

**General Fund
2010-2011 Amended Budget**

Fund 01	Acct	Description	2010-2011		2010-2011		
			2009-2010 Actual	Adopted Budget	Amended Budget	Amendments	Significant Items
		Revenues:					
	410XX	Property Tax	\$ 520,876	\$ 440,500	\$ 489,678	\$ 49,178	
	41070	Property Tax In-Lieu of VLF	541,846	550,000	507,330	(42,670)	
	41XXX	Sales Tax	1,193,578	1,148,001	1,194,628	46,627	
	41095	Sales Tax In-Lieu (Triple Flip)	219,078	356,093	419,433	63,340	
	41105	Measure A Transaction and Use Tax	-	400,000	400,000	-	
	41110	Transfer Tax	85,537	75,000	74,280	(720)	
	4112X	Business Licenses	79,966	79,000	79,000	-	
	411XX	Franchise Fees	343,590	344,250	346,742	2,492	
	41135	Transient Occupancy Tax	1,091	1,000	1,000	-	
		Total Taxes	2,985,562	3,393,844	3,512,091	118,247	
	41XXX	Licenses and Permits	28,860	7,000	20,460	13,460	Alarms / Encroachment
	41XXX	Fines and Forfeitures	99,200	115,000	62,344	(52,656)	Traffic
	4219X	Investment Earnings	1,692	3,000	3,000	-	
	422XX	Rents and Concessions	128,013	125,263	119,295	(5,968)	
	4121X	Motor Vehicle In-Lieu Fees	22,100	20,000	18,464	(1,536)	
	4XXXX	Charges for Services	123,695	31,250	148,120	116,870	Permits / Plan Checks
	4XXXX	Reimbursements / Other	178,453	55,500	83,524	28,024	MMD / Damage Reimbursements
		Total Revenues	3,567,575	3,750,857	3,967,297	216,440	
	42259	Operating Transfers In	420,770	349,038	292,709	(56,329)	Correction from Adopted
		Total Current Sources	3,988,345	4,099,895	4,260,006	160,111	
	Dept	Current Expenditures:					
	300	City Council	44,494	57,863	57,863	-	
	301	City Manager / City Clerk	140,568	200,702	166,022	(34,680)	
	303	Administrative Services	87,287	75,617	78,263	2,646	
	304	Legal Services	111,779	128,000	172,000	44,000	
	305	Non-Departmental	332,223	377,023	272,965	(104,058)	
	306	Public Information Services	635	500	500	-	
	400	Community Development	215,858	422,503	362,905	(59,598)	
	402	Engineering	37,155	16,433	15,646	(788)	
	403	Streets	225,585	243,323	243,623	300	
	406	Government Buildings	54,631	56,585	56,985	400	
	408	Park Maintenance	140,418	102,519	103,113	594	
	500	Police	2,358,569	2,406,144	2,670,576	264,432	
		Total Current Expenditures	3,749,201	4,087,212	4,200,461	113,249	
		Capital Outlay:					
	300	City Council	-	-	-	-	
	301	City Manager / City Clerk	-	-	-	-	
	303	Administrative Services	-	-	-	-	
	305	Non Departmental	-	-	2,500	2,500	
	306	Public Information Services	-	-	-	-	
	400	Community Development	-	-	-	-	
	403	Streets	-	-	-	-	
	406	Government Buildings	-	165,000	4,000	(161,000)	
	408	Park Maintenance	-	-	-	-	
	500	Police	20,010	16,010	16,010	-	
		Total Capital Outlay / Debt Service	20,010	181,010	22,510	(158,500)	
		Beginning Fund Balance, July 1*	428,423	647,556	647,556		
		Ending Fund Balance, June 30*	\$ 647,556	\$ 479,229	\$ 684,590		

* Adjusted to Remove Reserved Funds

No Structural Deficit - Sources Exceed Expenditures	239,143	12,683	59,545	-
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2010-2011 Amended Budget

