

GENERAL FUND BUDGET OVERVIEW

Operating and Capital Budget for FY 2011-12

Budget development summary
Financial statement – prior years to budget year
Financial performance overview

GENERAL FUND OVERVIEW

PURPOSE

The General Fund is the City's main operating fund, and reflects the cost of providing core municipal services matched with the resources available to pay for the services. Core services that promote the safety, health and vitality of a community commonly are unable to generate sufficient revenues in their daily operations to recover their costs. Representing community priorities, the elected City Council sets the policy direction for which services receive support (subsidy) from taxes, intergovernmental revenues, charges for services and other governmental type revenues, and to what degree these subsidized services are to be provided within the limits of available resources.

The public policy discourse in developing the General Fund budget focuses on two areas: 1) What level of resources is the community willing to contribute to the city to receive the services demanded (tax and fee tolerance threshold); and 2) How are the mix of subsidized core services prioritized amongst each other (allocation of resources amongst competing demands). By definition, the General Fund's operating costs must match (or be balanced by) the resources made available to the City in the course of its operations. To maximize limited resources, the community expects that the core services be delivered effectively (achieve the service objectives) and efficiently (at the least cost).

The General Fund accounts for all resources that are not otherwise legally required by outside parties to be accounted for in other types of governmental accounting funds. Since it is an operating fund, capital expenditures are not accounted for in the General Fund. Resources for other specific purposes are accounted for in the City's other fund types - special revenue, capital, debt, enterprise, internal service funds and trust/agency funds.

Thirteen departments or cost centers are recorded in the General Fund. Following this General Fund overview section is a detailed discussion of each these departments.

OVERVIEW

The FY 2011-12 General Fund budget adopted by Council matches estimated revenues and transfers-in of \$15.115 million with appropriated expenditures and transfers-out of the same amount. The result is a closing of the projected budget gap. A budget gap refers to when the amount of a fiscal year's estimated revenues and transfers-in is lower than the estimated expenditures and transfers-out. In the months preceding the budget development process, an external consulting group (Management Resources Group) estimated that the FY 2011-12 budget gap was in excess of \$6 million. Their estimate included worst-case scenario cost assumptions and that, most importantly, that the prior year's cost structure would remain the status quo into FY 2011-12 and that no cost reduction actions would be undertaken by the City Council and senior management team.

The validity of the MRG estimated structural imbalance estimate is supported in the “Fund Balance Projections” table following this overview section. The most recent analysis of city revenue collections and spending in the General Fund thru June 30, 2011 shows a significant deficit level. Estimated revenues are \$4.95 million lower compared to costs for the close of FY 2010-11. The deficits would continue into future fiscal years without any intervention.

Failure to take steps to address the structural balance was not a viable option for City officials considering that a \$6 million annual budget gap for the General Fund represents 40% of the subsequently adopted budget of \$15.1 million in revenues. The report signaled a call for action. In April, 2011 over 25 City employees across all City departments were laid off and management put in place controls restricting the recruitment and hiring of vacant positions. These steps were taken in an effort to not only reduce costs impacting the future year but also to address concerns for the current FY 2010-11 projected deficit.

As detailed in the Full Time Equivalency Table of the Expenditures Overview section in this document, total citywide FTE was reduced in FY 2010-11 to an estimated 107.9 equivalent employees citywide compared to the prior FY 2009-10 budgeted level of 158.9 equivalent employees, a reduction of 51.0 FTE or 68%. General Fund departments were impacted the hardest, with over three-fourths of the 51.0 citywide FTE cuts coming from positions funded by the General Fund. General Fund budgeted equivalent employee count dropped from 130.5 in FY 2009-10 to 91 employees in FY 2010-11, a reduction of 39.5 FTE or 70%.

In addition to reductions in the number employees, management and employee organizations agreed upon reductions to compensation and benefits in mid-year. Varying by bargaining unit, these reductions generally include changes in compensation benefit levels, reduction in the work hours, and a requirement for employee to pay their portion of the pension contribution rate, some of which were instituted in the FY 2010-11 and implemented as part of the FY 2011-12 Budget.

The mid-year reductions to FY 2010-11 undertaken by the City greatly contributed toward bringing the General Fund’s costs structure towards a more fiscally sustainable path. Taking into account these mid-year corrective actions, the FY 2011-12 budget gap estimate was revised in mid-May from the previous \$6 million to \$3.2 million. To work towards closing the revised budget year gap, senior management undertook additional steps, including further discussions with employee organizations regarding the compensation and benefits packages of the remaining City employees, adopting recommended practices concerning the manner in which administrative costs are allocated based on appropriate service utilization data factors, as well as thorough and extensive revenue and cost analysis and reviews by senior management staff, citizen members of the Ad Hoc Finance Committee and City Council members.

The dedication of volunteer citizens, employee organizations, senior management, City staff and Council members over the months of May and June achieved a reduction in the budget gap from the \$3.2 million projection in mid-May to an adopted budget for FY 2011-12 with a structural imbalance of \$808,000. Although significant progress was made towards addressing the General Fund structural imbalance, a 100% fiscally neutral operational position was not achieved. A “balanced budget”, by definition, implies no net change to the bottom line – in that spending from a fund is supported by an equal amount by incoming resources for that year. “Structural imbalance” refers to when a fund relies on one-time sources of revenue to provide a bridge thru the fiscal year to support its higher spending, such as a transfers-in from available resources in another City fund or from the sale of a city asset.

The preliminary \$6 million budget gap estimated by the Management Resource Group consultants was 40% of the FY 2011-12 revenues, while the remaining \$808,000 at adoption represents 5% of estimated revenues. Although the remaining 5% structural deficit remains a concern, reducing in four short months the City's cost structure by \$5 million, or 35%, is significant. This collaborative team approach toward addressing declining revenues and the City's fiscal concerns continues to be required in addressing fiscal issues on the General Fund and other City funds.

In addition to the \$808,000 General Fund imbalance, the Hercules Redevelopment Agency (RDA) – Operating Fund was projected with a \$1.855 million structural imbalance. After detailed review and acceptance of the estimated revenue and proposed expenditures of this RDA fund, Council's policy direction was to give General Fund support to fund the \$1.855 million RDA shortfall. This support is in the form of a transfer-out to the RDA fund. Combining the \$808,000 and the RDA support of \$1.855 million, a total of \$2.66 million was needed to provide a funding bridge for the General Fund. Council accepted the inclusion and use of a one-time revenue source from the sale of a General fund-owned property, the Yellow Freight property, amounting to an estimated \$1.4 million and for a transfer-in from the Fiscal Neutrality Reserve Fund of \$1.26 million.

The sale of the Yellow-Freight was in escrow at the time of the final budget discussions amongst Council, and it was expressed that the probability is very likely that the sale would closed in the budget fiscal year. The \$1.26 million in resources from the Fiscal Neutrality Fund are unassigned fund balance held over the years to address tax-related revenue shortfalls in the City's various operating funds. General Fund property tax revenue has declined 36% since FY 2006-07 level, from \$1.4 million to the estimated collections in FY 2011-12 budget of \$900,000. Additionally, property tax increment of the RDA Operating Fund has declined 41% over the same period from \$11.12 million in FY 2006-07 to an estimated \$6.59 million in the FY 2011-12 budget. Given the significant tax-revenue loss in the past six fiscal years, use of these one-time revenues to support operational obligations is appropriate until the City can chart a new fiscal course. The net effect of these decisions closed the budget gap of the General Fund and provided the funding support to the RDA to meet its obligations to bondholders for FY 2011-12.

FINANCIAL PERFORMANCE

Closing the budget gap resulted in no net impact to the City's estimated ending unassigned fund balance. On June 30, 2012, the City estimates unassigned fund balance will be \$3.28 million. This is the same amount in which is estimated the City will enter the fiscal year. The next question is: Is \$3.28 million a sufficient amount of unassigned reserve for the City's main operating fund?

General Fund financial performance is determined two basic ways. By looking at the extent to which the City's revenues in a given fiscal year matched its expenditures, you can see operational performance. By comparing on a percentage basis the amount of remaining unassigned fund balance to the total amount of revenues in a given year, you can see whether the City has sufficient balances to weather economic downturns negatively impacting tax revenue. Sufficient reserves avoid having to make significant operational changes to the level of service contrary to community expectations or priorities.

Disruption of core municipal services not only impacts the organization through the loss of experienced personnel and added strain on the remaining personnel attempting to maintain the same service level, but more importantly it harms the safety, health and vitality of the community by the possible increase in crimes, deteriorating streets and roads, diminished quality of life related to recreational and family programs, all of which impact the city's economic and business

attractiveness and potential future revenue. The City has experienced some of these impacts this past year. Maintaining recommended reserve funds also avoids the additional costs of the future resumption of prior service levels after the economy recovers. Some of the start-up/resumption costs include equipment reinvestment, replacement of streets or infrastructure in disrepair due to lack of properly maintenance, and the recruitment and training costs for hiring new replacement personnel

The estimated \$3.28 million General Fund unassigned fund balance for the FY 2011-12 Budget represents over 2.5 months worth of total revenues and transfers-in of the General Fund, amounting to \$15.1 million. The minimum unassigned fund balance for a General Fund, recommended by the Government Finance Officers Association (GFOA), is at 2 months, or 17%. This calculation does not include adjustments to exclude significant one-time transactions, such as the Yellow Freight property asset sale of \$1.4 million, the transfer-in of resources from the Fiscal Neutrality Reserve Fund of \$1.26 million or the funding support the RDA Operating Fund of \$1.855 million. Adjusting for these major one-time transactions results in a calculation that reflects the actual on-going deficit performance of the fund.

Adjusting for the items above, the unassigned fund balance is calculated to be \$2.47 million compared with base operating revenues of \$12.45 million, amounting to exactly 2 months worth of total revenues. Although meeting the minimum GFOA recommended level, the current General Fund unassigned reserve is dangerously low and is an area of focus. A higher unassigned fund balance level is recommended given the structural deficit, the reliance of 46% of the City's total adjusted General Fund revenues coming from tax revenue sources, the unpredictability of funding decisions by the State of California impacting these tax collections, and the likely continued recessionary economy.

It is expected that due to the economy, some of the General Fund's main revenue sources will remain flat or decline in future years, while at the same time expenditures are expected to rise due to population growth, the maintenance needs of an aging infrastructure, and annual employee cost increases. And, the uncertainty of State actions is a future concern. Thus, the City will need to continue to aggressively seek ways to bolster and diversify its revenue base, further reduce its current cost structure, and very critically evaluate entering into new programs that entail future costs.

In the following pages, historic revenues (resources) and expenditures (costs) since FY 2008-09 are provided in order to provide the reader with the results of the decisions adopted by the prior policy makers and to provide a frame of reference for comparison with the policy direction of the City Council's Adopted FY 2011-12 Budget. The remaining portion of this report discusses the General Fund budgeted expenditures. Detail on the revenues for the General Fund is provided in the Revenue Overview section of the document.

GENERAL FUND EXPENDITURES

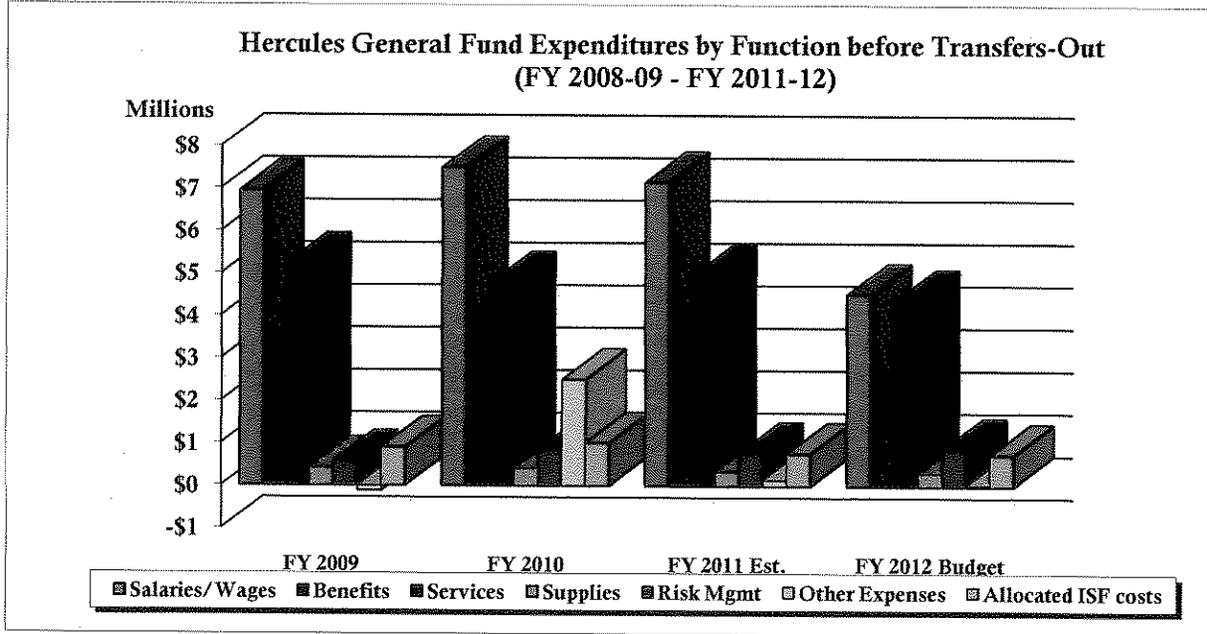
General Fund expenditures and transfers-out are budgeted at \$15.1 million for Fiscal Year 2011-12, a decrease of \$2.97 million. The decrease is a 16% reduction from the FY 2010-11 year-end estimate. Adjusted to exclude the \$1.855 million one-time transfer-out to the Redevelopment Agency Operating Fund, there was a 27% reduction of General Fund core services costs for FY 2011-12. There are two ways to examine expenditures: by cost function and by department. Each approach is explored.

Expenditures by Function

A review of expenditures by cost function provides information horizontally across services to ascertain the drivers that cause baseline increases or decreases. Typical drivers to costs include inflation, systemic increases of health care costs, changes in construction costs due to demand for raw materials or labor, and changes to the salary and benefit structures in employee labor agreements.

City costs are categorized by the following functions. Salaries/wages, employee benefits, services, supplies, risk management related insurance premiums, other expenses, and administrative costs the General Fund departments are paying to the City's internal service funds for information technology, vehicle replacement and City facility maintenance.

The following discussion has excluded transfers-out to illustrate the operational costs without the variability related to one-time transfers, and to provide more consistent information between fiscal years. Total General Fund expenditures excluding transfers-out for FY 2011-12 total \$13.04 million, a 27% decrease from the FY 2010-11 estimate of \$17.9 million. The chart below graphically illustrates the dramatic reductions made to City's operations in this FY 2011-12 budget.



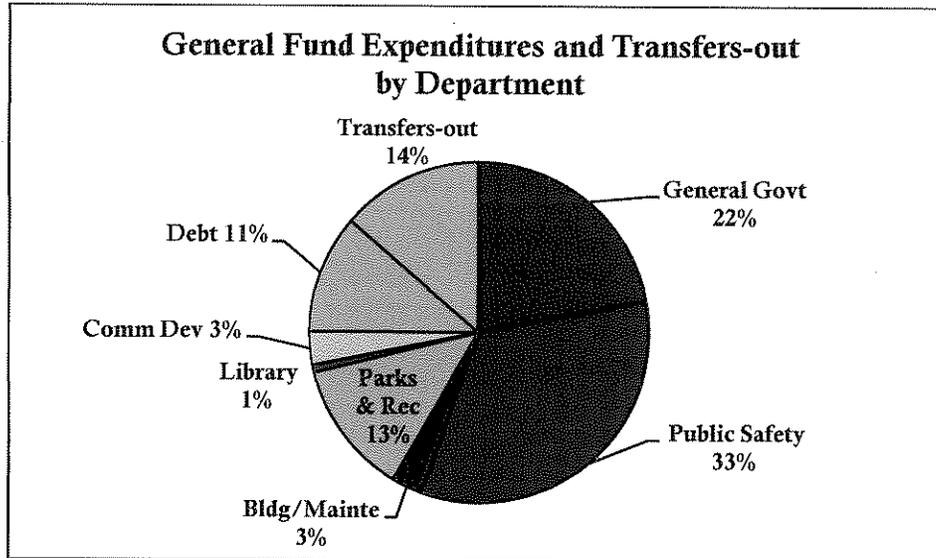
The FY 2011-12 General Fund budget contains appropriations of \$4.5 million in salaries and wages, \$2.16 million in employee benefits, \$4.38 million for services, \$881,000 for risk management insurance premiums, \$743,815 in administrative costs, and \$348,000 in other categories. On a percentage of total basis, salary and benefits costs combined have been approximately 60% of total expenditures. In FY 2011-12 there is a sharp realignment occurring amongst the cost categories with salaries and benefits portion dropping to 51% compared with the prior year of 61%. Services costs assumed part of the proportion change, amounting to 34% of the total from 28% in the prior year. These costs for services (payments by the City to vendors providing services) declined year-over-year.

Compared to the prior year estimate, FY 2011-12 salaries and wages were reduced by 37% and their benefits were reduced by 42%. Although personnel reductions were initiated in the last quarter of FY 2010-11, some of the savings from those early layoffs were offset by severance payments to laid

off employees of which the City was required to make per labor agreements. In the newly negotiated employee agreements, employees are asked to pay all or a portion of the required pension contribution to CalPERS, resulting in a total reduction in the General Fund in this cost category of \$939,000. This \$939,000 also includes the level of pension contributions the City has avoided paying as a result of the City layoffs.

Expenditures by Department

The pie chart illustrates how the General Fund's resources of \$15.1 million have been prioritized by the City Council for the services provided to the community. Each department in order of proportion of the total budget is discussed in more detail in the following section.



Public Safety

Public safety (Police Department) is the largest commitment of General Fund resources, amounting to a total of \$5.06 million in FY 2011-12 or 33% of the total. Budgeted public safety funding was reduced by 24.75% from the prior year level of \$6.7 million estimated total expenditure, amounting to a cost reduction of \$1.64 million. Reductions in the police department were achieved through reducing the number of police officers, reducing the level of compensation and benefits budgeted for the remaining police officers, and reduction to operations and programs. The Police department budgeted full-time employees total 26 compared to the prior level in FY 2009-10 of 39 full-time employees.

General Government

General government is a category comprised of a number of General Fund departments. These departments provide strategic, managerial and operational support to all the functions of the City – such as, departments within the General Fund, landscape and lighting districts, street maintenance and repair, planning, stormwater, wastewater, electric (HMU) and the redevelopment agency. The general government departments providing these services include: City Council, City Manager, City Attorney, Administrative Services/City Clerk, Risk Management, Human Resources and Finance.

Total general government budgeted expenditures total \$3.33 million, or 22% of the General Fund budget. This 22% general government percentage of total expenditures and transfers-out is consistent with prior year levels of 25% (FY 2010-11) and 24% (FY 2009-10).

The budget reflects a reduction of \$1.17 million, or 26%. This dramatic reduction is partially supported by the fact that the City organization as a whole has been significantly downsized in order to attain fiscal sustainability. The reduction of the City organization diminished the level of operational and administrative support required. The reduction is also due a comprehensive review of the amount of time staff in these departments dedicates to the administrative functions of other City funds. This review resulted in a realignment of their salary allocations directly charged in the payroll system to the other City funds. Both the reduction of staff and the direct salary allocation realignment resulted in a total FTE level for these general governmental departments combined of 9.65 FTE, compared with 16.0 FTE in FY 2009-10.

Percentage FY 2011-12 budget reductions of departments in this category include: City Council 34%, City Manager 50%, City Attorney 34%, Administrative Services/City Clerk 35%, Human Resources 19% and Finance 34%. Risk Management was budgeted an increase of 12% in order to meet expected increases in insurance premium costs and the addition of \$150,000 estimated costs associated with increased unemployment insurance claims filed by laid off City employees.

Aside from the allocated salary costs directly charged to other funds of which are not reflected in the \$3.33 million total, non-salary costs of administrative services are paid for by other City funds. The City accounts for these indirect reimbursements as revenue. In FY 2011-12 these indirect cost reimbursement payments total \$590,000. Additional costs incurred in general government departments include \$100,000 in property tax payments associated with the Venture/BioRad building and \$375,000 in reimbursements adjusting for prior year insurance premium overpayments. The net effect of the receipt of these payments reduces actual General Fund resource subsidy to general governmental departments to \$2.26 million.

Transfers-out

The third largest cost category is transfers-out, totaling \$2.07 million for FY 2011-12 or 14% of total General Fund expenditures and transfers-out. This total includes a one-time transfer-out to the Redevelopment Agency Operating Fund of \$1.855 million needed to meet their obligations. The remaining \$216,000 in this category supports the costs estimated is required to fund the city annual required contribution level for estimated liabilities related to post-employment retiree health benefits. This \$216,000 is the final in a series of equal payments the General Fund has made over the previous years in order to catch up, and it is expected that a much lesser amount will be needed to maintain the funding level for retiree health benefits in the future.

Parks and Recreation

The fourth largest department costs in the General Fund is Parks and Recreation, amounting to 13% of the General Fund or \$1.93 million. Based on the City Council's direction that no tax-related General Fund support would be used to fund parks and recreations programs in the FY 2011-12 budget, the department undertook a comprehensive re-structuring of its organizations and evaluated which programs generated sufficient revenues to justify continuing and those programs whose funding subsidies warranted their elimination.

The result of these efforts was a 34% reduction in the Parks and Recreation Department, or a cut of \$990,000. The total FTE count for the Parks and Recreation Department declined from 62.25 in FY 2009-10 to 41 FTE in FY 2011-12. This loss of 21.25 FTE over the two-year period represents a decline of 34%.

Correspondingly, various parks and recreation fees were increased resulting in a total revenue estimate for these programs of \$1.95 million. The estimated net of revenues and expenditures

related to parks and recreation exceeds by \$20,000 the Council's objective that this department be self-sustaining. This \$20,000 estimated figure will assist in offsetting the \$70,000 General Fund subsidy for library programs.

General Fund-Supported Debt and Lease Payments

The fifth largest cost category for FY 2011-12 is General Fund-supported debt and lease payments, totaling \$1.7 million, or 11% of the total budget. This budget varied minimally from the prior year. The budget includes costs of General Fund-backed debt obligations issued by the Public Financing Authority (PFA), which are the 2003B Series Lease Revenues Bonds and 2009 Series Lease Revenues Bonds. Lease payments made by the General Fund to the PFA include \$576,000 for the 2003B Bonds associated with the initial capital construction of the City's library and \$921,000 for the 2009 Bonds associated with the City's acquisition of the Venture/BioRad building.

The full amount of the \$921,000 lease payment for the 2009 Bonds is supported on the General Fund revenue side by \$721,000 received by the General Fund as a building lease payment (through a long-term agreement) from the tenant of the BioRad building and \$200,000 in interest earnings of a guarantee investment contract (GIC) of restricted bond proceeds held by the fiscal agent. No external revenue source is designated for the annual General Fund lease payment on the 2003B Bonds other than resources from the General Fund as required by the bond covenants.

This cost center also funds a \$206,000 annual payment for previously financed equipment and installation costs (SunTrust) to improve the energy efficiency of various City facilities. The funding source for this debt is premised on the assumption that the energy efficiency - savings from lower energy costs - achieved through installation of this equipment equals or exceeds the annual payments. These assumptions are calculated on a net present value basis over the period of the financed equipment and/or its useful life.

More information on these debt obligations of the City are provided in the Public Financing Authority section.

Building / Maintenance

The Building/Maintenance Department, among a number of functions, oversees the maintenance and repair of City streets and roads. Its General Fund budget is \$435,000, representing 3% of the total budget. These costs are partially supported by state payments referred to as "Gas Tax" and "Measure C/J", both of which also have their own respective special revenue funds outside the General Fund. One change from prior year accounting practices is that a portion of Gas Tax and Measure C/J revenues from the State are no longer being transferred to the General Fund. Transfers-in for this function during the prior year amounted to \$400,000.

Correspondingly the costs associated with the functions of the Gas Tax and Measure C/J, street maintenance and repair, have been shifted out of the General Fund to those other funds beginning in FY 2011-12. This accounting change is a major reason for the \$742,000 reduction, or 63%, in General Fund costs associated with the Building/Maintenance Department.

Additional cost reductions are due to a re-alignment of salary allocations of the public works personnel to the respective funding centers in other City funds where their work efforts are assigned. The total FTE count for the General Funded portion of the Building/Maintenance Department declined from 10.25 in FY 2009-10 to 1.05 FTE in FY 2011-12. This loss of 9.20 FTE over the two-year period represents a decline of 90%.

Community Development (Planning)

Total budget for the Community Development (Planning) Department is \$476,000, representing 3% of the total budget. Reductions of \$224,000, or 32%, were approved compared to the prior year as a result of workforce re-alignment and cuts in other areas. This department has 3.1 FTE

Library

Operating costs for the Library represents 1% of the total General Fund budget, amounting to \$111,000. The budget is a 14.5% reduction from the prior year estimate of \$130,000. Initially this program was also included in the City Council's directive for parks and recreation program costs to be self-sustaining. In response to the public's support for the continuation of library programming in the community, the Council agreed to accept an agreement from library-related community non-profit organizations to raise \$40,000 in donations to assist in defraying its General Fund subsidy.

**CITY OF HERCULES
GENERAL FUND
PROJECTED FINANCIAL PERFORMANCE OVERVIEW**

	AUDITED Fiscal Year 2008-09	AUDITED Fiscal Year 2009-10	ADOPTED BUDGET Fiscal Year 2010-11	YEAR-END ESTIMATE Fiscal Year 2010-11	BUDGET PLAN Fiscal Year 2011-12
REVENUES AND TRANSFERS-IN:					
Taxes:					
Property tax and assessments	\$ 1,304,871	\$ 1,106,797	\$ 1,218,200	\$ 1,025,000	\$ 1,028,000
In lieu of sales tax	330,324	376,732	292,500	152,293	173,628
Sales and use	1,044,527	1,111,075	1,241,041	1,148,707	1,338,372
Utility user	1,959,331	2,250,995	2,222,000	2,255,000	2,165,000
Franchise fees	599,952	603,154	868,783	805,000	805,000
Business licenses	153,961	140,729	170,000	170,000	165,000
Real estate document transfer	85,290	87,564	77,328	60,000	50,000
Licenses and permits	611,235	1,242,418	919,989	252,100	260,800
Intergovernmental Revenue:					
Federal grants and subsidies	-	-	-	-	-
Motor vehicle registrations/in lieu	1,847,584	1,589,873	1,592,996	1,512,246	1,420,000
Other governmental	82,708	60,863	79,500	52,682	34,000
Charges for services	1,772,417	2,642,180	2,385,300	2,053,000	2,253,516
Fines and forfeitures	159,304	178,318	126,000	102,000	121,000
Use of money & property/rent/lease pymts ¹	750,117	334,759	441,595	902,757	2,313,303
Investment income:					
Interest income	1,410,099	1,693,784	2,279,352	399,582	449,582
Net increase (decrease) in fair market value of investments	95,819	113,149	-	-	-
Refunds and reimbursements	1,945,361	2,168,074	1,835,043	860,890	1,071,245
Other revenues	585,389	724,204	7,237,677	61,050	86,550
Transfers in ²	1,048,070	7,923,449	8,501,368	1,317,500	1,380,612
Total revenues and transfers-in	15,786,359	24,348,117	31,488,672	13,129,807	15,115,608
EXPENDITURES AND TRANSFERS-OUT:					
Current:					
General government:					
City council	595,395	567,373	520,045	454,172	301,026
City manager	1,802,037	1,319,883	1,152,697	759,290	377,971
City attorney	140,986	111,318	322,000	222,000	147,000
Administrative services/City clerk	495,346	419,946	490,375	473,668	308,561
Risk management	697,937	1,019,978	925,221	919,621	1,028,472
Human resources	300,414	330,931	323,952	359,882	290,160
Finance	957,707	1,153,786	1,173,458	1,315,177	876,611
Public safety	6,224,561	7,062,451	7,034,655	6,724,200	5,060,011
Building/ Maintenance	1,500,660	1,345,565	1,390,076	1,178,415	435,487
Parks and recreation	2,623,824	2,930,486	3,024,803	2,920,132	1,929,849
Library	127,100	130,900	216,024	129,547	110,745
Community development	497,156	3,004,961	568,557	699,936	475,577
Debt service:					
Principal and interest payment	1,095,837	1,154,996	1,249,578	1,709,311	1,703,074
Transfers out ³	371,460	262,995	7,490,997	216,000	2,071,064
Total expenditures and transfers-out	17,430,420	20,815,569	25,882,438	18,081,351	15,115,608
EXCESS (DEFICIENCY) OF REVENUES/TRANSFERS-IN OVER (UNDER) EXPENDITURES/TRANSFERS-OUT	(1,644,061)	3,532,548	5,606,234	(4,951,544)	-
SPECIAL ITEM - SWAP RDA LOANS FOR LAND	-	-	-	(10,183,545)	-
FUND BALANCE, BEGIN OF YEAR	26,499,885	25,077,621	28,868,156	28,868,156	13,733,067
PRIOR YEAR AUDIT ADJUSTMENTS	221,797	257,987	-	-	-
RESTATED FUND BALANCE, BEGIN OF YEAR	26,721,682	25,335,608	28,868,156	28,868,156	13,733,067
FUND BALANCE, END OF YEAR	\$ 25,077,621	\$ 28,868,156	\$ 34,474,390	\$ 13,733,067	\$ 13,733,067
RESTRICTED FUND BALANCE	\$ 19,693,278	\$ 21,247,769	20,636,750	\$ 10,453,205	\$ 10,453,205
UNASSIGNED FUND BALANCE	\$ 5,384,343	\$ 7,620,387	13,837,640	\$ 3,279,862	\$ 3,279,862

General Fund Operating Deficit in FY 11/12 = \$858,048

¹ Includes the sale of Yellow Freight property for \$1,400,000

² Transfer In = \$1,263,112 Fiscal Neutrality and \$117,500 Other Misc Funds; Misc Revenue includes \$40,000 in Library donations (hours)

³ Transfer Out = \$1,855,064 to the RDA for Debt Service and \$216,000 Retiree Obligations (OPEB)

CITY COUNCIL

MYRNA DE VERA, MAYOR
JOHN DELGADO, VICE-MAYOR
GERARD BOULANGER, COUNCIL MEMBER
DAN ROMERO, COUNCIL MEMBER
WILLIAM WILKINS, COUNCIL MEMBER

PURPOSE

The City Council creates City policy and provides leadership for all City activities. The City Council is the legislative arm of City government. In providing City policy direction, the City Council addresses the needs of the community and seeks to support and maintain the long-term well being of the community. The City Council actively seeks the input of community residents and represents the City and the interest of residents in a wide variety of local and regional policy and advisory boards.

CURRENT SERVICES AND INITIATIVES

The City Council provides policy direction and leadership to:

Governance

- Stabilize the City's revenue base and fiscal condition with the goal of enabling the City to provide critical services on a continuous basis.
- Involve community members in community activities and decision-making.
- Design programs and respond to resident needs regardless of age, culture, gender, or faith.
- Facilitate communication between City staff and residents and act as an advocate on behalf of residents.

Public Safety and Human Development

- Ensure public safety.
- Promote the development of children and youth and provide programs for residents of all ages and cultural backgrounds.
- Participate in the Community Services, Planning, and Library Commissions.
- Build positive community interactions and cultural understanding.

Economic and Infrastructure Development

- Promote development of new businesses.
- Support existing businesses in being successful and provide them with opportunities to expand.
- Maintain and develop infrastructure to support businesses and maintain the community's quality of life.

CITY COUNCIL

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$37,396	\$9,000	\$7,000	(\$2,000)
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements*	\$0	\$0	\$55,250	\$55,250
Other revenues & donations	\$0	\$5,000	\$5,000	\$0
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$37,396	\$14,000	\$67,250	\$53,250

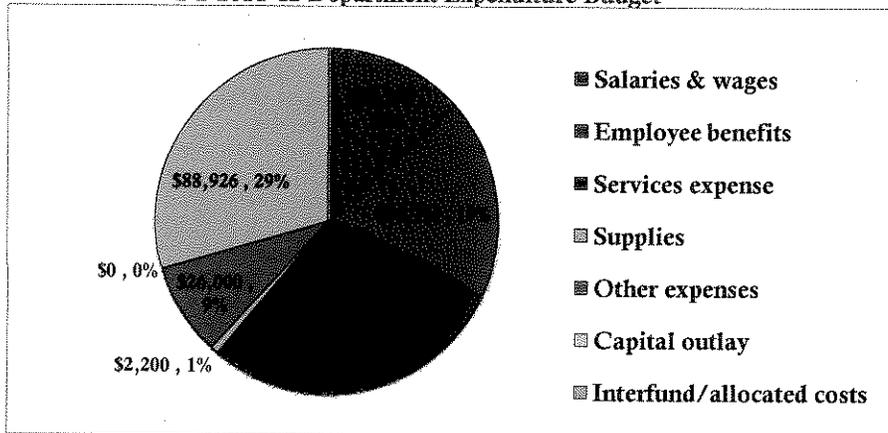
* FY 2011-12 refunds and reimbursements are Central Services allocated costs paid by other City funds.

