



2001 / 2003

**F**INAL  
**B**UDGET



Summary

General Fund

Capital Improvement Program



## FINAL BUDGET

- ♦ GENERAL FUND
- ♦ OTHER FUNDS
- ♦ REDEVELOPMENT AGENCY

\*\*\*\*\*

PREPARED BY

FINANCE DEPARTMENT

**CITY OF BRENTWOOD**  
708 THIRD STREET, BRENTWOOD CA 94513

**City of Brentwood**  
**List of Principal Officials**

**City Officials**

Michael A. McPoland, Sr. .... Mayor  
Pete Petrovich ..... Vice-Mayor  
Wade Gomes ..... Council Member  
Bill Hill ..... Council Member  
Annette Beckstrand ..... Council Member

**Administrative Staff**

Jon Elam ..... City Manager  
Dennis Beougher ..... City Attorney  
Larry Shaw ..... Police Chief  
Pamela Ehler ..... Director of Finance & Information Systems  
John Stevenson ..... City Engineer  
Mitch Oshinsky ..... Director of Community Development  
Jon Carlson ..... Acting Director of Public Works  
Craig Bronzan ..... Director of Parks & Recreation

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June, 2001

Mayor and City Council:

I am pleased to submit the Operating Budget for the City of Brentwood and Brentwood Redevelopment Agency for Fiscal Years 2001/02 and 2002/03. The City's Operating Budget of \$36.3 million and the Redevelopment Agency's Budget of \$2.9 million adhere to the City Council's Goals and Objectives. These budgets reflect an organization whose top priorities continue to be:

- Provide and build public facilities
- Provide and maintain an adequate public infrastructure
- Plan and manage growth to maintain and enhance our small town character
- Enhance and promote Brentwood's economic vitality
- Provide friendly customer service

Finance has taken each Department step-by-step through the entire budget process. There are many policy challenges facing the City, the energy crisis has presented many difficult issues that have been addressed in this budget. This budget does **NOT** include any new staff and includes the following:

- Increase of \$150,000 for two (2) Police Officers to comply with the 1.5 Officers per 1,000 residents
- Includes 5.7% Cost of Living Adjustment for Salaries
- Contribution of \$50,000 for Chamber of Commerce Cornfest
- Contribution of \$150,000 for Fire Department/EMT Service each year
- Continued support to the Library of \$85,000
- \$64,000 for completion of ADA Improvements
- Projected 46% increase Electric and Gas Utilities
- \$250,000 transfer to Parks and Recreation

This Budget underscores the City Council's commitment to continue to make cost containment a high priority. These Budget's adhere to the Budget Development Guidelines. In accordance with these guidelines, the Operating Budget is free from reliance upon non-recurring revenue sources and does not commit to spending more than a conservatively prepared estimate of recurring revenues.

The Budget for the City's other funds, approximately \$22.8 million, includes the ongoing support and services for the activities in the Enterprises, Development Services, Debt Service, and Special Revenue Funds. The Operating Budget has also been prepared in conjunction with the City's Five-Year Capital Improvement Program for Fiscal Year 2001/02.

The Operating Budget is a flexible-spending plan and is the legal authority for departments to commit financial resources to provide services within the City of Brentwood. The Operating Budget will continue to be reviewed quarterly, or sooner if necessary, to allow the City Council to respond to changes in the economy or development community in a timely manner.

For Fiscal Year 2000/01 the City Development activity surpassed the City's budgeted projections. Under residential development, the City's budget was built with the projection of issuing 650 new single family dwelling permits. It is estimated that with the close of Fiscal Year 2000/01, the City will have issued approximately 1,500 permits. Listed below are just a few of the City Council's accomplishments:

- \$25+million infrastructure improvements for 2000/01
- Received "Most Useful Award" for City Web Site
- Remodel of City Hall
- Merging of Delta Community Center
- Merging of Village Drive Resource Center
- Established Park Commission, Youth Commission, and Art Commission
- Established Motorbike Patrol
- Three Park Awards of Excellence

Staff will continue to pursue all means available to achieve the City's Mission Statement:

*The City of Brentwood is dedicated to creating, maintaining and enhancing  
a well-planned community that is friendly, safe and healthy for everyone.*

Mission Statement Adopted January 5, 2001

I wish to thank the City Council for providing clear policy direction and goals that have been used to prepare the Operating Budget. I would also like to express my appreciation to all those staff members who have taken the time to participate in the development of the Operating Budget. A great deal of effort and attention to detail has gone into the preparation of this budget document, representing many hours of work by staff members throughout the organization.

The City of Brentwood has a bright future ahead because of its committed elected leadership and the talents and ingenuity of the individuals within this organization. The key to turning this hope into reality is through a well-planned, long-term fiscal strategy, based upon economic development that will generate, high paying long-term employment opportunities, new and stable sales tax revenue sources and improving intergovernmental relations.

Though the challenges are great, the City is firmly committed to meeting each and every challenge that comes our way. This budget is the next step towards meeting those challenges. By continuing to follow the financial policy set forth by the City Council, Brentwood will deliver the highest level of service permitted by the available resources.

Sincerely,

Jon Elam  
City Manager

## MISSION STATEMENT

**The City of Brentwood is dedicated to creating, maintaining and enhancing  
a well-planned community that is friendly, safe and healthy for everyone.**

Mission Statement Adopted January 5, 2001

## CORE VALUES

**As City employees, we value . . .**

### ***Brentwood's Quality of Life***

- with enthusiasm and a positive attitude, we strive to provide the highest quality community service thereby contributing to the quality of life for City residents and businesses, present and future

### ***Brentwood's Community Spirit***

- we strive to represent the public's concerns, needs and vision in the day-to-day activities of responsible public service

### ***Accountability***

- prudent management, interdepartmental cooperation and employee performance that produces cost effective results which demonstrate our respect for the citizens whose tax dollars support this organization

### ***Innovation***

- initiative and willingness to be adaptable and creative with decisions that will endure the test of time and meet the needs of future generations

### ***Ethics***

- we believe a sound basis for judging the rightness of an action is a test of its high standards and its effect on people