		<u>Amount</u>
	Franchise Taxes	
41140	Electric	\$ 55,750
41150	Gas	15,000
41160	Cable TV	103,608
41170	Refuse Removal - 12.87%	150,510
41180	Storage	21,874
		<u>\$ 346,742</u>
41XXX	Licenses and Permits	
	Community Development Services	\$ 10,000
	Public Safety Services	10,460
		<u>\$ 20,460</u>
	Fines and Forfeitures	
41190	Parking Enforcement	\$ 15,690
41200	Traffic and Criminal Code Enforcement	46,654
		<u>\$ 62,344</u>
4221X	Rents & Concessions	
	Metro PCS	\$ 47,341
	A T & T	20,766
	TowerCo	18,256
	175 W. Sierra Avenue	14,100
	Facilities and Parks Rentals	15,532
	Chamber of Commerce	3,300
		<u>\$ 119,295</u>
4XXXX	Charges for Services	
	Community Development Services	\$ 136,519
	Public Safety Services	11,576
	Finance and Administrative Services	25
		<u>\$ 148,120</u>
	Reimbursements	
42236	R.E.M.I.F.	\$ 200
41219	P.O.S.T.	2,500
41223	SB 90 State Mandated Costs	6,462
42237	Other	3,289
		<u>\$ 12,451</u>
	Other	
42250	Waste Management - Annual Community Improvement Contribution	\$ 50,000
42252	Mercy Wellnes Center - Public Service Fee	15,000
4XXXX	Other	6,073
		<u>\$ 71,073</u>
42259	Operating Transfers In	
	Water Operating Fund (Administration)	8,420
	Water Operating Fund (Public Information Services)	600
	Water Operating Fund (Government Buildings Maintenance)	-
	Water Capital Fund (Administration)	13,500
	Sewer Operating Fund (Administration)	8,420
	Sewer Operating Fund (Public Information Services)	600
	Sewer Operating Fund (Government Buildings Maintenance)	-
	Sewer Capital Fund (Administration)	27,000
	CCRA Operating Fund (Public Information Services)	800
	CCRA Operating Fund (Government Buildings Lease Agreement) - Reduced Due to Government Building Allocation Change	4,326
	CCRA Low & Mod Housing Fund (Government Bldgs Lease Agreement)-Reduced Due to Government Bldng Allocation Change	1,520
	CCRA Debt Service (Administration)	1,400
	Grants - Zone 1A (Cotati Creek Bypass)	-
	Public Safety (Salaries,Supplies,Services,CAD/RMS) - Supplemental Law Enforcement Services Fund	100,000
	Gas Tax Fund (Street Maintenance)	125,016
	Transportation Development Fund (Street Maintenance) - Measure M	-
	Parks and Recreation Development Fund (Park Maintenance)	-
	Maintenance Assessment Districts (Administration)	1,107
		<u>\$ 292,709</u>

City Council
2010-2011 Amended Budget
 Approved by Council April 13, 2011

Fund 01, Department 300		2010-2011			2010-2011	
Acct	Description	2009-2010 Actual	Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
	Current:					
510XX	Salaries and Benefits	\$ 34,171	\$ 41,903	\$ 41,903	-	
61025	Other Contract Services	1,428	7,000	7,000	-	
61031	Advertising and Publications	104	-	-	-	
61034	Dues and Subscriptions	4,944	5,000	5,000	-	
610**	Travel, Meetings, and Training	2,969	3,020	3,020	-	
61036	Telephone	81	90	90	-	
61038	Information Systems	441	450	450	-	
61040	Supplies	185	200	200	-	
61048	Printing and Photocopying	172	200	200	-	
	Subtotal	44,494	57,863	57,863	-	
	Capital Outlay:					
71081	Equipment	-	-	-	-	
	Department Total	\$ 44,494	\$ 57,863	\$ 57,863	\$ -	\$ -

Budget Details

				Amount
42236	Source of Funding			
	General Fund			\$ 57,863
510XX	Salaries and Benefits			
	City Council Members - Active	Adopted 10-11 FTE	Proposed Amended 10-11 FTE	\$ 41,903
		2.90	4.90	
61025	Other Contract Services			
	Snider & Associates - Facilitator - Team Building			\$ 5,000
	Climate Protection			2,000
				<u>\$ 7,000</u>
61034	Dues and Subscriptions			
	League of California Cities			\$ 3,000
	Association of Bay Area Governments (ABAG)			2,000
				<u>\$ 5,000</u>
61035	Travel, Meetings, and Training			
	Other Meetings			600
	Mayors' and Council Members' Association			600
	League of California Cities - New Councilmembers Academy			1,620
	League of California Cities			-
	Legislative Action Days			-
	North Bay Division Quarterly Meetings			200
				<u>\$ 3,020</u>

**City Manager / City Clerk
2010-2011 Amended Budget**

Fund 01, Department 301		2010-2011			2010-2011	
Acct	Description	2009-2010 Actual	Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
Current:						
510XX	Salaries and Benefits	\$ 105,850	\$ 140,191	\$ 94,191	\$ (46,000)	A to CM in Community Development
51003	Overtime	117	-	-	-	
61025	Other Contract Services	7,354	4,300	4,300	-	
61028	Election Administration	17,414	40,000	40,000	-	
61031	Advertising and Publications	1,641	1,524	6,000	4,476	Public Hearing Notices
61033	Postage	628	1,000	1,000	-	
61034	Dues and Subscriptions	1,242	2,304	7,304	5,000	Muni-Code Updates
610**	Travel, Meetings, and Training	1,475	6,000	6,000	-	
61036	Telephone	791	741	1,086	345	
61037	Vehicle Maintenance	(164)	350	430	80	
61038	Information Systems	1,196	1,650	2,500	850	
61040	Supplies	382	400	969	569	
61041	Materials, Tools, Small Equipment	554	5	5	-	
61048	Printing and Photocopying	1,988	2,237	2,237	-	
61051	Utilities	17	-	-	-	
61083	Filing Fees	82	-	-	-	
	Subtotal	140,568	200,702	166,022	(34,680)	-
Capital Outlay:						
71081	Equipment	-	-	-	-	-
Department Total		\$ 140,568	\$ 200,702	\$ 166,022	\$ (34,680)	\$ -