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$155,962	\$137,382	\$40,198	(\$97,184)
Employee benefits	\$68,840	\$65,073	\$56,774	(\$8,299)
Services expense	\$185,198	\$101,373	\$86,928	(\$14,445)
Supplies	\$27,790	\$11,800	\$2,200	(\$9,600)
Other expenses	\$12,251	\$24,635	\$26,000	\$1,365
Capital outlay	\$0	\$0	\$0	\$0
Interfund/allocated costs	\$117,332	\$113,909	\$88,926	(\$24,983)
Grand Total - Expenditures	\$567,373	\$454,172	\$301,026	(\$153,146)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for City Council (Departmental Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$529,977)
FY 2010-11 Estimate Balance (Deficit)	(\$440,172)
FY 2011-12 Budget Balance (Deficit)	(\$233,776)
Reduction of Tax Support (FY 2011-12)	\$206,396

* Deficit = General Fund Tax Support

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
Department: CITY COUNCIL								
Division: CITY COUNCIL - GENERAL								
Fund No: 100; Dept/Division No: 4010								
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
601	10	00	REGULAR	47,520	56,322	56,322	40,198	
601	45	00	ADMIN/EXECUTIVE PAY	0	0	0	0	
601	99	00	VACANCY SAVINGS	0	0	(6,322)	0	
<i>Salaries and wages total:</i>				47,520	56,322	50,000	40,198	-20%
<i>Employee benefits</i>								
606	02	00	PERS ER CONTRIB	3,347	3,656	3,656	2,325	
606	02	01	EPMC	0	0	0	0	
606	04	00	PERS EE CONTRIB	2,183	2,365	2,365	500	
606	04	01	EPMC	0	0	0	0	
606	05	00	PERS SURVIVOR BENEFIT	72	72	72	43	
606	10	00	SOCIAL SECURITY	1,288	1,397	1,397	897	
606	11	00	MEDICARE	753	816	816	350	
606	40	00	HEALTH INSURANCE	28,260	19,112	24,300	47,083	
606	42	00	DENTAL INSURANCE	5,376	5,589	5,589	4,712	
606	43	00	VISION INSURANCE	819	893	893	674	
606	44	00	LIFE INSURANCE	432	396	396	150	
606	46	00	ACCIDENTAL DEATH & DISM.	108	99	99	40	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				42,638	34,395	39,583	56,774	43%
SALARIES AND BENEFITS TOTAL:				90,158	90,717	89,583	96,972	8%
SERVICES								
610	10	00	CATERING SERVICE	543	500	500	500	
611	90	00	OTHER PROFESSIONAL SRVC	440	0	0	0	
613	50	00	VEHICLE REPAIRS	116	600	60	62	
614	60	00	TELEPHONE	2,379	1,500	2,257	2,313	
614	60	01	CELL PHONE/PAGER	1,905	1,500	1,855	0	
615	10	00	EMPLOYEE RECOGNITION	0	1,000	491	503	
615	20	00	MEMBERSHIPS	71,806	56,000	62,000	63,550	
615	40	00	TRAINING & CONFERENCES	30,502	20,000	13,000	7,500	
615	40	01	MEETINGS AND MILEAGE	11,636	20,000	8,500	7,500	
618	20	00	OTHER GOVT AGENCY CHARGES	0	5,000	5,000	5,000	
SERVICES TOTAL:				119,327	106,100	93,663	86,928	-7%
SUPPLIES								
620	20	00	FUEL & OIL SUPPLIES	1,058	500	500	1,000	
621	50	00	FOOD & BEVERAGE PRODUCTS	165	900	900	500	
621	90	00	MISC OPERATING SUPPLIES	98	500	500	500	
622	10	00	GENERAL OFFICE SUPPLIES	560	0	0	0	
622	20	00	PAPER SUPPLIES	34	0	0	0	
622	30	00	POSTAGE & DELIVERY	235	200	200	100	
622	40	00	PRINTING, FORMS & BUS CRD	498	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	67	0	100	100	
SUPPLIES TOTAL:				2,715	2,100	2,200	2,200	0%
OTHER EXPENSES								
630	90	00	OTHER MISCELLANEOUS EXP	776	1,500	1,500	1,000	
639	50	99	LEGAL SERVICES	17,396	5,000	25,000	25,000	
OTHER EXPENSES TOTAL:				18,172	6,500	26,500	26,000	-2%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	58,214	74,621	74,621	71,257	
661	20	00	VEHICLE REPLACEMENT CHG	5,639	0	0	4,668	
661	30	00	FAC MAINT CHG ALLOCATE	46,777	30,216	30,216	13,001	
INTERFUND/ ALLOC COSTS TOTAL:				110,630	104,837	104,837	88,926	-15%
TOTAL DIVISION EXPENDITURES:				341,002	310,254	316,783	301,026	-5%

Department: CITY COUNCIL
Division: COMMUNITY EVENTS

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
Fund No: 100; Dept/Division No: 4012					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
601	10	00	REGULAR	96,631	98,795	80,000	0	
601	12	00	REGULAR PART-TIME	9,031	8,085	4,000	0	
601	13	00	TEMPORARY PART-TIME	437	2,063	1,000	0	
601	30	00	OVERTIME PAY	1,081	731	731	0	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	0	
601	45	00	ADMIN/EXECUTIVE PAY	861	0	1,200	0	
601	48	00	LONGEVITY PAY	380	451	451	0	
<i>Salaries and wages total:</i>				108,442	110,125	87,382	0	-100%
<i>Employee benefits</i>								
606	02	00	PERS ER CONTRIB	9,887	9,828	8,500	0	
606	02	01	EPMC	675	686	686	0	
606	04	00	PERS EE CONTRIB	6,300	6,346	6,000	0	
606	04	01	EPMC	440	444	444	0	
606	05	00	PERS SURVIVOR BENEFIT	34	35	35	0	
606	07	00	PERS ER CONTRIB	93	131	131	0	
606	10	00	SOCIAL SECURITY	0	0	0	0	
606	11	00	MEDICARE	1,572	1,597	1,597	0	
606	24	00	HOUSING LOAN ASSIST PRGM	0	0	0	0	
606	40	00	HEALTH INSURANCE	5,402	7,195	6,000	0	
606	41	01	RETIRES	0	0	0	0	
606	42	00	DENTAL INSURANCE	701	832	832	0	
606	43	00	VISION INSURANCE	147	365	365	0	
606	44	00	LIFE INSURANCE	120	113	113	0	
606	45	00	LONG TERM DISABILITY INS	801	759	759	0	
606	46	00	ACCIDENTAL DEATH & DISM.	30	28	28	0	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				26,202	28,359	25,490	0	-100%
SALARIES AND BENEFITS TOTAL:				134,644	138,484	112,872	0	-100%
SERVICES								
610	10	00	CATERING SERVICE	5,297	10,000	600	0	
610	20	00	ENTERTAINMENT SERVICES	38,956	18,000	700	0	
611	90	00	OTHER PROFESSIONAL SRVC	1,298	500	500	0	
613	10	00	REPAIR & MAINT	0	0	0	0	
614	60	00	TELEPHONE	0	0	0	0	
614	60	01	CELL PHONE/PAGER	393	400	400	0	
615	20	00	MEMBERSHIPS	164	150	160	0	
615	30	00	NOTICES & PUBLICATIONS	5,424	2,000	0	0	
615	35	00	COMMUNITY MEETINGS	0	0	0	0	
615	40	00	TRAINING & CONFERENCES	859	0	0	0	
615	40	01	MEETINGS AND MILEAGE	4	0	0	0	
616	10	00	EQUIPMENT RENTALS	9,765	8,000	2,000	0	
616	10	01	COPIER LEASE	52	0	0	0	
618	10	01	CREDIT CARDS FEES	0	250	250	0	
618	20	00	OTHER GOVT AGENCY CHARGES	3,651	6,600	2,600	0	
618	30	00	OTHER MISCELLANEOUS SRVC	0	500	500	0	
SERVICES TOTAL:				65,863	46,400	7,710	0	-100%
SUPPLIES								
620	10	00	ELECTRICAL SUPPLIES	328	500	500	0	
620	20	00	FUEL & OIL SUPPLIES	0	0	0	0	
620	80	00	SIGN SUPPLIES	8,805	1,000	1,000	0	
620	90	00	OTHER MISC. MAIN SUPPLIES	953	1,000	1,000	0	
621	40	00	FILM, DEVELOPMT & PHOTO	0	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	2,848	2,500	3,500	0	
621	70	00	RECREATION SUPPLIES	3,328	5,000	2,000	0	
621	80	00	UNIFORM & SAFETY APPAREL	2,730	3,000	100	0	
621	90	00	MISC OPERATING SUPPLIES	4,738	2,000	1,000	0	
622	10	00	GENERAL OFFICE SUPPLIES	273	0	0	0	
622	20	00	PAPER SUPPLIES	179	0	0	0	
622	30	00	POSTAGE & DELIVERY	796	500	500	0	
622	40	00	PRINTING, FORMS & BUS CRD	0	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	97	0	0	0	

<u>GENERAL FUND</u>				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
SUPPLIES TOTAL:				25,075	15,500	9,600	0	-100%
OTHER EXPENSES								
639	30	66	PROJ FUNDED P/R	(5,913)	0	(2,200)	0	
639	30	99	IT	0	335	335	0	
639	50	99	LEGAL SERVICES	0	0	0	0	
OTHER EXPENSES TOTAL:				(5,913)	335	(1,865)	0	-100%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	4,086	6,365	6,365	0	
661	20	00	VEHICLE REPLACEMENT CHG	0	0	0	0	
661	30	00	FAC MAINT CHG ALLOCATE	0	0	0	0	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,616	2,707	2,707	0	
INTERFUND/ ALLOC COSTS TOTAL:				6,702	9,072	9,072	0	-100%
TOTAL DIVISION EXPENDITURES:				226,371	209,791	137,389	0	-100%
DEPARTMENT TOTAL - CITY COUNCIL:				567,373	520,045	454,172	301,026	-34%

CITY ATTORNEY

ALFRED CABRAL, CITY ATTORNEY

PURPOSE

The City Attorney advises the City Council and staff on all matters of general and municipal law and represents the City in litigation.

CURRENT SERVICES AND INITIATIVES

- Provides counsel on matters such as the application of the California Environmental Quality Act, the Subdivision Map Act, the Brown Act, planning and development legislation, conduct of meetings, contracts, pending legislation affecting municipal operations and finance and other legal matters.
- Provides written opinions and legal advice on a broad range of legal topics.
- Reviews all City contracts.
- Assists in the preparation of City ordinances, resolutions, contracts, insurance policies, and related legal issues.

Specialized personnel and labor negotiations legal services are provided through a separate contract. Other legal services are contracted to specialized legal firms on an as needed basis.

CITY ATTORNEY

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

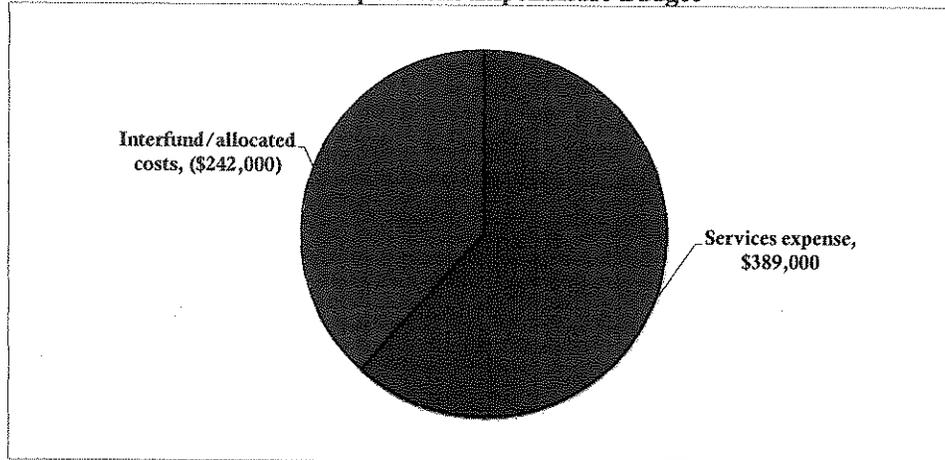
Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements	\$0	\$0	\$0	\$0
Other revenues & donations	\$0	\$0	\$0	\$0
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$0	\$0	\$0	\$0

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Services expense	\$369,515	\$472,000	\$389,000	(\$83,000)
Interfund/allocated costs	(\$258,197)	(\$250,000)	(\$242,000)	\$8,000
Grand Total - Expenditures	\$111,318	\$222,000	\$147,000	(\$75,000)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for City Attorney (Departmental Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$111,318)
FY 2010-11 Estimate Balance (Deficit)	(\$222,000)
FY 2011-12 Budget Balance (Deficit)	(\$147,000)
Reduction of Tax Support (FY 2011-12)	\$75,000
* Deficit = General Fund Tax Support	

CITY MANAGER

FRED DELTORCHIO, INTERIM CITY MANAGER

PURPOSE

The City Manager's Office leads and directs the City's departments in implementing the City Council's policies and programs as well as mandates of federal, state and local law. The City Manager's Office is responsible for ensuring that the City provides high quality services efficiently, effectively, and equally to all residents. In addition, the City Manager ensures that residents have access to information about the City's policies, programs, and services.

CURRENT SERVICES AND INITIATIVES

General Governance

- Stabilize the City's revenue base and fiscal condition with the goal of enabling the City to provide critical services on a continuous basis.
- Supports City Council in evaluating and creating policy by conducting analysis, providing information, and making recommendations to the Council.
- Coordinate and integrate the services and initiatives of the City's departments.
- Facilitate cooperative interaction and communication among the City's departments, regional agencies, service providers, and community organizations to ensure comprehensive and coordinated service delivery to residents.
- Design programs and respond to the needs of residents regardless of age, culture, gender, or faith.
- Involve community members in community activities and solicit input during the decision-making process.
- Facilitate communication between City staff and residents to ensure the delivery of quality services to Hercules residents.

GOALS FOR FISCAL YEAR 2011-2012

Fiscal Health

- Continue to look for ways to improve the City's fiscal health, including selective hiring freezes, revenue enhancements, analysis of expenditures and means of reducing costs throughout the entire organization.

Economic Development

- Support efforts that retain existing and attract new businesses, thereby enhancing the City's revenue base, while continuing to preserve and improve the community's quality of life.

- Continue to support the development of the Bayfront Project and efforts to bring water transit service and a train station to the Waterfront District.
- Continue to look for ways of marketing properties in town including New Town Center, Hill Town, Sycamore Crossing, and North Shore Business Park.
- Develop a long term solution for the Sycamore North Project that meets the established goals of the project including the completion of an integral component of the Central Hercules Plan.

Infrastructure Maintenance

- Maintain and construct public infrastructure such as reconstructing San Pablo Avenue and Willow Avenue and the extension of John Muir Parkway, Phase II.
- Continue to operate the Hercules Municipal Utility until a long term solution for the system can be found.
- Begin the planning for the expansion and upgrade of the Pinole-Hercules Water Pollution Control Plant for the benefit of both the Hercules and Pinole community.
- Complete Duck Pond Park to ensure the Waterfront and Central Quarter residents have adequate park and open space.

Human Development

- Continue to work with the Contra Costa County Library to develop programs and activities to better serve the community given the limited resources of both agencies.
- Work with the West Contra Costa Unified School District to ensure the timely reconstruction of Ohlone School and minimize impacts to the community during construction.

ACCOMPLISHMENTS IN FISCAL YEAR 2010-2011

- Managed the City and Redevelopment Agency's historic downward spiral of revenue. Efforts to maintain the City's fiscal health included renegotiating all labor contracts including the future public safety pension formula, implementing a Reduction in Force Plan, reallocating salaries to protect the General Fund, and selective restructuring and across the board cuts for Departments.
- Continued efforts toward establishing a public/private partnership at the Waterfront to ensure the success of both the Bayfront Project and the Intermodal Transit Center.
- Continued work on evaluating the Pinole Hercules Water Pollution Control Plant and potential alternative treatment facilities.
- Kick off and near completion of Duck Pond Park in the Waterfront/Central Quarter.
- Awarded over \$3 million from Regional, State and Federal Agencies in support of the Bayfront/Intermodal Transit Center project.
- Received the "Catalyst" designation for Hercules ITC/Bayfront Transit Village that concentrates State resources on projects that have shown a commitment to sustainable communities and innovative strategies. Hercules was one of only 13 cities in the entire State of California to receive this designation.
- Awarded \$1.8 million River Parkways Grant from the State Natural Resources Agency (Proposition 84) for the Chelsea Wetlands Restoration Project.

CITY MANAGER

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$1,180	\$250	\$250	\$0
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements *	\$0	\$0	\$103,261	\$103,261
Other revenues & donations	\$0	\$0	\$0	\$0
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$1,180	\$250	\$103,511	\$103,261

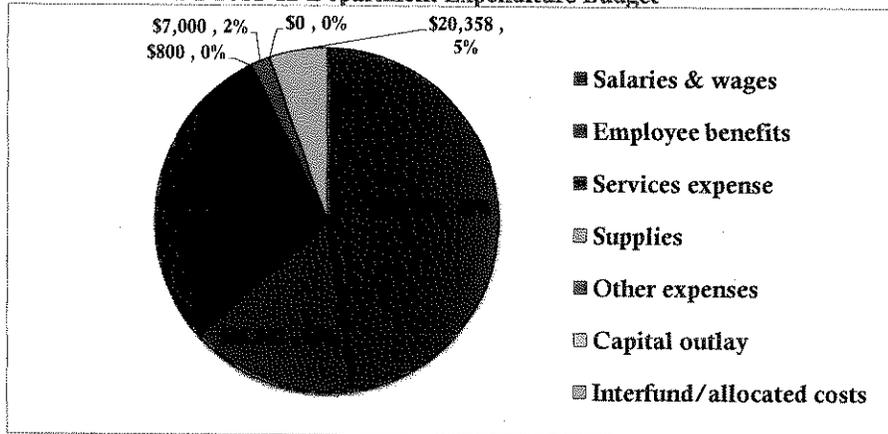
* FY 2011-12 refunds and reimbursements are Central Services allocated costs paid by other City funds.

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$194,028	\$249,963	\$180,034	(\$69,929)
Employee benefits	\$72,115	\$67,938	\$58,852	(\$9,086)
Services expense	\$1,010,053	\$409,716	\$110,927	(\$298,789)
Supplies	\$2,048	\$1,300	\$800	(\$500)
Other expenses	\$14,008	\$8,000	\$7,000	(\$1,000)
Capital outlay	\$0	\$0	\$0	\$0
Interfund/allocated costs	\$27,631	\$22,373	\$20,358	(\$2,015)
Grand Total - Expenditures	\$1,319,883	\$759,290	\$377,971	(\$381,319)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for City Manager (Departmental Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$1,318,703)
FY 2010-11 Estimate Balance (Deficit)	(\$759,040)
FY 2011-12 Budget Balance (Deficit)	(\$274,460)
Reduction of Tax Support (FY 2011-12)	\$484,580

* Deficit = General Fund Tax Support

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
Department: CITY ATTORNEY								
Division: CITY ATTORNEY - GENERAL (contracted position)								
Fund No: 100; Dept/Division No: 4320								
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
611	70	01	CITY ATTORNEY - CONTRACT	72,000	72,000	72,000	72,000	
611	70	02	LITIGATION COSTS - OTHER	87,458	250,000	150,000	75,000	
611	70	03	CITY ATTORNEY - OTHER	210,057	300,000	250,000	242,000	
639	50	00	CHARGEBACK	0	0	0	0	
639	50	99	LEGAL SERVICES	(258,197)	(300,000)	(250,000)	(242,000)	
OTHER EXPENSES TOTAL:				111,318	322,000	222,000	147,000	-34%
DEPARTMENT TOTAL - CITY ATTORNEY:				111,318	322,000	222,000	147,000	-34%

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
Department: CITY MANAGER								
Division: CITY MANAGER - GENERAL								
Fund No: 100; Dept/Division No: 4115								
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
601	10	00	REGULAR	167,715	166,013	229,990	112,830	
601	13	00	TEMPORARY PART-TIME	0	12,973	12,973	0	
601	30	00	OVERTIME PAY	0	0	0	0	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	0	0	0	0	
601	45	00	ADMIN/EXECUTIVE PAY	6,313	0	6,000	6,000	
601	46	00	BONUS	20,000	0	0	0	
601	48	00	LONGEVITY PAY	0	0	1,000	0	
601	75	00	OTHER COMPENSATION	0	0	0	0	
602	10	00	CONTRACT HELP	0	0	0	0	
<i>Salaries and wages total:</i>				194,028	178,986	249,963	118,830	-52%
<i>Employee benefits</i>								
606	01	00	PERS ER CONTRIB PUB SAFE	0	0	12,000	0	
606	01	01	EPMC	0	0	1,000	0	
606	02	00	PERS ER CONTRIB	20,532	17,958	10,600	13,104	
606	02	01	EPMC	1,438	1,257	800	328	
606	03	00	PERS EE CONTRIB PUB SAFE	0	0	3,500	0	
606	03	01	EPMC	0	0	400	0	
606	04	00	PERS EE CONTRIB	13,396	11,621	6,800	2,821	
606	04	01	EPMC	938	814	500	71	
606	05	00	PERS SURVIVOR BENEFIT	28	28	28	15	
606	11	00	MEDICARE	2,876	2,399	2,399	1,698	
606	20	00	401A EXECUTIVES	7,655	6,641	6,641	4,513	
606	21	00	AUTO ALLOWANCE	4,591	625	625	0	
606	40	00	HEALTH INSURANCE	16,312	18,357	18,357	9,800	
606	41	00	MEDICAL INSURANCE	0	0	0	0	
606	42	00	DENTAL INSURANCE	2,323	2,415	2,415	2,679	
606	43	00	VISION INSURANCE	246	267	267	281	
606	44	00	LIFE INSURANCE	219	200	200	119	
606	45	00	LONG TERM DISABILITY INS	1,550	1,396	1,396	698	
606	46	00	ACCIDENTAL DEATH & DISM.	11	10	10	8	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				72,115	63,988	67,938	36,135	-47%
SALARIES AND BENEFITS TOTAL:				266,143	242,974	317,901	154,965	-51%
SERVICES								
610	10	00	CATERING SERVICE	0	500	500	200	
611	40	00	CONSULTING SERVICES	915,166	780,100	362,615	75,000	
611	80	03	PARAMEDICS	65,000	0	0	0	
611	90	00	OTHER PROFESSIONAL SRVC	7,474	88,650	37,650	25,000	
613	50	00	VEHICLE REPAIRS	80	0	0	0	
614	60	00	TELEPHONE	3,046	2,000	2,439	2,500	
614	60	01	CELL PHONE/PAGER	786	500	1,153	1,000	
615	10	00	EMPLOYEE RECOGNITION	0	0	0	0	
615	20	00	MEMBERSHIPS	1,896	2,000	709	727	
615	40	00	TRAINING & CONFERENCES	9,959	3,000	2,800	4,000	
615	40	01	MEETINGS AND MILEAGE	5,549	4,000	1,850	2,500	
616	10	01	COPIER LEASE	1,097	0	0	0	
SERVICES TOTAL:				1,010,053	880,750	409,716	110,927	-73%
SUPPLIES								
620	20	00	FUEL & OIL SUPPLIES	115	0	0	0	
621	30	00	BOOKS, PERIODICALS & SUBSC	136	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	25	200	200	100	
621	90	00	MISC OPERATING SUPPLIES	267	700	700	300	
622	10	00	GENERAL OFFICE SUPPLIES	838	0	0	0	
622	20	00	PAPER SUPPLIES	116	0	0	0	
622	30	00	POSTAGE & DELIVERY	456	700	400	400	
622	40	00	PRINTING, FORMS & BUS CRD	92	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	3	0	0	0	

GENERAL FUND			FY 2009-10 ACTUALS	FY 2010-11 ADOPTED BUDGET	FY 2010-11 YEAR-END ESTIMATE	FY 2011-12 BUDGET PLAN	% Change from FY 2010-11 Est.
SUPPLIES TOTAL:			2,048	1,600	1,300	800	-38%
OTHER EXPENSES							
630	90	00	OTHER MISCELLANEOUS EXP	0	0	0	0
639	30	06	CITY MANAGER	0	0	0	0
639	30	99	IT	0	0	0	0
639	50	99	LEGAL SERVICES	14,008	5,000	8,000	7,000
OTHER EXPENSES TOTAL:			14,008	5,000	8,000	7,000	-13%
CAPITAL OUTLAY							
642	10	00	OTHER THAN BLDG & STRUCT	0	0	0	0
643	10	00	UNDER \$5,000 IN VALUE	0	0	0	0
CAPITAL OUTLAY TOTAL:			0	0	0	0	na
INTERFUND/ ALLOCATED COSTS							
661	10	00	INFO SERV CHG ALLOCATE	6,748	8,779	8,779	5,255
661	20	00	VEHICLE REPLACEMENT CHG	0	0	0	0
661	30	00	FAC MAINT CHG ALLOCATE	20,883	13,594	13,594	15,103
INTERFUND/ ALLOC COSTS TOTAL:			27,631	22,373	22,373	20,358	-9%
TOTAL DIVISION EXPENDITURES:			1,319,883	1,152,697	759,290	294,050	-61%
Department: CITY MANAGER							
Division: BUSINESS DEVELOPMENT							
Fund No: 100; Dept/Division No: 4125							
SALARIES AND BENEFITS							
<i>Salaries and wages</i>							
601	10	00	REGULAR	0	0	0	58,628
601	12	00	REGULAR PART-TIME	0	0	0	0
601	30	00	OVERTIME PAY	0	0	0	0
601	44	00	ACTING/INCENTIVE PAY	0	0	0	1,899
601	45	00	ADMIN/EXECUTIVE PAY	0	0	0	0
601	48	00	LONGEVITY PAY	0	0	0	677
<i>Salaries and wages total:</i>			0	0	0	61,204	na
<i>Employee benefits</i>							
606	02	00	PERS ER CONTRIB	0	0	0	7,108
606	02	01	EPMC	0	0	0	178
606	04	00	PERS EE CONTRIB	0	0	0	1,530
606	04	01	EPMC	0	0	0	38
606	05	00	PERS SURVIVOR BENEFIT	0	0	0	15
606	07	00	PARS ER CONTRIB	0	0	0	0
606	10	00	SOCIAL SECURITY	0	0	0	0
606	11	00	MEDICARE	0	0	0	882
606	40	00	HEALTH INSURANCE	0	0	0	11,081
606	41	00	MEDICAL INSURANCE	0	0	0	0
606	41	01	RETIREES	0	0	0	0
606	42	00	DENTAL INSURANCE	0	0	0	1,350
606	43	00	VISION INSURANCE	0	0	0	106
606	44	00	LIFE INSURANCE	0	0	0	58
606	45	00	LONG TERM DISABLILITY INS	0	0	0	363
606	46	00	ACCIDENTAL DEATH & DISM.	0	0	0	8
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0
<i>Employee benefits total:</i>			0	0	0	22,717	na
SALARIES AND BENEFITS TOTAL:			0	0	0	83,921	na
TOTAL DIVISION EXPENDITURES:			0	0	0	83,921	na
DEPARTMENT TOTAL - CITY MANAGER:			1,319,883	1,152,697	759,290	377,971	-50%

FINANCE DEPARTMENT

ELIZABETH WARMERDAM, FINANCE DIRECTOR

PURPOSE

The Finance Department is responsible for providing the City, its agencies (including the Redevelopment Agency, Hercules Municipal Utility and the Public Financing Authority) and the community with the fiscal oversight and controls necessary to ensure sound financial management, budgeting, accounting, and protection of citywide assets. The Finance Department strives to manage the City's fiscal resources in a prudent, responsible and effective manner and provides internal support and reporting to enhance accountability and to assist with strategic planning and decision-making.

CURRENT SERVICES AND INITIATIVES

Strategic Planning

- Anticipate the City's capital improvement and program needs and determine the timing and cost of these projects.
- Project overall funding from multiple sources, identify opportunities for complementing City resources through state and federal funding, project future expenditures, and develop comprehensive financial plans in order to maintain fiscal stability.

Financial Controls, Management, and Reporting

- Provide timely and accurate information about current and anticipated revenues and expenditures to the City Manager, City Council, and citizens.
- Ensure the City receives favorable audit reviews, enabling the City to qualify for grants, maintain access to the capital markets, and obtain advantageous interest rates on its debt.
- Prudently manage the City's investments and analyze the City's cash requirements.

- Collect and monitor business license taxes, utility taxes, assessment district taxes, sewer charges, and other miscellaneous revenues.
- Track the inventory of the City's assets and infrastructure.

GOALS FOR FISCAL YEAR 2011-2012

- Continue to find ways to bring expenditures in line with revenues to eliminate the use of one time money in Fiscal Year 2012-13.
- Evaluate existing sources of revenue within the City to determine if additional revenue can be earned through negotiated fees.
- Work with the State Department of Finance to create a workout plan for the payment of the Fiscal Years 2009-10 and 2010-11 Supplemental Educational Revenue Augmentation Fund ("SERAF").
- Work with California Housing and Finance Agency (CalHFA) to create a workout plan for the RDLP and HELP loans associated with the Sycamore Downtown Project.
- Evaluate the benefits of the Voluntary Payment Plan under ABx1 26 & 27 to determine if the Redevelopment Agency can and should remain in existence. Should the City choose to keep the Agency, work toward ensuring its self sufficiency in future years.
- Re-evaluate Redevelopment tax increment to determine when it will be sufficient to meet debt service and work with bond holders to protect their investment.
- Cross train staff in all areas of finance.
- Ensure all accounts payables are paid on a timely basis with all required documentation for processing.
- Enable program managers to keep track of expenditures through the control of purchase orders.
- Enable program managers to keep expenditures within budget by developing a new financial reporting system that closely compares monthly expenditures to budgeted amounts.
- Work toward releasing the Annual Financial Statements for the City on time.

ACCOMPLISHMENTS IN FISCAL YEAR 2010-2011

- Worked with an outside financial consultant (Municipal Resources Group) to do a thorough and independent analysis of the City's financial position with an emphasis on the General Fund, Redevelopment Agency, HMU and Sewer Fund.
- Reduced a \$6 million deficit in the General Fund in Fiscal Year 2010-11 to \$850,000 at the beginning of Fiscal 2011-12.
- Renegotiated all labor contracts saving the City approximately 12.5% of salary and benefits for Fiscal Year 2011-12.
- Implemented a 35% Reduction in Force as a means of reducing the Fiscal Year 11-12 deficit.
- Worked with the Parks and Recreation Department to make it cost neutral to the General Fund in Fiscal Year 2011-12 from a subsidy of \$1.2 million in Fiscal Year 2010-11.
- Reallocated existing employees to other funds to reduce the burden on the General Fund.
- Prepared the Fiscal Year 10-11 Annual Financial Statement.
- Hired a new auditing firm through the Request for Proposal (RFP) process to ensure fair representation of the City's financial statements going forward.

FINANCE DEPARTMENT

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements *	\$92,424	\$100,000	\$186,565	\$86,565
Other revenues & donations	\$0	\$0	\$0	\$0
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$92,424	\$100,000	\$186,565	\$86,565

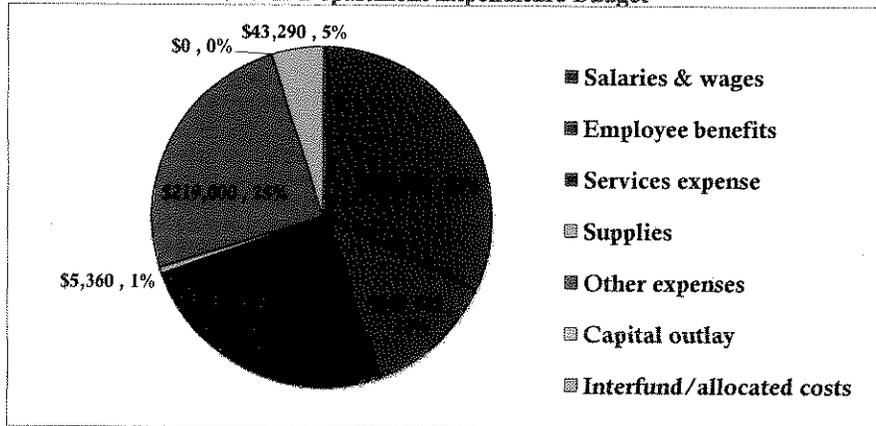
* FY 2011-12 refunds and reimbursements are \$86,565 in Central Services allocated costs paid by other City funds and \$100,000 from BiRad to cover property taxes on the BioRad building.

