.6 | A | 4,301 | 4,517 | 4,742 | 4,979 | 5,228 | 5,490 |
| M20 Permit Center Clerk | 8810 | 32.1 | A | 2,983 | 3,132 | 3,288 | 3,453 | 3,626 | 3,807 |
| Waste Water Facility Group | | | | | | | | | |
| N04 Wastewater Manager | 9420 | 47.3 | C | 6,264 | 6,577 | 6,906 | 7,251 | 7,614 | 7,994 |
| N06 Water Resources Planner | 9410 | 47.1 | C | 6,202 | 6,512 | 6,838 | 7,180 | 7,539 | 7,915 |
| N07 Env Compliance Insp II | 9420 | 41.5 | A | 4,719 | 4,955 | 5,203 | 5,463 | 5,737 | 6,024 |
| N08 Env Compliance Insp I | 9420 | 39.6 | A | 4,301 | 4,517 | 4,742 | 4,979 | 5,228 | 5,490 |
| N05 Wastewater Operator | 9410 | 36.0 | B | 3,608 | 3,788 | 3,977 | 4,176 | 4,385 | 4,604 |
| Public Safety - Police Supv | | | | | | | | | |
| O03 Deputy Chief of Police | 7720 | 60.3 | D | 11,813 | 12,403 | 13,023 | 13,675 | 14,359 | 15,077 |
| O05 Police Commander | 7720 | 57.3 | D | 10,204 | 10,714 | 11,250 | 11,813 | 12,403 | 13,023 |
| O07 Police Sergeant | 7720 | 53.9 | D | 8,642 | 9,075 | 9,528 | 10,005 | 10,505 | 11,031 |
| Public Safety - Police-Other | | | | | | | | | |
| O02 Criminalist | 7720 | 49.9 | E | 7,110 | 7,465 | 7,839 | 8,230 | 8,642 | 9,075 |
| O08 Police Corporal | 7720 | 49.0 | E | 6,804 | 7,144 | 7,501 | 7,876 | 8,270 | 8,684 |
| O11 Police Officer | 7720 | 47.0 | E | 6,171 | 6,480 | 6,804 | 7,144 | 7,501 | 7,876 |
| O18 Police Recruit | 7720 | 41.0 | S | 4,604 | 4,834 | 5,076 | 5,330 | 5,597 | 5,877 |
| O30 Latent Fingerprint Tech | 8810 | 39.5 | A | 4,280 | 4,495 | 4,719 | 4,955 | 5,203 | 5,463 |

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|-------------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Public Safety - Police-Other | | | | | | | | | |
| O17 Sr Evidence Technician | 9410 | 36.3 | A | 3,662 | 3,845 | 4,037 | 4,239 | 4,451 | 4,673 |
| O20 Community Service Officer | 9410 | 34.5 | A | 3,354 | 3,522 | 3,698 | 3,883 | 4,076 | 4,280 |
| O15 Evidence Technician | 9410 | 34.5 | A | 3,354 | 3,522 | 3,698 | 3,883 | 4,076 | 4,280 |
| O19 Sr Vehicle Maint Asst | 9420 | 32.7 | B | 3,072 | 3,225 | 3,387 | 3,556 | 3,734 | 3,921 |
| O26 Pub Safety Facilities Wkr | 9420 | 31.1 | B | 2,841 | 2,983 | 3,132 | 3,288 | 3,453 | 3,626 |
| Public Safety - Animal Servs | | | | | | | | | |
| O16 Animal Services Mgr | 8810 | 44.1 | C | 5,357 | 5,625 | 5,906 | 6,202 | 6,512 | 6,838 |
| O13 Animal Services Supv | 9410 | 37.5 | A | 3,883 | 4,076 | 4,280 | 4,495 | 4,719 | 4,955 |