Budget Details

		<u>Amount</u>	
Source of Funding			
42236	REMIF (Redwood Empire Municipal Insurance Fund) Reimbursements	\$	1,000
42259	Operating Transfer In -		
	Water Operating Fund - Administration		8,420
	Water Capital Fund - Administration		13,500
	Sewer Operating Fund - Administration		8,420
	Sewer Capital Fund - Administration		27,000
	CCRA Debt Service - Administration		1,400
	Maintenance Assessment Districts - Administration		982
	General Fund		<u>105,300</u>
		\$	<u>166,022</u>
		Adopted	Proposed
510XX	Salaries and Benefits	10-11 FTE	Amended
	City Manager	0.35	0.35
	Assistant to the City Manager	0.35	0.00
	Deputy City Clerk	0.15	0.53
		<u>0.85</u>	<u>0.88</u>
			\$ 107,333 *
*FTE and Total not adjusted to reflect 15% (Reduce to 10%) voluntary contribution by City Manager			
61033	Postage		
	Departmental Specific		\$ -
	Postal Services		7,500
	Postage Machine, Scale, Folder/Stuffer - Pitney Bowes		3,155
	Postage Equipment Supplies		200
	Total to allocate		<u>10,855</u>
	Departmental Allocation		1,000
			<u>\$ 1,000</u>

**City Manager / City Clerk
Budget Details (Continued)**

		<u>Amount</u>
61034	Dues and Subscriptions	
	Lexis-Government Code Updates	\$ 5,500
	International City / County Management Association (ICMA)	1,194
	California City Management Foundation	350
	National Notary Association	-
	California Department of Consumer Affairs (every other year)	-
	International Institute of Municipal Clerks (IIMC)	150
	City Clerks Association	110
	Municipal Management Association of Northern California	-
		<u>\$ 7,304</u>
61035	Travel, Meetings, and Training	
	League / City Manager Conferences	\$ 3,000
	Local / Regional Meetings	1,000
	City Clerks Association of California	1,000
	California Public Employers Labor Relations Association - Reimbursed by REMIF	1,000
		<u>\$ 6,000</u>
61048	Printing and Photocopying	
	Departmental Specific	\$ 100
	Copier Rent - Ikon Office Solutions	17,400
		<u>17,400</u>
	Departmental Allocation	2,137
		<u>\$ 2,237</u>
71081	Equipment	<u>\$ -</u>
	Total to allocate	<u>\$ 17,400</u>

**Administrative Services
2010-2011 Amended Budget**

Fund 01, Department 303		2010-2011			2010-2011	
Acct	Description	2009-2010 Actual	Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
Current:						
510XX	Salaries and Benefits	\$ 64,857	\$ 52,227	\$ 52,227	\$ -	
61025	Other Contract Services	6,821	6,000	6,000	-	
61026	Auditing Fees	7,750	8,910	8,910	-	
61031	Advertising and Publications	376	376	376	-	
61033	Postage	707	765	765	-	
61034	Dues and Subscriptions	461	811	811	-	
610XX	Travel, Meetings, and Training	277	1,300	400	(900)	
61036	Telephone	96	100	100	-	
61038	Information Systems	4,725	3,909	7,305	3,396	Virus Eradication
61040	Supplies	162	200	200	-	
61041	Materials, Tools, Small Equipment	62				
61048	Printing and Photocopying	737	750	900	150	
61051	Utilities	12				
61090	Banking, Trust and Agency Fees	104	104	104	-	
61096	Interest Expense - Developer	140	165	165	-	
	Subtotal	87,287	75,617	78,263	2,646	-
Capital Outlay:						
71081	Equipment	-	-	-	-	-
71082	CIP	-	-	-	-	-
Department Total		\$ 87,287	\$ 75,617	\$ 78,263	\$ 2,646	\$ -

Source of Funding		
42236	REMIF (Redwood Empire Municipal Insurance Fund) Reimbursements	\$ 1,300
	General Fund	76,963
		<u>\$ 78,263</u>

		Adopted 10-11 FTE	Proposed Amended 10-11 FTE		
510XX	Salaries and Benefits				
	Director of Administrative Services	0.00	0.25	\$	35,831 *
	Accounting Specialist	0.00	0.25		21,862
	Account Clerk II	0.25	0.10		7,771
		<u>0.25</u>	<u>0.60</u>	\$	<u>65,464</u>

*FTE and total not adjusted to reflect 15% (reduced to 10% February 1) voluntary contribution by Director of Administrative Services

61025	Other Contract Services	
	Sales Tax Auditing Service - HDL & Associates	\$ 4,950
	Mandated Costs Claiming Services - AK and Company	750
	Printer Servicing	300
		<u>\$ 6,000</u>

61026	Auditing Fees	
	Audit and Financial Reports 2009-10 - Terry Krieg, CPA	Total \$ 19,800
	General Fund Allocation - 45%	\$ 8,910

61034	Dues and Subscriptions	
	California Public Employers Labor Relations Association	\$ 350
	CD Data - Parcelquest Software	351
	California Society of Municipal Finance Officers (CSMFO) Membership	110
		<u>\$ 811</u>

610XX	Travel, Meetings, and Training	
	California Public Employers Labor Relations Association - Reimbursed by REMIF	\$ 1,000
	Risk Management - Redwood Empire Municipal Insurance Fund (REMIF) and Public Agency Risk Managers Association (PARMA). Reimbursed by REMIF	300
		<u>\$ 1,300</u>