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$462,764	\$631,419	\$281,382	(\$350,037)
Employee benefits	\$163,903	\$204,606	\$109,942	(\$94,664)
Services expense	\$265,593	\$207,302	\$217,637	\$10,335
Supplies	\$9,721	\$5,360	\$5,360	\$0
Other expenses	\$192,350	\$211,623	\$219,000	\$7,377
Capital outlay	\$0	\$0	\$0	\$0
Interfund/allocated costs	\$59,455	\$54,867	\$43,290	(\$11,577)
Grand Total - Expenditures	\$1,153,786	\$1,315,177	\$876,611	(\$438,566)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Finance Dept (Departmental Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$1,061,362)
FY 2010-11 Estimate Balance (Deficit)	(\$1,215,177)
FY 2011-12 Budget Balance (Deficit)	(\$690,046)
Reduction of Tax Support (FY 2011-12)	\$525,131

* Deficit = General Fund Tax Support

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
				ACTUALS	BUDGET	YEAR-END	BUDGET	from	
						ESTIMATE	PLAN	FY 2010-11 Est.	
Department: FINANCE									
Division: FINANCE									
Fund No: 100; Dept/Division No: 4625									
SALARIES AND BENEFITS									
<i>Salaries and wages</i>									
601	10	00	REGULAR	458,273	538,041	617,191	271,642		
601	11	00	CONTRACT/TEMPORARY ASSIST	0	0	0	0		
601	12	00	REGULAR PART-TIME	0	0	0	0		
601	30	00	OVERTIME PAY	1	3,228	3,228	1,069		
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0		
601	44	00	ACTING/INCENTIVE PAY	516	0	4,000	5,671		
601	45	00	ADMIN/EXECUTIVE PAY	3,974	0	7,000	3,000		
602	10	00	CONTRACT HELP	0	0	0	0		
<i>Salaries and wages total:</i>				462,764	541,269	631,419	281,382	-55%	
<i>Employee benefits</i>									
606	02	00	PERS ER CONTRIB	48,082	56,908	56,908	31,474		
606	02	01	EPMC	3,366	3,983	3,983	787		
606	04	00	PERS EE CONTRIB	31,356	36,826	36,826	6,775		
606	04	01	EPMC	2,195	2,578	2,578	169		
606	05	00	PERS SURVIVOR BENEFIT	146	166	166	85		
606	06	00	PERS ER CONTRIB PART-TIME	0	0	0	0		
606	11	00	MEDICARE	6,768	7,817	7,817	4,018		
606	20	00	401A EXECUTIVES	2,781	5,486	12,000	4,016		
606	21	00	AUTO ALLOWANCE	1,100	0	0	0		
606	30	00	EDUCATION INCENTIVE	266	301	301	602		
606	40	00	HEALTH INSURANCE	53,228	67,639	67,639	51,638		
606	42	00	DENTAL INSURANCE	8,673	9,793	9,793	7,522		
606	43	00	VISION INSURANCE	1,135	1,346	1,346	853		
606	44	00	LIFE INSURANCE	607	711	711	320		
606	45	00	LONG TERM DISABILITY INS	4,082	4,422	4,422	1,637		
606	46	00	ACCIDENTAL DEATH & DISM.	118	116	116	46		
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0		
<i>Employee benefits total:</i>				163,903	198,092	204,606	109,942	-46%	
SALARIES AND BENEFITS TOTAL:				626,667	739,361	836,025	391,324	-53%	
SERVICES									
611	30	01	HTE TRAINING	0	0	0	0		
611	30	03	MONTGOMERY INVEST TECH	0	0	0	0		
611	40	00	CONSULTING SERVICES	71,994	0	0	0		
611	60	00	FINANCIAL SERVICES	35,411	62,780	78,000	85,000		
611	70	00	LEGAL SERVICES	5,000	6,200	6,200	6,200		
614	60	00	TELEPHONE	2,053	2,100	2,100	2,153		
614	60	01	CELL PHONE/PAGER	0	0	0	0		
615	20	00	MEMBERSHIPS	1,201	1,190	1,253	1,284		
615	40	00	TRAINING & CONFERENCES	1,482	0	400	400		
615	40	01	MEETINGS AND MILEAGE	1,127	0	200	200		
616	10	01	COPIER LEASE	2,282	2,400	2,400	2,400		
618	10	00	BANK SERVICE CHARGES	3,925	5,000	5,000	5,000		
618	10	01	CREDIT CARDS FEES	0	0	0	0		
618	20	00	OTHER GOVT AGENCY CHARGES	141,118	100,000	111,749	115,000		
SERVICES TOTAL:				265,593	179,670	207,302	217,637	5%	
SUPPLIES									
620	20	00	FUEL & OIL SUPPLIES	76	360	360	360		
621	30	00	BOOKS, PERIODICALS & SUBSC	895	1,000	1,000	1,000		
621	50	00	FOOD & BEVERAGE PRODUCTS	0	300	300	300		
622	10	00	GENERAL OFFICE SUPPLIES	2,556	0	0	0		
622	20	00	PAPER SUPPLIES	1,772	0	0	0		
622	30	00	POSTAGE & DELIVERY	3,035	3,700	3,700	3,700		
622	40	00	PRINTING, FORMS & BUS CRD	1,387	0	0	0		
SUPPLIES TOTAL:				9,721	5,360	5,360	5,360	0%	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from	
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.	
OTHER EXPENSES									
630	10	00	BAD DEBTS	0	0	0	0		
630	90	00	OTHER MISCELLANEOUS EXP	189,351	190,000	202,623	210,000		
639	30	66	PROJ FUNDED P/R	(626)	0	0	0		
639	30	99	IT	0	0	0	0		
639	50	99	LEGAL SERVICES	3,625	4,200	9,000	9,000		
OTHER EXPENSES TOTAL:				192,350	194,200	211,623	219,000	3%	
INTERFUND/ ALLOCATED COSTS									
661	10	00	INFO SERV CHG ALLOCATE	28,680	37,310	37,310	15,323		
661	20	00	VEHICLE REPLACEMENT CHG	3,699	0	0	3,817		
661	30	00	FAC MAINT CHG ALLOCATE	27,076	17,557	17,557	24,150		
INTERFUND/ ALLOC COSTS TOTAL:				59,455	54,867	54,867	43,290	-21%	
DEPARTMENT TOTAL - FINANCE:				1,153,786	1,173,458	1,315,177	876,611	-33%	

ADMINISTRATIVE SERVICES

DOREEN MATHEWS, ADMINISTRATIVE SERVICES DIRECTOR/CITY CLERK

PURPOSE

The Administrative Services Department is an information resource for all residents, the City Council, the City's commissions and all City Departments. The Administrative Services Director/City Clerk provides information to maintain a safe, informed, and enjoyable community.

CURRENT SERVICES AND INITIATIVES

Overview

- Provide timely and accurate information on all City projects, programs and activities. For example through information resources created and maintained by the City Clerk's office, residents can learn about ordinances; City Council proceedings; recreation classes for children, youth, and seniors; and the City's initiatives to calm traffic, fight crime, and maintain roads.
- Furnish educational materials to residents. For example, the City Clerk's office provides educational materials covering topics from affordable housing to mosquito abatement.

Using Technology

- Design, maintain, and update the City's website so that residents can have 24/7 access to information about the City's projects, programs and official documents.
- Televisе and web cast City Council and Planning Commission meetings.
- Coordinate Cable TV programming and the video bulletin board as a way of providing educational resources and inform residents about community events and information about City government.

Other Information Services

- Develop and execute publicity campaigns to increase participation in city sponsored events and activities.
- Provide counter service.
- Support of other Departments.
- Manage the citywide records management program.
- Manage the procurement of citywide office supplies and equipment.

GOALS FOR FISCAL YEAR 2011-2012

- Complete the implementation of the document imaging system in remaining City departments.
- Continue to serve as an EOC Committee Member and assist in the update of the City's Emergency Preparedness Program.

- Draft, as appropriate, updated Ordinances and Resolutions for City Council consideration relative to the updated Emergency Preparedness Plan.
- Create a committee of users to initiate the records retention schedule update.
- Continue the reorganization of the City's Record Storage Center.
- Finalize the update of the City's Administrative Policies.
- Plan revisions and other cost containment processes.
- Review contracts to reduce risk exposure and to develop accident insurance and indemnification provisions.

ACCOMPLISHMENTS IN FISCAL YEAR 2010-2011

- Successfully coordinated a consolidated election with the Contra Costa County Elections Department for November 2010.
- Successfully coordinated a Special Election for the purpose of filling an unexpected vacancy on the City Council and for the recall of two Council Members.
- Successfully initiated the video taping of City Council Subcommittee and AdHoc Committee meetings.
- Successfully created and implemented and maintained a central office supply process and inventory.

ADMINISTRATIVE SERVICES DEPARTMENT

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$11,841	\$5,000	\$0	(\$5,000)
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements *	\$0	\$0	\$26,638	\$26,638
Other revenues & donations	\$274,301	\$30,700	\$30,000	(\$700)
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$286,142	\$35,700	\$56,638	\$20,938

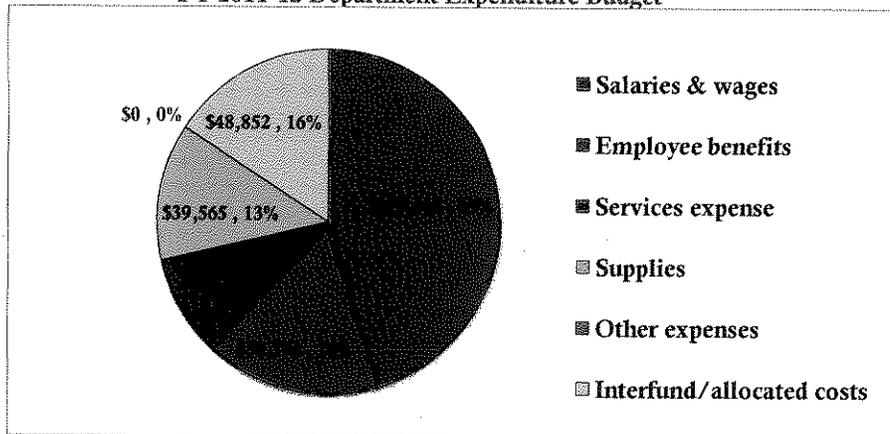
* FY 2011-12 refunds and reimbursements are Central Services allocated costs paid by other City funds.

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$193,907	\$178,582	\$139,645	(\$38,937)
Employee benefits	\$60,902	\$56,668	\$50,796	(\$5,872)
Services expense	\$80,308	\$134,873	\$29,703	(\$105,170)
Supplies	\$20,174	\$40,915	\$39,565	(\$1,350)
Other expenses	\$0	\$0	\$0	\$0
Interfund/allocated costs	\$64,655	\$62,630	\$48,852	(\$13,778)
Grand Total - Expenditures	\$419,946	\$473,668	\$308,561	(\$165,107)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Administrative Services (Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$133,804)
FY 2010-11 Estimate Balance (Deficit)	(\$437,968)
FY 2011-12 Budget Balance (Deficit)	(\$251,923)
Reduction of Tax Support (FY 2011-12)	\$186,045

* Deficit = General Fund Tax Support

		FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
GENERAL FUND		ACTUALS	BUDGET	ESTIMATE	PLAN	from	
						FY 2010-11 Est.	
Department: ADMINISTRATIVE SERVICES / CITY CLERK							
Division: MANAGEMENT SERVICES							
Fund No: 100; Dept/Division No: 4420							
SALARIES AND BENEFITS							
<i>Salaries and wages</i>							
601	10 00	REGULAR	157,330	144,788	144,788	111,191	
601	12 00	REGULAR PART-TIME	0	0	0	0	
601	30 00	OVERTIME PAY	1,109	845	845	659	
601	31 00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44 00	ACTING/INCENTIVE PAY	1,711	0	0	0	
601	45 00	ADMIN/EXECUTIVE PAY	859	0	0	0	
601	48 00	LONGEVITY PAY	1,215	1,204	1,204	1,444	
601	75 00	OTHER COMPENSATION	0	0	0	0	
<i>Salaries and wages total:</i>			162,224	146,837	146,837	113,294	-23%
<i>Employee benefits</i>							
606	02 00	PERS ER CONTRIB	16,691	15,328	15,328	12,654	
606	02 01	EPMC	1,169	1,073	1,073	316	
606	04 00	PERS EE CONTRIB	10,882	9,919	9,919	2,724	
606	04 01	EPMC	762	694	694	68	
606	05 00	PERS SURVIVOR BENEFIT	59	53	53	44	
606	07 00	PARS ER CONTRIB	0	0	0	0	
606	11 00	MEDICARE	2,361	2,115	2,115	1,634	
606	20 00	401A EXECUTIVES	2,311	2,240	2,240	1,666	
606	21 00	AUTO ALLOWANCE	1,100	0	0	0	
606	40 00	HEALTH INSURANCE	15,268	15,532	15,532	13,569	
606	42 00	DENTAL INSURANCE	1,584	1,312	1,312	1,552	
606	43 00	VISION INSURANCE	297	290	290	226	
606	44 00	LIFE INSURANCE	262	219	219	167	
606	45 00	LONG TERM DISABILITY INS	1,209	990	990	665	
606	46 00	ACCIDENTAL DEATH & DISM.	32	24	24	24	
606	57 00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>			53,987	49,789	49,789	35,309	-29%
SALARIES AND BENEFITS TOTAL:			216,211	196,626	196,626	148,603	-24%
SERVICES							
611	90 00	OTHER PROFESSIONAL SRVC	30,931	41,700	91,700	2,700	
613	10 01	KONICA COPIER	0	0	0	0	
613	10 02	POSTAGE MACHINE	0	0	0	0	
613	10 90	MISCELLANEOUS	0	300	300	300	
614	60 00	TELEPHONE	1,368	2,000	1,413	1,448	
614	60 01	CELL PHONE/PAGER	82	0	0	0	
615	20 00	MEMBERSHIPS	479	597	327	335	
615	30 00	NOTICES & PUBLICATIONS	2,939	3,000	1,356	1,390	
615	40 00	TRAINING & CONFERENCES	10	2,140	0	0	
615	40 01	MEETINGS AND MILEAGE	169	300	127	130	
616	10 00	EQUIPMENT RENTALS	0	0	0	0	
616	10 01	COPIER LEASE	1,279	2,233	1,400	1,400	
618	10 01	CREDIT CARDS FEES	0	0	0	0	
SERVICES TOTAL:			37,257	52,270	96,623	7,703	-92%
SUPPLIES							
621	30 00	BOOKS,PERIODICALS & SUBSC	271	315	315	315	
621	50 00	FOOD & BEVERAGE PRODUCTS	428	0	250	0	
621	90 00	MISC OPERATING SUPPLIES	15	0	0	0	
622	10 00	GENERAL OFFICE SUPPLIES	2,078	69,010	32,000	35,000	
622	20 00	PAPER SUPPLIES	4,486	0	0	0	
622	30 00	POSTAGE & DELIVERY	983	800	800	850	
622	40 00	PRINTING, FORMS & BUS CRD	0	0	0	0	
622	90 00	MISC SUPPLIES & EXPENSES	2,549	0	0	0	
SUPPLIES TOTAL:			10,810	70,125	33,365	36,165	8%
OTHER EXPENSES							
639	30 99	IT	0	0	0	0	
639	50 99	LEGAL SERVICES	0	0	0	0	
OTHER EXPENSES TOTAL:			0	0	0	0	na
INTERFUND/ ALLOCATED COSTS							
661	10 00	INFO SERV CHG ALLOCATE	22,766	30,726	30,726	27,856	
661	30 00	FAC MAINT CHG ALLOCATE	21,574	14,229	14,229	17,703	
INTERFUND/ ALLOC COSTS TOTAL:			44,340	44,955	44,955	45,559	1%

GENERAL FUND

	FY 2009-10 ACTUALS	FY 2010-11 ADOPTED BUDGET	FY 2010-11 YEAR-END ESTIMATE	FY 2011-12 BUDGET PLAN	% Change from FY 2010-11 Est.
TOTAL DIVISION EXPENDITURES:	308,618	363,976	371,569	238,030	-36%

Department: ADMINISTRATIVE SERVICES / CITY CLERK

Division: COMMUNITY OUTREACH

Fund No: 100; Dept/Division No: 4421

SALARIES AND BENEFITS

Salaries and wages

601 10 00	REGULAR	31,382	31,456	31,456	0	
601 30 00	OVERTIME PAY	188	289	289	0	
601 31 00	HOLIDAY OVERTIME PAY	0	0	0	0	
601 44 00	ACTING/INCENTIVE PAY	113	0	0	0	
<i>Salaries and wages total:</i>		31,683	31,745	31,745	0	-100%

Employee benefits

606 02 00	PERS ER CONTRIB	3,136	3,123	3,123	0	
606 02 01	EPMC	220	219	219	0	
606 04 00	PERS EE CONTRIB	2,046	2,021	2,021	0	
606 04 01	EPMC	143	142	142	0	
606 05 00	PERS SURVIVOR BENEFIT	10	10	10	0	
606 11 00	MEDICARE	459	460	460	0	
606 40 00	HEALTH INSURANCE	0	0	0	0	
606 42 00	DENTAL INSURANCE	526	547	547	0	
606 43 00	VISION INSURANCE	68	74	74	0	
606 44 00	LIFE INSURANCE	35	32	32	0	
606 45 00	LONG TERM DISABILITY INS	263	243	243	0	
606 46 00	ACCIDENTAL DEATH & DISM.	9	8	8	0	
606 57 00	ALLOCCOMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>		6,915	6,879	6,879	0	-100%
SALARIES AND BENEFITS TOTAL:		38,598	38,624	38,624	0	-100%

SERVICES

611 90 00	OTHER PROFESSIONAL SRVC	20,402	30,000	13,500	0	
614 60 00	TELEPHONE	163	300	300	0	
614 60 01	CELL PHONE/PAGER	634	450	450	0	
616 10 01	COPIER LEASE	0	0	0	0	
618 10 01	CREDIT CARDS FEES	0	0	0	0	
SERVICES TOTAL:		21,199	30,750	14,250	0	-100%

SUPPLIES

621 90 00	MISC OPERATING SUPPLIES	0	350	350	0	
622 30 00	POSTAGE & DELIVERY	9,040	7,000	7,000	0	
622 90 00	MISC SUPPLIES & EXPENSES	0	0	0	0	
SUPPLIES TOTAL:		9,040	7,350	7,350	0	-100%

INTERFUND/ ALLOCATED COSTS

661 10 00	INFO SERV CHG ALLOCATE	3,374	4,389	4,389	0	
661 30 00	FAC MAINT CHG ALLOCATE	13,567	8,897	8,897	0	
INTERFUND/ ALLOC COSTS TOTAL:		16,941	13,286	13,286	0	-100%
TOTAL DIVISION EXPENDITURES:		85,778	90,010	73,510	0	-100%

Department: ADMINISTRATIVE SERVICES / CITY CLERK

Division: CITY COUNCIL MEETINGS CABLE TV ACCESS

Fund No: 100; Dept/Division No: 4423

SALARIES AND BENEFITS

Salaries and wages

601 10 00	REGULAR	0	0	0	26,090	
601 30 00	OVERTIME PAY	0	0	0	261	
601 31 00	HOLIDAY OVERTIME PAY	0	0	0	0	
601 44 00	ACTING/INCENTIVE PAY	0	0	0	0	
601 48 00	LONGEVITY PAY	0	0	0	0	
<i>Salaries and wages total:</i>		0	0	0	26,351	na

Employee benefits

606 02 00	PERS ER CONTRIB	0	0	0	3,030	
606 02 01	EPMC	0	0	0	76	
606 04 00	PERS EE CONTRIB	0	0	0	652	
606 04 01	EPMC	0	0	0	16	
606 05 00	PERS SURVIVOR BENEFIT	0	0	0	12	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
				ACTUALS	BUDGET	YEAR-END	BUDGET	from	
						ESTIMATE	PLAN	FY 2010-11 Est.	
606	11	00	MEDICARE	0	0	0	382		
606	40	00	HEALTH INSURANCE	0	0	0	9,800		
606	42	00	DENTAL INSURANCE	0	0	0	1,179		
606	43	00	VISION INSURANCE	0	0	0	140		
606	44	00	LIFE INSURANCE	0	0	0	31		
606	45	00	LONG TERM DISABILITY INS	0	0	0	161		
606	46	00	ACCIDENTAL DEATH & DISM.	0	0	0	8		
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0		
<i>Employee benefits total:</i>				0	0	0	15,487	na	
SALARIES AND BENEFITS TOTAL:				0	0	0	41,838	na	
SERVICES									
611	90	00	OTHER PROFESSIONAL SRVC	21,852	28,600	24,000	22,000		
SERVICES TOTAL:				21,852	28,600	24,000	22,000	-8%	
SUPPLIES									
621	20	00	AUDIO & VIDEO SUPPLIES	324	3,400	200	3,400		
SERVICES TOTAL:				324	3,400	200	3,400	1600%	
INTERFUND/ ALLOCATED COSTS									
661	10	00	INFO SERV CHG ALLOCATE	3,374	4,389	4,389	3,293		
661	30	00	FAC MAINT CHG ALLOCATE	0	0	0	0		
INTERFUND/ ALLOC COSTS TOTAL:				3,374	4,389	4,389	3,293	-25%	
TOTAL DIVISION EXPENDITURES:				25,550	36,389	28,589	70,531	147%	
DEPARTMENT TOTAL - ADMINISTRATIVE SERVICES/CITY CLERK:				419,946	490,375	473,668	308,561	-35%	

RISK MANAGEMENT

HUMAN RESOURCES MANAGER

PURPOSE

The Risk Management Division is responsible for protecting the City's resources and to limit its liability exposures by providing stable, cost effective risk management services through quality customer service to City employees and citizens. This division also enhances the functionality of the City by administering risk management programs that centralizes its functions to ensure compliance with all City policies and procedures.

CURRENT SERVICES AND INITIATIVES

- Coordinates the Workers' Compensation, Short Term and Long Term Disability claims.
- Coordinate and oversee the processing of liability claims.
- Advise and educate City officials and employees concerning risk avoidance, retention and transfer.
- Liaison for the City with the Municipal Pooling Authority (MPA).
- Administer City Property Valuation Program, Safety/OSHA Program OES Program Insurance certificates.
- Manage Bonds Program, third party recovery, and ADA coordinator.
- Manage City Driving Program – DOT.
- Conduct City property inspections.
- Record/analyze risk data statistics.
- Manage City insurance policies
- Manage City general liabilities, risk policies/procedures

GOALS FOR FISCAL YEAR 2011-2012

- Finalize the update of the City's Administrative policies, plan revisions and other cost containment processes.
- Review contracts to reduce risk exposure and to develop accident insurance and indemnification provisions.

RISK MANAGEMENT

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements *	\$605,600	\$319,847	\$662,488	\$342,641
Other revenues & donations	\$0	\$0	\$0	\$0
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$605,600	\$319,847	\$662,488	\$342,641

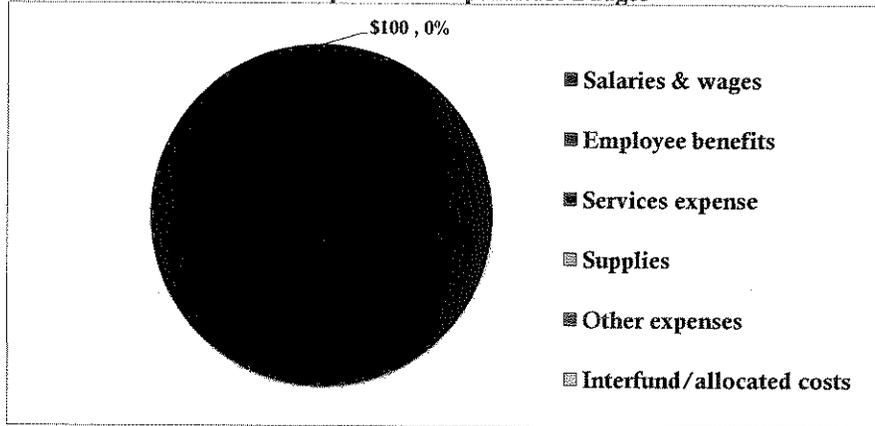
* FY 2011-12 refunds and reimbursements are \$287,488 in Central Services allocated costs paid by other City funds, and \$375,000 estimated reimbursement of prior year premium payment. FY 2009-10 and FY 2010-11 figures reflect only the prior year premium reimbursement amounts.

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$85,621	\$85,868	\$0	(\$85,868)
Employee benefits	\$29,342	\$33,947	\$0	(\$33,947)
Services expense	\$889,726	\$790,049	\$1,028,372	\$238,323
Supplies	\$433	\$100	\$100	\$0
Other expenses	\$107	\$0	\$0	\$0
Interfund/allocated costs	\$14,749	\$9,657	\$0	(\$9,657)
Grand Total - Expenditures	\$1,019,978	\$919,621	\$1,028,472	\$108,851

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Risk Management (Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$414,378)
FY 2010-11 Estimate Balance (Deficit)	(\$599,774)
FY 2011-12 Budget Balance (Deficit)	(\$365,984)
Reduction of Tax Support (FY 2011-12)	\$233,790

* Deficit = General Fund Tax Support

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	BUDGET	ESTIMATE	PLAN	from
								FY 2010-11 Est.
Department: RISK MANAGEMENT								
Division: RISK MANAGEMENT								
Fund No: 100; Dept/Division No: 4424								
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
601	10	00	REGULAR	79,595	82,337	82,337	0	
601	11	00	CONTRACT/TEMPORARY ASSIST	0	0	0	0	
601	12	00	REGULAR PART-TIME	0	0	0	0	
601	30	00	OVERTIME PAY	0	823	823	0	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	16	0	0	0	
601	45	00	ADMIN/EXECUTIVE PAY	3,884	0	0	0	
601	48	00	LONGEVITY PAY	2,126	2,708	2,708	0	
<i>Salaries and wages total:</i>				85,621	85,868	85,868	0	-100%
<i>Employee benefits</i>								
606	02	00	PERS ER CONTRIB	9,189	9,199	9,199	0	
606	02	01	EPMC	643	644	644	0	
606	04	00	PERS EE CONTRIB	5,993	5,953	5,953	0	
606	04	01	EPMC	419	417	417	0	
606	05	00	PERS SURVIVOR BENEFIT	24	24	24	0	
606	06	00	PERS ER CONTRIB PART-TIME	0	0	0	0	
606	11	00	MEDICARE	1,242	1,245	1,245	0	
606	20	00	401A EXECUTIVES	0	0	0	0	
606	21	00	AUTO ALLOWANCE	0	0	0	0	
606	40	00	HEALTH INSURANCE	9,485	14,120	14,120	0	
606	42	00	DENTAL INSURANCE	1,316	1,368	1,368	0	
606	43	00	VISION INSURANCE	170	185	185	0	
606	44	00	LIFE INSURANCE	86	79	79	0	
606	45	00	LONG TERM DISABILITY INS	753	693	693	0	
606	46	00	ACCIDENTAL DEATH & DISM.	22	20	20	0	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				29,342	33,947	33,947	0	-100%
SALARIES AND BENEFITS TOTAL:				114,963	119,815	119,815	0	-100%
SERVICES								
614	60	01	CELL PHONE/PAGER	265	0	0	0	
615	40	00	TRAINING & CONFERENCES	240	0	0	0	
616	10	01	COPIER LEASE	235	200	200	0	
617	10	00	ESTIMATED FUTURE LIA CHG	60	0	0	0	
617	20	00	PREMIUMS	0	0	0	0	
617	20	01	GENERAL LIABILITY	347,245	246,845	246,845	335,984	
617	20	02	WORKERS COMPENSATION	326,949	368,914	368,914	350,000	
617	20	03	PROPERTY	51,962	61,419	55,500	55,000	
617	20	04	VEHICLE PHYSICAL DAMAGE	7,125	8,000	8,000	8,500	
617	20	05	EMPLOYEE BONDS	785	1,141	1,141	2,000	
617	20	06	WORK ALTERNATIVE	3,449	3,449	3,449	0	
617	20	07	EMPLOYEE ASSISTANCE PRGRM	5,583	5,500	5,500	4,900	
617	20	08	ERMA	48,211	55,500	70,500	84,488	
617	30	00	SAFETY PROGRAM	349	1,000	1,000	2,000	
617	40	00	SETTLEMENTS & JUDGMENTS	59,855	24,081	15,000	30,000	
617	50	00	WELLNESS PROGRAM	16,661	8,000	2,500	4,000	
617	60	00	UNEMPLOYMENT CLAIMS	20,098	10,000	10,000	150,000	
618	20	00	OTHER GOVT AGENCY CHARGES	50	1,000	1,000	1,000	
618	30	00	OTHER MISCELLANEOUS SRVC	604	500	500	500	
SERVICES TOTAL:				889,726	795,549	790,049	1,028,372	30%
SUPPLIES								
622	10	00	GENERAL OFFICE SUPPLIES	339	0	0	0	
622	30	00	POSTAGE & DELIVERY	94	200	100	100	
SUPPLIES TOTAL:				433	200	100	100	0%
OTHER EXPENSES								
639	50	99	LEGAL SERVICES	107	0	0	0	
OTHER EXPENSES TOTAL:				107	0	0	0	na
INTERFUND/ ALLOCATED COSTS								
661	30	00	FAC MAINT CHG ALLOCATE	14,749	9,657	9,657	0	

<u>GENERAL FUND</u>	FY 2009-10 ACTUALS	FY 2010-11 ADOPTED BUDGET	FY 2010-11 YEAR-END ESTIMATE	FY 2011-12 BUDGET PLAN	% Change from FY 2010-11 Est.
<u>INTERFUND/ ALLOC COSTS TOTAL:</u>	14,749	9,657	9,657	0	-100%
<u>DEPARTMENT TOTAL - RISK MANAGEMENT:</u>	1,019,978	925,221	919,621	1,028,472	12%

HUMAN RESOURCES

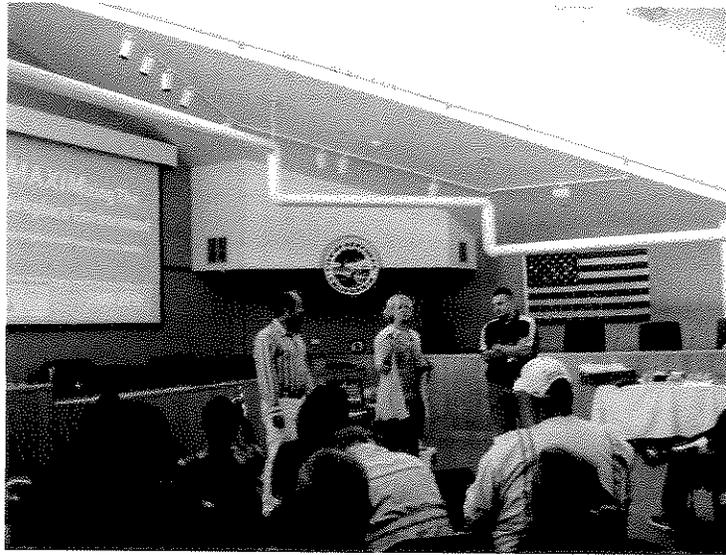
HUMAN RESOURCES MANAGER (VACANT)

PURPOSE

The Human Resources Division is responsible for monitoring compliance with various Human Resources Laws and Regulations pertaining to recruitment, hiring, and occupational health and safety issues as mandated by: the state Equal Opportunity Commission, the federal Department of Labor, Federal Labor Standards Act, Department of Fair Employment and Housing and Occupational Safety and Health Act. The City will ensure that the health, safety, and professional development of City employees are maintained. In addition this division ensures that the City's benefits, personnel policies, procedures, and practices comply with State and Federal laws and regulations, and that all employees are treated fairly. This division is the liaison between collectively bargained union contracts that provide the general guidelines relating to wages, hours of work and other terms and conditions for employment of employees.

CURRENT SERVICES AND INITIATIVES

- Recruits highly qualified applicants for City positions who reflect the cultural diversity of the region.
- Coordinates health, dental, vision, retirement and all other benefits for staff.
- Coordinates the recruitment process in conjunction with the Department Heads.
- Participates and provides assistance with the labor relations process.
- Reviews and monitors employee salary and benefits.
- Labor Unit contract administrator for management consultation and city's liaison with the union.
- Audits personnel files to ensure that documentation complies with the Privacy Act, the Americans with Disabilities Act (ADA), the Department of Labor standards, Federal Immigration Guidelines, and other record keeping requirements.
- Works with Department Heads to develop positive employee-employer relations with staff.
- Reviews all performance evaluations and/or disciplinary actions, including terminations, to assess each document for any potential EEO or 'labor relations problems' or inappropriate/incomplete documentation. Communicates any issues with appropriate managers and ultimately the City Manager, if necessary.
- Monitors pre-employment activities to ensure compliance with ADA and EEO/DFEH guidelines.



GOALS FOR FISCAL YEAR 2011-2012

- Complete Personnel Policies and Procedures.
- Plan and implement a comprehensive management and employee training program.
- Revise Performance Evaluation form.
- Plan and implement revised Performance Management program.
- Continue to assist with City wide strategic planning.
- Continue work toward resolution of complex employee relations issues.
- Attend Labor and Employment Law conferences.

ACCOMPLISHMENTS IN FISCAL YEAR 2010-2011

- Completed the updates to the City wide Administrative Policies.
- Successfully re-negotiated all the City's employee organization agreements and memorandums of understandings.
- Assisted and advised management on an orderly and thoughtful approach to City employee layoffs and other personnel cost reductions.
- Advised management of the establishment of a second tier pension program.

HUMAN RESOURCES

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements *	\$0	\$0	\$20,042	\$20,042
Other revenues & donations	\$3,575	\$0	\$0	\$0
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$3,575	\$0	\$20,042	\$20,042

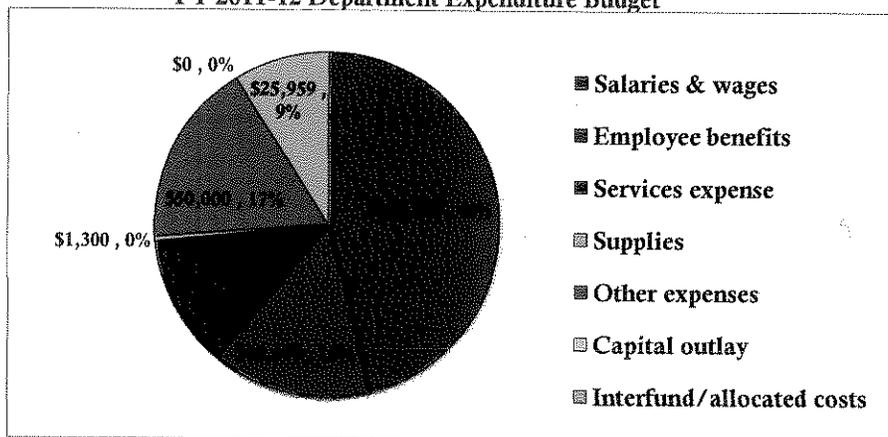
* FY 2011-12 refunds and reimbursements are Central Services allocated costs paid by other City funds.