| O06 Animal Control Officer | 9410 | 34.5 | A | 3,354 | 3,522 | 3,698 | 3,883 | 4,076 | 4,280 |
| O29 Animal Care Tech | 9410 | 33.3 | A | 3,163 | 3,321 | 3,488 | 3,662 | 3,845 | 4,037 |
| O28 Animal Servs Office Asst | 8810 | 31.0 | A | 2,827 | 2,968 | 3,116 | 3,272 | 3,436 | 3,608 |
| Public Safety - Fire Supv | | | | | | | | | |
| O04 Deputy Fire Chief | 7706 | 56.9 | L | 10,005 | 10,505 | 11,031 | 11,583 | 12,162 | 12,770 |
| O31 BC/Fire Marshal | 7706 | 54.4 | L | 8,858 | 9,300 | 9,765 | 10,254 | 10,767 | 11,306 |
| O10 Battalion Chief | 7706 | 54.4 | L | 8,858 | 9,300 | 9,765 | 10,254 | 10,767 | 11,306 |
| O33 Battalion Chief EMS/Trng | 7706 | 54.4 | L | 8,858 | 9,300 | 9,765 | 10,254 | 10,767 | 11,306 |
| Public Safety - Firefighters | | | | | | | | | |
| O09 Fire Captain | 7706 | 49.3 | F | 6,906 | 7,251 | 7,614 | 7,994 | 8,394 | 8,814 |
| O14 Fire Engineer | 7706 | 46.7 | F | 6,083 | 6,387 | 6,707 | 7,042 | 7,394 | 7,764 |
| O12 Firefighter | 7706 | 44.7 | F | 5,517 | 5,793 | 6,083 | 6,387 | 6,707 | 7,042 |
| O22 Firefighter/Paramedic | 7706 | 44.7 | F | 5,517 | 5,793 | 6,083 | 6,387 | 6,707 | 7,042 |
| O32 Firefighter Recruit | 7706 | 42.8 | F | 5,027 | 5,279 | 5,543 | 5,821 | 6,112 | 6,418 |
| Public Safety - Fire-Other | | | | | | | | | |
| O35 Fire Inspector Supervisor | 9410 | 43.4 | A | 5,178 | 5,437 | 5,709 | 5,995 | 6,294 | 6,610 |
| O25 Fire Plan Checker | 9410 | 41.9 | A | 4,811 | 5,052 | 5,304 | 5,570 | 5,849 | 6,141 |
| O27 Fire Inspector | 9410 | 40.5 | A | 4,495 | 4,719 | 4,955 | 5,203 | 5,463 | 5,737 |

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|--------------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Public Service Group | | | | | | | | | |
| P10 Street Maintenance Mgr | 9420 | 47.3 | C | 6,264 | 6,577 | 6,906 | 7,251 | 7,614 | 7,994 |
| P03 P.S. Maint Crew Supv | 9420 | 42.7 | J | 5,003 | 5,254 | 5,517 | 5,793 | 6,083 | 6,387 |
| P06 SL/Traffic Sig Crew Sup | 9420 | 42.7 | J | 5,003 | 5,254 | 5,517 | 5,793 | 6,083 | 6,387 |
| P02 Inmate Crew Coordinator | 9420 | 37.4 | B | 3,864 | 4,057 | 4,260 | 4,473 | 4,696 | 4,931 |
| P05 Public Svc Maint Wkr IV | 9420 | 37.4 | B | 3,864 | 4,057 | 4,260 | 4,473 | 4,696 | 4,931 |
| P07 Motor Sweeper Operator | 9420 | 35.4 | B | 3,505 | 3,680 | 3,864 | 4,057 | 4,260 | 4,473 |
| P12 Public Svc Maint Wkr III | 9420 | 35.4 | B | 3,505 | 3,680 | 3,864 | 4,057 | 4,260 | 4,473 |