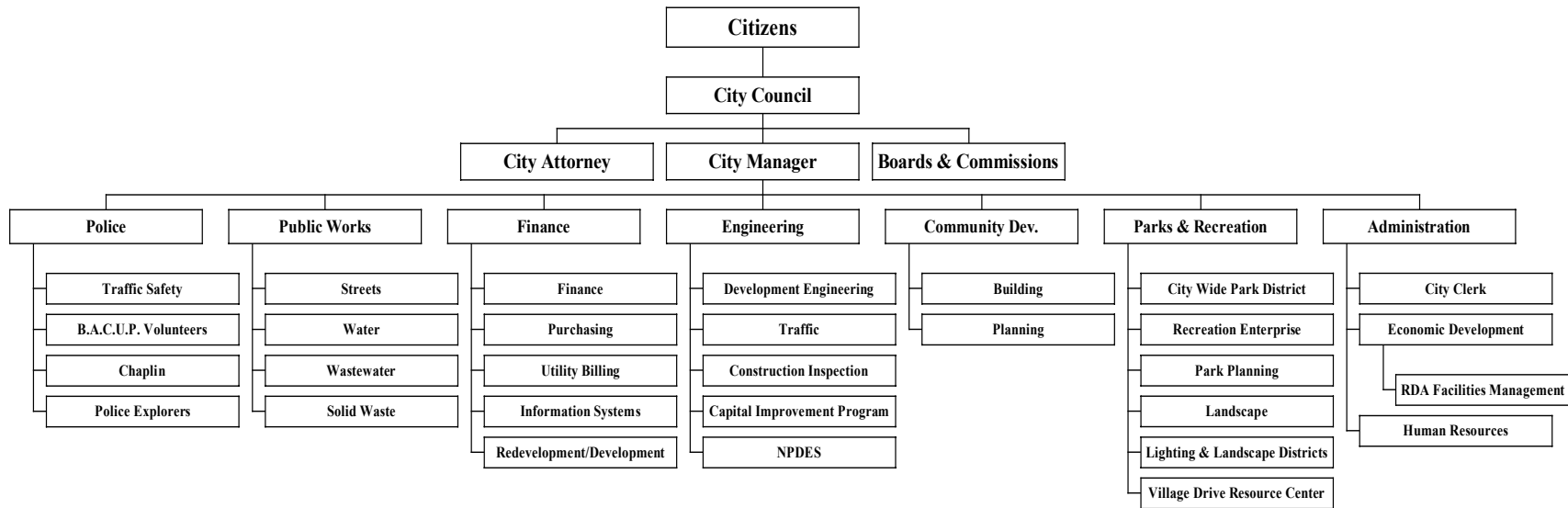


**Brentwood City Council's**  
**THREE YEAR GOALS**

2001-2004 • not in priority order

- Provide and build public facilities
  - Provide and maintain an adequate public infrastructure
- Plan and manage growth to maintain and enhance our small town character
  - Enhance and promote Brentwood's economic vitality
    - Provide friendly customer service

# City Organizational Chart



# **Budget Guidelines**

## **Fiscal Years 2001/02 – 2002/03**

### **I. User’s Guide to the Adopted Operating Budget**

Each year, the Finance Department coordinates the preparation of three key budget documents:

1. Operating Two Year Budget
2. Five-Year Capital Improvement Program
3. City-Wide Cost Allocation Plan

The information contained in these documents is the end product of a thorough financial review performed through the combined efforts of staff within the City. On subsequent pages, a brief description of the budget documents and a summary of their intended uses is provided.

**If You Are Looking For:**

**Where It Is Found:**

Budget Overview and Policies  
Budget Trends and Graphs  
Revenue Detail/Departmental Expenditures  
Summaries  
Personnel Information  
Five-year Line Item Expenditure Detail  
Line Item Justification for all Funds  
Status of Prior-Year Capital Projects  
Adopted Current Year Projects  
Future Projects Anticipated Funding  
Total cost by Classification  
City Staff Billing Rates

Adopted Operating Budget  
  
  
  
  
  
  
Adopted Five-Year Capital Improvement Program Budget  
  
  
  
Cost Allocation Plan  
(Available 120 Days after Budget Adoption)

***A. Adopted Operating Two Year Budget Detail***

The Adopted Operating Budget is summarized at a division level. Divisional budgets consolidate program activities into similar service categories within a fund with the intent of reducing the cumbersome nature of a program based budget document. Every effort has been made to present the budget document in a “User Friendly” format. Increased emphasis has been placed on text, trends and written explanations.

The Adopted Operating Budget Detail provides a separate line item, object code detail for the budget. Adopted expenditures within each divisional category are detailed with descriptions. Budgets are broken down to the program level and are listed in account number order. Historical information is prepared at a detailed object code level for comparison purposes. Cost data within this document is presented by department.

***B. Adopted Five-Year Capital Improvement Program***

The Adopted Five-Year Capital Improvement Program (CIP) Budget is a separate document that is annually brought to the City Council for consideration. This document matches funding sources with capital expenditures while developing a five-year schedule for completion. The relationship between the CIP and the operating budgets is described in detail on subsequent pages of this document.

Within the CIP document, projects have been separated into seven categories:

1. Roadway Improvements
2. Parks and Trails Improvements
3. Water Improvements
4. Wastewater Improvements
5. Community Facilities Improvements
6. Developer Improvements

Each project has been assigned a unique identification number that will remain with the project throughout its life. The project identification number allows the City Council to track and monitor project status over multi-year periods. Prior to City Council’s consideration of the CIP, the document was provided to the Planning Commission for comments. Additionally, a cross-reference index has been included in the appendix of the CIP document to simplify the identification of the status of projects included in prior CIP documents.

## **Budget For Fiscal Years 2001/02 - 2002/03**

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### ***C. City-Wide Cost Allocation Plan***

The City-Wide Cost Allocation Plan (CAP) is a budget document that will be prepared and distributed approximately 120 days following the adoption of the annual operating budget. A Cost Allocation Plan is a widely recognized and well-used method of distributing administrative overhead “support” costs to the benefiting programs within the City. The City Council adopted its first CAP in December, 1994. That plan established the method of allocating indirect and direct costs. The CAP is updated each year based upon the approved budget data for the current year and actual financial and statistical data for prior years.

The City-Wide administrative overhead rate for Fiscal Year 2000/01 was 28.93% of direct costs. The City’s CAP also becomes a key document in preparing the City’s User Fee Review and labor charge rates.

## **II. Budget Development Process for Fiscal Years 2001/02 – 2002/03**

The Budget Development Guidelines, when approved by the City Council, will provide the policy framework in which the Operating Budget for Fiscal Years 2001/02 – 2002/03 will be prepared by staff.

The number one financial management priority for the City of Brentwood in Fiscal Years 2001/02 – 2002/03 will continue to be to stabilize its financial and service base and rebuild reserves.

### **Budget Development Guidelines**

1. The Fiscal Years 2001/02 – 2002/03 will reflect the City Council's values and principles for:
  - A fiscally balanced budget.
  - Full cost allocation and fee collection wherever possible.
  - Consistent conservative fiscal management practice.