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$151,359	\$157,992	\$133,827	(\$24,165)
Employee benefits	\$70,066	\$101,126	\$42,699	(\$58,427)
Services expense	\$69,591	\$34,930	\$36,375	\$1,445
Supplies	\$3,427	\$1,900	\$1,300	(\$600)
Other expenses	\$17,308	\$45,000	\$50,000	\$5,000
Capital outlay	\$0	\$0	\$0	\$0
Interfund/allocated costs	\$19,180	\$18,934	\$25,959	\$7,025
Grand Total - Expenditures	\$330,931	\$359,882	\$290,160	(\$69,722)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Human Resources Dept (Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$327,356)
FY 2010-11 Estimate Balance (Deficit)	(\$359,882)
FY 2011-12 Budget Balance (Deficit)	(\$270,118)
Reduction of Tax Support (FY 2011-12)	\$89,764

* Deficit = General Fund Tax Support

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
Department: HUMAN RESOURCES								
Division: RECRUITMENT								
Fund No: 100; Dept/Division No: 4520								
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
601	10	00	REGULAR	141,232	147,874	147,874	129,959	
601	12	00	REGULAR PART-TIME	0	0	0	0	
601	13	00	TEMPORARY PART-TIME	7,750	0	0	0	
601	30	00	OVERTIME PAY	126	614	614	514	
601	44	00	ACTING/INCENTIVE PAY	0	0	3,000	0	
601	45	00	ADMIN/EXECUTIVE PAY	1,232	0	5,000	2,000	
601	48	00	LONGEVITY PAY	1,019	1,504	1,504	1,354	
601	75	00	OTHER COMPENSATION	0	0	0	0	
602	10	00	CONTRACT HELP	0	0	0	0	
<i>Salaries and wages total:</i>				151,359	149,992	157,992	133,827	-15%
<i>Employee benefits</i>								
606	02	00	PERS ER CONTRIB	15,193	16,288	16,288	14,714	
606	02	01	EPMC	1,064	1,140	1,140	368	
606	04	00	PERS EE CONTRIB	9,911	10,541	10,541	3,167	
606	04	01	EPMC	694	738	738	79	
606	05	00	PERS SURVIVOR BENEFIT	39	48	48	44	
606	10	00	SOCIAL SECURITY	0	0	0	0	
606	11	00	MEDICARE	2,224	2,243	2,243	1,925	
606	20	00	401A EXECUTIVES	2,987	3,458	3,458	2,893	
606	21	00	AUTO ALLOWANCE	1,100	0	0	0	
606	30	00	EDUCATION INCENTIVE	1,598	1,204	1,204	1,625	
606	31	00	EDUCATION REIMBURSEMENT	16,129	9,500	27,000	0	
606	40	00	HEALTH INSURANCE	15,685	32,477	32,477	13,569	
606	41	00	MEDICAL INSURANCE	0	0	0	0	
606	42	00	DENTAL INSURANCE	1,759	3,919	3,919	3,090	
606	43	00	VISION INSURANCE	225	479	479	318	
606	44	00	LIFE INSURANCE	221	327	327	112	
606	45	00	LONG TERM DISABILITY INS	1,215	1,244	1,244	765	
606	46	00	ACCIDENTAL DEATH & DISM.	22	20	20	30	
606	47	00	EMPLOYEE ASSISTANCE PRGM	0	0	0	0	
606	50	00	UNEMPLOYMENT CLAIMS	0	0	0	0	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				70,066	83,626	101,126	42,699	-58%
SALARIES AND BENEFITS TOTAL:				221,425	233,618	259,118	176,526	-32%
SERVICES								
610	10	00	CATERING SERVICE	5,310	5,000	3,000	500	
610	20	00	ENTERTAINMENT SERVICES	0	0	0	0	
611	40	00	CONSULTING SERVICES	11,325	26,900	19,000	20,000	
611	60	00	FINANCIAL SERVICES	3,800	3,600	3,600	3,600	
611	70	02	LITIGATION COSTS - OTHER	0	0	0	0	
611	80	01	DOCTOR'S MED HEALTH PRFIL	0	0	0	0	
611	80	02	PRE-EMPLOYMENT SCREENING	16,624	5,000	2,500	5,000	
614	60	00	TELEPHONE	2,930	3,000	3,001	3,076	
614	60	01	CELL PHONE/PAGER	0	0	0	0	
615	10	00	EMPLOYEE RECOGNITION	7,629	4,000	0	300	
615	20	00	MEMBERSHIPS	225	700	0	0	
615	30	00	NOTICES & PUBLICATIONS	103	0	0	0	
615	30	01	COMPLIANCE POSTER	357	600	0	0	
615	30	02	TESTING MATERIALS	4,094	1,500	0	0	
615	30	03	RECRUITMENT & ADVERTISING	11,397	5,000	2,401	2,461	
615	40	00	TRAINING & CONFERENCES	4,616	3,000	333	341	
615	40	01	MEETINGS AND MILEAGE	95	0	95	97	
616	10	01	COPIER LEASE	1,086	1,300	1,000	1,000	
SERVICES TOTAL:				69,591	59,600	34,930	36,375	4%
SUPPLIES								
621	20	00	AUDIO & VIDEO SUPPLIES	450	200	200	200	
621	30	00	BOOKS,PERIODICALS & SUBSC	0	400	400	400	
621	40	00	FILM, DEVELOPMT & PHOTO	0	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	186	200	800	200	
622	10	00	GENERAL OFFICE SUPPLIES	1,225	0	0	0	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from	
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.	
622	20	00	PAPER SUPPLIES	0	0	0	0		
622	30	00	POSTAGE & DELIVERY	859	1,000	500	500		
622	40	00	PRINTING, FORMS & BUS CRD	359	0	0	0		
622	90	00	MISC SUPPLIES & EXPENSES	348	0	0	0		
SUPPLIES TOTAL:				3,427	1,800	1,900	1,300	-32%	
OTHER EXPENSES									
639	30	99	IT	0	0	0	0		
639	50	99	LEGAL SERVICES	17,308	10,000	45,000	50,000		
OTHER EXPENSES TOTAL:				17,308	10,000	45,000	50,000	11%	
CAPITAL OUTLAY									
643	10	00	UNDER \$5,000 IN VALUE	0	0	0	0		
643	20	00	ABOVE \$5,000 IN VALUE	0	0	0	0		
CAPITAL OUTLAY TOTAL:				0	0	0	0	na	
INTERFUND/ ALLOCATED COSTS									
661	10	00	INFO SERV CHG ALLOCATE	3,374	8,779	8,779	11,141		
661	30	00	FAC MAINT CHG ALLOCATE	15,806	10,155	10,155	14,818		
INTERFUND/ ALLOC COSTS TOTAL:				19,180	18,934	18,934	25,959	37%	
DEPARTMENT TOTAL - HUMAN RESOURCES:				330,931	323,952	359,882	290,160	-19%	

POLICE DEPARTMENT

WILLIAM GOSWICK, INTERIM CHIEF OF POLICE

PURPOSE

The Police Department has the primary responsibility of protecting life and property and maintaining order within the City of Hercules. The Department's mission; Duty, Honor, Community, is the primary guidance for our agency to work in partnership with other community stakeholders, striving to promote a strong sense of welfare and safety for those who visit and reside in our city. With the decrease in department staffing and mid level managers, the Police Department restructured the department's two divisions; Operations (Patrol and Investigations) and Administrative Support Services.

The key functions of the Operations Division are: conducting patrols and responding to calls for service, preliminary investigation of crimes and conducting arrests, preparing city-wide personnel and the community for emergencies, managing traffic enforcement, training patrol staff, conducting investigations of reported crimes, preparing and conducting search warrants, testifying in court, conducting in-depth field investigations, documenting crimes, collecting and cataloging evidence, follow-up on preliminary investigations, and filing cases with the District Attorney.

The Administrative Support Division responsibilities consist of; managing evidence and police property, coordinating volunteer programs, maintaining police vehicles and other equipment, managing personnel, providing general administrative support to the Police Department, managing and maintaining police records and maintaining an ongoing and current level of training for all personnel.

CURRENT SERVICES AND INITIATIVES

The current services and initiatives provided by the department are:

Patrols and Investigations

- Respond to or handle over 29,000 calls for service and other activities annually.
- Conduct in-depth field investigations, document crimes, make arrests, collect and catalog evidence, and follow-up on preliminary investigations.
- Identify and react to local law enforcement concerns, traffic management, hazard identification, and community based considerations.

Community Outreach and Crime Prevention

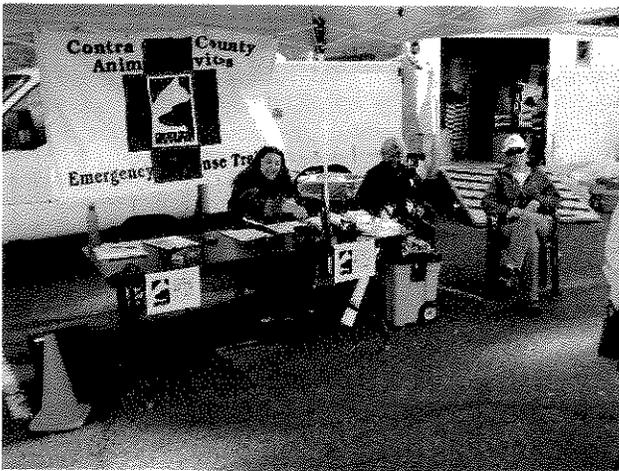
- Make safety information readily available to the public through special registrant processing and updates (e.g. Megan's Law), City web page information, responses to Community inquiries, televised public service announcements and Herculean articles.
- Build partnerships with the community and maintain a level of crime prevention by having staff: 1) assist communities with start up and maintenance of Neighborhood Watch Groups and Merchant Awareness Program and 2) analyze plans for new housing and commercial developments and recommend design changes that will reduce crime and calm traffic.
- Ensure the community's trust and confidence in its Police Department by maintaining and improving an effective internal inspection process.
- Coordinate and support volunteer programs.

Training and Recruitment

- Maintain a level of training for all officers through continuing professional training of the State's P.O.S.T. (Peace Officer Standards and Training) office.
- Manage a training plan that includes in-service Range, Defensive Tactic and Taser training and insure compliance with P.O.S.T. training standards

Disaster Preparedness and Emergency Response

- Continue to manage disaster preparedness for the City by: 1) developing and enhancing the capabilities of the Emergency Operations Center (EOC) and training both police and citywide staff to perform their EOC assignments, 2) train all city personnel to be in compliance with local, state and federal mandates, and 3) organizing, coordinating and evaluating annual disaster drills which prepares City staff to function and provide needed emergency services during an earthquake, flood or other disaster.

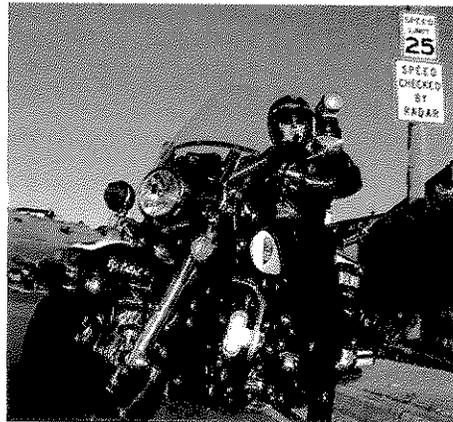


- Continue to promote a volunteer program for emergency operations responders i.e. nurses, doctors, heavy equipment operators, etc.
- Develop a database for special needs persons coinciding with preparedness.
- Provide ongoing training and specialized equipment to police members of the Special Response Team (SRT) to effectively respond to extraordinary situations such as high-risk arrests, searches and recoveries of individuals from dangerous circumstances and crowd mitigation.
- Continue development and training for responses to Active Shooters and other increasing national threats to our schools, businesses and special events.

GOALS FOR FISCAL YEAR 2011-2012

Patrol and Investigations

- Continue the current level of service by maintaining proactive enforcement efforts such as crime suppression, problem specific traffic enforcement, joint operations with other law enforcement agencies and other city departments.
- Increase bicycle patrols and dual purpose motorcycle patrols in target areas and special events in order to provide increased mobility and visibility to deter crime and enforce laws.
- Continue the Corporals Program and updating Lexipol.
- Conduct In-service Range, Taser and Defensive Tactics training for officer safety.



Technology Development

- Continue implementation of infield reporting system for patrol officers.
- Continue the use of Automated Regional Information Exchange System (ARIES) to track offenders and conduct crime analysis. ARIES system will be expanding over the entire bay area, the Sacramento Valley, and the Reno, Nevada area.
- Develop a transition plan and prepare for the implementation of the new P-25 radio communications systems.

Disaster Preparedness

- Identify and train personnel to fill vacant EOC positions
- Conduct annual tabletop or practical disaster drills which include the West Contra Costa County Unified School District, Contra Costa County Office of Emergency Services and other partner agencies.
- Continue disaster preparedness training for key City staff through local, County programs and the California Specialized Training Institute (CSTI).
- Continue to train all first responders and members of Emergency Operation Center team in NIMS, ICS 300/400 in compliance with the federal mandate.
- Cross-train the EOC team members to manage other sections.
- Work in concert with West Contra Costa County Unified School District to development an Emergency Operations Plan for schools in the City of Hercules.



Community Outreach and Crime Prevention

- Maintain two School Resource Officers at Hercules Middle/High School.
- Increase Citizen Volunteer Programs including Administrative Volunteers, Reserve Police Officers and Police Explorers.
- Reduce the cost of Live Scan fees to attract more requests and to compete with the other vendors and agencies fees.
- Assign a patrol officer the collateral assignment of

Neighborhood Watch and Merchant Awareness programs.

ACCOMPLISHMENTS IN FISCAL YEAR 2010-2011

Patrol and Investigations

- Expanded programs including Neighborhood and Business Watch and the Citizen's Police Academy.
- Increased Citizen Volunteer Programs including Administrative Volunteers, Reserve Police Officers and Police Explorers.
- Conducted the 2011 "Every 15 Minutes" program at Hercules High School.
- Participated in the National Night Out /Disaster Preparedness event by providing information and direction for members of the community.
- Continued proactive enforcement efforts such as crime suppression, problem specific traffic enforcement, joint operations with other law enforcement agencies, code enforcement and other city departments.
- Increased bicycle patrols and dual purpose motorcycle patrols in target areas and special events in order to provide increased mobility and visibility to deter crime and enforce laws.
- Continued the Corporals Program and updating Lexipol.
- Increased level of facility security through upgraded construction and equipment.
- Increased the number of proactive police contacts through the use of additional vehicle radar units and PAS devices.
- Continued to enhance the successful billing system for recovery of police costs associated with excessive false alarms and excessive nuisance responses.
- Continually increased the store of disaster preparedness supplies including water, food, and other materials.
- Continued disaster preparedness training for key City staff through local, County programs and the California Specialized Training Institute (CSTI)
- Trained all first responders and members of Emergency Operation Center team in NIMS, ICS 300/400 to be in compliance with the federal Mandate.
- Cross-trained the EOC team members to manage other section.
- Participated in general and targeted enforcement efforts, such as Costa County Vehicle Theft Suppression Enforcement Team (VSET), the "Avoid the 25" DUI programs and checkpoints and the Distracted Driving/Cell Phone Campaign.

- Maintained two full-time School Resource Officers at Hercules Middle / High School which has reduced problems and conflicts at the school and increased positive student access and interaction with the police.
- Continued use of dual-purpose motorcycles to conduct burglary suppression in the green belt areas and perform direct enforcement at high traffic locations such as Sycamore and San Pablo Avenue and the High School, and to patrol the parks and other hard to reach areas of the city.
- Purchased and installed stationary traffic radar signs in high traffic areas.
- Twelve members of the Special Response Team completed a two week S.W.A.T. school. The team also conducted over 10 operations that included mutual aid for San Francisco PD, Pinole PD and WestNET.
- Cross-trained all office staff in front counter duties and Live Scan.
- Conducted front counter security training for city staff.

Technology

- Continued participation in the Contra Costa County Automated Regional Information System (ARIES). The ARIES system is currently utilized by 28 agencies in Contra Costa County and includes the Superior Court, District Attorney, Probation, and CHP. The system has several applications that allow Officers to check subpoenas, run person checks, and prepare photo line-ups. The user-friendly system contains a significant database with limited access to all agency record systems. ARIES is extremely beneficial to Investigators and the ARIES committee now has participation interest from the San Francisco Police Department, Solano County, Alameda County, and cities and counties from the Bay Area to Reno Nevada. Discussions are under way to enable ARIES users to query FBI, DEA, ATF, and Bureau of Prisons databases.
- Continued to enter firearms into eTrace, a system operated by The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) that provides our agency with the ability to electronically submit firearm trace requests and to monitor the progress of traces and efficiently retrieve completed trace results in a real-time environment. Information obtained is utilized to solve and/or enhance individual cases and to maximize investigative lead development.
- Trained members of the office staff and volunteers on the use of the Cogent Live Scan machine, in order to provide enhanced service to applicants, registrants, and other individuals who must be fingerprinted and have the prints submitted to the State Department of Justice and the FBI. The Live Scan machine is also used by officers for criminal arrests, processing and identification.
- Implemented the "Evidence on Q" bar coding system for tracking evidence and other property stored at the Police Department.
- Developed an in-field evidence program that allows investigators to log in evidence from a remote location.



Figure 1 - City staff Holiday Celebration, December 2010

Crime Prevention and Community Outreach

- Provided outreach to community groups by establishing a partnership with various Neighborhood Watch and Merchant organizations, attended meetings and provided crime statistical data and safety/prevention information. Attended and facilitated meetings for the following community groups or home owner associations (HOAs): Country Run, Bay Pointe, Victoria Crescent East, Victoria Crescent West, Westwood HOA, Wildwood HOA, and Victoria Green. The Department also provided crime prevention and safety information quarterly in the Herculean.
- Provided safety and crime information to local merchants and businesses.
- Participated in various regional enforcement programs. Hercules officers participated in the countywide Vehicle Theft Suppression Enforcement Team (VSET). This proactive uniformed enforcement reduced the rate of vehicles stolen in Contra Costa County by conducting searches on Parole and Probation vehicle-theft offenders and high visibility enforcement operations in those areas of the county identified as having a high incidence of stolen or recovered vehicle activity. The department hosted 1 DUI Suppression Operation and participated in other cities' checkpoints and saturation patrol as part of "Avoid the 25" program to reduce drunk driving. Also participated in the Distracted Driving/Cell Phone Campaign where officers identified and cited violators.
- Continued using the dual purpose motorcycles for both on and off-road use and patrol of isolated areas such as local parks, greenbelts, trails, and locations where the terrain is unfit for patrol cars. They were also used for burglary suppression and patrol for the Cultural Fair, July 4th parade and the fireworks display.
- Participated in the National Night Out/Emergency Preparedness Event by providing information and direction for members of the community.
- Participated in City's Beatification Program, Community Clean Up programs.
- Participated in the 2011 Click it or Ticket Campaign.
- Adopted the Victim Offender Reconciliation Program (VORP) that may help provide decreasing the city's crime problems and increase the payment of civil restitution to victims.

Disaster Preparedness and Emergency Response

- Continued to update the Emergency Operations Manual and Center in order to comply with federal National Incident Management System (NIMS) requirements.
- Trained all required city staff members in the new federal NIMS and the Incident Command System.

- Held regular meetings of the City's Emergency Operations Committee, which updated City procedures and submitted recommendations for disaster supply purchases.
- Continued disaster preparedness training for key City staff through local and County programs and the California Specialized Training Institute (CSTI)
- Trained all first responders and members of Emergency Operation Center team in NIMS, ICS 300/400 to be in compliance with the federal Mandate.
- Placed Disaster Preparedness articles in the Herculean.
- Distributed safety and preparedness booklets at various community events.
- Updated the computer capabilities in the Mobile Command vehicle to accommodate evidence/property logging and tagging.
- Increased disaster supplies and equipment through the DRMO program.
- Updated the city's Emergency Action Plan/Threat Assessment manual.
- Updated the city's Emergency Operations Manual.
- Instituted a volunteer recruitment application for disaster workers.

POLICE

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

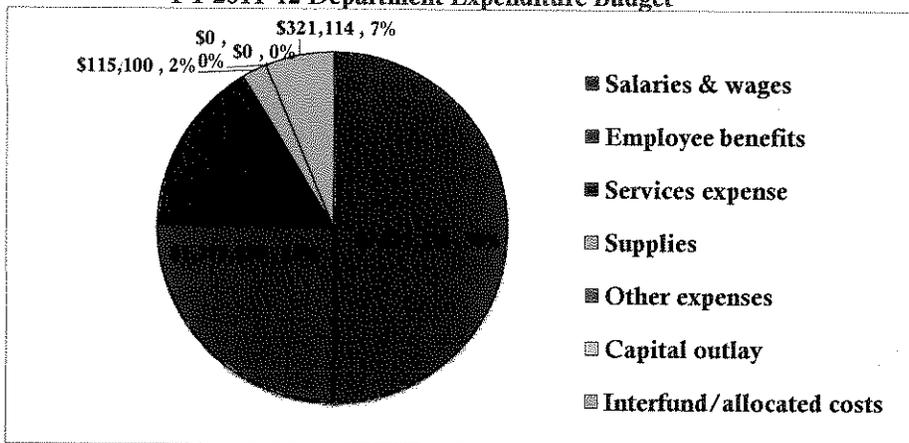
Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$186,981	\$186,000	\$189,000	\$3,000
Fines & forfeitures	\$69,671	\$55,000	\$60,000	\$5,000
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements	\$0	\$0	\$0	\$0
Other revenues & donations	\$12,659	\$5,250	\$5,000	(\$250)
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$269,311	\$246,250	\$254,000	\$7,750

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$3,723,015	\$3,338,400	\$2,531,130	(\$807,270)
Employee benefits	\$1,892,792	\$2,035,879	\$1,273,839	(\$762,040)
Services expense	\$832,365	\$881,985	\$818,828	(\$63,157)
Supplies	\$145,165	\$114,600	\$115,100	\$500
Other expenses	\$113,601	\$133,298	\$0	(\$133,298)
Capital outlay	\$0	\$0	\$0	\$0
Interfund/allocated costs	\$355,513	\$220,038	\$321,114	\$101,076
Grand Total - Expenditures	\$7,062,451	\$6,724,200	\$5,060,011	(\$1,664,189)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Police (Departmental Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$6,793,140)
FY 2010-11 Estimate Balance (Deficit)	(\$6,477,950)
FY 2011-12 Budget Balance (Deficit)	(\$4,806,011)
Reduction of Tax Support (FY 2011-12)	\$1,671,939
* Deficit = General Fund Tax Support	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
Department: POLICE DEPARTMENT								
Division: ADMINISTRATION								
Fund No: 100; Dept/Division No: 5160								
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
601	10	00	REGULAR	728,251	930,795	930,795	779,953	
601	12	00	REGULAR PART-TIME	97,239	97,356	97,356	0	
601	13	00	TEMPORARY PART-TIME	0	0	0	0	
601	20	00	4850 PUBLIC SAFETY DISBIL	0	0	0	0	
601	21	00	WORK COMP TEMP DISABILITY	0	0	0	0	
601	30	00	OVERTIME PAY	41,111	32,859	32,859	30,943	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	40	00	SHIFT DIFFERENTIAL	5,549	0	0	0	
601	41	00	POLICE TRAVEL TIME	0	0	0	0	
601	42	00	OFFICER IN CHARGE	3,667	0	0	0	
601	43	00	FIELD TRAINING OFFICER	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	10,390	19,594	23,594	18,718	
601	45	00	ADMIN/EXECUTIVE PAY	976	0	7,000	0	
601	46	00	BONUS	0	0	0	0	
601	48	00	LONGEVITY PAY	9,620	29,645	29,645	32,632	
601	75	00	OTHER COMPENSATION	7,572	0	14,000	15,210	
601	80	00	SEPARATION PAY	0	0	0	0	
<i>Salaries and wages total:</i>				904,375	1,110,249	1,135,249	877,456	-23%
<i>Employee benefits</i>								
606	01	00	PERS ER CONTRIB PUB SAFE	148,766	227,231	227,231	229,289	
606	01	01	EPMC	13,317	20,451	20,451	3,795	
606	02	00	PERS ER CONTRIB	31,216	32,742	32,742	17,835	
606	02	01	EPMC	1,613	1,594	1,594	446	
606	03	00	PERS EE CONTRIB PUB SAFE	47,884	68,315	68,315	11,027	
606	03	01	EPMC	4,310	6,148	6,148	496	
606	04	00	PERS EE CONTRIB	16,401	16,100	16,100	3,839	
606	04	01	EPMC	1,051	1,032	1,032	96	
606	05	00	PERS SURVIVOR BENEFIT	197	242	242	218	
606	07	00	PARS ER CONTRIB	0	0	0	0	
606	10	00	SOCIAL SECURITY	0	0	0	0	
606	11	00	MEDICARE	13,445	14,273	14,273	9,042	
606	20	00	401A EXECUTIVES	8,151	13,135	13,135	11,228	
606	21	00	AUTO ALLOWANCE	0	0	0	0	
606	22	00	UNIFORM ALLOWANCE	5,835	7,768	7,768	0	
606	23	00	SAFETY APPAREL	0	0	0	0	
606	30	00	EDUCATION INCENTIVE	23,265	7,221	7,221	6,018	
606	40	00	HEALTH INSURANCE	65,199	127,087	127,087	132,676	
606	41	00	MEDICAL INSURANCE	0	0	0	0	
606	41	01	RETIREES	0	0	0	0	
606	42	00	DENTAL INSURANCE	13,871	18,108	18,108	18,921	
606	43	00	VISION INSURANCE	1,757	2,384	2,384	2,048	
606	44	00	LIFE INSURANCE	985	1,183	1,183	880	
606	45	00	LONG TERM DISABILITY INS	3,996	5,257	5,257	3,380	
606	46	00	ACCIDENTAL DEATH & DISM.	77	79	79	50	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				401,336	570,350	570,350	451,284	-21%
SALARIES AND BENEFITS TOTAL:				1,305,711	1,680,599	1,705,599	1,328,740	-22%
SERVICES								
611	30	00	COMPUTER SERVICES	0	0	0	0	
611	40	00	CONSULTING SERVICES	0	0	0	0	
611	80	00	MEDICAL/HEALTH SERVICES	6,083	8,000	2,000	8,000	
611	90	00	OTHER PROFESSIONAL SRVC	24,510	25,000	13,000	15,000	
613	05	00	VEHICLE REPAIRS	0	0	0	0	
613	10	00	REPAIR & MAINT	467	0	0	0	
613	30	00	HVAC	0	0	0	0	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
613	50	00	VEHICLE REPAIRS	4,849	7,000	4,111	4,214	
614	20	00	ELECTRICITY	0	0	0	0	
614	20	05	GENERATOR @ PD	0	0	0	0	
614	60	00	TELEPHONE	12,583	15,000	12,823	13,144	
614	60	01	CELL PHONE/PAGER	4,150	5,000	3,247	1,500	
615	10	00	EMPLOYEE RECOGNITION	423	500	500	500	
615	20	00	MEMBERSHIPS	1,452	3,795	1,128	1,156	
615	30	00	NOTICES & PUBLICATIONS	331	440	440	100	
615	40	00	TRAINING & CONFERENCES	7,185	2,000	713	0	
615	40	01	MEETINGS AND MILEAGE	2,116	1,500	1,500	1,000	
615	40	02	POST TRAINING	261	0	0	0	
616	10	01	COPIER LEASE	7,894	7,000	7,000	7,000	
616	10	02	WESTNET RENTALS	0	0	0	0	
618	10	01	CREDIT CARDS FEES	0	0	0	0	
618	20	00	OTHER GOVT AGENCY CHARGES	644,865	740,000	740,000	640,506	
618	30	00	OTHER MISCELLANEOUS SRVC	8,859	10,000	10,000	35,915	
SERVICES TOTAL:				726,028	825,235	796,462	728,035	-9%
SUPPLIES								
620	20	00	FUEL & OIL SUPPLIES	14,149	15,000	15,000	15,000	
621	10	00	AMMUNITION & FIREARMS SPL	24,719	25,000	17,000	10,000	
621	20	00	AUDIO & VIDEO SUPPLIES	223	400	0	0	
621	40	00	FILM, DEVELOPMT & PHOTO	0	0	0	0	
621	60	00	POLICE SUPPLIES	10,279	20,000	7,500	10,000	
621	80	00	UNIFORM & SAFETY APPAREL	6,532	8,000	1,000	4,000	
621	90	00	MISC OPERATING SUPPLIES	20,178	24,000	12,000	14,000	
622	10	00	GENERAL OFFICE SUPPLIES	6,814	0	0	0	
622	20	00	PAPER SUPPLIES	1,977	0	0	0	
622	30	00	POSTAGE & DELIVERY	2,308	2,000	2,000	2,000	
SUPPLIES TOTAL:				87,179	94,400	54,500	55,000	1%
OTHER EXPENSES								
630	10	00	BAD DEBTS	0	0	0	0	
630	90	01	ASSET FORFEITURE	469	0	10,000	0	
639	30	99	IT	114,158	140,074	123,298	0	
639	40	99	GENERAL FUND	(336)	0	0	0	
639	50	99	LEGAL SERVICES	0	0	0	0	
OTHER EXPENSES TOTAL:				114,291	140,074	133,298	0	-100%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	50,612	65,842	65,842	65,700	
661	20	00	VEHICLE REPLACEMENT CHG	38,176	0	0	0	
661	30	00	FAC MAINT CHG ALLOCATE	87,343	56,071	56,071	80,501	
INTERFUND/ ALLOC COSTS TOTAL:				176,131	121,913	121,913	146,201	20%
TOTAL DIVISION EXPENDITURES:				2,409,340	2,862,221	2,811,772	2,257,976	-20%

Department: POLICE DEPARTMENT

Division: PATROL

Fund No: 100; Dept/Division No: 5164

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	2,501,381	2,173,327	2,173,327	1,461,241	
601	20	00	4850 PUBLIC SAFETY DISBIL	0	0	0	0	
601	21	00	WORK COMP TEMP DISABILITY	0	0	0	0	
601	30	00	OVERTIME PAY	188,027	162,778	162,778	115,052	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	40	00	SHIFT DIFFERENTIAL	32,306	50,660	50,660	33,974	
601	41	00	POLICE TRAVEL TIME	0	0	0	0	

<u>GENERAL FUND</u>				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
601	42	00	OFFICER IN CHARGE	14,757	18,158	18,158	17,156	
601	43	00	FIELD TRAINING OFFICER	434	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	24,386	13,222	13,222	12,584	
601	45	00	ADMIN/EXECUTIVE PAY	4,477	0	0	0	
601	46	00	BONUS	0	0	0	0	
601	48	00	LONGEVITY PAY	45,342	28,090	28,090	13,667	
601	75	00	OTHER COMPENSATION	7,530	0	0	0	
601	80	00	SEPARATION PAY	0	0	0	0	
601	99	00	VACANCY SAVINGS	0	0	(243,084)	0	
<i>Salaries and wages total:</i>				2,818,640	2,446,235	2,203,151	1,653,674	-25%
<i>Employee benefits</i>								
606	01	00	PERS ER CONTRIB PUB SAFE	722,708	692,787	692,787	525,824	
606	01	01	EPMC	64,713	62,351	62,351	0	
606	02	00	PERS ER CONTRIB	0	0	0	0	
606	03	00	PERS EE CONTRIB PUB SAFE	232,567	208,281	208,281	0	
606	03	01	EPMC	20,931	18,745	18,745	0	
606	05	00	PERS SURVIVOR BENEFIT	624	582	582	412	
606	11	00	MEDICARE	34,349	34,310	34,310	24,158	
606	20	00	401A EXECUTIVES	10,391	4,000	4,000	0	
606	21	00	AUTO ALLOWANCE	0	0	0	0	
606	22	00	UNIFORM ALLOWANCE	21,615	22,371	22,371	0	
606	23	00	SAFETY APPAREL	0	0	0	0	
606	30	00	EDUCATION INCENTIVE	21,993	20,160	20,160	8,425	
606	40	00	HEALTH INSURANCE	309,651	350,198	350,198	226,152	
606	41	00	MEDICAL INSURANCE	0	0	0	0	
606	41	01	RETIRES	0	0	0	0	
606	42	00	DENTAL INSURANCE	35,437	36,549	36,549	28,360	
606	43	00	VISION INSURANCE	5,220	5,790	5,790	3,563	
606	44	00	LIFE INSURANCE	3,409	2,970	2,970	1,683	
606	45	00	LONG TERM DISABLILITY INS	7,848	6,435	6,435	3,978	
606	46	00	ACCIDENTAL DEATH & DISM.	0	0	0	0	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				1,491,456	1,465,529	1,465,529	822,555	-44%
SALARIES AND BENEFITS TOTAL:				4,310,096	3,911,764	3,668,680	2,476,229	-33%
SERVICES								
613	50	00	VEHICLE REPAIRS	0	0	0	65,000	
613	90	00	REPAIR & MAIN. SERV	48,683	53,000	47,000	0	
614	20	00	ELECTRICITY	446	0	471	490	
614	60	00	TELEPHONE	9,827	9,000	10,052	10,303	
615	20	00	MEMBERSHIPS	0	800	0	0	
615	40	02	POST TRAINING	47,381	39,645	28,000	15,000	
SERVICES TOTAL:				106,337	102,445	85,523	90,793	6%
SUPPLIES								
620	20	00	FUEL & OIL SUPPLIES	57,986	60,000	60,000	60,000	
621	30	00	BOOKS,PERIODICALS & SUBSC	0	0	0	0	
621	80	00	UNIFORM & SAFETY APPAREL	0	0	0	0	
622	30	00	POSTAGE & DELIVERY	0	100	100	100	
SUPPLIES TOTAL:				57,986	60,100	60,100	60,100	0%
OTHER EXPENSES								
639	30	99	IT	0	0	0	0	
639	40	99	GENERAL FUND	(690)	0	0	0	
OTHER EXPENSES TOTAL:				(690)	0	0	0	na
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	29,553	48,284	48,284	32,941	
661	20	00	VEHICLE REPLACEMENT CHG	72,194	0	0	89,967	
661	30	00	FAC MAINT CHG ALLOCATE	77,635	49,841	49,841	52,005	
INTERFUND/ ALLOC COSTS TOTAL:				179,382	98,125	98,125	174,913	78%

<u>GENERAL FUND</u>	FY 2009-10 ACTUALS	FY 2010-11 ADOPTED BUDGET	FY 2010-11 YEAR-END ESTIMATE	FY 2011-12 BUDGET PLAN	% Change from FY 2010-11 Est.
TOTAL DIVISION EXPENDITURES:	4,653,111	4,172,434	3,912,428	2,802,035	-28%
DEPARTMENT TOTAL - POLICE:	7,062,451	7,034,655	6,724,200	5,060,011	-25%

PARKS AND RECREATION DEPARTMENT

PEDRO JIMENEZ, ACTING PARKS & RECREATION DIRECTOR

PURPOSE

The Parks and Recreation Department creates community through people, parks, and programs. The department strengthens community image and sense of place, fosters human development, supports economic development, strengthens safety and security, promotes health and wellness, increases cultural unity, facilitates community problem solving, and provides recreational experiences. The department also supports the City's efforts to enhance parks and preserve open space.