| P04 SL/Traffic Signal Tech | 9420 | 35.4 | B | 3,505 | 3,680 | 3,864 | 4,057 | 4,260 | 4,473 |
| P08 Public Svc Maint Wkr II | 9420 | 33.2 | B | 3,147 | 3,305 | 3,470 | 3,644 | 3,826 | 4,017 |
| P11 Neighborhood Svcs Worker | 9420 | 31.2 | B | 2,855 | 2,998 | 3,147 | 3,305 | 3,470 | 3,644 |
| P09 Public Svc Maint Wkr I | 9420 | 31.2 | B | 2,855 | 2,998 | 3,147 | 3,305 | 3,470 | 3,644 |
| Recreation Group | | | | | | | | | |
| Q20 Rec-Park Superintendent | 9410 | 50.1 | C | 7,180 | 7,539 | 7,915 | 8,311 | 8,727 | 9,164 |
| Q13 Rec Svcs Admin Supervisor | 9410 | 45.1 | C | 5,625 | 5,906 | 6,202 | 6,512 | 6,838 | 7,180 |
| Q15 Rec Svc Manager | 9410 | 44.5 | C | 5,463 | 5,737 | 6,024 | 6,325 | 6,642 | 6,974 |
| Q14 Aquatics Coordinator | 9420 | 40.1 | A | 4,407 | 4,627 | 4,858 | 5,101 | 5,357 | 5,625 |
| Q09 Auditorium Coordinator | 9420 | 40.1 | A | 4,407 | 4,627 | 4,858 | 5,101 | 5,357 | 5,625 |
| Q06 Recreation Coordinator | 9410 | 40.1 | A | 4,407 | 4,627 | 4,858 | 5,101 | 5,357 | 5,625 |
| Q12 Aquatics Program Asst | 9410 | 31.0 | A | 2,827 | 2,968 | 3,116 | 3,272 | 3,436 | 3,608 |
| Q10 Sports Program Asst | 9410 | 31.0 | A | 2,827 | 2,968 | 3,116 | 3,272 | 3,436 | 3,608 |
| Q16 Sr Recreation Asst | 9410 | 31.0 | A | 2,827 | 2,968 | 3,116 | 3,272 | 3,436 | 3,608 |
| Q08 Recreation Asst | 9410 | 28.7 | A | 2,527 | 2,654 | 2,786 | 2,926 | 3,072 | 3,225 |
| Part Time - Temporary | | | | | | | | | |
| S62 Firearms Examiner | 9410 | 43.4 | Z | 5,178 | 5,437 | 5,709 | 5,995 | 6,294 | 6,610 |
| S14 Police Reserve | 7722 | 41.2 | Z | 4,650 | 4,882 | 5,127 | 5,383 | 5,653 | 5,936 |
| S64 PD Personnel/Trng Spec | 9410 | 39.5 | Z | 4,280 | 4,495 | 4,719 | 4,955 | 5,203 | 5,463 |
| S41 Golf Operations Sup | 9420 | 35.2 | Z | 3,470 | 3,644 | 3,826 | 4,017 | 4,218 | 4,429 |
| S47 Sp Official-Adult Basketb | 9410 | 31.9 | Z | 2,954 | 3,102 | 3,256 | 3,419 | 3,591 | 3,770 |
| S45 Sp Official-Adult Softball | 9410 | 31.9 | Z | 2,954 | 3,102 | 3,256 | 3,419 | 3,591 | 3,770 |
| S46 Sp Official-Adult Soccer | 9410 | 31.1 | Z | 2,841 | 2,983 | 3,132 | 3,288 | 3,453 | 3,626 |
| S48 Sp Official-Adult Basketb | 9410 | 30.7 | Z | 2,786 | 2,926 | 3,072 | 3,225 | 3,387 | 3,556 |
| S44 Sp Official-CoEd Softball | 9410 | 30.7 | Z | 2,786 | 2,926 | 3,072 | 3,225 | 3,387 | 3,556 |

SALARY SCHEDULE

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|-------------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Part Time - Temporary | | | | | | | | | |