## Budget For Fiscal Years 2001/02 - 2002/03

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2. General Fund departmental budgets for Fiscal Years 2001/02 – 2002/03 will be set at a spending level that will be free from reliance upon non-recurring revenue sources or deficit spending.
3. The City will strive to maintain 15% of annual appropriations in the General Fund's Undesignated Fund Balance at June 30, 2001 and 2002.
4. Citizen participation is to be encouraged by providing an opportunity for public review and comment on the preliminary budget with a Workshop and Public Hearings.
  - It is the goal to constantly improve long-range financial stability.

**Budget For Fiscal Years 2001/02 - 2002/03**

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**III. Constitutional Spending Limits**

Article XIII (B) of the California Constitution provides that the City’s annual appropriations be subject to certain State limitations. This appropriations limit is often referred to as the Gann Limitation. The City’s limitation is calculated each year and is established by a resolution of the City Council as a part of the Annual Operating Budget.

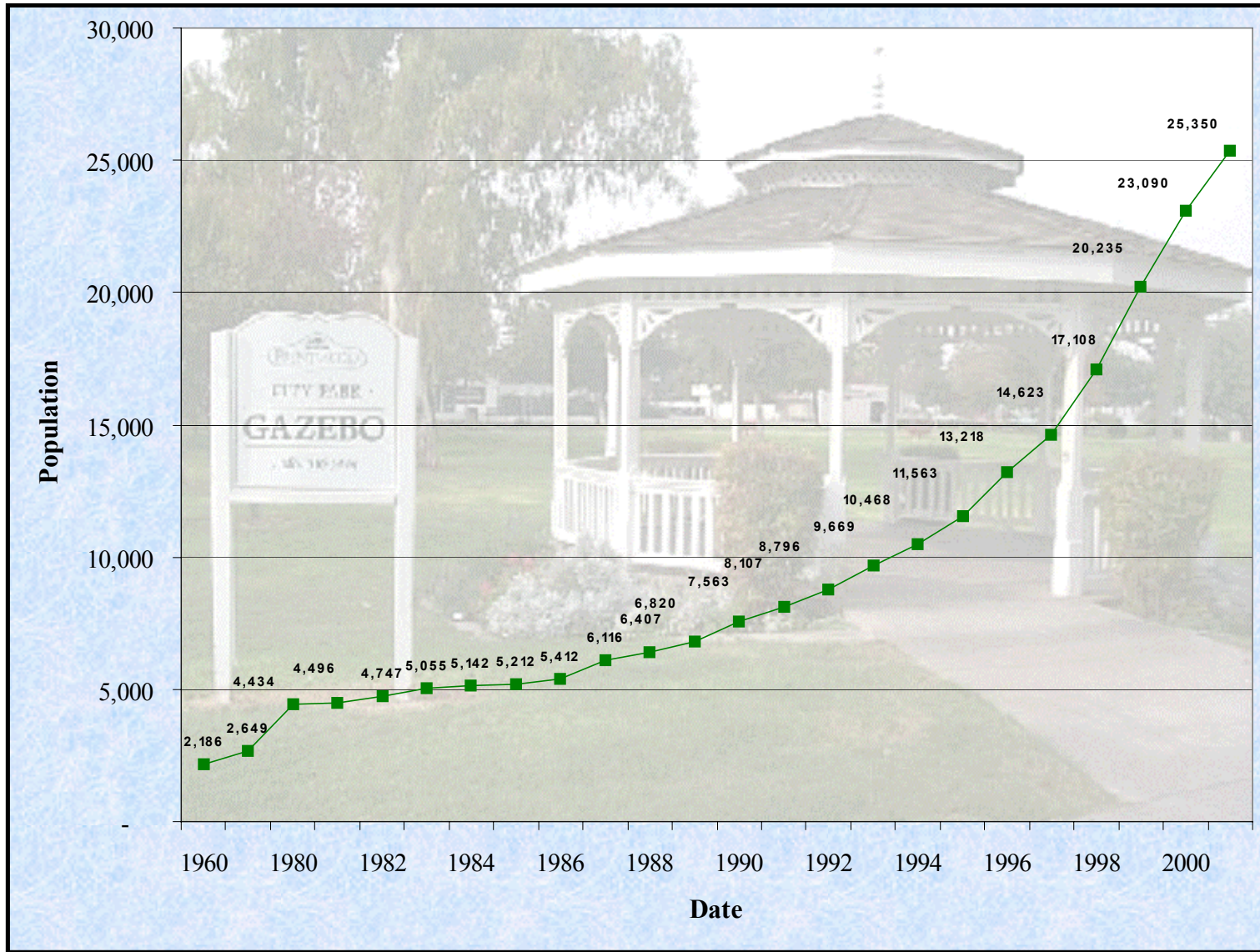
The Article XIII (B) limitation for Fiscal Years 2001/02 has been calculated to be \$20,655,572. This amount was calculated by taking the prior year’s limitation and adjusting it by the growth factor in the California Per Capita Personal Income and change in the population.

The Article XIII (B) limitation is not a restricting factor for the City of Brentwood. This is due to the combination of high population growth and reduced Operating Budget Appropriations during the past several years. This factor will continue to be monitored annually and budget adjustments will be recommended if they are required in future years.