There are several program areas within the Parks and Recreation Department: Children's Services, Specialty Classes, Senior Services, Aquatics, Sports, Youth/Teen Services, and Facilities.

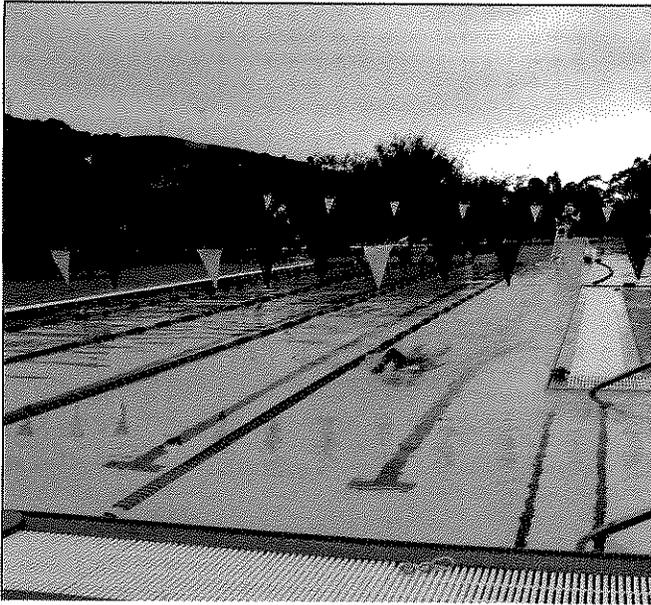
CURRENT SERVICES AND INITIATIVES

General

- Currently serving approximately 16,500 households annually with 18,000 active participants.
- Help program costs by designing fee structures and winning public and private grants.

Human Development

- Provide community members with personal and professional growth opportunities that are close to home, scheduled at convenient hours, and priced reasonably. Through the department's programs residents can participate in the arts, practice gymnastics, learn self-defense, and enjoy dancing or health and fitness classes.
- Provide our 50 + population with opportunities to socialize and add a variety of activities to their daily routine by providing safety, health awareness classes and activities where they can explore their interests in computers, arts and crafts, and dance.
- Promote the positive development of teenagers by giving them opportunities for leadership, civic participation, and community service in the Teen Youth Council.
- Provide the families of preschoolers with the Tiny Tots program, which prepares their children for Kindergarten.



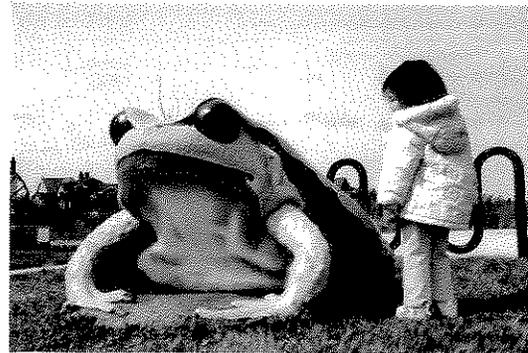
Promoting Health

- Advance the health of our 50 + population by providing health information, a daily nutrition program, and monthly blood pressure checks.
- Give the adults and youth within the community opportunities for exercise through a variety of recreation health and wellness classes and programs that include health and fitness classes, jazzercise classes, gymnastics, self-defense and dance classes, sports programs and leagues, swim classes, drop-in swim time at the community's pool and a one recreational and one USA swim team.
- Provide families with programs for their children so that families know their children are in a safe, supervised, and positive setting before and after school.
- Provide structured summer and holiday camps for the community's youth and teens.
- Give residents access to facilities that allow people to celebrate special events such as weddings, birthdays, and anniversaries as well as providing a place to conduct business meetings for homeowner associations, non-profit groups and other user groups.

ACCOMPLISHMENTS IN FISCAL YEAR 2010-2011

Program Offerings

- Increased program participation through improved marketing and outreach by adding a Department Activity Guide and social networking, a secured on-line registration program and improving website information and registration process.
- Increased facility rental revenues with the addition of the two new rooms inside the newly constructed Hercules Library, Samara Terrace Room and the Teen Center.
- Increased Rec classes revenues with the addition of additional classes and programs (Zumba, Aqua Zumba, Tutoring, etc.)



- Establish a summer Tiny Tot Program at Hanna Ranch.
- The building and completion the following city projects; Duck Pond Park, Community Garden, and Dog Park.

GOALS FOR FISCAL YEAR 2011-2012

Program Offerings

- Come to terms on a “Joint Usage Agreement” between the City of Hercules and the West Contra Costa Unified School District (WCCUSD) for usage elementary, middle and high school facilities for after school recreational programming.

Finances

- Continue to augment the City’s funds by seeking out federal, state, and private grants for all programs that will support and enhance our parks and open space.
- Continue to work on sustaining departments cost recovery of being budget neutral by creating new and innovative programs, activities and revenue generation for all recreation programs.
- Collaborate with neighboring cities offering similar programs to reduce and and/or share costs to reduce expenditures for all groups involved.



PARKS AND RECREATION

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

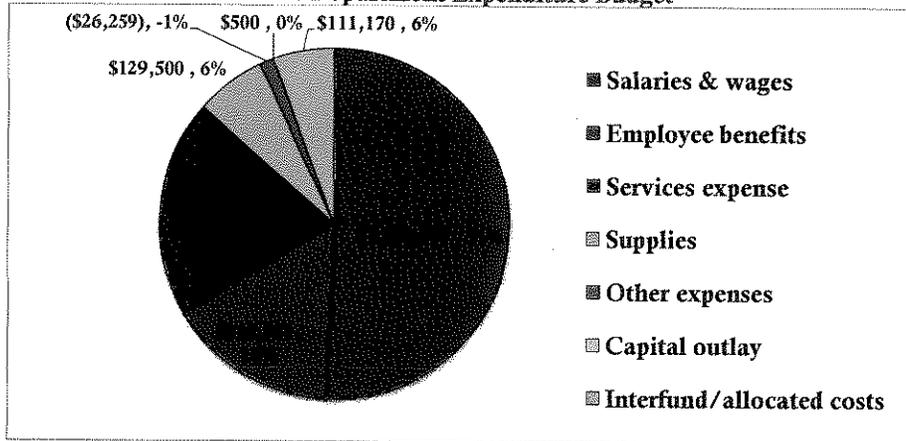
Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$1,582,446	\$1,717,500	\$1,951,000	\$233,500
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements	\$0	\$0	\$0	\$0
Other revenues & donations	\$680	\$50	\$100	\$50
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$1,583,126	\$1,717,550	\$1,951,100	\$233,550

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$1,718,310	\$1,660,002	\$1,004,997	(\$655,005)
Employee benefits	\$570,857	\$600,537	\$310,381	(\$290,156)
Services expense	\$344,954	\$406,967	\$399,560	(\$7,407)
Supplies	\$171,295	\$144,550	\$129,500	(\$15,050)
Other expenses	(\$63,631)	(\$26,593)	(\$26,259)	\$334
Capital outlay	\$0	\$500	\$500	\$0
Interfund/allocated costs	\$188,701	\$134,169	\$111,170	(\$22,999)
Grand Total - Expenditures	\$2,930,486	\$2,920,132	\$1,929,849	(\$990,283)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Parks & Recreation (Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$1,347,360)
FY 2010-11 Estimate Balance (Deficit)	(\$1,202,582)
FY 2011-12 Budget Balance (Deficit)	\$21,251
Reduction of Tax Support (FY 2011-12)	\$1,223,833

* Deficit = General Fund Tax Support

GENERAL FUND			FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
			ACTUALS	ADOPTED	YEAR-END	BUDGET	from	
				BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.	
Department: PARKS AND RECREATION								
Division: ADMINISTRATION								
Fund No: 100; Dept/Division No: 5510								
SERVICES								
611	90	00	OTHER PROFESSIONAL SRVC	17,058	18,000	12,000	3,000	
613	10	00	REPAIR & MAINT	0	0	0	0	
613	30	00	HVAC	0	0	0	0	
614	60	00	TELEPHONE	613	700	628	644	
614	70	00	WATER	0	0	0	0	
616	10	01	COPIER LEASE	7,869	8,000	8,000	8,000	
618	10	01	CREDIT CARDS FEES	0	500	500	500	
			SERVICES TOTAL:	25,540	27,200	21,128	12,144	-43%
SUPPLIES								
620	20	00	FUEL & OIL SUPPLIES	3,014	5,000	3,000	5,000	
621	50	00	FOOD & BEVERAGE PRODUCTS	46	200	200	0	
621	90	00	MISC OPERATING SUPPLIES	116	200	200	0	
622	10	00	GENERAL OFFICE SUPPLIES	90	0	0	0	
622	20	00	PAPER SUPPLIES	79	0	0	0	
622	30	00	POSTAGE & DELIVERY	4,020	5,300	3,900	100	
622	40	00	PRINTING, FORMS & BUS CRD	109	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	207	0	0	0	
			SUPPLIES TOTAL:	7,681	10,700	7,300	5,100	-30%
OTHER EXPENSES								
630	10	00	BAD DEBTS	1,405	0	0	0	
630	30	00	GAINS / LOSSES	0	0	0	0	
639	30	00	CHARGEBACK	(39,257)	(37,900)	(28,428)	(26,259)	
639	50	99	LEGAL SERVICES	318	0	0	0	
			OTHER EXPENSES TOTAL:	(37,534)	(37,900)	(28,428)	(26,259)	-8%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	0	0	0	1,786	
661	20	00	VEHICLE REPLACEMENT CHG	4,313	0	0	4,451	
661	30	00	FAC MAINT CHG ALLOCATE	0	0	0	2,778	
			INTERFUND/ ALLOC COSTS TOTAL:	4,313	0	0	9,015	na
			TOTAL DIVISION EXPENDITURES:	0	0	0	0	na

Department: PARKS AND RECREATION

Division: FACILITY RENTALS

Fund No: 100; Dept/Division No: 5512

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	73,552	74,621	74,621	16,200	
601	12	00	REGULAR PART-TIME	40,779	43,144	43,144	38,036	
601	13	00	TEMPORARY PART-TIME	0	0	0	0	
601	30	00	OVERTIME PAY	372	798	798	117	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	211	
601	45	00	ADMIN/EXECUTIVE PAY	605	0	0	0	
601	48	00	LONGEVITY PAY	608	602	602	75	
			<i>Salaries and wages total:</i>	115,937	119,165	119,165	54,639	-54%

Employee benefits

606	02	00	PERS ER CONTRIB	8,089	8,625	8,625	2,476	
606	02	01	EPMC	555	570	570	47	
606	04	00	PERS EE CONTRIB	5,171	5,266	5,266	406	
606	04	01	EPMC	362	369	369	10	
606	05	00	PERS SURVIVOR BENEFIT	25	25	25	7	
606	07	00	PARS ER CONTRIB	511	507	507	428	
606	11	00	MEDICARE	1,681	1,728	1,728	792	
606	40	00	HEALTH INSURANCE	10,889	12,568	12,568	3,242	
606	42	00	DENTAL INSURANCE	1,349	1,402	1,402	295	
606	43	00	VISION INSURANCE	138	150	150	35	
606	44	00	LIFE INSURANCE	89	82	82	17	
606	45	00	LONG TERM DISABILITY INS	664	628	628	99	
606	46	00	ACCIDENTAL DEATH & DISM.	22	20	20	5	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from	
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0		
<i>Employee benefits total:</i>				29,545	31,940	31,940	7,859	-75%	
SALARIES AND BENEFITS TOTAL:				145,482	151,105	151,105	62,498	-59%	
SERVICES									
611	90	00	OTHER PROFESSIONAL SRVC	6,254	10,000	8,000	8,000		
613	10	00	REPAIR & MAINT	2,079	2,500	419	435		
613	30	00	HVAC	1,836	2,500	885	921		
613	50	00	VEHICLE REPAIRS	96	0	0	0		
614	10	00	CABLE SERVICES	74	0	0	100		
614	20	00	ELECTRICITY	7,557	12,200	17,341	18,035		
614	30	00	GAS	7,768	13,500	14,447	15,025		
614	60	00	TELEPHONE	472	800	483	495		
614	60	01	CELL PHONE/PAGER	245	300	244	0		
614	70	00	WATER	4,351	4,500	4,500	4,500		
616	10	00	EQUIPMENT RENTALS	97	0	0	0		
616	10	01	COPIER LEASE	0	0	0	0		
617	20	00	PREMIUMS	6,933	13,000	7,000	7,000		
618	10	00	BANK SERVICE CHARGES	0	0	0	0		
SERVICES TOTAL:				37,762	59,300	53,319	54,511	2%	
SUPPLIES									
620	20	00	FUEL & OIL SUPPLIES	38	0	0	0		
620	40	00	JANITORIAL SUPPLIES	137	1,000	0	0		
620	80	00	SIGN SUPPLIES	240	500	500	500		
621	50	00	FOOD & BEVERAGE PRODUCTS	57	200	200	0		
621	70	00	RECREATION SUPPLIES	190	1,000	1,000	500		
621	80	00	UNIFORM & SAFETY APPAREL	0	200	200	200		
621	90	00	MISC OPERATING SUPPLIES	0	0	0	0		
622	10	00	GENERAL OFFICE SUPPLIES	80	0	0	0		
622	20	00	PAPER SUPPLIES	120	0	0	0		
622	30	00	POSTAGE & DELIVERY	134	300	150	0		
622	40	00	PRINTING, FORMS & BUS CRD	35	0	0	0		
622	90	00	MISC SUPPLIES & EXPENSES	46	0	0	0		
SUPPLIES TOTAL:				1,077	3,200	2,050	1,200	-41%	
OTHER EXPENSES									
639	30	66	PROJ FUNDED P/R	(3,343)	0	0	0		
OTHER EXPENSES TOTAL:				(3,343)	0	0	0	na	
INTERFUND/ ALLOCATED COSTS									
661	10	00	INFO SERV CHG ALLOCATE	3,731	4,539	4,539	3,620		
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963		
INTERFUND/ ALLOC COSTS TOTAL:				6,348	7,246	7,246	5,583	-23%	
TOTAL DIVISION EXPENDITURES:				187,326	220,851	213,720	123,792	-42%	

Department: PARKS AND RECREATION

Division: LUPINE DAY CAMP

Fund No: 100; Dept/Division No: 5513

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	30,120	29,979	29,979	9,552	
601	12	00	REGULAR PART-TIME	66,506	51,104	51,104	35,322	
601	13	00	TEMPORARY PART-TIME	0	0	0	0	
601	30	00	OVERTIME PAY	89	704	704	74	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	95	
601	45	00	ADMIN/EXECUTIVE PAY	267	0	0	0	
601	48	00	LONGEVITY PAY	434	593	593	214	
<i>Salaries and wages total:</i>				97,437	82,380	82,380	45,257	-45%

		FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
GENERAL FUND		ACTUALS	ADOPTED	YEAR-END	BUDGET	from
			BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
<i>Employee benefits</i>						
606	02 00	PERS ER CONTRIB	10,339	8,692	8,692	5,220
606	02 01	EPMC	232	232	232	27
606	04 00	PERS EE CONTRIB	3,024	3,050	3,050	653
606	04 01	EPMC	151	150	150	6
606	05 00	PERS SURVIVOR BENEFIT	12	12	12	4
606	06 00	PERS ER CONTRIB PART-TIME	0	0	0	0
606	07 00	PARS ER CONTRIB	1	0	0	0
606	11 00	MEDICARE	1,420	1,199	1,199	656
606	30 00	EDUCATION INCENTIVE	466	301	301	181
606	40 00	HEALTH INSURANCE	26,692	21,738	21,738	11,579
606	42 00	DENTAL INSURANCE	1,837	1,437	1,437	856
606	43 00	VISION INSURANCE	178	197	197	140
606	44 00	LIFE INSURANCE	42	39	39	11
606	45 00	LONG TERM DISABILITY INS	272	252	252	58
606	46 00	ACCIDENTAL DEATH & DISM.	10	10	10	3
606	57 00	ALLOC COMPENSATD ABSENCES	0	0	0	0
<i>Employee benefits total:</i>		44,676	37,309	37,309	19,394	-48%
SALARIES AND BENEFITS TOTAL:		142,113	119,689	119,689	64,651	-46%
SERVICES						
610	20 00	ENTERTAINMENT SERVICES	1,542	3,000	3,000	3,000
611	90 00	OTHER PROFESSIONAL SRVC	1,425	0	500	0
614	60 00	TELEPHONE	386	600	395	405
615	40 00	TRAINING & CONFERENCES	0	0	0	0
615	40 01	MEETINGS AND MILEAGE	0	40	40	0
616	10 00	EQUIPMENT RENTALS	0	0	0	0
616	40 00	TRANSPORTATION RENTALS	2,007	3,000	3,000	3,000
618	10 00	BANK SERVICE CHARGES	0	0	0	0
SERVICES TOTAL:		5,360	6,640	6,935	6,405	-8%
SUPPLIES						
620	40 00	JANITORIAL SUPPLIES	0	300	300	0
621	50 00	FOOD & BEVERAGE PRODUCTS	2,745	2,750	2,750	2,000
621	70 00	RECREATION SUPPLIES	2,457	2,000	2,000	1,000
621	80 00	UNIFORM & SAFETY APPAREL	787	500	0	150
621	90 00	MISC OPERATING SUPPLIES	0	0	0	0
622	10 00	GENERAL OFFICE SUPPLIES	303	0	0	0
622	20 00	PAPER SUPPLIES	0	0	0	0
622	30 00	POSTAGE & DELIVERY	21	150	150	25
622	40 00	PRINTING, FORMS & BUS CRD	0	0	0	0
622	90 00	MISC SUPPLIES & EXPENSES	129	0	0	0
SUPPLIES TOTAL:		6,442	5,700	5,200	3,175	-39%
OTHER EXPENSES						
630	10 00	BAD DEBTS	0	0	0	0
639	30 99	IT	0	0	0	0
OTHER EXPENSES TOTAL:		0	0	0	0	na
INTERFUND/ ALLOCATED COSTS						
661	10 00	INFO SERV CHG ALLOCATE	5,217	5,702	5,702	4,075
661	20 00	VEHICLE REPLACEMENT CHG	0	0	0	0
661	70 00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963
INTERFUND/ ALLOC COSTS TOTAL:		7,834	8,409	8,409	6,038	-28%
TOTAL DIVISION EXPENDITURES:		161,749	140,438	140,233	80,269	-43%

Department: PARKS AND RECREATION

Division: OHLONE DAY CAMP

Fund No: 100; Dept/Division No: 5514

SALARIES AND BENEFITS

Salaries and wages

601	10 00	REGULAR	31,050	30,716	30,716	9,552
601	12 00	REGULAR PART-TIME	61,265	57,628	57,628	38,752
601	13 00	TEMPORARY PART-TIME	3,060	0	0	0
601	30 00	OVERTIME PAY	159	786	786	74
601	44 00	ACTING/INCENTIVE PAY	21	0	0	95
601	45 00	ADMIN/EXECUTIVE PAY	267	0	0	0

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
601	48	00	LONGEVITY PAY	528	843	843	305	
601	99	00	VACANCY SAVINGS	0	0	0	0	
<i>Salaries and wages total:</i>				96,350	89,973	89,973	48,778	-46%
<i>Employee benefits</i>								
606	02	00	PERS ER CONTRIB	9,337	9,575	9,575	5,500	
606	02	01	EPMC	236	238	238	27	
606	04	00	PERS EE CONTRIB	3,045	3,223	3,223	994	
606	04	01	EPMC	154	154	154	6	
606	05	00	PERS SURVIVOR BENEFIT	12	12	12	4	
606	06	00	PERS ER CONTRIB PART-TIME	0	0	0	0	
606	07	00	PARS ER CONTRIB	107	0	0	0	
606	11	00	MEDICARE	1,397	1,305	1,305	707	
606	40	00	HEALTH INSURANCE	22,767	23,372	23,372	13,012	
606	42	00	DENTAL INSURANCE	1,549	1,545	1,545	1,047	
606	43	00	VISION INSURANCE	251	209	209	154	
606	44	00	LIFE INSURANCE	42	39	39	11	
606	45	00	LONG TERM DISABILITY INS	281	258	258	58	
606	46	00	ACCIDENTAL DEATH & DISM.	10	10	10	3	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				39,188	39,940	39,940	21,523	-46%
SALARIES AND BENEFITS TOTAL:				135,538	129,913	129,913	70,301	-46%
SERVICES								
610	20	00	ENTERTAINMENT SERVICES	4,196	4,500	4,500	4,500	
611	90	00	OTHER PROFESSIONAL SRVC	0	0	0	0	
614	60	00	TELEPHONE	388	600	397	407	
615	20	00	MEMBERSHIPS	0	0	0	50	
615	40	00	TRAINING & CONFERENCES	0	0	0	0	
615	40	01	MEETINGS AND MILEAGE	17	40	40	0	
616	10	00	EQUIPMENT RENTALS	0	0	0	0	
616	10	01	COPIER LEASE	1	0	0	0	
616	40	00	TRANSPORTATION RENTALS	5,919	6,000	6,000	6,000	
618	10	00	BANK SERVICE CHARGES	0	0	0	0	
SERVICES TOTAL:				10,521	11,140	10,937	10,957	0%
SUPPLIES								
620	40	00	JANITORIAL SUPPLIES	89	200	200	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	2,095	2,750	2,750	2,750	
621	70	00	RECREATION SUPPLIES	1,193	2,500	1,500	2,000	
621	80	00	UNIFORM & SAFETY APPAREL	577	500	500	150	
621	90	00	MISC OPERATING SUPPLIES	139	350	350	0	
622	10	00	GENERAL OFFICE SUPPLIES	283	0	0	0	
622	20	00	PAPER SUPPLIES	0	0	0	0	
622	30	00	POSTAGE & DELIVERY	1	100	100	25	
622	40	00	PRINTING, FORMS & BUS CRD	64	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	127	0	0	0	
SUPPLIES TOTAL:				4,568	6,400	5,400	4,925	-9%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	5,218	5,706	5,706	4,076	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
INTERFUND/ ALLOC COSTS TOTAL:				7,835	8,413	8,413	6,039	-28%
TOTAL DIVISION EXPENDITURES:				158,462	155,866	154,663	92,222	-40%

Department: PARKS AND RECREATION

Division: OHLONE CHILD CARE

Fund No: 100; Dept/Division No: 5516

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	72,493	70,736	70,736	44,972
601	12	00	REGULAR PART-TIME	143,219	160,668	160,668	83,194
601	13	00	TEMPORARY PART-TIME	0	0	0	0
601	30	00	OVERTIME PAY	117	2,090	2,090	319
601	44	00	ACTING/INCENTIVE PAY	21	0	0	643
601	45	00	ADMIN/EXECUTIVE PAY	533	0	0	0
601	48	00	LONGEVITY PAY	1,405	2,558	2,558	1,677

GENERAL FUND			FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
			ACTUALS	ADOPTED BUDGET	YEAR-END ESTIMATE	BUDGET PLAN	from FY 2010-11 Est.	
601	99	00	VACANCY SAVINGS	0	0	0	0	
			<i>Salaries and wages total:</i>	217,788	236,052	236,052	130,805	-45%
			<i>Employee benefits</i>					
606	02	00	PERS ER CONTRIB	22,582	24,851	24,851	14,849	
606	02	01	EPMC	551	549	549	135	
606	04	00	PERS EE CONTRIB	7,492	7,926	7,926	2,754	
606	04	01	EPMC	358	355	355	29	
606	05	00	PERS SURVIVOR BENEFIT	27	27	27	18	
606	06	00	PERS ER CONTRIB PART-TIME	0	0	0	0	
606	07	00	PARS ER CONTRIB	55	0	0	0	
606	11	00	MEDICARE	3,158	3,423	3,423	1,897	
606	40	00	HEALTH INSURANCE	49,225	55,710	55,710	33,430	
606	42	00	DENTAL INSURANCE	3,510	3,964	3,964	2,983	
606	43	00	VISION INSURANCE	478	593	593	388	
606	44	00	LIFE INSURANCE	94	87	87	46	
606	45	00	LONG TERM DISABLILITY INS	655	595	595	277	
606	46	00	ACCIDENTAL DEATH & DISM.	23	22	22	12	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
			<i>Employee benefits total:</i>	88,208	98,102	98,102	56,818	-42%
			SALARIES AND BENEFITS TOTAL:	305,996	334,154	334,154	187,623	-44%
SERVICES								
611	90	00	OTHER PROFESSIONAL SRVC	0	0	0	0	
613	10	00	REPAIR & MAINT	1,387	2,200	920	957	
613	30	00	HVAC	1,372	1,500	1,448	1,506	
613	90	00	REPAIR & MAIN. SERV	0	0	0	0	
614	20	00	ELECTRICITY	2,568	2,300	2,477	2,576	
614	60	00	TELEPHONE	810	1,000	829	850	
614	60	01	CELL PHONE/PAGER	290	400	244	0	
615	20	00	MEMBERSHIPS	62	0	0	50	
615	40	00	TRAINING & CONFERENCES	38	0	0	0	
615	40	01	MEETINGS AND MILEAGE	70	40	40	0	
616	10	00	EQUIPMENT RENTALS	0	0	0	0	
616	10	01	COPIER LEASE	47	0	0	0	
618	30	00	OTHER MISCELLANEOUS SRVC	1,000	1,000	1,100	1,100	
			SERVICES TOTAL:	7,644	8,440	7,058	7,039	0%
SUPPLIES								
620	40	00	JANITORIAL SUPPLIES	0	100	100	0	
620	50	00	PARKS & LANDSCAPING	0	0	0	0	
620	90	00	OTHER MISC. MAIN SUPPLIES	251	100	100	0	
621	30	00	BOOKS, PERIODICALS & SUBSC	84	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	6,407	6,000	5,000	3,500	
621	70	00	RECREATION SUPPLIES	3,816	4,500	4,500	3,500	
621	80	00	UNIFORM & SAFETY APPAREL	0	750	750	150	
621	90	00	MISC OPERATING SUPPLIES	624	600	600	600	
622	10	00	GENERAL OFFICE SUPPLIES	549	0	0	0	
622	20	00	PAPER SUPPLIES	614	0	0	0	
622	30	00	POSTAGE & DELIVERY	42	100	100	50	
622	40	00	PRINTING, FORMS & BUS CRD	246	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	334	0	0	0	
			SUPPLIES TOTAL:	12,967	12,150	11,150	7,800	-30%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	5,362	6,444	6,444	4,657	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
			INTERFUND/ ALLOC COSTS TOTAL:	7,979	9,151	9,151	6,620	-28%
			TOTAL DIVISION EXPENDITURES:	334,586	363,895	361,513	209,082	-42%

Department: PARKS AND RECREATION

Division: HANNA CHILD CARE

Fund No: 100; Dept/Division No: 5517

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	60,707	55,265	55,265	44,972
601	12	00	REGULAR PART-TIME	158,140	152,848	152,848	77,799

<u>GENERAL FUND</u>				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
601	13	00	TEMPORARY PART-TIME	0	0	0	0	
601	30	00	OVERTIME PAY	61	1,837	1,837	319	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	643	
601	45	00	ADMIN/EXECUTIVE PAY	533	0	0	0	
601	48	00	LONGEVITY PAY	885	1,023	1,023	1,096	
601	99	00	VACANCY SAVINGS	0	0	0	0	
<i>Salaries and wages total:</i>				220,347	210,973	210,973	124,829	-41%
<i>Employee benefits</i>								
606	02	00	PERS ER CONTRIB	22,915	21,945	21,945	14,096	
606	02	01	EPMC	462	423	423	132	
606	04	00	PERS EE CONTRIB	7,039	6,452	6,452	2,468	
606	04	01	EPMC	300	274	274	29	
606	05	00	PERS SURVIVOR BENEFIT	25	20	20	18	
606	06	00	PERS ER CONTRIB PART-TIME	0	0	0	0	
606	07	00	PARS ER CONTRIB	9	0	0	0	
606	11	00	MEDICARE	3,195	3,059	3,059	1,810	
606	40	00	HEALTH INSURANCE	33,882	42,018	42,018	31,862	
606	42	00	DENTAL INSURANCE	2,934	3,172	3,172	2,789	
606	43	00	VISION INSURANCE	370	443	443	417	
606	44	00	LIFE INSURANCE	94	67	67	46	
606	45	00	LONG TERM DISABILITY INS	659	465	465	277	
606	46	00	ACCIDENTAL DEATH & DISM.	23	17	17	12	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				71,907	78,355	78,355	53,956	-31%
SALARIES AND BENEFITS TOTAL:				292,254	289,328	289,328	178,785	-38%
SERVICES								
610	20	00	ENTERTAINMENT SERVICES	0	0	0	0	
611	90	00	OTHER PROFESSIONAL SRVC	0	0	0	0	
613	10	00	REPAIR & MAINT	2,425	3,300	1,592	1,656	
613	30	00	HVAC	606	0	1,832	1,905	
613	90	00	REPAIR & MAIN. SERV	0	0	0	0	
614	20	00	ELECTRICITY	2,816	4,000	193	201	
614	60	00	TELEPHONE	861	1,000	881	900	
614	60	01	CELL PHONE/PAGER	23	100	100	0	
614	70	00	WATER	3,905	3,000	4,305	4,478	
615	20	00	MEMBERSHIPS	0	0	0	50	
615	40	00	TRAINING & CONFERENCES	8	0	0	0	
615	40	01	MEETINGS AND MILEAGE	0	40	40	0	
616	10	01	COPIER LEASE	1	0	0	0	
618	30	00	OTHER MISCELLANEOUS SRVC	1,247	900	900	900	
SERVICES TOTAL:				11,892	12,340	9,843	10,090	3%
SUPPLIES								
620	40	00	JANITORIAL SUPPLIES	16	100	100	0	
620	50	00	PARKS & LANDSCAPING	0	0	0	0	
620	90	00	OTHER MISC. MAIN SUPPLIES	200	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	8,356	7,500	7,000	5,650	
621	70	00	RECREATION SUPPLIES	4,239	4,500	4,000	3,000	
621	80	00	UNIFORM & SAFETY APPAREL	108	750	750	150	
621	90	00	MISC OPERATING SUPPLIES	0	0	0	0	
622	10	00	GENERAL OFFICE SUPPLIES	239	0	0	0	
622	20	00	PAPER SUPPLIES	79	0	0	0	
622	30	00	POSTAGE & DELIVERY	87	100	500	100	
622	40	00	PRINTING, FORMS & BUS CRD	180	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	609	0	0	0	
SUPPLIES TOTAL:				14,113	12,950	12,350	8,900	-28%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	6,991	8,340	8,340	5,602	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
INTERFUND/ ALLOC COSTS TOTAL:				9,608	11,047	11,047	7,565	-32%
TOTAL DIVISION EXPENDITURES:				327,867	326,065	322,568	205,340	-36%