**Administrative Services
Budget Details (Continued)**

61038	Information Systems			
	LAN Technical Support - Jim Washington	\$	22,000	
	System Support Service Agreement - Incode		12,000	
	Annual License Fees - Virus Protection, Spam Protection		2,000	
	Payroll Service Fees		500	
		Total	<u>\$ 36,500</u>	
	Departmental Allocation		\$ 5,305	
	Departmental Specific		<u>2,000</u>	
			<u>\$ 7,305</u>	
61048	Printing and Photocopying			
	2010-11 Budget Printing, 2011-12 Budget Preparation, Miscellaneous Forms	\$	350	
	Departmental Allocation (see Dept #301 for Total)		<u>550</u>	
			<u>\$ 900</u>	
71081	Equipment		<u>\$ -</u>	
71082	Capital Improvements		<u>\$ -</u>	

**Legal Services
2010-2011 Amended Budget**

Fund 01, Department 304

Acct	Description	2009-2010 Actual	2010-2011		2010-2011	
			Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
	Current:					
61015	Special Legal Services	\$ 14,551	\$ 28,000	\$ 70,000	\$ 42,000	Actual Usage
61022	City Attorney Fees	97,228	100,000	102,000	2,000	Actual Usage
61025	Other Contract Services	-	-	-	-	
	Subtotal	111,779	128,000	172,000	44,000	-
	Department Total	\$ 111,779	\$ 128,000	\$ 172,000	\$ 44,000	\$ -

Budget Details

		<u>Amount</u>
Source of Funding		
General Fund		<u>\$ 172,000</u>
61015	Special Legal Services Liebert, Cassidy & Whitmore - Personnel, Investigations, Special Defense	<u>\$ 70,000</u>
61022	City Attorney Fees Meyers Nave - Including General Plan Update, Redevelopment, Other Funds and Charges Billed General Fund Portion	<u>\$ 200,000</u> <u>\$ 102,000</u>

**Non-Departmental
2010-2011 Amended Budget**

Fund 01, Department 305		2010-2011		2010-2011		
Acct	Description	2009-2010 Actual	Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
	Current:					
51XXX	Salaries and Benefits	\$ 29,509	\$ 81,519	\$ 50,501	\$ (31,018)	CEA changes, unemployment reduction
61025	Other Contract Services	329	-	-	-	
61027	Insurance	89,654	89,870	89,870	-	
61031	Advertising and Publications	137	-	-	-	
61033	Postage	63	40	-	(40)	
61034	Dues and Subscriptions	673	573	573	-	
610XX	Travel, Meetings, and Training	32	-	-	-	
61038	Information Systems	3,690	2,753	2,372	(381)	
61040	Supplies	3	-	-	-	
61041	Materials, Tools, Small Equipment	126	-	-	-	
61075	Contingency	188,725	100,000	80,000	(20,000)	Actual Usage
61082	Measure A Administration Fee	-	80,400	27,481	(52,919)	Actual Usage
61084	Property Tax	368	368	368	-	
61085	Operating Transfers Out	571	1,500	1,500	-	
61089	Property Tax Administration Fees	18,044	20,000	20,000	-	
61090	Banking Fees - Credit Card Processing	300	-	300	300	
	Subtotal	332,223	377,023	272,965	(104,058)	-
	Capital Outlay:					
71081	Equipment	-	-	2,500	2,500	Replacement Server
71082	CIP	-	-	-	-	
	Department Total	\$ 332,223	\$ 377,023	\$ 275,465	\$ (101,558)	\$ -

Budget Details

Source of Funding	Amount
General Fund	<u>275,465</u>
51XXX Salaries and Benefits	
Unemployment	<u>\$ 50,501</u>
61027 Insurance	
Auto and General Liability	\$ 136,143
Deductibles	14,560
Earthquake and Flood	28,335
Auto Physical Damage	3,852
Property	9,112
Boiler and Machinery	953
User Funding and Fraud Investigation Assessment	1,000
Total to allocate	<u>\$ 193,955</u>
General Fund Allocation	<u>\$ 89,870</u>
Note: Expenditures for employee workers' compensation, medical, dental, vision, long term disability, and life insurance are included in the salaries and benefits line item in each department or fund.	
61038 Information Systems	
L.R.Hines - Scanner Workstation Software Support and Maintenance	<u>\$ 2,372</u>
61075 Contingency	
Employee Leave Bank Buyout	<u>\$ 80,000</u>
61089 Tax Administration Fees	
County of Sonoma - Property Tax Collections - Total \$70,000 General Fund Portion	<u>\$ 20,000</u>

**Public Information Services
2010-2011 Amended Budget**

Fund 01, Department 306		2010-2011		2010-2011	
Acct	Description	2009-2010 Actual	Adopted Budget	Amended Budget	Description (Items \$1,000 or greater)
Current:					
61025	Other Contract Services	\$ 415	\$ -	\$ -	\$ -
61038	Information Systems	220	500	500	-
61048	Printing and Photocopying	-	-	-	-
	Subtotal	635	500	500	-
Capital Outlay:					
71082	CIP	-	-	-	-
Department Total		\$ 635	\$ 500	\$ 500	\$ - \$ -