| S19 Latent Fingerprint Tech | 8810 | 29.3 | Z | 2,602 | 2,732 | 2,869 | 3,013 | 3,163 | 3,321 |
| S49 Sp Official-Adult Basketb | 9410 | 27.9 | Z | 2,431 | 2,552 | 2,679 | 2,813 | 2,954 | 3,102 |
| S52 Sp Official-Adult Footbal | 9410 | 27.9 | Z | 2,431 | 2,552 | 2,679 | 2,813 | 2,954 | 3,102 |
| S53 Sp Official-Adult Softbal | 9410 | 26.5 | Z | 2,270 | 2,384 | 2,503 | 2,628 | 2,759 | 2,898 |
| S70 Homework Center Assistant | 8838 | 25.5 | Z | 2,163 | 2,270 | 2,384 | 2,503 | 2,628 | 2,759 |
| S22 Police Cadet | 9420 | 25.5 | Z | 2,163 | 2,270 | 2,384 | 2,503 | 2,628 | 2,759 |
| S37 Scorekeeper-Adult Softbal | 9410 | 24.8 | Z | 2,090 | 2,194 | 2,304 | 2,419 | 2,540 | 2,667 |
| S50 Sp Official-Adult Basketb | 9410 | 24.8 | Z | 2,090 | 2,194 | 2,304 | 2,419 | 2,540 | 2,667 |
| S54 Sp Official-Adult Footbal | 9410 | 24.8 | Z | 2,090 | 2,194 | 2,304 | 2,419 | 2,540 | 2,667 |
| S42 Sp Official-Adult Softbal | 9410 | 24.8 | Z | 2,090 | 2,194 | 2,304 | 2,419 | 2,540 | 2,667 |
| S43 Shop Assistant | 9420 | 23.9 | Z | 2,000 | 2,100 | 2,205 | 2,315 | 2,431 | 2,552 |
| S01 Senior Lifeguard | 9410 | 21.1 | Z | 1,745 | 1,832 | 1,924 | 2,020 | 2,121 | 2,226 |
| S67 School Crossing Guard | 9410 | 21.0 | Z | 1,736 | 1,823 | 1,914 | 2,010 | 2,110 | 2,215 |
| S40 Sp Official-Adult Softbal | 9410 | 21.0 | Z | 1,736 | 1,823 | 1,914 | 2,010 | 2,110 | 2,215 |
| S02 Lifeguard | 9410 | 20.1 | Z | 1,661 | 1,745 | 1,832 | 1,924 | 2,020 | 2,121 |
| S04 Swim Instructor | 9410 | 20.1 | Z | 1,661 | 1,745 | 1,832 | 1,924 | 2,020 | 2,121 |
| S23 Comm. Ctr. Svc. Aide | 9420 | 19.9 | Z | 1,645 | 1,727 | 1,814 | 1,905 | 2,000 | 2,100 |
| S25 Park Maintenance Aide | 9420 | 19.9 | Z | 1,645 | 1,727 | 1,814 | 1,905 | 2,000 | 2,100 |
| S11 Recreation Program Spec | 9410 | 19.9 | Z | 1,645 | 1,727 | 1,814 | 1,905 | 2,000 | 2,100 |
| S58 Stagehand III | 9420 | 19.9 | Z | 1,645 | 1,727 | 1,814 | 1,905 | 2,000 | 2,100 |
| S17 Worksite Supervisor I | 9420 | 19.9 | Z | 1,645 | 1,727 | 1,814 | 1,905 | 2,000 | 2,100 |
| S61 Animal Care Worker | 9420 | 19.8 | Z | 1,637 | 1,719 | 1,805 | 1,896 | 1,991 | 2,090 |
| S60 Animal Serv. Aide | 8810 | 19.8 | Z | 1,637 | 1,719 | 1,805 | 1,896 | 1,991 | 2,090 |
| S12 Clerical Aide | 8810 | 19.8 | Z | 1,637 | 1,719 | 1,805 | 1,896 | 1,991 | 2,090 |
| S13 Recreation Leader II | 9410 | 19.7 | Z | 1,629 | 1,711 | 1,797 | 1,887 | 1,981 | 2,080 |