<u>GENERAL FUND</u>				FY 2009-10 ACTUALS	FY 2010-11 ADOPTED BUDGET	FY 2010-11 YEAR-END ESTIMATE	FY 2011-12 BUDGET PLAN	% Change from FY 2010-11 Est.
Department: PARKS AND RECREATION								
Division: LUPINE CHILD CARE								
Fund No: 100; Dept/Division No: 5518								
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
601	10	00	REGULAR	54,328	53,791	53,791	49,081	
601	12	00	REGULAR PART-TIME	119,620	91,143	91,143	76,922	
601	13	00	TEMPORARY PART-TIME	0	0	0	0	
601	30	00	OVERTIME PAY	61	1,245	1,245	360	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	643	
601	45	00	ADMIN/EXECUTIVE PAY	533	0	0	0	
601	48	00	LONGEVITY PAY	903	662	662	563	
<i>Salaries and wages total:</i>				175,466	146,841	146,841	127,569	-13%
<i>Employee benefits</i>								
606	02	00	PERS ER CONTRIB	18,544	15,569	15,569	14,830	
606	02	01	EPMC	420	417	417	147	
606	04	00	PERS EE CONTRIB	6,102	5,631	5,631	2,471	
606	04	01	EPMC	274	270	270	31	
606	05	00	PERS SURVIVOR BENEFIT	21	20	20	20	
606	06	00	PERS ER CONTRIB PART-TIME	0	0	0	0	
606	07	00	PARS ER CONTRIB	1	0	0	0	
606	11	00	MEDICARE	2,558	2,138	2,138	1,860	
606	30	00	EDUCATION INCENTIVE	933	602	602	722	
606	40	00	HEALTH INSURANCE	34,818	38,329	38,329	32,238	
606	42	00	DENTAL INSURANCE	2,415	2,569	2,569	2,463	
606	43	00	VISION INSURANCE	306	330	330	390	
606	44	00	LIFE INSURANCE	72	67	67	52	
606	45	00	LONG TERM DISABLILITY INS	491	452	452	302	
606	46	00	ACCIDENTAL DEATH & DISM.	18	17	17	14	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				66,973	66,411	66,411	55,540	-16%
SALARIES AND BENEFITS TOTAL:				242,439	213,252	213,252	183,109	-14%
SERVICES								
610	20	00	ENTERTAINMENT SERVICES	68	0	0	0	
611	90	00	OTHER PROFESSIONAL SRVC	366	0	0	0	
613	10	00	REPAIR & MAINT	1,291	1,800	856	890	
613	30	00	HVAC	1,297	1,500	1,409	1,466	
614	20	00	ELECTRICITY	577	4,000	249	259	
614	60	00	TELEPHONE	519	650	531	544	
614	60	01	CELL PHONE/PAGER	290	300	228	0	
614	70	00	WATER	517	400	505	526	
615	20	00	MEMBERSHIPS	62	0	0	50	
615	40	00	TRAINING & CONFERENCES	148	0	0	0	
615	40	01	MEETINGS AND MILEAGE	0	40	40	0	
616	10	01	COPIER LEASE	34	50	50	0	
618	30	00	OTHER MISCELLANEOUS SRVC	0	0	0	1,100	
SERVICES TOTAL:				5,169	8,740	3,868	4,835	25%
SUPPLIES								
620	40	00	JANITORIAL SUPPLIES	0	100	100	0	
620	50	00	PARKS & LANDSCAPING	0	0	0	0	
620	90	00	OTHER MISC. MAIN SUPPLIES	500	0	0	0	
621	30	00	BOOKS,PERIODICALS & SUBSC	0	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	3,109	3,500	3,500	3,000	
621	70	00	RECREATION SUPPLIES	3,907	3,500	3,500	3,000	
621	80	00	UNIFORM & SAFETY APPAREL	0	750	750	0	
621	90	00	MISC OPERATING SUPPLIES	1,052	900	900	0	
622	10	00	GENERAL OFFICE SUPPLIES	599	0	0	0	
622	20	00	PAPER SUPPLIES	79	0	0	0	

				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
GENERAL FUND				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
622	30	00	POSTAGE & DELIVERY	57	100	100	100	
622	40	00	PRINTING, FORMS & BUS CRD	222	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	583	0	0	0	
SUPPLIES TOTAL:				10,108	8,850	8,850	6,100	-31%
OTHER EXPENSES								
630	90	00	OTHER MISCELLANEOUS EXP	0	0	0	0	
639	30	99	IT	0	400	400	0	
OTHER EXPENSES TOTAL:				0	400	400	0	-100%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	5,304	6,150	6,150	4,188	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
INTERFUND/ ALLOC COSTS TOTAL:				7,921	8,857	8,857	6,151	-31%
TOTAL DIVISION EXPENDITURES:				265,637	240,099	235,227	200,195	-15%

Department: PARKS AND RECREATION

Division: RECREATION CLASSES

Fund No: 100; Dept/Division No: 5520

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	38,013	41,820	41,820	11,349	
601	12	00	REGULAR PART-TIME	1,119	5,722	5,722	5,942	
601	13	00	TEMPORARY PART-TIME	0	0	0	0	
601	30	00	OVERTIME PAY	803	143	143	86	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	127	
601	45	00	ADMIN/EXECUTIVE PAY	530	0	0	0	
601	48	00	LONGEVITY PAY	532	527	527	45	
<i>Salaries and wages total:</i>				41,018	48,212	48,212	17,549	-64%

Employee benefits

606	02	00	PERS ER CONTRIB	4,139	4,581	4,581	1,324	
606	02	01	EPMC	290	321	321	33	
606	04	00	PERS EE CONTRIB	2,701	2,964	2,964	285	
606	04	01	EPMC	189	208	208	7	
606	05	00	PERS SURVIVOR BENEFIT	12	13	13	5	
606	06	00	PERS ER CONTRIB PART-TIME	0	0	0	0	
606	07	00	PARS ER CONTRIB	24	75	75	77	
606	11	00	MEDICARE	595	699	699	256	
606	40	00	HEALTH INSURANCE	6,938	8,591	8,591	1,342	
606	42	00	DENTAL INSURANCE	905	988	988	209	
606	43	00	VISION INSURANCE	74	89	89	25	
606	44	00	LIFE INSURANCE	42	44	44	13	
606	45	00	LONG TERM DISABLILITY INS	342	352	352	69	
606	46	00	ACCIDENTAL DEATH & DISM.	10	11	11	3	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				16,261	18,936	18,936	3,648	-81%
SALARIES AND BENEFITS TOTAL:				57,279	67,148	67,148	21,197	-68%

SERVICES

611	90	00	OTHER PROFESSIONAL SRVC	36,884	39,000	39,000	39,000	
613	10	00	REPAIR & MAINT	536	1,000	105	110	
613	30	00	HVAC	787	1,100	380	395	
613	50	00	VEHICLE REPAIRS	0	0	0	0	
614	20	00	ELECTRICITY	3,023	2,250	6,937	7,215	
614	30	00	GAS	1,295	2,250	2,408	2,504	
614	60	00	TELEPHONE	461	450	269	410	
614	60	01	CELL PHONE/PAGER	14	0	0	0	
614	70	00	WATER	870	1,000	1,073	1,116	
615	20	00	MEMBERSHIPS	0	150	150	50	
615	40	00	TRAINING & CONFERENCES	67	0	0	0	
615	40	01	MEETINGS AND MILEAGE	0	0	0	0	
616	10	01	COPIER LEASE	0	0	0	0	
618	10	00	BANK SERVICE CHARGES	0	0	0	0	
SERVICES TOTAL:				43,937	47,200	50,322	50,800	1%

SUPPLIES

620	20	00	FUEL & OIL SUPPLIES	0	0	0	0	
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				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
GENERAL FUND				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
620	40	00	JANITORIAL SUPPLIES	0	100	100	0	
620	80	00	SIGN SUPPLIES	501	1,700	1,700	1,500	
620	90	00	OTHER MISC. MAIN SUPPLIES	357	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	0	150	150	0	
621	70	00	RECREATION SUPPLIES	200	500	500	500	
621	80	00	UNIFORM & SAFETY APPAREL	56	150	150	150	
621	90	00	MISC OPERATING SUPPLIES	89	150	150	150	
622	10	00	GENERAL OFFICE SUPPLIES	44	0	0	0	
622	20	00	PAPER SUPPLIES	89	0	0	0	
622	30	00	POSTAGE & DELIVERY	133	250	250	0	
622	40	00	PRINTING, FORMS & BUS CRD	64	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	77	0	0	0	
SUPPLIES TOTAL:				1,610	3,000	3,000	2,300	-23%
OTHER EXPENSES								
639	30	66	PROJ FUNDED P/R	(2,925)	0	0	0	
OTHER EXPENSES TOTAL:				(2,925)	0	0	0	na
INTERFUND/ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	3,543	2,923	2,923	3,419	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
INTERFUND/ALLOC COSTS TOTAL:				6,160	5,630	5,630	5,382	-4%
TOTAL DIVISION EXPENDITURES:				106,061	122,978	126,100	79,679	-37%

Department: SENIOR CITIZENS

Division: 5524

Fund No: 100; Dept/Division No: 5524

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	80,343	76,663	76,663	25,372	
601	12	00	REGULAR PART-TIME	0	0	0	0	
601	13	00	TEMPORARY PART-TIME	0	0	0	0	
601	30	00	OVERTIME PAY	61	676	676	232	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	95	
601	45	00	ADMIN/EXECUTIVE PAY	267	0	0	0	
601	48	00	LONGEVITY PAY	334	1,835	1,835	34	
<i>Salaries and wages total:</i>				81,026	79,174	79,174	25,733	-67%

Employee benefits

606	02	00	PERS ER CONTRIB	8,581	8,491	8,491	2,934	
606	02	01	EPMC	601	594	594	73	
606	04	00	PERS EE CONTRIB	5,599	5,495	5,495	631	
606	04	01	EPMC	392	385	385	16	
606	05	00	PERS SURVIVOR BENEFIT	30	30	30	11	
606	07	00	PARS ER CONTRIB	0	0	0	0	
606	11	00	MEDICARE	1,175	1,148	1,148	373	
606	40	00	HEALTH INSURANCE	14,402	16,521	16,521	2,816	
606	42	00	DENTAL INSURANCE	1,567	1,629	1,629	640	
606	43	00	VISION INSURANCE	196	213	213	75	
606	44	00	LIFE INSURANCE	107	98	98	28	
606	45	00	LONG TERM DISABILITY INS	720	645	645	155	
606	46	00	ACCIDENTAL DEATH & DISM.	27	24	24	8	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				33,397	35,273	35,273	7,760	-78%
SALARIES AND BENEFITS TOTAL:				114,423	114,447	114,447	33,493	-71%

SERVICES

610	10	00	CATERING SERVICE	10,909	12,000	12,000	12,000	
610	20	00	ENTERTAINMENT SERVICES	0	0	0	0	
611	90	00	OTHER PROFESSIONAL SRVC	0	0	0	0	
613	10	00	REPAIR & MAINT	446	700	296	308	
613	30	00	HVAC	778	600	9,804	1,183	
614	20	00	ELECTRICITY	4,618	5,000	4,255	4,425	
614	30	00	GAS	491	2,500	884	919	
614	60	00	TELEPHONE	264	500	500	276	
615	20	00	MEMBERSHIPS	0	0	0	50	
615	40	00	TRAINING & CONFERENCES	0	0	0	0	

GENERAL FUND			FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
			ACTUALS	ADOPTED BUDGET	YEAR-END ESTIMATE	BUDGET PLAN	from FY 2010-11 Est.
615	40 01	MEETINGS AND MILEAGE	0	40	40	0	
616	10 01	COPIER LEASE	28	50	50	50	
616	40 00	TRANSPORTATION RENTALS	0	500	500	0	
SERVICES TOTAL:			17,534	21,890	28,329	19,211	-32%
SUPPLIES							
620	40 00	JANITORIAL SUPPLIES	0	0	0	0	
620	90 00	OTHER MISC. MAIN SUPPLIES	193	100	100	100	
621	30 00	BOOKS, PERIODICALS & SUBSC	39	0	0	0	
621	50 00	FOOD & BEVERAGE PRODUCTS	501	750	750	250	
621	90 00	MISC OPERATING SUPPLIES	137	0	0	0	
622	10 00	GENERAL OFFICE SUPPLIES	1,284	0	0	0	
622	20 00	PAPER SUPPLIES	0	0	0	0	
622	30 00	POSTAGE & DELIVERY	57	100	100	100	
622	40 00	PRINTING, FORMS & BUS CRD	64	0	0	0	
622	90 00	MISC SUPPLIES & EXPENSES	181	0	0	0	
SUPPLIES TOTAL:			2,456	950	950	450	-53%
INTERFUND/ ALLOCATED COSTS							
661	10 00	INFO SERV CHG ALLOCATE	30,951	5,706	5,706	5,088	
661	70 00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
INTERFUND/ ALLOC COSTS TOTAL:			33,568	8,413	8,413	7,051	-16%
TOTAL DIVISION EXPENDITURES:			167,981	145,700	152,139	60,205	-60%

Department: TINY TOTS

Division: 5528

Fund No: 100; Dept/Division No: 5528

SALARIES AND BENEFITS

Salaries and wages

601	10 00	REGULAR	42,520	60,922	60,922	34,002	
601	12 00	REGULAR PART-TIME	97,033	67,349	67,349	61,353	
601	13 00	TEMPORARY PART-TIME	0	0	0	0	
601	30 00	OVERTIME PAY	61	1,175	1,175	319	
601	31 00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44 00	ACTING/INCENTIVE PAY	21	0	0	95	
601	45 00	ADMIN/EXECUTIVE PAY	267	0	0	0	
601	48 00	LONGEVITY PAY	1,473	1,514	1,514	2,050	
<i>Salaries and wages total:</i>			141,375	130,960	130,960	97,819	-25%

Employee benefits

606	02 00	PERS ER CONTRIB	14,789	13,883	13,883	10,941	
606	02 01	EPMC	323	466	466	101	
606	04 00	PERS EE CONTRIB	4,724	5,645	5,645	1,949	
606	04 01	EPMC	210	302	302	22	
606	05 00	PERS SURVIVOR BENEFIT	17	24	24	15	
606	06 00	PERS ER CONTRIB PART-TIME	0	0	0	0	
606	07 00	PARS ER CONTRIB	0	0	0	0	
606	11 00	MEDICARE	2,057	1,903	1,903	1,418	
606	30 00	EDUCATION INCENTIVE	466	301	301	301	
606	40 00	HEALTH INSURANCE	21,947	32,257	32,257	15,277	
606	42 00	DENTAL INSURANCE	1,910	2,473	2,473	1,559	
606	43 00	VISION INSURANCE	289	376	376	227	
606	44 00	LIFE INSURANCE	63	79	79	37	
606	45 00	LONG TERM DISABILITY INS	419	512	512	209	
606	46 00	ACCIDENTAL DEATH & DISM.	16	20	20	10	
606	57 00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>			47,230	58,241	58,241	32,066	-45%
SALARIES AND BENEFITS TOTAL:			188,605	189,201	189,201	129,885	-31%

SERVICES

610	20 00	ENTERTAINMENT SERVICES	890	600	600	600	
611	90 00	OTHER PROFESSIONAL SRVC	1,485	0	0	0	
613	90 00	REPAIR & MAIN. SERV	0	0	0	0	
614	60 00	TELEPHONE	328	600	336	344	
614	60 01	CELL PHONE/PAGER	38	100	100	0	
615	20 00	MEMBERSHIPS	62	0	0	50	
615	40 00	TRAINING & CONFERENCES	0	0	0	0	

GENERAL FUND			FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
			ACTUALS	ADOPTED	YEAR-END	BUDGET	from	
				BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.	
615	40	01	MEETINGS AND MILEAGE	0	40	40	0	
616	10	01	COPIER LEASE	1	0	0	0	
618	10	01	CREDIT CARDS FEES	0	0	0	0	
SERVICES TOTAL:			2,804	1,340	1,076	994		-8%
SUPPLIES								
620	40	00	JANITORIAL SUPPLIES	87	150	150	0	
620	90	00	OTHER MISC. MAIN SUPPLIES	159	250	250	250	
621	30	00	BOOKS, PERIODICALS & SUBSC	152	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	2,983	6,500	3,000	3,500	
621	70	00	RECREATION SUPPLIES	9,542	5,000	5,000	4,000	
621	80	00	UNIFORM & SAFETY APPAREL	240	450	450	150	
621	90	00	MISC OPERATING SUPPLIES	746	500	500	500	
622	10	00	GENERAL OFFICE SUPPLIES	478	0	0	0	
622	20	00	PAPER SUPPLIES	196	0	0	0	
622	30	00	POSTAGE & DELIVERY	99	100	100	100	
622	40	00	PRINTING, FORMS & BUS CRD	64	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	545	0	0	0	
SUPPLIES TOTAL:			15,291	12,950	9,450	8,500		-10%
OTHER EXPENSES								
630	90	00	OTHER MISCELLANEOUS EXP	0	30	30	0	
639	30	99	IT	0	0	0	0	
OTHER EXPENSES TOTAL:			0	30	30	0		-100%
CAPITAL OUTLAY								
643	10	00	UNDER \$5,000 IN VALUE	0	500	500	500	
CAPITAL OUTLAY TOTAL:			0	500	500	500		0%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	8,611	16,676	16,676	9,524	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
INTERFUND/ ALLOC COSTS TOTAL:			11,228	19,383	19,383	11,487		-41%
TOTAL DIVISION EXPENDITURES:			217,928	223,404	219,640	151,366		-31%

Department: PARKS AND RECREATION

Division: SWIM CENTER

Fund No: 100; Dept/Division No: 5536

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	81,185	94,822	94,822	23,995	
601	12	00	REGULAR PART-TIME	86,652	145,146	145,146	107,701	
601	13	00	TEMPORARY PART-TIME	36,338	28,942	28,942	22,597	
601	30	00	OVERTIME PAY	200	2,416	2,416	195	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	211	
601	45	00	ADMIN/EXECUTIVE PAY	1,033	0	0	0	
601	48	00	LONGEVITY PAY	456	451	451	75	
601	99	00	VACANCY SAVINGS	0	0	(51,441)	0	
<i>Salaries and wages total:</i>			205,885	271,777	220,336	154,774		-30%

Employee benefits

606	02	00	PERS ER CONTRIB	11,037	13,702	13,702	5,621	
606	02	01	EPMC	617	721	721	71	
606	04	00	PERS EE CONTRIB	5,751	6,669	6,669	610	
606	04	01	EPMC	402	467	467	15	
606	05	00	PERS SURVIVOR BENEFIT	29	35	35	10	
606	07	00	PARS ER CONTRIB	1,330	1,874	1,874	1,382	
606	11	00	MEDICARE	2,985	3,941	3,941	2,248	
606	40	00	HEALTH INSURANCE	10,961	14,264	14,264	3,242	
606	42	00	DENTAL INSURANCE	1,320	1,543	1,543	412	
606	43	00	VISION INSURANCE	148	191	191	52	
606	44	00	LIFE INSURANCE	102	114	114	27	
606	45	00	LONG TERM DISABILITY INS	740	798	798	147	
606	46	00	ACCIDENTAL DEATH & DISM.	26	28	28	7	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>			35,448	44,347	44,347	13,844		-69%
SALARIES AND BENEFITS TOTAL:			241,333	316,124	264,683	168,618		-36%

<u>GENERAL FUND</u>			FY 2009-10 ACTUALS	FY 2010-11 ADOPTED BUDGET	FY 2010-11 YEAR-END ESTIMATE	FY 2011-12 BUDGET PLAN	% Change from FY 2010-11 Est.	
SERVICES								
611	90	00	OTHER PROFESSIONAL SRVC	45,719	47,500	47,500	47,500	
613	10	00	REPAIR & MAINT	888	1,000	419	435	
613	30	00	HVAC	1,836	2,479	885	921	
613	90	00	REPAIR & MAIN. SERV	9,800	6,700	865	5,000	
614	20	00	ELECTRICITY	12,091	18,900	27,747	28,857	
614	30	00	GAS	15,537	28,500	28,893	30,049	
614	60	00	TELEPHONE	822	1,000	840	861	
614	60	01	CELL PHONE/PAGER	170	0	0	0	
614	70	00	WATER	8,702	6,550	10,728	11,157	
615	10	00	EMPLOYEE RECOGNITION	42	100	100	0	
615	20	00	MEMBERSHIPS	133	300	280	50	
615	40	00	TRAINING & CONFERENCES	0	0	0	0	
615	40	01	MEETINGS AND MILEAGE	0	0	0	0	
616	10	01	COPIER LEASE	0	0	0	0	
618	10	00	BANK SERVICE CHARGES	0	0	0	0	
SERVICES TOTAL:			95,740	113,029	118,257	124,830	6%	
SUPPLIES								
620	70	01	CO2	5,642	6,000	4,000	6,000	
620	70	02	CLORINE	19,922	18,000	18,000	18,000	
620	70	03	AQUATIC PARTS	1,969	2,500	2,500	2,500	
620	70	05	MISC CHEMICALS	2,772	3,500	3,500	3,500	
620	80	00	SIGN SUPPLIES	240	500	500	500	
620	90	00	OTHER MISC. MAIN SUPPLIES	33	1,000	1,000	0	
621	30	00	BOOKS,PERIODICALS & SUBSC	0	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	229	200	200	0	
621	70	00	RECREATION SUPPLIES	15,488	18,000	14,000	16,000	
621	80	00	UNIFORM & SAFETY APPAREL	2,208	2,000	2,000	2,000	
621	90	00	MISC OPERATING SUPPLIES	1,260	3,000	3,000	3,000	
622	10	00	GENERAL OFFICE SUPPLIES	280	0	0	0	
622	20	00	PAPER SUPPLIES	108	0	0	0	
622	30	00	POSTAGE & DELIVERY	349	600	600	0	
622	40	00	PRINTING, FORMS & BUS CRD	124	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	2,471	0	0	0	
SUPPLIES TOTAL:			53,095	55,300	49,300	51,500	4%	
OTHER EXPENSES								
639	30	66	PROJ FUNDED P/R	(7,096)	0	0	0	
639	30	99	IT	0	335	335	0	
OTHER EXPENSES TOTAL:			(7,096)	335	335	0	-100%	
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	17,582	19,533	19,533	15,478	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
INTERFUND/ ALLOC COSTS TOTAL:			20,199	22,240	22,240	17,441	-22%	
TOTAL DIVISION EXPENDITURES:			403,271	507,028	454,815	362,389	-20%	

Department: PARKS AND RECREATION

Division: SPORTS PROGRAM

Fund No: 100; Dept/Division No: 5538

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	59,809	60,379	60,379	23,283	
601	12	00	REGULAR PART-TIME	20,463	27,943	27,943	34,235	
601	13	00	TEMPORARY PART-TIME	250	0	0	0	
601	30	00	OVERTIME PAY	309	646	646	146	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	422	
601	45	00	ADMIN/EXECUTIVE PAY	378	0	0	0	
601	48	00	LONGEVITY PAY	380	376	376	150	
<i>Salaries and wages total:</i>			81,610	89,344	89,344	58,236	-35%	

Employee benefits

606	02	00	PERS ER CONTRIB	6,509	6,802	6,802	3,004	
606	02	01	EPMC	449	460	460	69	
606	04	00	PERS EE CONTRIB	4,188	4,253	4,253	590	
606	04	01	EPMC	293	298	298	15	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED BUDGET	YEAR-END ESTIMATE	BUDGET PLAN	from FY 2010-11 Est.
606	05	00	PERS SURVIVOR BENEFIT	21	21	21	9	
606	07	00	PARS ER CONTRIB	258	339	339	416	
606	11	00	MEDICARE	1,183	1,295	1,295	844	
606	40	00	HEALTH INSURANCE	8,443	9,815	9,815	4,975	
606	42	00	DENTAL INSURANCE	1,040	1,081	1,081	452	
606	43	00	VISION INSURANCE	112	122	122	49	
606	44	00	LIFE INSURANCE	76	70	70	24	
606	45	00	LONG TERM DISABILITY INS	540	508	508	142	
606	46	00	ACCIDENTAL DEATH & DISM.	19	17	17	6	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				23,131	25,081	25,081	10,595	-58%
SALARIES AND BENEFITS TOTAL:				104,741	114,425	114,425	68,831	-40%
SERVICES								
611	90	00	OTHER PROFESSIONAL SRVC	18,597	36,000	22,000	25,000	
613	10	00	REPAIR & MAINT	222	1,100	105	110	
613	30	00	HVAC	787	1,200	380	395	
613	50	00	VEHICLE REPAIRS	0	0	0	0	
614	20	00	ELECTRICITY	7,557	11,000	17,341	18,035	
614	30	00	GAS	1,295	2,500	2,408	2,504	
614	60	00	TELEPHONE	533	850	545	559	
614	60	01	CELL PHONE/PAGER	295	300	196	0	
614	70	00	WATER	870	2,500	1,073	116	
615	20	00	MEMBERSHIPS	0	0	0	0	
615	40	00	TRAINING & CONFERENCES	0	0	0	0	
615	40	01	MEETINGS AND MILEAGE	0	0	0	0	
616	10	00	EQUIPMENT RENTALS	0	500	500	0	
618	10	00	BANK SERVICE CHARGES	0	0	0	0	
SERVICES TOTAL:				30,156	55,950	44,548	46,719	5%
SUPPLIES								
620	20	00	FUEL & OIL SUPPLIES	0	0	0	0	
620	80	00	SIGN SUPPLIES	240	500	500	500	
620	90	00	OTHER MISC. MAIN SUPPLIES	0	500	500	500	
621	50	00	FOOD & BEVERAGE PRODUCTS	0	150	150	0	
621	70	00	RECREATION SUPPLIES	7,134	10,000	7,000	7,500	
621	80	00	UNIFORM & SAFETY APPAREL	0	250	250	250	
621	90	00	MISC OPERATING SUPPLIES	79	200	200	200	
622	10	00	GENERAL OFFICE SUPPLIES	37	0	0	0	
622	20	00	PAPER SUPPLIES	39	0	0	0	
622	30	00	POSTAGE & DELIVERY	147	400	400	200	
622	40	00	PRINTING, FORMS & BUS CRD	116	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	129	0	0	0	
SUPPLIES TOTAL:				7,921	12,000	9,000	9,150	2%
OTHER EXPENSES								
639	30	66	PROJ FUNDED P/R	(2,089)	0	0	0	
OTHER EXPENSES TOTAL:				(2,089)	0	0	0	na
INTERFUND/ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	3,731	4,539	4,539	3,672	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
INTERFUND/ALLOC COSTS TOTAL:				6,348	7,246	7,246	5,635	-22%
TOTAL DIVISION EXPENDITURES:				147,077	189,621	175,219	130,335	-26%

Department: PARKS AND RECREATION

Division: TEEN PROGRAM

Fund No: 100; Dept/Division No: 5540

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	54,112	39,531	39,531	8,114	
601	12	00	REGULAR PART-TIME	8,104	16,166	16,166	7,428	
601	13	00	TEMPORARY PART-TIME	933	0	0	7,153	
601	30	00	OVERTIME PAY	1,230	466	466	60	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	95	
601	45	00	ADMIN/EXECUTIVE PAY	344	0	0	0	
601	48	00	LONGEVITY PAY	152	150	150	34	

GENERAL FUND			FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
			ACTUALS	ADOPTED	YEAR-END	BUDGET	from	
				BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.	
601	99	00	VACANCY SAVINGS	0	0	(5,000)	0	
			<i>Salaries and wages total:</i>	64,896	56,313	51,313	22,884	-55%
			<i>Employee benefits</i>					
606	02	00	PERS ER CONTRIB	5,986	4,292	4,292	929	
606	02	01	EPMC	405	300	300	23	
606	04	00	PERS EE CONTRIB	3,791	2,778	2,778	200	
606	04	01	EPMC	264	194	194	5	
606	05	00	PERS SURVIVOR BENEFIT	20	15	15	4	
606	07	00	PARS ER CONTRIB	92	212	212	96	
606	10	00	SOCIAL SECURITY	0	0	0	0	
606	11	00	MEDICARE	941	816	816	228	
606	24	00	HOUSING LOAN ASSIST PRGM	0	0	0	0	
606	40	00	HEALTH INSURANCE	10,133	9,179	9,179	1,195	
606	42	00	DENTAL INSURANCE	803	688	688	152	
606	43	00	VISION INSURANCE	98	82	82	18	
606	44	00	LIFE INSURANCE	72	50	50	9	
606	45	00	LONG TERM DISABILITY INS	489	332	332	49	
606	46	00	ACCIDENTAL DEATH & DISM.	18	13	13	3	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
			<i>Employee benefits total:</i>	23,112	18,951	18,951	2,911	-85%
			SALARIES AND BENEFITS TOTAL:	88,008	75,264	70,264	25,795	-63%
SERVICES								
610	20	00	ENTERTAINMENT SERVICES	3,050	0	0	0	
611	90	00	OTHER PROFESSIONAL SRVC	22,436	24,000	24,000	24,000	
613	10	00	REPAIR & MAINT	1,204	950	872	907	
613	30	00	HVAC	231	1,000	417	434	
614	20	00	ELECTRICITY	1,115	3,500	2,340	2,434	
614	30	00	GAS	462	1,000	542	546	
614	60	00	TELEPHONE	2,060	2,125	2,044	2,095	
614	60	01	CELL PHONE/PAGER	224	150	150	0	
614	70	00	WATER	870	1,000	1,073	1,116	
615	10	00	EMPLOYEE RECOGNITION	13	200	185	0	
615	20	00	MEMBERSHIPS	0	150	27	50	
615	40	00	TRAINING & CONFERENCES	0	0	0	0	
615	40	01	MEETINGS AND MILEAGE	0	0	0	0	
616	10	00	EQUIPMENT RENTALS	2,751	2,500	0	0	
616	10	01	COPIER LEASE	0	0	0	0	
616	30	00	STRUCTURAL RENTALS	0	0	0	0	
616	40	00	TRANSPORTATION RENTALS	0	4,000	0	0	
618	10	01	CREDIT CARDS FEES	0	0	0	0	
618	20	00	OTHER GOVT AGENCY CHARGES	0	0	0	0	
			SERVICES TOTAL:	34,416	40,575	31,650	31,582	0%
SUPPLIES								
620	20	00	FUEL & OIL SUPPLIES	0	0	0	0	
620	80	00	SIGN SUPPLIES	1,804	2,000	2,000	2,000	
621	50	00	FOOD & BEVERAGE PRODUCTS	2,205	2,000	2,000	1,000	
621	70	00	RECREATION SUPPLIES	873	3,000	3,000	2,000	
621	80	00	UNIFORM & SAFETY APPAREL	939	2,250	1,000	1,000	
621	90	00	MISC OPERATING SUPPLIES	2,659	4,035	2,000	2,000	
622	10	00	GENERAL OFFICE SUPPLIES	95	0	0	0	
622	20	00	PAPER SUPPLIES	114	0	0	0	
622	30	00	POSTAGE & DELIVERY	98	250	250	100	
622	40	00	PRINTING, FORMS & BUS CRD	0	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	34	0	0	0	
			SUPPLIES TOTAL:	8,821	13,535	10,250	8,100	-21%
OTHER EXPENSES								
639	30	66	PROJ FUNDED P/R	(2,365)	0	0	0	
639	30	99	IT	0	335	335	0	
639	50	99	LEGAL SERVICES	0	0	0	0	
			OTHER EXPENSES TOTAL:	(2,365)	335	335	0	-100%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	22,623	6,360	6,360	6,447	
661	20	00	VEHICLE REPLACEMENT CHG	0	0	0	0	
661	30	00	FAC MAINT CHG ALLOCATE	0	0	0	0	
661	60	00	IT EQUIP REPLACEMENT CHG	0	0	0	0	

GENERAL FUND			FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
			ACTUALS	ADOPTED	YEAR-END	BUDGET	from	
				BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.	
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,963	
INTERFUND/ ALLOC COSTS TOTAL:			25,240	9,067	9,067	8,410		-7%
TOTAL DIVISION EXPENDITURES:			154,120	138,776	121,566	73,887		-39%

Department: PARKS AND RECREATION

Division: CONCESSION STAND

Fund No: 100; Dept/Division No: 5542

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	26,532	0	0	0	
601	12	00	REGULAR PART-TIME	8,215	0	0	0	
601	13	00	TEMPORARY PART-TIME	5,912	0	0	0	
601	30	00	OVERTIME PAY	76	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	21	0	0	0	
601	45	00	ADMIN/EXECUTIVE PAY	172	0	0	0	
601	48	00	LONGEVITY PAY	76	0	0	0	
<i>Salaries and wages total:</i>				41,004	0	0	0	na

Employee benefits

606	02	00	PERS ER CONTRIB	3,166	0	0	0	
606	02	01	EPMC	200	0	0	0	
606	04	00	PERS EE CONTRIB	1,862	0	0	0	
606	04	01	EPMC	130	0	0	0	
606	05	00	PERS SURVIVOR BENEFIT	11	0	0	0	
606	07	00	PERS ER CONTRIB	146	0	0	0	
606	10	00	SOCIAL SECURITY	0	0	0	0	
606	11	00	MEDICARE	594	0	0	0	
606	24	00	HOUSING LOAN ASSIST PRGM	0	0	0	0	
606	40	00	HEALTH INSURANCE	3,614	0	0	0	
606	42	00	DENTAL INSURANCE	457	0	0	0	
606	43	00	VISION INSURANCE	51	0	0	0	
606	44	00	LIFE INSURANCE	37	0	0	0	
606	45	00	LONG TERM DISABILITY INS	240	0	0	0	
606	46	00	ACCIDENTAL DEATH & DISM.	9	0	0	0	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				10,517	0	0	0	na
SALARIES AND BENEFITS TOTAL:				51,521	0	0	0	na

SERVICES

611	90	00	OTHER PROFESSIONAL SRVC	0	0	0	0	
613	10	00	REPAIR & MAINT	0	0	0	0	
614	20	00	ELECTRICITY	0	0	0	0	
614	30	00	GAS	0	0	0	0	
614	60	00	TELEPHONE	145	0	0	0	
614	70	00	WATER	0	0	0	0	
615	10	00	EMPLOYEE RECOGNITION	0	0	0	0	
615	40	00	TRAINING & CONFERENCES	129	0	0	0	
615	40	01	MEETINGS AND MILEAGE	0	0	0	0	
616	10	01	COPIER LEASE	0	0	0	0	
618	10	00	BANK SERVICE CHARGES	0	0	0	0	
618	20	00	OTHER GOVT AGENCY CHARGES	0	0	0	0	
618	30	00	OTHER MISCELLANEOUS SRVC	0	0	0	0	
SERVICES TOTAL:				274	0	0	0	na