Budget Details

Source of Funding		<u>Amount</u>
42259	Operating Transfer In - Water Operating Fund	\$ 600
	Sewer Operating Fund	600
	CCRA Operating Fund	800
	Public Education Reimbursement - Franchise	876
		<u>\$ 2,876</u>
61038	Information Systems	
	Website - Hosting, Support, Modifications, Upgrades	<u>\$ 500</u>

Community Development
 (Combines Former Planning (400) and Building (401) and Recreation (602) Departments)
2010-2011 Amended Budget

Fund 01, Department 400		2010-2011		2010-2011		
Acct	Description	2009-2010 Actual	Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
Current:						
510XX	Salaries and Benefits	\$ 183,461	\$ 198,178	\$ 219,097	\$ 20,919	Adjusted for Actual Deposit / Project Activity
51003	Overtime	958	-	-	-	
61025	Other Contract Services	13,886	205,000	119,000	(86,000)	Est. GP Cost this FY
61031	Advertising and Publications	156	-	2,000	2,000	Public Hearing Notices
61033	Postage	1,171	1,325	1,325	-	
61034	Dues and Subscriptions	4,041	4,400	5,383	983	
610**	Travel, Meetings, and Training	808	3,300	3,300	-	
61036	Telephone	2,509	2,300	2,300	-	
61037	Vehicle Expense	335	400	400	-	
61038	Information Systems	4,780	3,000	4,500	1,500	Virus
61040	Supplies	890	1,200	1,200	-	
61041	Materials, Tools, Small Equipment	450	400	400	-	
61042	Equipment Rental	100	-	-	-	
61043	Repairs and Replacements	-	-	-	-	
61048	Printing and Photocopying	1,874	3,000	4,000	1,000	General Plan
61051	Utilities	38	-	-	-	
61083	Filing Fees	50	-	-	-	
61065	Awards and Prizes - Kids Day	350	-	-	-	
	Subtotal	215,858	422,503	362,905	(59,598)	-
Capital Outlay:						
71081	Equipment	-	-	-	-	-
Department Total		\$ 215,858	\$ 422,503	\$ 362,905	\$ (59,598)	\$ -

Budget Details

		<u>Amount</u>	
4XXXX	Source of Funding		
	Charges for Services - Does Not Reflect Cost Recovery Deposits Collected	\$	12,000
	General Fund		350,905
		\$	<u>362,905</u>
510XX	Salaries and Benefits	Adopted	Proposed
		10-11 FTE	Amended
			10-11 FTE
	Community Development Manager	0.00	0.20
	Assistant to the City Manager	0.35	0.29
	Interim Building Official / Building Inspector	0.60	0.20
	Assistant Planner	0.46	0.46
	Administrative Secretary	0.46	0.70
		<u>1.87</u>	<u>1.85</u>
			\$ 236,278 *
61025	Other Contract Services		
	006S - General Plan Update - Consultants - Total Cost \$ 500,000 FYs 10-11 and 11-12, Balance in CCRA, Water and Sewer Operating Funds	\$	85,000
	Building Official Services - City of Sebastopol		24,000
	Phillips Group - Building Department Services		5,000
	Recreation Program Instructors - Various		5,000
		\$	<u>119,000</u>
61034	Dues and Subscriptions		
	Local Agency Formation Commission (LAFCO)	\$	2,676
	CD Data - Parcelquest		392
	Code Book Updates		1,190
	American Planning Association (APA), American Institute of Certified Planners (AICP)		510
	California Building Officials (CALBO) Membership - Expense is Offset by Incremental Fees Received		215
	International Association of Plumbing and Mechanical Officials (IAPMO) - Expense is Offset by Incremental Fees		150
	National Fire Protection Association (NFPA) - Expense is Offset by Incremental Fees		150
	International Code Council (ICC) Membership - Expense is Offset by Incremental Fees Received		100

*This Total Does Not Include Cost Recovery. Actual Planning Staff Salary and Benefit Costs Detailed Immediately Above. Budget Amount Reduced to Reflect Cost Recovery Average Amounts Billed to Developer Deposit Accounts / Projects FY 10-11

\$ 5,383

Exhibit B

**Community Development
Budget Details (Continued)**

61035	Travel, Meetings, and Training Staff Training - Expense Offset by Incremental Fees Received in Prior Years Additional Staff Training	\$ 1,000 2,300 <hr/> 3,300
61038	Information Systems Departmental Allocation (See Dept #303 for Total)	<hr/> \$ 4,500
61048	Printing and Photocopying Departmental Allocation (See Dept #301 for Total) Department Specific	\$ 2,700 300 <hr/> \$ 3,000
71081	Equipment	<hr/> \$ -