| S07 Community Services Aide | 8810 | 19.5 | Z | 1,613 | 1,694 | 1,779 | 1,869 | 1,962 | 2,060 |
| S34 Scorekeeper-Adult Basketb | 9410 | 18.5 | Z | 1,536 | 1,613 | 1,694 | 1,779 | 1,869 | 1,962 |
| S38 Scorekeeper-Adult Softbal | 9410 | 18.5 | Z | 1,536 | 1,613 | 1,694 | 1,779 | 1,869 | 1,962 |
| S57 Stagehand II | 9420 | 17.6 | Z | 1,471 | 1,544 | 1,621 | 1,703 | 1,788 | 1,878 |
| S26 Box Office Aide | 8810 | 17.1 | Z | 1,435 | 1,506 | 1,582 | 1,661 | 1,745 | 1,832 |
| S03 Recreation Leader I | 9410 | 17.1 | Z | 1,435 | 1,506 | 1,582 | 1,661 | 1,745 | 1,832 |
| S36 Scorekeeper-Youth Basketb | 9410 | 17.1 | Z | 1,435 | 1,506 | 1,582 | 1,661 | 1,745 | 1,832 |
| S30 Sp Official-Youth Basketb | 9410 | 17.1 | Z | 1,435 | 1,506 | 1,582 | 1,661 | 1,745 | 1,832 |
| S32 Sp Official-Youth Soccer | 9410 | 17.1 | Z | 1,435 | 1,506 | 1,582 | 1,661 | 1,745 | 1,832 |
| S33 Sp Official-Youth Volleyb | 9410 | 17.1 | Z | 1,435 | 1,506 | 1,582 | 1,661 | 1,745 | 1,832 |
| S31 Sp Official-Yth Flg Footb | 9410 | 17.1 | Z | 1,435 | 1,506 | 1,582 | 1,661 | 1,745 | 1,832 |
| S05 Student Intern | 8810 | 17.1 | Z | 1,435 | 1,506 | 1,582 | 1,661 | 1,745 | 1,832 |

SALARY SCHEDULE

City of Salinas
Classification - Salary Schedule
As of June 30, 2009

| Classification | Comp Code | Range | B U | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
|----------------------------|-----------|-------|-----|--------|--------|--------|--------|--------|--------|
| Part Time - Temporary | | | | | | | | | |
| S16 Administrative Intern | 8810 | 16.5 | Z | 1,394 | 1,464 | 1,536 | 1,613 | 1,694 | 1,779 |
| S06 Cashier | 9410 | 16.5 | Z | 1,394 | 1,464 | 1,536 | 1,613 | 1,694 | 1,779 |
| S55 Golf Cart Attendant | 9420 | 16.5 | Z | 1,394 | 1,464 | 1,536 | 1,613 | 1,694 | 1,779 |
| S51 Range Assistant | 9420 | 16.5 | Z | 1,394 | 1,464 | 1,536 | 1,613 | 1,694 | 1,779 |
| S08 Recreation Aide | 9410 | 16.5 | Z | 1,394 | 1,464 | 1,536 | 1,613 | 1,694 | 1,779 |
| S56 Stagehand I | 9420 | 16.5 | Z | 1,394 | 1,464 | 1,536 | 1,613 | 1,694 | 1,779 |
| S10 Student Worker | 9410 | 16.5 | Z | 1,394 | 1,464 | 1,536 | 1,613 | 1,694 | 1,779 |
| S18 Worksite Supervisor II | 9420 | 16.5 | Z | 1,394 | 1,464 | 1,536 | 1,613 | 1,694 | 1,779 |
| S21 Reserve Firefighter | 9420 | 16.4 | Z | 1,387 | 1,457 | 1,529 | 1,605 | 1,686 | 1,771 |



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