SUPPLIES

620	20	00	FUEL & OIL SUPPLIES	0	0	0	0	
620	80	00	SIGN SUPPLIES	304	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	10,637	0	0	0	
621	70	00	RECREATION SUPPLIES	854	0	0	0	
621	80	00	UNIFORM & SAFETY APPAREL	525	0	0	0	
621	90	00	MISC OPERATING SUPPLIES	0	0	0	0	
622	10	00	GENERAL OFFICE SUPPLIES	31	0	0	0	
622	20	00	PAPER SUPPLIES	0	0	0	0	
622	30	00	POSTAGE & DELIVERY	0	0	0	0	
622	40	00	PRINTING, FORMS & BUS CRD	0	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	0	0	0	0	

GENERAL FUND		FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
		ACTUALS	ADOPTED	YEAR-END	BUDGET	from
			BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
SUPPLIES TOTAL:		12,351	0	0	0	na
OTHER EXPENSES						
639	30 66	PROJ FUNDED P/R	(1,183)	0	0	0
639	30 99	IT	0	0	0	0
639	50 99	LEGAL SERVICES	0	0	0	0
OTHER EXPENSES TOTAL:		(1,183)	0	0	0	na
INTERFUND/ ALLOCATED COSTS						
661	10 00	INFO SERV CHG ALLOCATE	3,702	0	0	0
661	20 00	VEHICLE REPLACEMENT CHG	0	0	0	0
661	30 00	FAC MAINT CHG ALLOCATE	0	0	0	0
661	60 00	IT EQUIP REPLACEMENT CHG	0	0	0	0
661	70 00	INTERFUND/ALLOC/TRANSFERS	2,617	0	0	0
INTERFUND/ ALLOC COSTS TOTAL:		6,319	0	0	0	na
TOTAL DIVISION EXPENDITURES:		69,282	0	0	0	na

Department: PARKS AND RECREATION
Division: YOUTH/TEEN RESOURCES CENTER
Fund No: 100; Dept/Division No: 5543

SALARIES AND BENEFITS

<i>Salaries and wages</i>						
601	10 00	REGULAR	59,268	70,046	70,046	54,733
601	12 00	REGULAR PART-TIME	60,745	68,025	68,025	39,871
601	13 00	TEMPORARY PART-TIME	15,219	15,540	15,540	0
601	30 00	OVERTIME PAY	1,430	1,217	1,217	376
601	31 00	HOLIDAY OVERTIME PAY	0	0	0	0
601	44 00	ACTING/INCENTIVE PAY	21	0	0	844
601	45 00	ADMIN/EXECUTIVE PAY	1,033	0	0	0
601	48 00	LONGEVITY PAY	455	451	451	301
<i>Salaries and wages total:</i>			138,171	155,279	155,279	96,125
<i>Employee benefits</i>						
606	02 00	PERS ER CONTRIB	12,075	12,745	12,745	6,461
606	02 01	EPMC	451	534	534	162
606	04 00	PERS EE CONTRIB	4,992	5,881	5,881	1,391
606	04 01	EPMC	295	345	345	35
606	05 00	PERS SURVIVOR BENEFIT	22	25	25	21
606	06 00	PERS ER CONTRIB PART-TIME	0	0	0	0
606	07 00	PARS ER CONTRIB	270	442	442	518
606	10 00	SOCIAL SECURITY	0	0	0	0
606	11 00	MEDICARE	2,003	2,251	2,251	1,394
606	24 00	HOUSING LOAN ASSIST PRGM	0	0	0	0
606	40 00	HEALTH INSURANCE	18,744	22,730	22,730	12,966
606	41 00	MEDICAL INSURANCE	0	0	0	0
606	42 00	DENTAL INSURANCE	1,575	1,759	1,759	1,000
606	43 00	VISION INSURANCE	209	248	248	112
606	44 00	LIFE INSURANCE	72	82	82	55
606	45 00	LONG TERM DISABILITY INS	538	589	589	337
606	46 00	ACCIDENTAL DEATH & DISM.	18	20	20	15
606	57 00	ALLOC COMPENSATD ABSENCES	0	0	0	0
<i>Employee benefits total:</i>			41,264	47,651	47,651	24,467
SALARIES AND BENEFITS TOTAL:			179,435	202,930	202,930	120,592
-41%						

SERVICES

610	20 00	ENTERTAINMENT SERVICES	2,090	6,500	6,500	5,000
611	90 00	OTHER PROFESSIONAL SRVC	0	0	0	0
613	10 00	REPAIR & MAINT	1,204	950	872	907
613	30 00	HVAC	231	1,000	417	434
614	10 00	CABLE SERVICES	74	0	0	75
614	20 00	ELECTRICITY	4,841	3,500	2,564	2,667
614	30 00	GAS	437	1,000	525	546
614	60 00	TELEPHONE	2,366	2,500	2,383	2,433
614	60 01	CELL PHONE/PAGER	278	150	284	0
614	70 00	WATER	1,740	0	2,145	2,231
615	10 00	EMPLOYEE RECOGNITION	0	200	200	0
615	20 00	MEMBERSHIPS	155	150	207	150

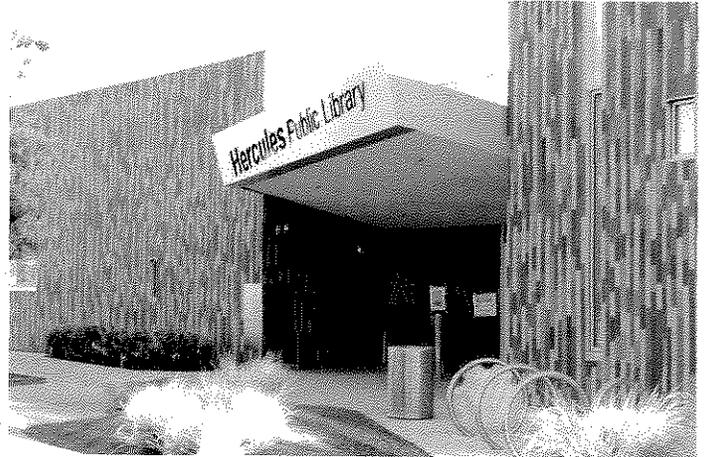
<u>GENERAL FUND</u>				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change	
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from	
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.	
615	40	00	TRAINING & CONFERENCES	180	0	0	0		
615	40	01	MEETINGS AND MILEAGE	81	0	0	0		
616	10	01	COPIER LEASE	0	0	0	0		
616	40	00	TRANSPORTATION RENTALS	2,528	6,500	3,000	5,000		
618	10	01	CREDIT CARDS FEES	0	0	0	0		
618	20	00	OTHER GOVT AGENCY CHARGES	0	0	0	0		
618	30	00	OTHER MISCELLANEOUS SRVC	0	600	600	0		
SERVICES TOTAL:				16,205	23,050	19,697	19,443	-1%	
SUPPLIES									
620	20	00	FUEL & OIL SUPPLIES	0	0	0	0		
620	80	00	SIGN SUPPLIES	0	200	200	0		
621	30	00	BOOKS, PERIODICALS & SUBSC	0	0	0	0		
621	50	00	FOOD & BEVERAGE PRODUCTS	7,810	7,500	5,500	7,500		
621	70	00	RECREATION SUPPLIES	2,052	2,450	2,450	2,450		
621	80	00	UNIFORM & SAFETY APPAREL	651	1,300	800	800		
621	90	00	MISC OPERATING SUPPLIES	1,713	3,000	1,500	1,500		
622	10	00	GENERAL OFFICE SUPPLIES	341	0	0	0		
622	20	00	PAPER SUPPLIES	142	0	0	0		
622	30	00	POSTAGE & DELIVERY	8	250	250	50		
622	40	00	PRINTING, FORMS & BUS CRD	0	0	0	0		
622	90	00	MISC SUPPLIES & EXPENSES	77	0	0	0		
SUPPLIES TOTAL:				12,794	14,700	10,700	12,300	15%	
OTHER EXPENSES									
630	10	00	BAD DEBTS	0	0	0	0		
639	30	66	PROJ FUNDED P/R	(7,096)	0	0	0		
639	30	99	IT	0	335	335	0		
639	50	99	LEGAL SERVICES	0	0	0	0		
OTHER EXPENSES TOTAL:				(7,096)	335	335	0	-100%	
INTERFUND/ ALLOCATED COSTS									
661	10	00	INFO SERV CHG ALLOCATE	25,184	6,360	6,360	6,791		
661	20	00	VEHICLE REPLACEMENT CHG	0	0	0	0		
661	30	00	FAC MAINT CHG ALLOCATE	0	0	0	0		
661	70	00	INTERFUND/ALLOC/TRANSFERS	2,617	2,707	2,707	1,962		
INTERFUND/ ALLOC COSTS TOTAL:				27,801	9,067	9,067	8,753	-3%	
TOTAL DIVISION EXPENDITURES:				229,139	250,082	242,729	161,088	-34%	
DEPARTMENT TOTAL - PARKS & RECREATION				2,930,486	3,024,803	2,920,132	1,929,849	-34%	

LIBRARY

PEDRO JIMENEZ, ACTING PARKS & RECREATION DIRECTOR

PURPOSE

The Hercules Public Library, a branch of the Contra Costa County Library system, brings people and ideas together. The County Library oversees daily operations, while the City manages the facility. The library provides a wide array of services to the community, including promoting literacy of preschoolers and young children, supporting learning for children and teens, giving seniors and other adults' opportunities for life-long learning, meeting the information needs of residents, using technology to make information more accessible, and providing venues for celebrating cultural diversity and supporting multicultural understanding.



CURRENT SERVICES AND INITIATIVES

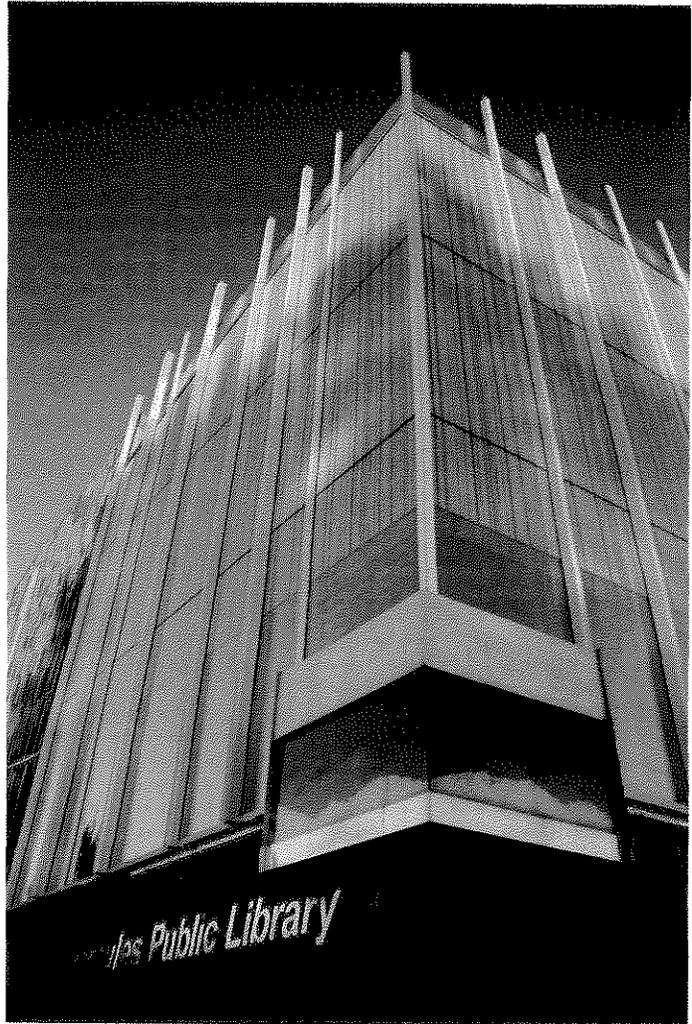
- Library is scheduled to be open 40 hours per week (35 hours funded by the County and 5 additional hours funded by the City if fundraising/donations revenues are sufficient).
- The City is funding ordinary janitorial & building maintenance.
- Large meeting room and small conference room are available for rental through the City recreation department.
- Support from the Hercules Community and Library Commission for programs and services in the library.
- Approve art/cultural exhibits in the library through the Community and Library Commission Art/ Exhibit Sub-Committee.
- Continue to support the Library Foundation with fundraising activities.

GOALS FOR FISCAL YEAR 2011-2012

- In conjunction with the county library staff, provide programming for teen room.
- Increase revenues for rental of conference room and meeting room.
- Promote educational classes for youth and seniors in homework/computer room.

ACCOMPLISHMENTS FOR FISCAL YEAR 2010-2011

- Library provided 45 hours of operation 10 over the county funded 35 hours (10 hours funded by the City of Hercules General Fund).
- On average, 4,000 people visit the library each week!
- 4,210 people attended 233 free programs
- 50 Internet computers a total of 47,976 times during the last FY; 3,415 volunteer hours donated each year.
- Children's Garden maintained by the Hercules Community Garden Foundation
- 106 volunteers donated 4,203 hours.



LIBRARY

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

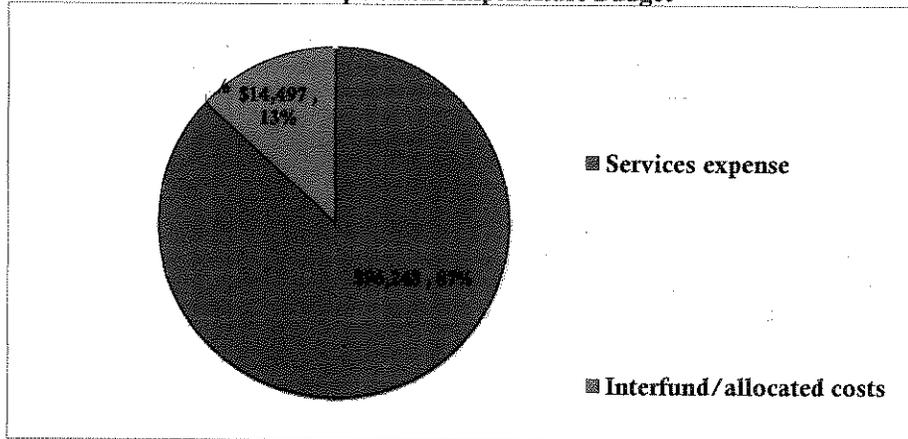
Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements	\$0	\$0	\$0	\$0
Other revenues & donations	\$0	\$0	\$40,000	\$40,000
Transfers-In	\$1,991	\$0	\$0	\$0
Grand Total - Revenues	\$1,991	\$0	\$40,000	\$40,000

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$0	\$0	\$0	\$0
Services expense	\$118,131	\$121,348	\$96,248	(\$25,100)
Supplies	\$0	\$0	\$0	\$0
Other expenses	\$0	\$0	\$0	\$0
Interfund/allocated costs	\$12,769	\$8,199	\$14,497	\$6,298
Grand Total - Expenditures	\$130,900	\$129,547	\$110,745	(\$18,802)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Library (Departmental Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$128,909)
FY 2010-11 Estimate Balance (Deficit)	(\$129,547)
FY 2011-12 Budget Balance (Deficit)	(\$70,745)
Reduction of Tax Support (FY 2011-12)	\$58,802
* Deficit = General Fund Tax Support	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
Department: LIBRARY								
Division: LIBRARY								
Fund No: 100; Dept/Division No: 5501								
SERVICES								
611	90	00	OTHER PROFESSIONAL SRVC	57,720	127,000	67,000	40,000	
613	10	00	REPAIR & MAINT	4,944	3,039	5,449	5,667	
613	20	00	GROUNDS REPAIR & MAINT	6,065	6,500	6,500	6,500	
613	30	00	HVAC	1,847	0	2,012	2,092	
613	30	04	HVAC-LIBRARY	3,648	4,000	0	0	
613	50	00	VEHICLE REPAIRS	0	0	0	0	
613	90	00	REPAIR & MAIN. SERV	1,251	4,300	96	98	
614	20	00	ELECTRICITY	31,893	32,218	29,507	30,687	
614	30	00	GAS	10,443	14,000	10,001	10,401	
614	60	00	TELEPHONE	132	1,128	783	803	
614	60	01	CELL PHONE/PAGER	188	0	0	0	
614	70	00	WATER	0	0	0	0	
615	40	00	TRAINING & CONFERENCES	0	0	0	0	
616	10	00	EQUIPMENT RENTALS	0	15,474	0	0	
SERVICES TOTAL:				118,131	207,659	121,348	96,248	-21%
SUPPLIES								
620	40	00	JANITORIAL SUPPLIES	0	166	0	0	
620	90	00	OTHER MISC. MAIN SUPPLIES	0	0	0	0	
622	40	00	PRINTING, FORMS & BUS CRD	0	0	0	0	
SUPPLIES TOTAL:				0	166	0	0	na
INTERFUND/ ALLOCATED COSTS								
661	30	00	FAC MAINT CHG ALLOCATE	12,769	8,199	8,199	14,497	
INTERFUND/ ALLOC COSTS TOTAL:				12,769	8,199	8,199	14,497	77%
DEPARTMENT TOTAL - LIBRARY:				130,900	216,024	129,547	110,745	-15%

BUILDING/MAINTENANCE

JOHN J. MCGUIRE, CHIEF BUILDING OFFICIAL

PURPOSE

The Building / Maintenance Department is comprised of various divisions. Those divisions funded by the General Fund include Building Inspection, Street Facilities, and Engineering Operations/Inspections. Department programs funded by other City funds under the Building/Maintenance Department include the Landscape and Lighting Districts, Stormwater, the Gas Tax and Measure C/J Road, and the City's Facility Maintenance Internal Service funds.

This department's staff maintains the City's infrastructure and public facilities; manages and maintains the City's parks, streets, sidewalks, public buildings and other facilities, maintains the City's firebreaks, clears drainage systems, and clears trees away from utility lines. Finally, the Building / Maintenance Department eliminates safety hazards in parks and streets and maintains an ongoing hazard abatement program. The purpose of the Building Inspection Division is to provide essential building and safety services to the community in accordance with established City of Hercules Ordinances and State of California Building Codes. Services provided by the Engineering Division are discussed separately.

CURRENT SERVICES AND INITIATIVES

Building Inspection

- Adoption/Revision of the California Title 24 mandated construction codes.
- Supervise the day-to-day operations of one counter staff person.
- Monitor and review the purchasing, budgeting and inventory control for the division.
- Development of resolutions and ordinances.
- Attend meetings with planning, public works, legal counsel, builders, developers, architects, engineers, and homeowners.
- Provide prompt and courteous plan review and permit issuance.
- Determine the appropriateness of construction materials.
- Attend Council meetings.
- Review and approve construction plans and specifications.
- Provide thorough building, mechanical, plumbing, and electrical inspections.
- Assist builders, developers, and property owners with fair and accurate interpretation of the California Codes, as adopted by the city of Hercules.
- Provide counter assistance and guidance to permit applicants.
- Provide technical support and critiques of architectural design and site layout for all residential, commercial, and industrial projects.
- Enforcement of adopted ordinances and state mandated codes.

Street, Landscaping, Parks and Infrastructure Maintenance

- Monitor and maintain storm drains, sanitary sewer, sidewalks, gutters, and over 58 miles of roads in order to maintain proper functioning and extend useful life.
- Clean litter from the City's parks, beautify and maintain the City's landscape, keep the City's streets well lit, remove graffiti from public areas within 24 hours, trim trees providing clearance for utility lines, create and maintain fire breaks, mitigate sidewalk trip hazards, contain hazardous materials spills, and manage and monitor street sweeping contracts.



Facilities and Building Maintenance

- Respond to health, safety, and security requests for public facilities within 24 hours and complete routine repairs within ten days.

Administration

- Augment the City's resources by having participants in the Contra County Sheriff's Work Alternative Program help with public works projects.
- Help youth build work experience and learn work habits through the Teen Employment Summer Training (TEST) Program.

GOALS FOR FISCAL YEARS 2011-2012

Building Inspection

- Provide planning, permitting, and inspection services for all future projects including:
 - Intermodal Transit Center.
 - Hercules Bayfront.
 - Sycamore Crossings.
 - Hilltown storage tank removal.
 - Duck Pond Park.
- Continue to provide effective and efficient service using the HTE Building Permit Module.
- Revise the Nuisance Ordinance to be a more effective tool.
- Ensure budgeting, purchasing and inventory control are done in a fiscally responsible manner.
- Develop new and effective strategies for supervising the Maintenance Department.

The Building Division also provided plan check services, permit issuance and inspection services for the following projects:

- Sycamore Downtown.
- Sona grocery store.
- Market Hall.
- B.A.R.T. Parking Lot.
- Tenant improvements of Mechanic's Bank.
- Tenant improvements of Chase Bank.
- Sports 44 Restaurant and Bar.
- Biryani House Indian Restaurant.
- Multiple antenna sites throughout the city.
- Citywide AT&T Lightspeed inspections.

Street, Landscaping, Parks and Infrastructure Maintenance

- Develop a proactive plan for identifying and repairing potholes with the goal of reducing complaints and reducing long-term costs.
- Continue implementation of the sidewalk repair program.

Facilities and Building Maintenance

- Repair the padding under the Refugio and Foxboro play structures
- Paint the exterior of the Lupine Child Care Center.
- Landscape Hanna Ranch Child Care Center (Phase IV).

Productivity and Work Standards Improvements

- Better prioritize repair needs and improve scheduling of work.
- Train staff on new repair strategies and standards for each task.
- Conduct a cost-benefit analysis to determine the cost effectiveness of using in-house staff to do some of the services that are currently performed by contractors.
- Improve the performance of contractors by training all field staff on contract management, thus enabling the division to monitor contractors more frequently.
- Enforce codes more aggressively to ensure City ordinances are followed.
- Begin the implementation of the newly developed task specific work program to improve accountability.
- Review all expenditures and reduce where possible to avoid Lighting and Landscaping cost overruns.
- Bring forward new Lighting and Landscaping Assessments to the City Council in June 2012.
- Put all landscaping contracts out to bid.
- Implement an annual inventory and check-in/check-out system for the Maintenance Department.
- All janitorial services provided by city employees.

Administration

- Develop a strong work order system to ensure proper billing.
- Work with staff to develop their skills through trainings offered by various organizations.
- Continue to augment the City's resources by having participants in the Contra County Sheriff's Work Alternative Program help with public works projects.

ACCOMPLISHMENTS IN FISCAL YEARS 2010-2011

Building Inspection

- Chief Building Official appointed to State Code Committee of the California Building Officials.
- Chief Building Official appointed as Vice-President of East Bay Chapter of the International Code Council.
- Staff member appointed as committee member to the NEC Uniform Code Interpretation Committee.
- Tested and received non-structural plan check certification.
- Tested and received basic code enforcement certification.
- Tested and received basic code enforcement certification.
- Successfully arranged for quarterly meetings between Bay Area code enforcement officers.
- Staff attendance at Community Update event.
- Staff attendance at Cultural Festival.
- Staff attendance at Home Depot for several Community Outreach events.
- Participation in thirteen Neighborhood Clean-up days.

Street, Landscaping, Parks and Infrastructure Maintenance

- Identified and prioritized needs for road repairs and implemented a plan to repair them. This has reduced the number of resident complaints, substantially reduced expected future costs of repair, and increased the longevity of the City's roads.
- Repaved numerous streets including Refugio Valley Road, Pheasant Drive, Turquoise Drive and Falcon Way.
- Repaired 45 sidewalk trip hazards.
- Replaced 60 street directional and informational signs.
- Trimmed numerous street trees throughout the city.
- Repaired over 100 street lights.
- Restriped numerous intersections and crosswalks throughout the city.

Maintaining Public Facilities

- Expanded and seal-coated the parking area at City Hall.
- Replaced the decking at the Community Swim Center.
- Worked with Siemens on the city energy conservation project.
- Installation of security cameras at the corporation yard and child care facilities.
- Police Department expansion project.
- Assisted with the construction of the city-owned dog park.
- Started the Heritage Garden improvement project.

Other Areas

- Cleaned Refugio Valley Creek of debris, preventing upstream flooding.
- Removed debris as required by National Pollution Discharge System's clean water program.
- Assisted with the construction of the Community Garden.
- Assisted with the renovation of the city-owned freight building located at 3001 Franklin Canyon Road.
- Assisted with fourteen Community Clean-up days.

Productivity and Work Standards Improvements

- Development of task specific work programs. Each work program identifies and prioritizes community needs for maintenance (e.g., high priority areas for lighting improvements or fire break maintenance), schedules staff and contractors to work on particular projects, and establishes clear standards for work performance. These work programs cover 14 different areas such as monitoring contracts, clearing firebreaks, repairing sidewalks, and removing graffiti.

ENGINEERING DIVISION

JOHN STIER, MUNICIPAL SERVICES MANAGER

PURPOSE

The Engineering Division of the Building/Maintenance Department provides professional management and maintenance of the City's public facilities and infrastructure; ensures the City is in compliance with State and Federal environmental mandate rules and regulations; manages the City's Capital Improvements Program; reviews land development, subdivision, and project improvements for compliance with the Subdivision Map Act, State and Federal Regulations or standards, and compliance with local ordinances; provides traffic and pavement management functions for the City.

CURRENT SERVICES AND INITIATIVES

Administration – Engineering

- Provide technical support to the City of Hercules Redevelopment Agency.
- Provide planning and construction of drainage, roadway and traffic facilities to meet current and future community needs.
- Ensure that all State and Federal Water Quality laws are adhered to while jointly operating the Hercules/Pinole Wastewater Treatment Plant and the four lift stations located in the City of Hercules.
- Monitor, manage and maintain City owned stormwater facilities. Monitor and manage privately owned facilities contributing stormwater flows.
- Provide planning and management of landscape district and facility maintenance services.
- Monitor, manage and maintain 58+ center miles of streets, roads, sidewalks and related infrastructure to ensure that facilities retain their maximum useful service life and that public safety and traffic convenience is maintained.

Engineering

- Develop and implement a strategic Street Maintenance and Repair Program to effectively manage funds supporting the program.
- Provide day-to-day division operations including responses to public inquiries, issuance of encroachment permits, grading permits, and wide-load truck permits.
- Develop and deliver the Capital Improvement Program for the City and Redevelopment Agency.
- Participate in the Regional Transportation Planning / Development Committee to benefit the financial and economic interests of the City.
- Perform land development project reviews within a responsive turn around on improvement plan checks.
- Maintain and update City standard drawings to conform to Federal requirements.

- Review and update the Hercules/Pinole Sewer Assessment District 91-1 for parcel lot changes and segregation.
- Monitor Five (5) Street Lighting and Landscape Assessment Districts and manage work scope and service delivery in accordance with Proposition 218.

Wastewater Utility - Engineering

- In partnership with the City of Pinole, provide management oversight of the Pinole/Hercules Wastewater Treatment Plant in accordance with the Joint Powers Agreement that was approved by both cities in January 2001.
- Monitor and manage the maintenance of the City of Hercules collection systems and four (4) lift stations to meet the Regional Water Quality Control Board permit requirements.
- Staying abreast of current and new regulations and administering the City's ordinances relating to wastewater contributions.

Stormwater Program - Engineering

- Continue revisions of City Grading and Stormwater Ordinance complying with the Clean Water Act.
- Provide public education and outreach information in the Herculean and other media at least three times a year.
- Participate in the Countywide Clean Water Program, attending monthly committee and subcommittee meetings as required by the City's National Pollutant Discharge Elimination System (NPDES) permit.
- Develop proactive program in dealing with the annual clean up of Refugio Valley Creek.

GOALS FOR FISCAL YEAR 2011-2012

- Support the Capital Improvement Projects based on Council priority.
- Continue to deliver the Capital Improvement Program for both the City and Redevelopment Agency.
- Continue to support the coordination and design of the Capitol Corridor Train Station Project.
- Continue support the implementation of the Annual Citywide Street Maintenance & Sidewalk Repair Programs.
- Continue to support and implement the Citywide Sanitary Sewer Inspection and Maintenance Programs.

ACCOMPLISHMENTS IN FISCAL YEAR 2010-2011

- Supported and implemented the City's Annual Citywide Street Maintenance and Sidewalk Repair Programs.
- Finalized the ARRA Funded Project that repaved San Pablo Avenue from John Muir Parkway to north City Limits with Rodeo.
- Awarded \$135,630 of ARRA Grant Funds for installation 161 energy efficient LED street light fixtures along the Sycamore Avenue and Refugio Valley Road corridors.
- Completed the Sycamore Avenue Utility Relocation Project, which relocated a two sanitary sewer, mainlines from the Sycamore Crossings parcels into the Sycamore Avenue right-of-way.