**Article XIII (B) Appropriations Limit for the City of Brentwood  
For Fiscal Year 2001/02**

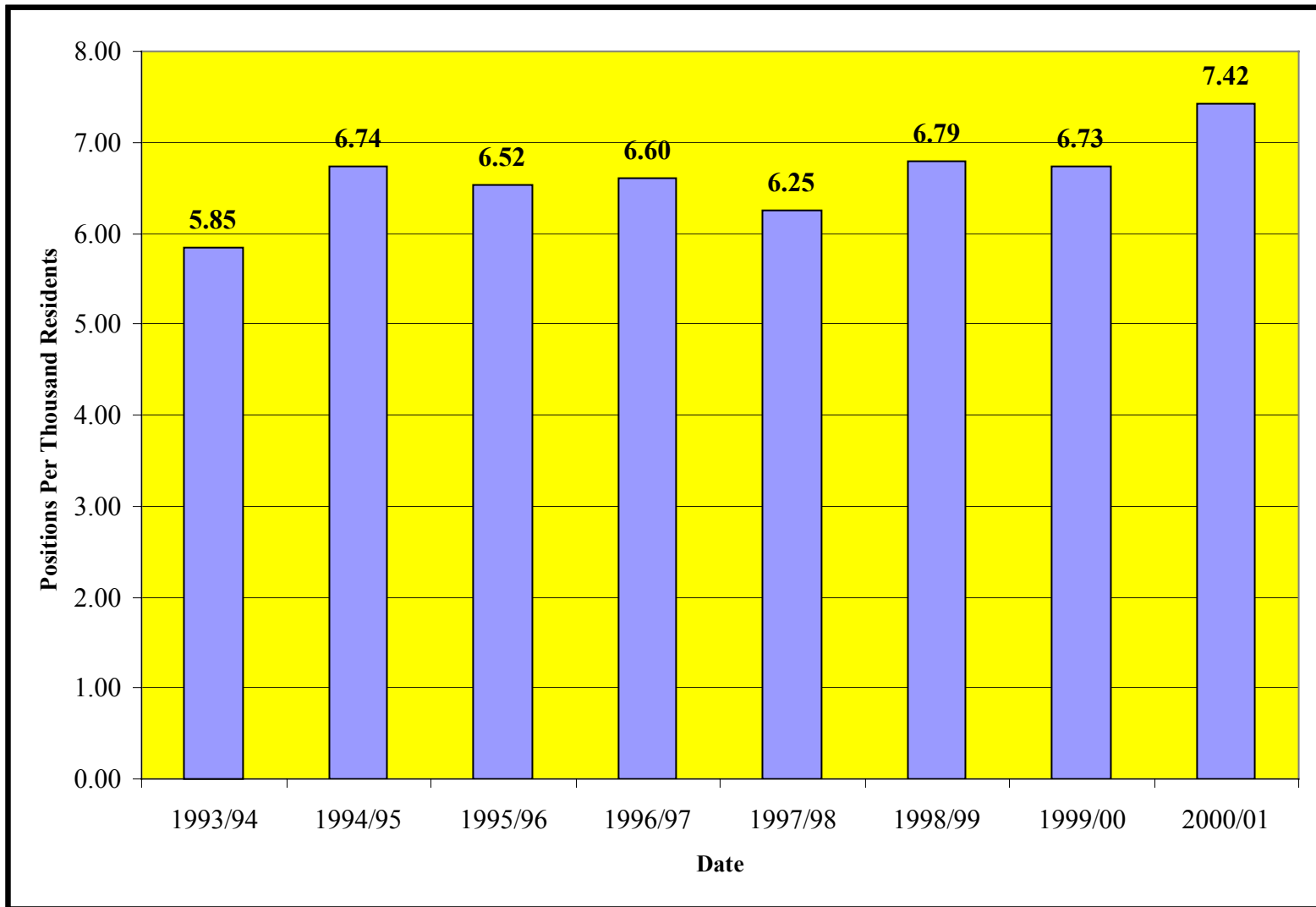
Appropriations Limit for Fiscal Year 2000/01	<u>\$ 16,816,596</u>
Population in January 2001	25,325
Population in January 2000	22,230
<b>Percentage Increase in Population - City</b>	<b>13.92%</b>
Percentage Increase in Contra Costa County	1.71%
<b>California Per Capita Personal Income</b>	<b>7.82%</b>
Factor to be applied to Prior Year (Population Factor x Per Capita Factor)	<b>1.228285%</b>
Appropriations Limit for Fiscal Years 2001/02	<u>\$ 20,655,572</u>

# 40 Year History of Population Growth





## Eight Year Personnel History Per Thousand Residents



## Significant Accounting Policies

The financial statements for the City of Brentwood (City) are prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

### **Reporting Entity**

The City of Brentwood was incorporated January 19, 1948 under the laws of the State of California and enjoys all the rights and privileges applicable to a **General Law City**. The City operates under a **Council-Manager** form of government, and currently provides a wide variety of services to its citizens, including: police, public services, community development, engineering, and general administrative services. The Brentwood Redevelopment Agency was activated on August 13, 1982 pursuant to the State of California Health and Safety Code Section 33000, for the purpose of preparing and carrying out plans for the improvement, rehabilitation and development of blighted areas within the territorial limits of the City of Brentwood.

### **Fund Accounting**

The City uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain City functions or activities.

A fund is an accounting entity with a self-balancing set of accounts established to record the financial position and results of operations of a specific governmental activity. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources. The City maintains the following fund types and account groups:

## Budget For Fiscal Years 2001/02 - 2002/03

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### Governmental Fund Types

**General Fund:** The General Fund is the general operating fund of the City and accounts for all unrestricted financial resources except those required to be accounted for in another fund.

**Special Revenue Funds:** Special Revenue Funds account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or capital projects) that are restricted by law or administrative action to expenditures for specified purposes.

**Debt Service Fund:** Debt Service Funds account for the accumulation of resources for, and the payment of, interest and principal on general long-term debt and related costs.

**Capital Projects Fund:** Capital Projects Funds account for financial resources segregated for the acquisition of major capital projects or facilities (other than those financed by proprietary fund types).

### Proprietary Fund Types

**Enterprise Funds:** Enterprise Funds account for operations in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis is to be financed or recovered primarily through user charges.

**Internal Service Funds:** Internal Service Funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the City or to other governmental units, on a cost-reimbursement basis.

**Fiduciary Fund Types**

**Agency Funds:** Agency Funds account for assets held by the City as trustee or agent for individuals, private organizations, or other governmental units, and/or other funds. These funds are custodial in nature (assets correspond with liabilities) and do not involve measurement of results of operations.

**Account Groups**

**General Fixed Assets Account Group:** This account group is used to account for and control all City general fixed assets, other than those in the proprietary funds, of long-term character such as land, buildings and structures, and major equipment.

**General Long-Term Debt Account Group:** This account group is used to account for the City's outstanding long-term liabilities that are expected to be paid from future revenues of the governmental funds.

**Basis of Accounting**

Governmental fund types and fiduciary fund types use a modified accrual basis of accounting. Revenues are recognized when available and measurable. Revenues which are accrued include Federal and State grants and subventions, property taxes, transient occupancy taxes, sales taxes collected by the State on behalf of the City prior to year-end, interest and certain charges for current services. Revenues which are not considered susceptible to accrual include certain licenses, permits, fines, forfeitures and penalties. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt and special assessment debt are recorded as expenditures when paid.

The accrual basis of accounting is utilized by proprietary fund types, agency funds and trust funds. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

## **Budget For Fiscal Years 2001/02 - 2002/03**

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### **Budgetary Process**

The City uses the following procedures in establishing the budgetary data reflected in the financial statements: After March 1, department heads prepare estimates for required appropriations for the fiscal year commencing the following July 1. The proposed budget includes estimated expenditures and forecasted revenues for the fiscal year on a basis consistent with Generally Accepted Accounting Principles (GAAP). The data is presented to the City Manager for review. In June, the City Manager submits to the City Council a proposed operating budget for the upcoming fiscal year. The operating budget includes a summary of the proposed expenditures and financial resources of the City. Public meetings are conducted to obtain public comments. The City Council adopts the budget by June 30 through passage of an adopting resolution. This appropriated budget covers substantially all City expenditures, all appropriated amounts shown are as originally adopted or as amended by the City Council, and unexpended prior year appropriations lapsed at the year end.