**Engineering Services
2010-2011 Amended Budget**

Fund 01, Department 402

Acct	Description	2009-2010 Actual	2010-2011		2010-2011	
			Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
Current:						
510XX	Salaries and Benefits	\$ 19,989	\$ 8,633	\$ 10,521	\$ 1,888	See Below*
61018	Special Engineering Services	16,669	5,000	2,000	(3,000)	Actual Usage
61025	Other Contract Services	45	50	50	-	
61034	Dues and Subscriptions	125	-	-	-	
61035	Travel, Meetings, and Training	15	2,500	2,500	-	
61036	Telephone Expense	105	-	-	-	
61037	Vehicle Expense	10	50	225	175	
61038	Info Systems	154	200	350	150	
61040	Supplies	5	-	-	-	
61048	Printing and Photocopying	38	-	-	-	
	Subtotal	37,155	16,433	15,646	(788)	-
	Department Total	\$ 37,155	\$ 16,433	\$ 15,646	\$ (788)	\$ -

Budget Details

Source of Funding				Amount
General Fund				\$ 15,646
510XX	Salaries and Benefits	Adopted	Proposed	
		10-11 FTE	Amended	
	Director of Public Works / City Engineer	0.15	0.15	\$ 25,521 *

*FTE and Total not adjusted to reflect 15% (adjusted to 10% in Feb) voluntary contribution by Director of PW/City Engineer

**Streets
2010-2011 Amended Budget**

Fund 01, Department 403		2010-2011			2010-2011	
Acct	Description	2009-2010 Actual	Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
Current:						
510XX	Salaries and Benefits	\$ 115,489	\$ 140,443	\$ 140,443	\$ -	
51003	Overtime	381	-	-	-	
61025	Other Contract Services	19,949	20,429	20,429	-	
61031	Advertising and Publications	92	92	92	-	
61033	Postage	143	166	166	-	
61034	Dues and Subscriptions	3,600	3,600	3,600	-	
610**	Travel, Meetings, and Training	2	-	-	-	
61036	Telephone	1,081	976	976	-	
61037	Vehicle Expense	2,641	2,543	2,543	-	
61038	Information Systems	1,140	1,153	1,153	-	
61040	Supplies	354	421	421	-	
61041	Materials, Tools, Small Equipment	14,071	12,000	12,000	-	
61042	Equipment Rental	-	200	500	300	
61043	Repairs & Replacements	2,617	1,000	1,000	-	
61048	Printing and Photocopying	296	300	300	-	
61051	Utilities	63,732	60,000	60,000	-	
	Subtotal	225,585	243,323	243,623	300	-
Capital Outlay:						
71081	Equipment	-	-	-	-	-
71082	CIP	-	-	-	-	-
Department Total		225,585	\$ 243,323	\$ 243,623	\$ 300	\$ -

Budget Details

		Amount	
Sources of Funding			
42259	Operating Transfer In - Gas Taxes Fund	\$	125,016
	Operating Transfer In - Transportation Development Fund, Measure M		-
	General Fund - Balance of Expenditures		118,607
		\$	243,623
		Adopted	Proposed
		10-11 FTE	Amended
			10-11 FTE
510XX	Salaries and Benefits		
	Director of Public Works / City Engineer	0.15	0.15
	Field Maintenance Supervisor	0.28	0.28
	Maintenance Worker II	0.32	0.32
	Maintenance Worker II	0.17	0.17
	Maintenance Worker II	0.18	0.18
	Maintenance Worker II	0.29	0.29
		1.39	1.39
			\$ 22,734
61025	Other Contract Services		
	Signal Maintenance - Republic Electric		\$ 18,929
	Signals - Department of Transportation		1,500
			\$ 20,429
61041	Materials, Tools, Small Equipment		
	Continuing Operations Expenditures		\$ 7,000
	Signs - Pedestrian Crossing		2,000
			\$ 9,000
71081	Equipment		\$ -
71082	Capital Improvements		\$ -

**Government Buildings
2010-2011 Amended Budget**

Fund 01, Department 406

Acct	Description	2009-2010 Actual	2010-2011		2010-2011	
			Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
	Current:					
510XX	Salaries and Benefits	\$ 6,464	\$ 7,000	\$ 7,000	\$ -	
51003	Overtime	359	-	-	-	
61025	Other Contract Services	18,578	20,000	20,000	-	
61033	Postage	3	-	-	-	
61037	Vehicle Maintenance	35	35	35	-	
61038	Information Systems	138	-	100	100	
61040	Supplies	934	500	800	300	
61041	Materials, Tools, Small Equipment	1,904	1,000	3,000	2,000	See 61043
61043	Repairs & Replacements	-	2,000	-	(2,000)	See 61041
61048	Printing and Photocopying	61	50	50	-	
61051	Utilities	26,154	26,000	26,000	-	
	Subtotal	54,631	56,585	56,985	400	
	Capital Outlay:					
71081	Equipment	-	-	-	-	
71082	CIP	-	165,000	4,000	(161,000)	
	Department Total	54,631	\$ 221,585	\$ 60,985	\$ (160,600)	\$ -