BUILDING / MAINTENANCE

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

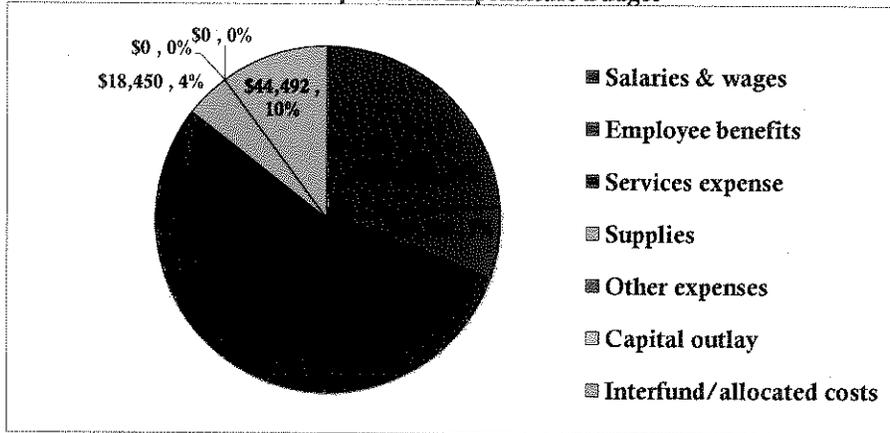
Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Licenses & permits	\$648,253	\$207,100	\$230,800	\$23,700
Intergovernmental revenues	\$0	\$0	\$0	\$0
Charges for services	\$213,739	\$88,900	\$43,900	(\$45,000)
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements	(\$7,655)	\$0	\$0	\$0
Other revenues & donations	\$22,552	\$1,600	\$0	(\$1,600)
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$876,889	\$297,600	\$274,700	(\$22,900)

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$688,701	\$587,439	\$103,981	(\$483,458)
Employee benefits	\$250,719	\$242,366	\$29,188	(\$213,178)
Services expense	\$269,954	\$232,601	\$239,376	\$6,775
Supplies	\$28,121	\$22,550	\$18,450	(\$4,100)
Other expenses	(\$7,806)	\$0	\$0	\$0
Capital outlay	\$0	\$100	\$0	(\$100)
Interfund/allocated costs	\$115,876	\$93,359	\$44,492	(\$48,867)
Grand Total - Expenditures	\$1,345,565	\$1,178,415	\$435,487	(\$742,928)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Building / Maintenance (Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$468,676)
FY 2010-11 Estimate Balance (Deficit)	(\$880,815)
FY 2011-12 Budget Balance (Deficit)	(\$160,787)
Reduction of Tax Support (FY 2011-12)	\$720,028
* Deficit = General Fund Tax Support	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
Department: BUILDING / MAINTENANCE								
Division: BUILDING INSPECTION								
Fund No: 100; Dept/Division No: 5238								
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
601	10	00	REGULAR	330,730	341,482	341,482	63,866	
601	12	00	REGULAR PART-TIME	235	20,460	35,460	0	
601	30	00	OVERTIME PAY	9,293	2,516	3,616	228	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	2,627	0	0	0	
601	45	00	ADMIN/EXECUTIVE PAY	4,290	0	3,500	3,500	
601	48	00	LONGEVITY PAY	4	301	301	0	
<i>Salaries and wages total:</i>				347,179	364,759	384,359	67,594	-82%
<i>Employee benefits</i>								
606	02	00	PERS ER CONTRIB	36,336	39,249	39,249	7,417	
606	02	01	EPMC	2,542	2,593	2,593	185	
606	04	00	PERS EE CONTRIB	23,674	23,967	23,967	1,597	
606	04	01	EPMC	1,657	1,678	1,678	40	
606	05	00	PERS SURVIVOR BENEFIT	100	103	103	19	
606	11	00	MEDICARE	5,043	5,296	5,296	929	
606	20	00	401A EXECUTIVES	3	285	285	0	
606	21	00	AUTO ALLOWANCE	0	0	0	0	
606	30	00	EDUCATION INCENTIVE	608	602	602	0	
606	40	00	HEALTH INSURANCE	42,023	56,750	56,750	9,046	
606	42	00	DENTAL INSURANCE	5,246	5,657	5,657	914	
606	43	00	VISION INSURANCE	670	843	843	116	
606	44	00	LIFE INSURANCE	354	343	343	50	
606	45	00	LONG TERM DISABILITY INS	3,036	2,872	2,872	395	
606	46	00	ACCIDENTAL DEATH & DISM.	89	83	83	13	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				121,381	140,321	140,321	20,721	-85%
SALARIES AND BENEFITS TOTAL:				468,560	505,080	524,680	88,315	-83%
SERVICES								
611	40	00	CONSULTING SERVICES	0	0	0	0	
611	50	00	ENGIN/INSPECT/PLANNING SV	22,950	122,819	12,750	12,750	
611	90	00	OTHER PROFESSIONAL SRVC	11,477	15,000	11,000	60,000	
613	10	00	REPAIR & MAINT	1,850	0	0	0	
613	30	00	HVAC	1,414	800	872	907	
613	50	00	VEHICLE REPAIRS	120	1,500	767	786	
614	60	00	TELEPHONE	1,729	1,700	1,769	1,813	
614	60	01	CELL PHONE/PAGER	1,313	1,500	1,979	0	
615	20	00	MEMBERSHIPS	970	1,000	1,000	1,025	
615	40	00	TRAINING & CONFERENCES	5,937	5,000	7,500	4,000	
615	40	01	MEETINGS AND MILEAGE	224	0	0	0	
616	10	01	COPIER LEASE	3,057	3,000	3,000	3,000	
618	10	01	CREDIT CARDS FEES	0	175	175	175	
SERVICES TOTAL:				51,041	152,494	40,812	84,456	107%
SUPPLIES								
620	20	00	FUEL & OIL SUPPLIES	3,361	3,000	3,000	500	
621	30	00	BOOKS,PERIODICALS & SUBSC	711	1,000	500	200	
621	50	00	FOOD & BEVERAGE PRODUCTS	0	0	0	0	
621	80	00	UNIFORM & SAFETY APPAREL	210	1,000	600	0	
622	10	00	GENERAL OFFICE SUPPLIES	1,697	0	0	0	
622	30	00	POSTAGE & DELIVERY	1,459	2,000	1,000	400	
622	40	00	PRINTING, FORMS & BUS CRD	2,418	0	0	1,000	
622	90	00	MISC SUPPLIES & EXPENSES	959	0	300	0	
SUPPLIES TOTAL:				10,815	7,000	5,400	2,100	-61%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	21,932	28,531	28,531	10,420	
661	20	00	VEHICLE REPLACEMENT CHG	0	0	0	0	
661	30	00	FAC MAINT CHG ALLOCATE	9,315	5,981	5,981	8,923	
INTERFUND/ ALLOC COSTS TOTAL:				31,247	34,512	34,512	19,343	-44%
OTHER EXPENSES								
630	10	00	BAD DEBTS	0	0	0	0	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
630	90	95	REIMBURSABLE EXPENSE	0	0	0	0	
OTHER EXPENSES TOTAL:				0	0	0	0	na
TOTAL DIVISION EXPENDITURES:				561,663	699,086	605,404	194,214	-68%

Department: BUILDING / MAINTENANCE

Division: STREETS FACILITIES

Fund No: 100; Dept/Division No: 5432

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	111,986	74,578	74,578	13,461	
601	12	00	REGULAR PART-TIME	0	0	0	0	
601	30	00	OVERTIME PAY	1,406	546	546	88	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	0	0	0	0	
601	45	00	ADMIN/EXECUTIVE PAY	902	0	1,000	0	
601	48	00	LONGEVITY PAY	2,316	1,625	1,625	361	
602	10	00	CONTRACT HELP	0	0	0	0	
<i>Salaries and wages total:</i>				116,610	76,749	77,749	13,910	-82%

Employee benefits

606	02	00	PERS ER CONTRIB	12,211	8,243	8,243	1,605	
606	02	01	EPMC	855	577	577	40	
606	04	00	PERS EE CONTRIB	7,968	5,334	5,334	346	
606	04	01	EPMC	558	373	373	9	
606	05	00	PERS SURVIVOR BENEFIT	38	24	24	5	
606	11	00	MEDICARE	1,496	1,111	1,111	202	
606	20	00	401A EXECUTIVES	281	285	285	0	
606	21	00	AUTO ALLOWANCE	110	0	0	0	
606	22	00	UNIFORM ALLOWANCE	0	0	200	0	
606	40	00	HEALTH INSURANCE	18,800	13,344	13,344	2,111	
606	42	00	DENTAL INSURANCE	2,509	1,429	1,429	235	
606	43	00	VISION INSURANCE	307	200	200	31	
606	44	00	LIFE INSURANCE	143	88	88	12	
606	45	00	LONG TERM DISABILITY INS	1,010	627	627	83	
606	46	00	ACCIDENTAL DEATH & DISM.	32	19	19	3	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				46,318	31,654	31,854	4,682	-85%

SALARIES AND BENEFITS TOTAL: 162,928 108,403 109,603 18,592 -83%

SERVICES

613	10	00	REPAIR & MAINT	2,210	2,500	500	1,500	
613	20	00	GROUNDS REPAIR & MAINT	162,750	190,000	150,000	130,000	
613	30	00	HVAC	2,395	1,875	872	907	
613	50	00	VEHICLE REPAIRS	3,500	3,500	1,375	3,895	
613	90	01	OTHER	25	0	0	0	
613	90	90	UNSCHEDULED REPAIRS	0	0	0	0	
614	60	00	TELEPHONE	4,262	2,500	4,361	4,470	
614	60	01	CELL PHONE/PAGER	2,149	1,500	2,200	1,500	
615	20	00	MEMBERSHIPS	0	150	150	82	
615	40	00	TRAINING & CONFERENCES	341	0	0	0	
615	40	01	MEETINGS AND MILEAGE	198	0	0	0	
616	10	01	COPIER LEASE	0	0	0	0	
SERVICES TOTAL:				177,830	202,025	159,458	142,354	-11%

SUPPLIES

620	20	00	FUEL & OIL SUPPLIES	5,580	5,000	5,000	5,000	
620	30	00	HARDWARE SUPPLIES	4,824	7,500	9,000	7,500	
621	80	00	UNIFORM & SAFETY APPAREL	153	0	0	0	
622	10	00	GENERAL OFFICE SUPPLIES	114	0	0	0	
622	20	00	PAPER SUPPLIES	0	0	0	0	
622	30	00	POSTAGE & DELIVERY	12	0	200	200	
622	40	00	PRINTING, FORMS & BUS CRD	220	0	0	0	
SUPPLIES TOTAL:				10,903	12,500	14,200	12,700	-11%

OTHER EXPENSES

639	30	65	FY 08-09 PD RELOCATION	0	0	0	0	
639	30	66	PROJ FUNDED P/R	(2,823)	0	0	0	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
OTHER EXPENSES TOTAL:				(2,823)	0	0	0	na
CAPITAL OUTLAY								
642	05	20	STREET MAINTENANCE PROGRM	0	4,000	100	0	
CAPITAL OUTLAY TOTAL:				0	4,000	100	0	-100%
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	11,809	15,363	15,363	9,077	
661	20	00	VEHICLE REPLACEMENT CHG	22,716	0	0	4,264	
INTERFUND/ ALLOC COSTS TOTAL:				34,525	15,363	15,363	13,341	-13%
TOTAL DIVISION EXPENDITURES:				383,363	342,291	298,724	186,987	-37%

Department: BUILDING / MAINTENANCE

Division: ENGINEERING OPS

Fund No: 100; Dept/Division No: 5435

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	169,422	134,805	134,805	17,822	
601	12	00	REGULAR PART-TIME	0	0	0	0	
601	21	00	WORK COMP TEMP DISABILITY	0	0	0	0	
601	30	00	OVERTIME PAY	698	1,148	1,148	160	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	0	0	0	0	
601	45	00	ADMIN/EXECUTIVE PAY	4,113	0	0	0	
601	48	00	LONGEVITY PAY	2,892	2,166	2,166	0	
601	99	00	VACANCY SAVINGS	0	0	(46,368)	0	
<i>Salaries and wages total:</i>				177,125	138,119	91,751	17,982	-80%

Employee benefits

606	02	00	PERS ER CONTRIB	18,552	14,816	14,816	1,856	
606	02	01	EPMC	1,299	1,037	1,037	46	
606	04	00	PERS EE CONTRIB	12,105	9,588	9,588	399	
606	04	01	EPMC	847	671	671	10	
606	05	00	PERS SURVIVOR BENEFIT	40	34	34	5	
606	11	00	MEDICARE	2,586	1,986	1,986	261	
606	20	00	401A EXECUTIVES	3,644	2,565	2,565	0	
606	21	00	AUTO ALLOWANCE	1,430	0	0	0	
606	22	00	UNIFORM ALLOWANCE	0	0	0	0	
606	40	00	HEALTH INSURANCE	20,243	21,181	21,181	0	
606	41	00	MEDICAL INSURANCE	0	0	0	0	
606	42	00	DENTAL INSURANCE	2,807	2,339	2,339	301	
606	43	00	VISION INSURANCE	341	304	304	35	
606	44	00	LIFE INSURANCE	262	187	187	12	
606	45	00	LONG TERM DISABLILITY INS	1,543	1,134	1,134	99	
606	46	00	ACCIDENTAL DEATH & DISM.	22	19	19	3	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				65,721	55,861	55,861	3,027	-95%
SALARIES AND BENEFITS TOTAL:				242,846	193,980	147,612	21,009	-86%

SERVICES

611	40	00	CONSULTING SERVICES	5,306	10,000	0	0	
611	50	00	ENGIN/INSPECT/PLANNING SV	0	500	500	500	
611	50	01	COUNTY MAPPING SERVICE	0	3,000	500	500	
613	10	00	REPAIR & MAINT	1,493	2,500	1,000	1,000	
613	10	08	TRAFFIC SIGNALS	22,971	30,000	20,000	0	
613	30	00	HVAC	1,414	1,875	872	907	
613	50	00	VEHICLE REPAIRS	1,119	2,500	1,000	1,409	
614	60	00	TELEPHONE	3,253	3,000	3,280	3,362	
614	60	01	CELL PHONE/PAGER	304	2,000	340	349	
615	20	00	MEMBERSHIPS	645	500	552	566	
615	40	00	TRAINING & CONFERENCES	764	0	811	831	
615	40	01	MEETINGS AND MILEAGE	180	1,000	139	142	
616	10	01	COPIER LEASE	3,323	3,000	3,000	3,000	
618	10	01	CREDIT CARDS FEES	0	0	0	0	
SERVICES TOTAL:				40,772	59,875	31,994	12,566	-61%

SUPPLIES

620	20	00	FUEL & OIL SUPPLIES	3,165	1,800	1,800	2,500	
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GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED BUDGET	YEAR-END ESTIMATE	BUDGET PLAN	from FY 2010-11 Est.
620	90	00	OTHER MISC. MAIN SUPPLIES	0	0	0	0	
621	30	00	BOOKS, PERIODICALS & SUBSC	500	500	500	500	
622	10	00	GENERAL OFFICE SUPPLIES	1,500	0	0	0	
622	20	00	PAPER SUPPLIES	0	0	0	0	
622	30	00	POSTAGE & DELIVERY	800	500	500	500	
622	40	00	PRINTING, FORMS & BUS CRD	0	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	438	0	0	0	
SUPPLIES TOTAL:				6,403	2,800	2,800	3,500	25%
OTHER EXPENSES								
639	30	66	PROJ FUNDED P/R	(4,624)	0	0	0	
639	30	99	IT	0	0	0	0	
OTHER EXPENSES TOTAL:				(4,624)	0	0	0	na
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	7,602	8,779	8,779	2,343	
661	20	00	VEHICLE REPLACEMENT CHG	4,883	0	0	5,040	
661	30	00	FAC MAINT CHG ALLOCATE	23,289	14,952	14,952	2,778	
INTERFUND/ ALLOC COSTS TOTAL:				35,774	23,731	23,731	10,161	-57%
TOTAL DIVISION EXPENDITURES:				321,171	280,386	206,137	47,236	-77%

Department: BUILDING / MAINTENANCE

Division: ENGINEERING INSPECTIONS

Fund No: 100; Dept/Division No: 5436

SALARIES AND BENEFITS

Salaries and wages

601	10	00	REGULAR	46,027	32,909	32,909	4,455	
601	30	00	OVERTIME PAY	146	129	129	40	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	0	0	0	0	
601	45	00	ADMIN/EXECUTIVE PAY	902	0	0	0	
601	48	00	LONGEVITY PAY	712	542	542	0	
<i>Salaries and wages total:</i>				47,787	33,580	33,580	4,495	-87%

Employee benefits

606	02	00	PERS ER CONTRIB	4,987	3,618	3,618	464	
606	02	01	EPMC	349	253	253	12	
606	04	00	PERS EE CONTRIB	3,254	2,342	2,342	100	
606	04	01	EPMC	228	164	164	3	
606	05	00	PERS SURVIVOR BENEFIT	11	8	8	1	
606	11	00	MEDICARE	702	487	487	65	
606	20	00	401A EXECUTIVES	278	0	0	0	
606	21	00	AUTO ALLOWANCE	110	0	0	0	
606	22	00	UNIFORM ALLOWANCE	0	0	0	0	
606	31	00	EDUCATION REIMBURSEMENT	0	0	0	0	
606	40	00	HEALTH INSURANCE	6,011	6,425	6,425	0	
606	42	00	DENTAL INSURANCE	798	634	634	75	
606	43	00	VISION INSURANCE	102	87	87	9	
606	44	00	LIFE INSURANCE	48	28	28	3	
606	45	00	LONG TERM DISABILITY INS	412	277	277	25	
606	46	00	ACCIDENTAL DEATH & DISM.	9	7	7	1	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				17,299	14,330	14,330	758	-95%
SALARIES AND BENEFITS TOTAL:				65,086	47,910	47,910	5,253	-89%

SERVICES

611	50	00	ENGIN/INSPECT/PLANNING SV	0	0	0	0	
613	50	00	VEHICLE REPAIRS	0	0	0	0	
614	60	01	CELL PHONE/PAGER	311	500	337	0	
SERVICES TOTAL:				311	500	337	0	-100%

SUPPLIES

620	20	00	FUEL & OIL SUPPLIES	0	150	150	150	
620	90	00	OTHER MISC. MAIN SUPPLIES	0	0	0	0	
621	30	00	BOOKS, PERIODICALS & SUBSC	0	0	0	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	0	0	0	0	
622	10	00	GENERAL OFFICE SUPPLIES	0	0	0	0	
622	20	00	PAPER SUPPLIES	0	0	0	0	

				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
<u>GENERAL FUND</u>					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
622	30	00	POSTAGE & DELIVERY	0	0	0	0	
622	40	00	PRINTING, FORMS & BUS CRD	0	0	0	0	
622	90	00	MISC SUPPLIES & EXPENSES	0	0	0	0	
SUPPLIES TOTAL:				0	150	150	150	0%
OTHER EXPENSES								
639	30	66	PROJ FUNDED P/R	(359)	0	0	0	
OTHER EXPENSES TOTAL:				(359)	0	0	0	na
INTERFUND/ ALLOCATED COSTS								
661	10	00	INFO SERV CHG ALLOCATE	14,330	19,753	19,753	1,647	
661	20	00	VEHICLE REPLACEMENT CHG	0	0	0	0	
INTERFUND/ ALLOC COSTS TOTAL:				14,330	19,753	19,753	1,647	-92%
TOTAL DIVISION EXPENDITURES:				79,368	68,313	68,150	7,050	-90%
DEPARTMENT TOTAL - BUILDING / MAINTENANCE:				1,345,565	1,390,076	1,178,415	435,487	-63%

COMMUNITY DEVELOPMENT

DENNIS TAGASHIRA, PLANNING DIRECTOR

PURPOSE

The Planning Division provides current and advance planning services to applicants and other City staff. Services include comprehensive long-range planning, processing of land development applications through the permit approval process, and preparation of environmental review documentation.

CURRENT SERVICES AND INITIATIVES

Project Review and Support

- Assist land development applicants with understanding the city's General Plan, Central Hercules Plan, Hercules Master Plan, Waterfront Initiative, Zoning Ordinance, and designing their projects to conform to it. This ensures that land development meets the community's needs and fosters efficient review and timely approval of development projects.
- Ensure plans for land development projects are reviewed by numerous government agencies and provide the Planning Commission and City Council with technical analysis of projects when needed.
- Provide streamlined permit processing for pending commercial and residential projects.
- Coordinate environmental reviews by notifying responsible government agencies and preparing all environmental documentation for new development proposals consistent with the California Environmental Quality Act (CEQA).

Planning

- Update general plan to be consistent with State regulations.
- Coordinate with regional service agencies including the Contra Costa Transportation Authority, Contra Costa County, East Bay Regional Park District and BART regarding regional development and planning, particularly those related to transportation and growth management. This has been an effective way of identifying grants and leveraging City resources.
- Participate in regional planning with the West Contra Costs Transportation Advisory Committee, Contra Costa Transportation Authority, Bay Area Water Transit Authority, and the East Bay Regional Park District Joint Powers Authority.
- Continue to monitor and process live-work licenses and proposals within the Central Hercules Planning Area and Waterfront District Master Plan.

GOALS FOR FISCAL YEAR 2011-2012

Planning

- Clean-up inconsistencies within the City of Hercules General Plan, including the following visual/physical elements: Housing, Land Use, Circulation/Scenic Highway, and Open Space/Conservation, and prepare environmental assessments resulting from changes in the General Plan as required by the California Environmental Quality Act and the Waterfront Initiative.
- Draft revisions to the General Plan to reflect changes to the Hercules Bayfront project.
- Complete and receive authorization from the City Council to submit the Measure J, Growth Management Program, Return to Source Checklist for Fiscal Year 2011-2012.

Project Review and Support

- Facilitate new commercial, residential, mixed-use development in the Hercules Bayfront area, Lower Refugio Valley, San Pablo Avenue, and existing commercial areas in the Central Hercules Plan area.
- Facilitate the transit-oriented development including the Intermodal Transit Center, Bayfront project, and Bay Trail by providing planning support effort.

ACCOMPLISHMENTS IN FISCAL YEAR 2010-2011

Project Review and Support

- Completed processing of discretionary applications for public hearing including 3 Draft Environmental Impact Reports (EIR), 4 General Plan Amendments, 1 Planning Development Plans, 4 Zone Text Amendments, 26 Design Review Permits, and 6 Conditional Use Permits. Non-public hearing applications included 54 Administrative Use Permits, and 3 Mixed Use Permits.
- Revised the Housing Element, and presented two draft versions to the State of California for comments.
- Completed processing for the Sycamore Crossings environmental impact report, zone ordinance text and general plan amendments, and the Initial Planned Development Plan for the entire site.
- Completed Census Bureau verification of address data; hand-verified residential parcels in the City.
- Completed Market Hall temporary use component of the New Town Center project.
- Critiqued Penterra-Poe site proposal (Sycamore Crossings by Opticos) with planning consultant.
- Completed review and construction of Sala restaurant including interior tenant improvements, and exterior sign approvals.
- Continue to coordinate Design and Development Review, and Traffic Safety Committee meetings.
- Completed review of Administrative Draft EIR for Hercules Intermodal Transit Center and consistency with City's General Plan and Waterfront Initiative.

COMMUNITY DEVELOPMENT

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Licenses & permits	\$594,165	\$45,000	\$30,000	(\$15,000)
Intergovernmental revenues	\$0	\$0	\$0	\$0
Charges for services	\$609,777	\$46,600	\$62,616	\$16,016
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$0	\$0	\$0
Investment income	\$0	\$0	\$0	\$0
Refunds & reimbursements	\$0	\$0	\$0	\$0
Other revenues & donations	\$0	\$200	\$200	\$0
Transfers-in	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$1,203,942	\$91,800	\$92,816	\$1,016

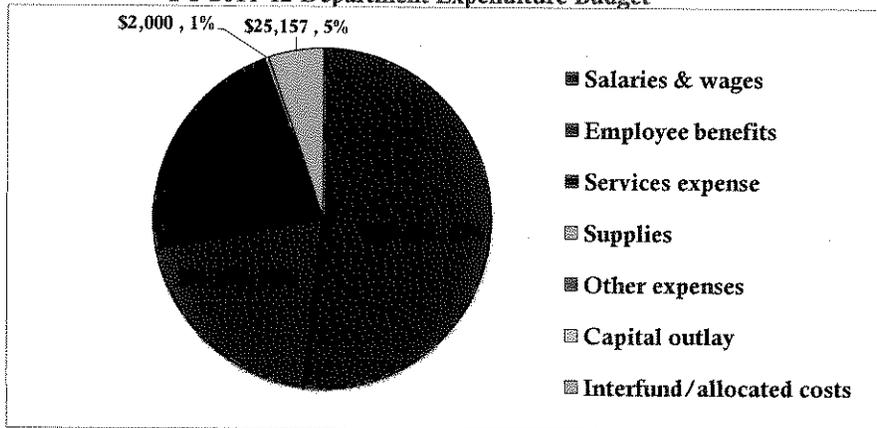
FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures *

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Salaries & wages	\$313,535	\$307,993	\$246,360	(\$61,633)
Employee benefits	\$110,653	\$117,714	\$96,198	(\$21,516)
Services expense	\$60,437	\$242,309	\$105,862	(\$136,447)
Supplies	\$5,683	\$3,800	\$2,000	(\$1,800)
Other expenses	(\$2,446)	\$0	\$0	\$0
Capital outlay	\$0	\$0	\$0	\$0
Interfund/allocated costs	\$33,411	\$28,120	\$25,157	(\$2,963)
Grand Total - Expenditures	\$521,273	\$699,936	\$475,577	(\$224,359)

* FY 2009-10 actuals do not include \$2.48 million balance sheet adjustment related to community development items

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Community Development (Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	\$682,669
FY 2010-11 Estimate Balance (Deficit)	(\$608,136)
FY 2011-12 Budget Balance (Deficit)	(\$382,761)
Reduction of Tax Support (FY 2011-12)	\$225,375
* Deficit = General Fund Tax Support	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
Department: COMMUNITY DEVELOPMENT								
Division: PLANNING								
Fund No: 100; Dept/Division No: 5235								
SALARIES AND BENEFITS								
<i>Salaries and wages</i>								
601	10	00	REGULAR	307,025	289,237	289,237	236,655	
601	12	00	REGULAR PART-TIME	0	0	0	0	
601	30	00	OVERTIME PAY	1,183	1,618	1,618	1,289	
601	31	00	HOLIDAY OVERTIME PAY	0	0	0	0	
601	44	00	ACTING/INCENTIVE PAY	0	0	8,000	0	
601	45	00	ADMIN/EXECUTIVE PAY	0	0	3,000	3,000	
601	48	00	LONGEVITY PAY	5,327	6,138	6,138	5,416	
<i>Salaries and wages total:</i>				313,535	296,993	307,993	246,360	-20%
<i>Employee benefits</i>								
606	02	00	PERS ER CONTRIB	31,398	31,246	31,246	27,357	
606	02	01	EPMC	2,198	2,187	2,187	684	
606	04	00	PERS EE CONTRIB	20,487	20,220	20,220	5,889	
606	04	01	EPMC	1,434	1,415	1,415	147	
606	05	00	PERS SURVIVOR BENEFIT	79	81	81	70	
606	10	00	SOCIAL SECURITY	243	404	404	404	
606	11	00	MEDICARE	4,566	4,286	4,286	3,522	
606	20	00	401A EXECUTIVES	4,993	4,838	4,838	4,048	
606	21	00	AUTO ALLOWANCE	2,200	0	0	0	
606	40	00	HEALTH INSURANCE	34,672	44,466	44,466	46,891	
606	42	00	DENTAL INSURANCE	4,696	5,053	5,053	4,873	
606	43	00	VISION INSURANCE	586	662	662	554	
606	44	00	LIFE INSURANCE	464	432	432	303	
606	45	00	LONG TERM DISABILITY INS	2,588	2,378	2,378	1,422	
606	46	00	ACCIDENTAL DEATH & DISM.	49	46	46	34	
606	57	00	ALLOC COMPENSATD ABSENCES	0	0	0	0	
<i>Employee benefits total:</i>				110,653	117,714	117,714	96,198	-18%
SALARIES AND BENEFITS TOTAL:				424,188	414,707	425,707	342,558	-20%
SERVICES								
611	50	00	ENGIN/INSPECT/PLANNING SV	51,814	110,000	233,000	50,000	
611	70	00	LEGAL SERVICES	0	0	0	50,000	
613	10	00	REPAIR & MAINT	82	0	0	0	
613	30	00	HVAC	1,414	800	872	907	
614	60	00	TELEPHONE	1,297	1,200	1,327	1,360	
614	60	01	CELL PHONE/PAGER	0	0	0	0	
615	10	00	EMPLOYEE RECOGNITION	0	0	0	0	
615	20	00	MEMBERSHIPS	915	800	973	0	
615	30	00	NOTICES & PUBLICATIONS	819	900	3,357	2,000	
615	40	00	TRAINING & CONFERENCES	1,011	8,500	580	595	
615	40	01	MEETINGS AND MILEAGE	674	0	0	0	
616	10	01	COPIER LEASE	2,411	1,430	2,200	1,000	
618	10	01	CREDIT CARDS FEES	0	0	0	0	
SERVICES TOTAL:				60,437	123,630	242,309	105,862	-56%
SUPPLIES								
621	20	00	AUDIO & VIDEO SUPPLIES	0	0	0	0	
621	30	00	BOOKS,PERIODICALS & SUBSC	25	100	100	0	
621	50	00	FOOD & BEVERAGE PRODUCTS	1,312	500	500	0	
622	10	00	GENERAL OFFICE SUPPLIES	1,290	0	0	0	
622	20	00	PAPER SUPPLIES	0	0	0	0	
622	30	00	POSTAGE & DELIVERY	2,483	1,500	3,200	2,000	
622	40	00	PRINTING, FORMS & BUS CRD	573	0	0	0	
SUPPLIES TOTAL:				5,683	2,100	3,800	2,000	-47%
OTHER EXPENSES								
639	30	66	PROJ FUNDED P/R	(2,446)	0	0	0	
OTHER EXPENSES TOTAL:				(2,446)	0	0	0	na
INTERFUND/ ALLOCATED COSTS								
BALANCE SHEET AUDIT ADJUSTMENT				2,483,688	0	0	0	
661	10	00	INFO SERV CHG ALLOCATE	10,122	13,168	13,168	11,693	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
661	30	00	FAC MAINT CHG ALLOCATE	23,289	14,952	14,952	13,464	
INTERFUND/ ALLOC COSTS TOTAL:				2,517,099	28,120	28,120	25,157	-11%
DEPARTMENT TOTAL - COMMUNITY DEVELOPMENT:				3,004,961	568,557	699,936	475,577	-32%

GENERAL FUND SUPPORTED DEBT AND LEASE PAYMENTS

LIZ WARMERDAM, FINANCE DIRECTOR

PURPOSE

The General Fund supports the repayment of various debt and lease obligations of the City. Resources for this support are derived from either specific revenue sources accounted for in the General Fund or from general tax and other revenue collections. The rationale for the use of long-term debt to fund capital improvement projects is based on the principle of intergenerational equity; those future citizens benefitting from the improvement ought to share in its cost.

OVERVIEW

Four different debt obligations are accounted for in the General Fund over the period between FY 2009-10 and FY 2011-12. Due to the manner in which governmental funds account for lease revenue debt service payments, the amounts reflected in this section are reflected as lease payments of which are received by the corresponding governmental debt service funds' of the respective bond or lease obligation. Expenditures by the General Fund include principal and interest payments, as well as other fiscal compliance and administrative costs associated to the related debt or lease obligation.

Below is a general discussion of these debt and lease obligations. A more detailed discussion of each obligation is provided in the Public Financing Authority (PFA) and Other Lease Obligations section of this budget document.

Lease Revenue Bonds Series 2003A, PFA (Defeased)

The Public Financing Authority issued 2010 HMU Electric Utility Revenue Refunding Bonds to refund the Lease Revenue Bonds, Series 2003A. The Authority issued the Series 2003A for an initial principal amount of \$7,000,000 and refunded outstanding principal balance was \$6,495,000 as of June 30, 2010. The net proceeds of 2003 Series A bond were used to finance and refinance infrastructure for the Hercules Municipal Utility. The liability for these bonds has been removed from the City's financial statements, as the debt obligation is considered defeased.

Lease Revenue Bonds Series 2003B, PFA

The initial principal amount for the 2003 Series B Lease Revenue Bonds was \$9,150,000. The bonds were issued to finance certain capital improvements, including, but not limited to, a portion of the construction of the public library and to refinance the 1994 Refunding Certificates of Participation (Capital Improvement Projects), which had a \$4,300,000 outstanding principal amount.

Lease Revenue Bonds Series 2009 (Taxable), PFA

The PFA issued taxable lease revenue bonds, series 2009, in July of 2009 totaling \$10,080,000. The purpose of the bonds were to finance the acquisition of certain commercial condominium properties, consisting of approximately 96,847 square feet located at 203 Linus Pauling Drive (known as the Bio-Rad Building) from the City, funding a reserve fund for the Bonds, and to pay the cost of issuance. The bonds are payable from and secured by revenues consisting primarily of the base rental payments of the Bio-Rad lease payment to the City and interest earnings from a guaranteed investment contract held by the trustee, both of which are recorded as revenues in the General Fund.

Energy Efficiency Capital/Equipment Lease Obligation, City

On September of 2007, the City entered into master lease agreements with SunTrust Leasing Corporation in order to provide funds for the financing of the EMS Project performed by Siemens Building Technologies for energy efficiency building improvements funding for City facilities. The rationale for this investment is based on analysis that the savings incurred from energy efficiencies would be sufficient or exceed the annual lease payments.

GENERAL FUND LEASE AND DEBT SERVICE PAYMENTS

FY 2011-12 Budget Plan - Revenue Summary

Comparison with Prior Years Revenues

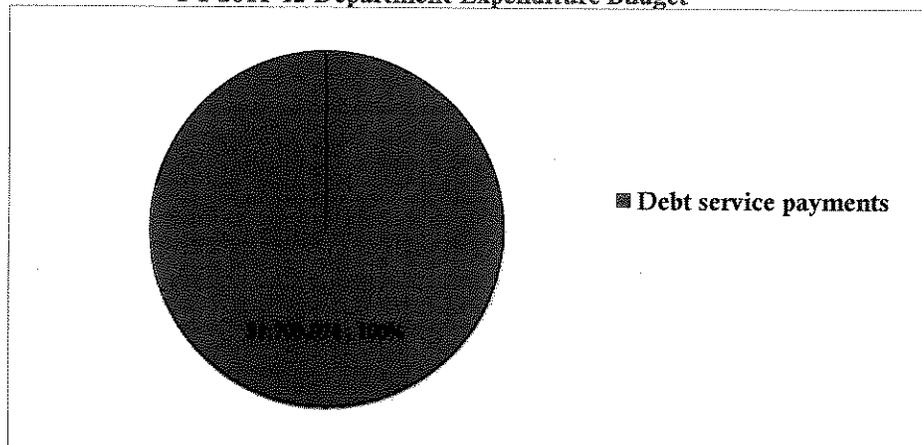
Revenue Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Taxes	\$0	\$0	\$0	\$0
Intergovernmental Revenues	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0
Fines & forfeitures	\$0	\$0	\$0	\$0
Rental & lease of property	\$0	\$709,032	\$730,303	\$21,271
Investment income	\$0	\$199,582	\$199,582	\$0
Refunds & reimbursements	\$0	\$0	\$0	\$0
Other revenues & donations	\$0	\$0	\$0	\$0
Transfers-In	\$0	\$0	\$0	\$0
Grand Total - Revenues	\$0	\$908,614	\$929,885	\$21,271

FY 2011-12 Budget Plan - Expenditure Summary

Comparison with Prior Years Expenditures

Expenditure Categories	FY 2009-10 Actuals	FY 2010-11 Estimate	FY 2011-12 Budget	Variance
Debt service payments	\$1,154,996	\$1,709,311	\$1,703,074	(\$6,237)
2003A PFA LEASE REV BONDS	\$348,368	\$0	\$0	\$0
2003B PFA LEASE REV BONDS	\$577,279	\$580,398	\$576,110	(\$4,288)
SUNTRUST LEASE-ENERGY EFFC	\$229,349	\$205,598	\$205,598	\$0
2009 LEASE REV BONDS	\$0	\$923,315	\$921,366	(\$1,949)
Grand Total - Expenditures	\$1,154,996	\$1,709,311	\$1,703,074	(\$6,237)

FY 2011-12 Department Expenditure Budget



General Fund Tax Support for Lease/Debt Service (Revenues minus Expenditures)

Comparison of FY 2011-12 Budget with Prior Years

Department Balance (Deficit) *	Department Revenues minus Expenditures
FY 2009-10 Actuals Balance (Deficit)	(\$1,154,996)
FY 2010-11 Estimate Balance (Deficit)	(\$800,697)
FY 2011-12 Budget Balance (Deficit)	(\$773,189)
Reduction of Tax Support (FY 2011-12)	\$27,508
<i>* Deficit = General Fund Tax Support</i>	

GENERAL FUND				FY 2009-10	FY 2010-11	FY 2010-11	FY 2011-12	% Change
				ACTUALS	ADOPTED	YEAR-END	BUDGET	from
					BUDGET	ESTIMATE	PLAN	FY 2010-11 Est.
Department: FINANCE								
Division: GENERAL FUND SUPPORTED DEBT AND LEASE PAYMENTS								
Fund No: 100; Dept/Division No: 4630 - 4660								
GENERAL FUNDED LEASE AND DEBT SERVICE								
616	30	01	2003A PFA LEASE REV BONDS (TO FUND 671)	348,368	264,000	0	0	
616	30	00	2003B PFA LEASE REV BONDS (TO FUND 672)	577,279	580,398	580,398	576,110	
616	30	00	SUNTRUST LEASE-ENERGY EFFC (TO FUND 383)	229,349	205,598	205,598	205,598	
616	30	00	2009 LEASE REV BONDS (TO FUND 673)	0	199,582	923,315	921,366	
DEPARTMENT TOTAL - LEASE AND DEBT SERVICE:				1,154,996	1,249,578	1,709,311	1,703,074	0%



Figure 1 - Ohlone Dog Park Grand Opening July 2010



Figure 2 - Hercules dog lovers shopping at the vendor booths.



Figure 3 - Hercules dogs enjoying their new park.