The City Manager is authorized to transfer budgeted amounts within departments, within the same fund. Transfers of appropriations between departments and between funds may be made only by authority of the City Council. Formal budgetary integration is employed as a management control device during the fiscal year for all governmental funds.

### **Cash and Investments**

Cash and investments include amounts in demand deposits as well as short-term and long-term investments with a maturity date within five years of the date of purchase. Investments, including accrued interest, are stated at cost, which approximates market value.

### **Interfund Transactions**

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as “due from other funds” or “due to other funds,” on the balance sheet.

**Restricted Assets**

Restricted assets represent unexpended proceeds, interest earnings thereon and reserve amounts of certificates of participation, tax allocation bonds and notes, special assessment bonds and revenue notes. Under the related resolutions and indentures, the remaining proceeds are restricted for the use of future construction of improvements to the respective projects, for debt service or for reserve requirements. The majority of these assets are held by trustees and fiscal agents.

**Fixed Assets**

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed asset account group. Fixed assets purchased through the proprietary fund types are capitalized in the funds used to acquire or construct them.

All purchased fixed assets are valued at cost where historical records are available, and at estimated historical cost where no historical records exist. Donated fixed assets are valued at their estimated fair market value on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated, as applicable, over the remaining useful lives of the related fixed assets.

Public domain (“infrastructure”) general fixed assets consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage and lighting systems are not capitalized as these assets are immovable and of value only to the government. However, it is the City’s policy to capitalize water, solid waste, and wastewater system infrastructure as these assets are recorded in an enterprise fund.

## **Budget For Fiscal Years 2001/02 - 2002/03**

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### **Compensated Absences**

Vested or accumulated vacation and sick leave of employees, that is expected to be liquidated with expendable available financial resources, is reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts of vested or accumulated vacation and sick leave that are not expected to be liquidated with expendable available financial resources are reported in the general long-term debt account group. No expenditure is reported for these amounts. Vested or accumulated vacation and sick leave of proprietary funds is recorded as an expense and liability of those funds as the benefits accrued to employees.

### **Property Taxes**

The City has elected, by ordinance, that the duties of assessing and collecting property taxes be performed by the Contra Costa County Assessor and Tax Collector, respectively. Tax levies cover the period from July 1 to June 30 of each year. All tax liens attach annually on the first day in March preceding the fiscal year for which the taxes are levied. Taxes are levied on both real and personal property as of March 1.

Secured property taxes are levied against real property and are due and payable in two equal installments. The first installment is due on November 1 and becomes delinquent if not paid by December 10. The second installment is due on February 1 and becomes delinquent if not paid by April 10. Unsecured personal property taxes are due on July 1 each year. These taxes become delinquent if not paid by August 31.

The City records property tax revenues in the fiscal year received, except that an accrual is made for revenues received within 45 to 60 days after the end of the fiscal year.

## Budget For Fiscal Years 2001/02 - 2002/03

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### **Grants**

Federal and State grant revenues are accrued to the extent expenditures are incurred. All such grants are subject to audit and adjustment by the grantor.

### **Long-Term Obligations**

Long-term debt is recognized as a liability of a governmental fund when due, or when resources have been accumulated in the debt service fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the general long-term debt account group. Long-term liabilities expected to be financed from proprietary fund operations are accounted for in those funds.

### **Bond Discounts/Issuance Costs**

In governmental fund types, bond discounts and issuance costs are recognized in the current period. Bond discounts and issuance costs for proprietary fund types are deferred and amortized over the term of the bonds using the bonds outstanding method, which approximates the effective interest method. Bond discounts are presented as a reduction of the face amount of bonds payable, whereas issuance costs are recorded as deferred charges.

### **Fund Equity**

Contributed capital is recorded in proprietary funds that have received capital grants or contributions from developers, customers or other funds. Reserves represent those portions of fund equity not appropriable for expenditure or legally segregated for a specific future use of financial resources. Fund designations are established to indicate tentative plans for the use of current financial resources in the future.



**RESOLUTION NO. 2310**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENTWOOD  
ADOPTING THE 2001/02-2002/03 FINAL BUDGET FOR THE CITY OF BRENTWOOD**

**WHEREAS**, the City Council of the City of Brentwood has reviewed the financial condition of the City of Brentwood; and

**WHEREAS**, the City departments have submitted requests for appropriations to fund the departmental programs to provide services for the City of Brentwood; and

**WHEREAS**, the City Council has reviewed these specific departmental requests and held workshops to discuss City priorities for the expenditure of City funds.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Brentwood hereby adopts the 2001/02-2002/03 Final Budget for the City of Brentwood as presented by the City Manager.

**PASSED** by the City Council of the City of Brentwood at its regular meeting on June 12, 2001 by the following vote:

**AYES:** Councilmembers Beckstrand, Gomes, Hill Petrovich, Mayor McPoland

**NOES:** None

**ABSENT:** None

APPROVED:

\_\_\_\_\_  
Michael A. McPoland, Sr.  
Mayor

ATTEST:

\_\_\_\_\_  
Karen Diaz, CMC  
City Clerk

**RESOLUTION NO. 2313**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENTWOOD APPROVING AND ADOPTING THE PROP 4 APPROPRIATION LIMIT FOR THE FISCAL YEAR OF 2001/02**

**WHEREAS**, the Department of Finance staff have notified the City of the change in the California per capita personal income and such change is 7.82% for the prior calendar year, and;

**WHEREAS**, the City also has the option to use the change in the local assessment roll due to local nonresidential construction in lieu of the California per capita personal income change; however, the State nor the County of Contra Costa has information at this time, and;

**WHEREAS**, the Department of Finance staff have notified the City of the change in population of the City and the entire Contra Costa County in which the City has the option to use the greater percentage change, which change is an increase of 13.92% for the city of Brentwood for the prior calendar year, and;

**WHEREAS**, pursuant to California Constitution Article XIII B, Section 1 and Government Code sections 7900 et seq., and pursuant to the guidelines set forth by Proposition 111, the City appropriations limit must be adjusted for changes from the base year of 1986-87 to the fiscal year ending June 30, 2002

**NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of Brentwood, the appropriations limit for the City of Brentwood for fiscal year ending June 30, 2002 is \$20,655,572

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Brentwood at a regular meeting held on June 12, 2001 by the following vote:

**AYES:** Councilmembers Beckstrand, Gomes, Hill, Petrovich, Mayor McPoland  
**NOES:** None  
**ABSENT:** None

ATTEST:

\_\_\_\_\_  
Michael A. McPoland Sr.  
Mayor

\_\_\_\_\_  
Karen Diaz, CMC  
City Clerk

**Budget For Fiscal Years 2001/02 - 2002/03**

**ANNUAL BUDGET SUMMARY**

		2000/01			Projected	2001/02		Projected	2002/03		Projected
		Fund Balance & Reserves at 6/30/00	Projected Revenues 00/01	Projected Expenditures 00/01	Fund Balance & Reserves at 6/30/01	Budget Revenues 01/02	Budget Appropriations 01/02	Fund Balance & Reserves at 6/30/02	Budget Revenues 02/03	Budget Appropriations 02/03	Fund Balance & Reserves at 6/30/03
100	General Fund	3,737,596	11,381,465	11,341,271	3,777,790	13,236,593	13,209,831	3,804,552	14,693,513	14,326,481	4,171,584
215	Youth Diversion Program	(14,063)	71,354	63,949	(6,658)	84,108	75,710	1,740	84,108	74,387	11,461
283	Community Development	1,947,180	4,493,831	2,937,224	3,503,787	3,563,089	3,210,098	3,856,778	3,916,936	3,150,363	4,623,352
284	Engineering	4,043,111	4,195,680	1,734,517	6,504,274	2,189,550	1,902,801	6,791,023	2,441,000	2,071,505	7,160,518
335	Capital Improvement Program	0	1,942,682	1,942,682	0	2,074,291	2,074,291	0	2,144,784	2,144,784	0
520	Park Enterprise	8,386,039	1,871,028	2,160,924	8,096,143	2,420,113	2,406,593	8,109,663	2,549,760	2,529,920	8,129,503
540	Solid Waste Enterprise	272,154	3,230,500	2,930,240	572,414	3,797,586	2,837,472	1,532,528	4,406,040	3,042,103	2,896,465
560	Water Enterprise	2,431,802	4,129,122	5,065,045	1,495,879	4,735,121	5,140,644	1,090,356	5,534,504	5,326,398	1,298,461
590	Wastewater Enterprise	3,180,266	2,090,790	2,123,353	3,147,703	2,387,669	2,489,208	3,046,164	2,729,670	2,617,089	3,158,745
701	Information Services	90,702	412,500	412,662	90,540	542,399	539,093	93,846	567,520	548,413	112,952
702	Equipment Replacement	751,553	1,138,750	493,180	1,397,123	1,083,396	563,749	1,916,770	1,108,396	1,012,593	2,012,573
703	Information Systems Replacement	250,963	214,729	36,650	429,042	275,195	112,500	591,737	283,945	112,500	763,182
704	Building Replacement	334,967	317,528	132,579	519,916	361,880	336,404	545,392	372,880	196,798	721,475
706	Fleet Maintenance	0	0	0	0	446,939	443,842	3,097	469,158	445,276	26,980
<b>Totals</b>		<b>25,412,270</b>	<b>35,489,959</b>	<b>31,374,275</b>	<b>29,527,954</b>	<b>37,197,929</b>	<b>35,342,235</b>	<b>31,383,647</b>	<b>41,302,214</b>	<b>37,598,610</b>	<b>35,087,251</b>

## Budget For Fiscal Years 2001/02 - 2002/03

## SUMMARY OF ALL FUND REVENUES

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
100 General Fund	\$ 9,024,956	\$ 10,567,193	\$ 11,381,465	\$ 13,236,593	\$ 14,693,513
215 Youth and Family	44,866	97,108	71,354	84,108	84,108
283 Community Development	2,852,035	1,531,500	4,493,831	3,563,089	3,916,936
284 Engineering	3,176,168	1,673,000	4,195,680	2,189,550	2,441,000
335 Capital Improvement Program	1,445,341	2,057,558	1,942,682	2,074,291	2,144,784
520 Park and Recreation	1,019,217	1,656,865	1,871,028	2,420,113	2,549,760
540 Solid Waste	2,775,193	3,069,560	3,230,500	3,797,586	4,406,040
560 Water	3,553,095	3,952,587	4,129,122	4,735,121	5,534,504
590 Wastewater	1,785,427	1,926,848	2,090,790	2,387,669	2,729,670
701 Information Services	255,404	415,000	412,500	542,399	567,520
702 Equipment Replacement	732,049	1,104,375	1,138,750	1,083,396	1,108,396
703 Information Systems Replacement	168,039	201,829	214,729	275,195	283,945
704 Building Replacement	301,314	270,648	317,528	361,880	372,880
706 Fleet Maintenance	0	0	0	446,939	469,158
<b>Total Revenues</b>	<b>\$ 27,133,104</b>	<b>\$ 28,524,071</b>	<b>\$ 35,489,959</b>	<b>\$ 37,197,929</b>	<b>\$ 41,302,214</b>

## Budget For Fiscal Years 2001/02 - 2002/03

## SUMMARY OF ALL FUND EXPENDITURES

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
100 General Fund	\$ 8,457,483	\$ 11,526,400	\$ 11,341,271	\$ 13,209,831	\$ 14,326,481
215 Youth and Family	56,384	63,784	63,949	75,710	74,387
283 Community Development	2,156,771	3,118,945	2,937,224	3,210,098	3,150,363
284 Engineering	1,174,471	1,830,584	1,734,517	1,902,801	2,071,505
335 Capital Improvement Program	1,445,341	2,057,558	1,942,682	2,074,291	2,144,784
520 Park and Recreation	979,308	2,016,984	2,160,924	2,406,593	2,529,920
540 Solid Waste	2,502,187	2,675,574	2,930,240	2,837,472	3,042,103
560 Water	3,720,363	4,247,029	5,065,045	5,140,644	5,326,398
590 Wastewater	1,708,360	2,211,238	2,123,353	2,489,208	2,617,089
701 Information Services	256,017	417,307	412,662	539,093	548,413
702 Equipment Replacement	163,054	578,381	493,180	563,749	1,012,593
703 Information Systems Replacement	1,351	85,505	36,650	112,500	112,500
704 Building Replacement	1,229	141,850	132,579	336,404	196,798
706 Fleet Maintenance	0	0	0	443,842	445,276
<b>Total Expenditures</b>	<b>\$ 22,622,319</b>	<b>\$ 30,971,139</b>	<b>\$ 31,374,275</b>	<b>\$ 35,342,235</b>	<b>\$ 37,598,610</b>