Budget Details

	<u>Amount</u>
Sources of Funding	
42259 Operating Transfer In - Water Operating Fund	\$ -
42259 Operating Transfer In - Sewer Operating Fund	-
42259 Operating Transfer In - CCRA Operating Fund	4,326
42259 Operating Transfer In - CCRA Low and Moderate Income Housing Fund	1,520
General Fund	60,985
	<u>\$ (160,600)</u>
510XX Beginning January 2009, Public Works Staff Bill Time Worked on Government Building as it Occurs.	
61025 Other Contract Services	
Janitorial Service - ICM - City Hall, Cotati Room, Classrooms	\$ 9,993
Mats - AlSCO - City Hall, Cotati Room, Corporation Yard, Towels, Coverall Service - Corporation Yard	4,471
HVAC Maintenance - Pacific Heating - City Hall, Cotati Room	3,500
Window Cleaning - City Hall	800
Pest Control - Terminix - City Hall, Cotati Room	876
Alarms - ESP & Alarm - Corporation Yard	360
	<u>\$ 20,000</u>
71082 Capital Improvements	
C025 - City Hall Roof Repair Evaluation	<u>\$ 4,000</u>

**Park Maintenance
2010-2011 Amended Budget**

Fund 01, Department 408		2010-2011			2010-2011	
Acct	Description	2009-2010 Actual	Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
	Current:					
510XX	Salaries and Benefits	\$ 79,257	\$ 34,289	\$ 39,289	\$ 5,000	Actual Usage
51003	Overtime	36	-	-	-	
61025	Other Contract Services	46,753	55,265	50,859	(4,406)	Delay in Implementation
61033	Postage	93	120	120	-	
61034	Dues & Subscriptions	-	20	20	-	
610**	Travel, Meetings, and Training	1	-	-	-	
61036	Telephone	724	700	700	-	
61037	Vehicle Maintenance	1,751	2,500	2,500	-	
61038	Information Systems	531	-	250	250	
61040	Supplies	330	500	250	(250)	
61041	Materials, Tools, Small Equipment	5,460	4,250	4,250	-	
61042	Equipment Rental	1,780	1,500	1,500	-	
61048	Printing and Photocopying	172	175	175	-	
61051	Utilities	3,530	3,200	3,200	-	
	Subtotal	140,418	102,519	103,113	594	
	Capital Outlay:					
71081	Equipment	-	-	-	-	
71082	CIP	-	-	-	-	
	Department Total	140,418	\$ 102,519	\$ 103,113	\$ 594	\$ -

Budget Details

				Amount
42259	Sources of Funding General Fund			\$ 103,113
510XX	Salaries and Benefits	Adopted 10-11 FTE	Proposed Amended 10-11 FTE	
	Director of Public Works / City Engineer	0.03	0.03	\$ 4,547
	Field Maintenance Supervisor	0.03	0.03	3,356
	Maintenance Worker II	0.00	0.00	-
	Maintenance Worker II	0.00	0.00	-
	Maintenance Worker II	0.00	0.00	-
	Maintenance Worker II	0.30	0.30	31,386
		<u>0.36</u>	<u>0.36</u>	\$ 39,289
61025	Other Contract Services			
	Landscape Maintenance - Trugreen Maintenance			\$ 42,359
	Park Maintenance - Conservation Corps North Bay			7,000
	Park Maintenance - Gopher Control			1,500
				\$ 50,859
61041	Materials, Tools, Small Equipment			
	Continuing Operations Expenditures			\$ 4,250
71081	Equipment			\$ -
71082	Capital Improvements			\$ -

**Police
2010-2011 Amended Budget**

Fund 01, Department 500		2010-2011			2010-2011	
Acct	Description	2009-2010 Actual	Adopted Budget	Amended Budget	Amendments	Description (Items \$1,000 or greater)
Current:						
510XX	Salaries and Benefits	\$ 2,043,574	\$ 2,002,037	\$ 1,962,473	\$ (39,564)	Timing changes
51003	Overtime	84,675	100,000	185,000	85,000	Based on YTD 01/31 and Average Monthly
61025	Other Contract Services	59,285	84,900	297,460	212,560	County Contracts
61031	Advertising and Publications	-	500	900	400	
61033	Postage	2,305	3,500	3,500	-	
61034	Dues and Subscriptions	1,168	1,480	1,480	-	
610**	Travel, Meetings, and Training	1,633	15,170	15,170	-	
61036	Telephone	7,985	8,000	8,000	-	
61037	Vehicle Expense	40,823	52,000	52,000	-	
61038	Information Systems	65,288	78,624	78,624	-	
61040	Supplies	6,490	8,000	6,000	(2,000)	See 61041
61041	Materials, Tools, Small Equipment	5,034	5,000	7,000	2,000	See 61040
61043	Repairs and Replacements	333	-	-	-	
61048	Printing and Photocopying	10,038	13,000	13,000	-	
61051	Utilities	24,033	26,000	26,000	-	
61076	Contributions	-	1,933	1,933	-	
61088	Jail Booking Fees	5,907	6,000	12,036	6,036	Actual Usage
	Subtotal	2,358,569	2,406,144	2,670,576	264,432	-
Capital Outlay:						
71081	Equipment	8,390	10,200	10,200	-	
Debt Service						
61093	Lease Principal	9,813	5,061	5,061	-	
61094	Lease Interest	1,807	749	749	-	
	Total Expenditures	2,378,580	2,422,154	2,686,586	264,432	-
	Department Total	\$ 2,378,580	\$ 2,422,154	\$ 2,686,586	\$ 264,432	\$ -