## Budget For Fiscal Years 2001/02 - 2002/03

## SUMMARY OF ALL FUND EXPENDITURES BY LINE ITEM CATEGORY

		1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b><i>Salaries and Benefits</i></b>						
100	General Fund	\$ 5,332,034	\$ 6,832,031	\$ 6,124,114	\$ 7,941,975	\$ 8,519,305
215	Youth and Family	48,379	53,603	54,518	59,539	61,143
230	City-Wide Park District	238,869	271,214	268,375	348,656	393,170
283	Community Development	1,321,308	1,660,777	1,582,310	1,851,465	1,875,708
284	Engineering	852,609	1,124,559	1,125,470	1,272,147	1,316,406
335	Capital Improvement Program	881,087	1,166,446	1,060,198	1,335,607	1,382,271
520	Park and Recreation	344,667	900,745	911,583	1,224,320	1,299,074
540	Solid Waste	680,075	866,092	862,064	873,947	923,666
560	Water	796,116	1,018,679	996,799	1,043,633	1,048,677
590	Wastewater	478,891	645,100	609,767	679,614	706,702
701	Information Services	202,487	286,477	283,866	370,797	384,827
702	Equipment Replacement	0	0	0	0	0
703	Information Systems Replacement	0	0	0	0	0
704	Building Replacement	44	76,225	75,579	141,561	151,504
705	Central Services	0	0	0	0	0
706	Maintenance Service Center	0	0	0	208,161	218,924
	<b><i>Total Salaries &amp; Benefits</i></b>	<b>\$ 11,176,566</b>	<b>\$ 14,901,948</b>	<b>\$ 13,954,643</b>	<b>\$ 17,351,421</b>	<b>\$ 18,281,377</b>

## Budget For Fiscal Years 2001/02 - 2002/03

## SUMMARY OF ALL FUND EXPENDITURES BY LINE ITEM CATEGORY

		1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b><i>Supplies and Services</i></b>						
100	General Fund	3,072,552	\$ 3,794,929	\$ 4,085,238	\$ 4,206,696	\$ 4,575,376
215	Youth and Family	8,005	10,181	9,431	12,571	13,244
230	City-Wide Park District	202,687	615,192	506,625	757,941	756,433
283	Community Development	835,463	1,230,668	1,301,593	1,307,553	1,247,925
284	Engineering	321,862	648,475	551,497	621,054	745,649
335	Capital Improvement Program	545,751	850,612	841,984	718,684	741,513
520	Park and Recreation	634,641	1,116,239	1,249,341	1,182,273	1,230,847
540	Solid Waste	1,822,112	1,809,482	2,068,176	1,963,525	2,118,437
560	Water	2,824,247	3,080,350	3,922,956	3,950,261	4,134,721
590	Wastewater	1,229,469	1,566,138	1,513,586	1,809,594	1,910,387
701	Information Services	53,530	105,830	103,796	158,296	157,586
702	Equipment Replacement	5,658	22,055	17,576	22,195	15,793
703	Information Systems Replacement	1,351	3,500	1,650	12,500	12,500
704	Building Replacement	1,185	60,375	22,000	62,843	39,294
705	Central Services	0	0	0	0	0
706	Maintenance Service Center	0	0	0	212,932	226,352
	<b><i>Total Supplies and Services</i></b>	<b>\$ 11,558,513</b>	<b>\$ 14,914,026</b>	<b>\$ 16,195,449</b>	<b>\$ 16,998,918</b>	<b>\$ 17,926,056</b>

## Budget For Fiscal Years 2001/02 - 2002/03

## SUMMARY OF ALL FUND EXPENDITURES BY LINE ITEM CATEGORY

		1999/00	2000/01	2000/01	2001/02	2002/03
		Actual	Budget	Projected	Budget	Budget
<b><i>Capital Outlay</i></b>						
100	General Fund	\$ 52,897	\$ 376,440	\$ 443,919	\$ 338,160	\$ 258,800
215	Youth and Family	0	0	0	3,600	0
230	City-Wide Park District	405	0	0	0	0
283	Community Development	0	227,500	53,321	51,080	26,730
284	Engineering	0	54,550	57,550	9,600	9,450
335	Capital Improvement Program	18,503	40,500	40,500	20,000	21,000
520	Park and Recreation	0	52,664	61,275	0	43,000
540	Solid Waste	0	821,920	789,183	1,453,875	748,834
560	Water	100,000	687,049	798,683	1,421,657	460,582
590	Wastewater	0	111,283	111,283	1,021,432	137,058
701	Information Services	0	25,000	25,000	10,000	6,000
702	Equipment Replacement	157,396	556,326	475,604	541,554	996,800
703	Information Systems Replacement	0	82,005	35,000	100,000	100,000
704	Building Replacement	0	5,250	35,000	132,000	6,000
705	Central Services	0	0	0	0	0
706	Maintenance Service Center	0	0	0	22,749	0
<b>Total Capital Outlay</b>		<b>\$ 329,201</b>	<b>\$ 3,040,487</b>	<b>\$ 2,926,318</b>	<b>\$ 5,125,707</b>	<b>\$ 2,814,254</b>



## Budget For Fiscal Years 2001/02 - 2002/03

## SUMMARY OF ALL FUNDS LINE ITEM CATEGORIES

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b><u>All Funds</u></b>					
Salaries and Benefits	11,176,566	14,901,948	13,954,643	17,351,421	18,281,377
Supplies and Services	11,558,513	14,914,026	16,195,449	16,998,918	17,926,056
Capital Outlay	329,201	3,040,487	2,926,318	5,125,707	2,814,254
<b>Total All Funds</b>	<b>\$ 23,064,280</b>	<b>\$ 32,856,461</b>	<b>\$ 33,076,409</b>	<b>\$ 39,476,046</b>	<b>\$ 39,021,687</b>