Budget Details

		Amount	
Sources of Funding			
4XXXX	Charges for Services	\$	11,576
41XXX	Licenses and Permits		10,460
41XXX	Fines and Forfeitures		46,654
42259	Operating Transfer In - Public Safety Fund		100,000
41219	Peace Officers Standards and Training (P.O.S.T.)		3,000
41090	Public Safety Augmentation		38,000
	General Fund		<u>2,476,897</u>
			<u>\$ 2,686,586</u>
		Adopted	Proposed
		10-11 FTE	Amended
510XX	Salaries and Benefits		
	Interim Police Chief		32,000
	Police Chief - 6 Months		99,110
	Police Lieutenant - 2 Months		27,000
	Police Sergeant		569,873
	Police Officer - (added one officer per Council Action 8/25/10)		702,249
	Support Services Supervisor		34,190
	Community Services Officer		77,961
	Dispatcher / Clerk		332,370
	Dispatcher / Clerk Part-Time (2)		60,168
	Police Services Aid		-
	Police Volunteers		-
	Reserve Officers		27,552
		<u>0.00</u>	<u>0.00</u>
		\$	<u>1,962,473</u>

**Police
Budget Details (Continued)**

		<u>Amount</u>
61025	Other Contract Services	
	Staffing and Investigation Services - County of Sonoma	\$ 212,560
	Animal Shelter - City of Rohnert Park	18,000
	Explosive Ordnance Fee - County of Sonoma	3,750
	Radio Maintenance - Williams USA / Precision Wireless	7,000
	HVAC Maintenance - Johnson Controls	7,000
	Janitorial Service - ICM	6,300
	Hazardous Materials Response - County of Sonoma & City of Santa Rosa	3,000
	Speed and Traffic Surveys	6,000
	Police Facility Camera Repairs	2,000
	Sexual Assault Exams - County of Sonoma Department of Health Services	2,700
	Parking Citations Service - Judicial Data Services	1,500
	Parking Violations Filed - Superior Court - County	1,500
	Emergency Generator Maintenance - SC Phillips	1,500
	Fingerprint Processing Fee - Department of Justice	1,000
	Detox Services - County of Sonoma	800
	Document Shredding - Infostor	1,000
	Window and Skylight Cleaning	800
	Radar Repair and Calibration - RHF Inc.	600
	Pest Control - Terminix	600
	Lexis Nexis	500
	Carpet Cleaning	600
	Translation Services	300
	Dispatch Power Supply Back-Up System Maintenance - California Energy Experts	250
	Animal Veterinary Services	200
	Staff / Reserve Pre-Employment Related:	
	Background Investigator (6) @ \$1,500	9,000
	Physical Exams (6) @ \$ 750	4,500
	Psychological Exams (6) @ \$550	3,300
	Polygraph Exams (6) @ \$ 200	1,200
		<u>\$ 297,460</u>
61034	Dues and Subscriptions	
	California Police Officers Association	\$ 520
	Sonoma County Chiefs Association	250
	California Police Chiefs Association	200
	California Penal Code - 2	140
	California Vehicle Codes - 5	120
	California Background Investigators	50
	California Association Records Supervisor	50
	CalNENA (National Emergency Number Association)	50
	California Property & Evidence Officers	50
	CCUG (Computerized CLETS Users Group)	50
		<u>\$ 1,480</u>
610**	Travel, Meetings and Training	
	Emergency Vehicle Operations (12)	\$ 3,000
	Firearms Training	2,500
	Sexual Assault Investigations (2)	2,000
	First Aid / CPR / Blood Borne Pathogens / SIDS (20)	1,000
	Basic Rifle User (2)	1,000
	SEMS / NIMS Emergency Management	800
	Detention Facility Update (12)	600
	Preventing Disease Transmission for Trainers (1)	500
	Active Shooter (12)	400
	Interview & Interrogation (1)	250
	Arrest & Control	250
	Field Officer Training Update (3)	120
	Computer Crimes (1)	50
	Total Priority 1	<u>12,470</u>
	REMIF Chiefs' Meeting	1,000
	Tactical Dispatcher Operations	750
	Critical Incident	300
	Public Records Act	250
	CLETS - Train the Trainer	200
	Digital Photography Techniques	200
	Total Priority 2	<u>2,700</u>
	Total Travel, Meetings and Training	<u>\$ 15,170</u>

Exhibit B

**Police
Budget Details (Continued)**

61038	Information Systems CAD / RMS - Sonoma County Law Enforcement Consortium FY 10-11 Agency Funding Departmental Allocation (see Dept #303 for Total) CLETS (California Law Enforcement Telecommunications System) - Wants and Warrants TMS (Training Management Software) Updates and Support	\$ <u>\$</u>	64,000 8,024 6,000 600 <u>78,624</u>
61076	Contributions Sonoma County Sheriff's Department - MAGNET (Gang Task Force)	\$	<u>1,933</u>
61088	Jail Booking Fees Cost of Booking Offenders - County Jail	\$	<u>12,036</u>
71081	Equipment Bullet Resistant Vests (9) @ \$1,000 Tactical Helmets (6) @ \$200	\$ <u>\$</u>	9,000 1,200 <u>10,200</u>