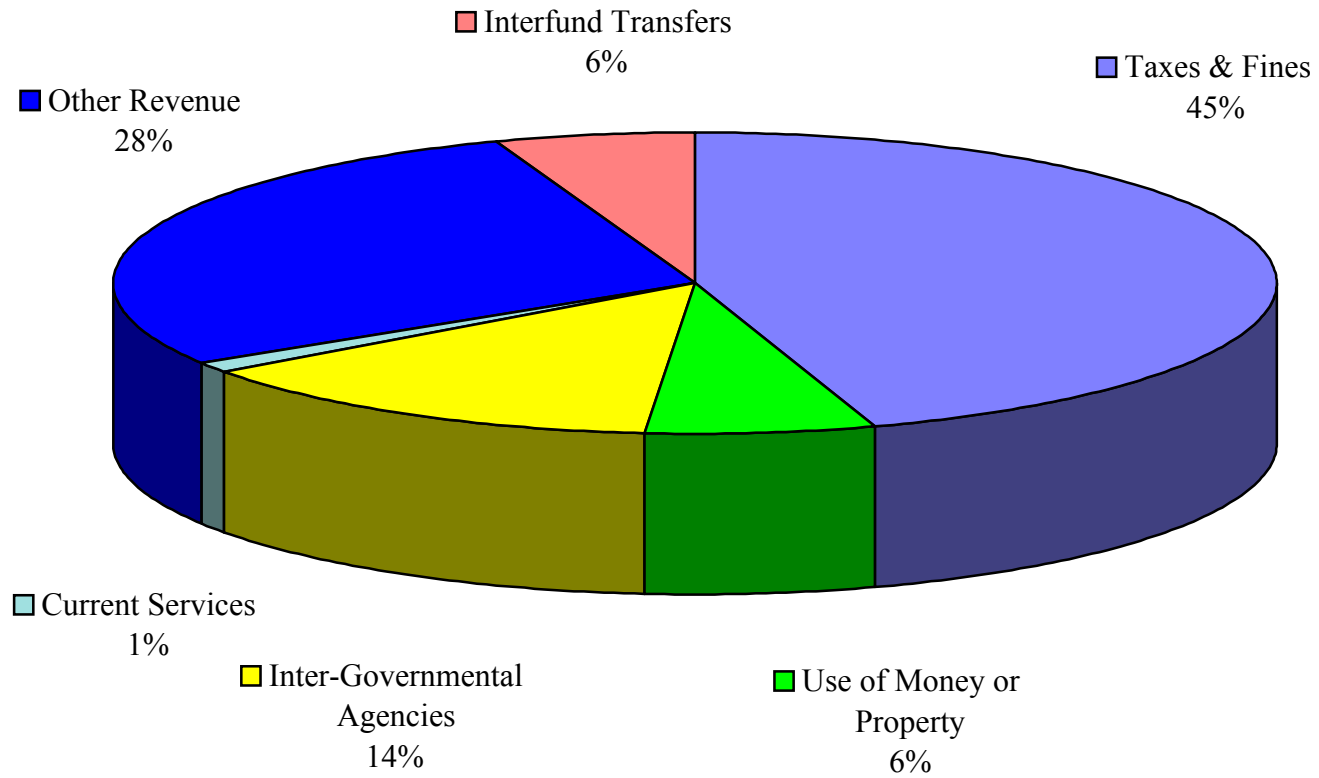
**Budget For Fiscal Years 2001/02 - 2002/03**  
**GENERAL FUND - FUND BALANCE**

	Actual 6/30/00	Adopted Budget 2000/01	Projected Ending Actual 2000/01	Budget 2001/02	Budget 2002/03
Revenues	\$ 9,024,956	\$ 10,003,693	\$ 10,777,465	\$ 12,505,343	\$ 13,843,013
Expenditures	<u>8,457,483</u>	<u>11,003,400</u>	<u>10,653,271</u>	<u>12,486,831</u>	<u>13,353,481</u>
Excess (deficiency) of revenues (under) expenditures	567,473	(999,707)	124,194	18,512	489,532
Other Sources:					
Transfer In	582,066	563,500	604,000	731,250	850,500
Transfer Out	<u>(422,875)</u>	<u>(523,000)</u>	<u>(688,000)</u>	<u>(723,000)</u>	<u>(973,000)</u>
Total Other Sources (Uses)	159,191	40,500	(84,000)	8,250	(122,500)
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	726,664	(959,207)	40,194	26,762	367,032
Fund Balance, Beginning Year	3,010,932	3,737,596	3,737,596	3,777,790	3,804,552
Prior Period Adjustment					
<b>Fund Balance, End of Year</b>	<u><u>\$ 3,737,596</u></u>	<u><u>\$ 2,778,389</u></u>	<u><u>\$ 3,777,790</u></u>	<u><u>\$ 3,804,552</u></u>	<u><u>\$ 4,171,584</u></u>

## GENERAL FUND - FUND BALANCE

	Actual 6/30/00	Adopted Budget 2000/01	Projected Ending Actual 2000/01	Budget 2001/02	Budget 2002/03
<b>FUND BALANCE:</b>					
<b><u>Reserved</u></b>					
34330 Information Technology Reserve	\$ 100,000	\$ 1,000,000	\$ 0	\$ 0	\$ 0
34305 Compensated Absences Reserve	0	204,343	193,343	287,420	301,791
34331 Pavement Management Reserve	275,000	575,000	575,000	575,000	575,000
34332 Facility Reserve	350,000	650,000	650,000	650,000	650,000
<b>Total Reserved:</b>	<b>725,000</b>	<b>2,429,343</b>	<b>1,418,343</b>	<b>1,512,420</b>	<b>1,526,791</b>
<b><u>Unreserved</u></b>					
Undesignated:	3,012,596	349,046	2,359,447	2,292,132	2,644,794
<b>Total Unreserved:</b>	<b>3,012,596</b>	<b>349,046</b>	<b>2,359,447</b>	<b>2,292,132</b>	<b>2,644,794</b>
<b>Total Fund Balance (Reserved &amp; Unreserved)</b>	<b>\$ 3,737,596</b>	<b>\$ 2,778,389</b>	<b>\$ 3,777,790</b>	<b>\$ 3,804,552</b>	<b>\$ 4,171,584</b>

# General Fund Revenue Detail and Interfund Transfers



## Budget For Fiscal Years 2001/02 - 2002/03

**GENERAL FUND - REVENUE**

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b><u>TAXES &amp; FINES:</u></b>					
40XXX Property Tax	\$ 1,499,452	\$ 1,871,450	\$ 1,828,939	\$ 2,278,939	\$ 2,628,939
41100 Sales & Use Tax	1,856,635	2,080,300	2,150,000	2,558,500	3,006,238
41104 1/2 Cent Sales Tax	98,169	122,980	110,000	123,200	137,984
41105 Transient Occupancy Tax	88,147	99,000	105,000	115,500	132,825
41112 ERAF Relief	0	0	249,080	0	0
41115 Franchise Fees	225,795	259,600	259,600	285,560	314,116
41118 Home Occupation Permits	9,050	7,700	11,000	11,550	12,705
41120 Business License Tax	52,690	52,000	60,000	69,000	79,350
41126 Tobacco Tax	0	0	425	500	500
41130 Real Property Transfer Tax	264,754	247,600	315,000	368,550	423,833
41150 Fines & Forfeitures	155,191	179,700	175,000	201,250	231,438
<b>TOTAL TAXES &amp; FINES</b>	<b>4,249,884</b>	<b>4,920,330</b>	<b>5,264,044</b>	<b>6,012,549</b>	<b>6,967,928</b>
<b><u>REVENUE FROM USE OF MONEY OR PROPERTY:</u></b>					
43300 Investment Interest	661,256	500,000	750,000	750,000	750,000
43320 Rental Income	67,213	50,000	65,000	65,000	65,000
43330 Royalties	2,283	2,000	5,650	6,780	8,136
<b>TOTAL REV. MONEY/PROP.</b>	<b>730,752</b>	<b>552,000</b>	<b>820,650</b>	<b>821,780</b>	<b>823,136</b>
<b><u>INTER-GOVERNMENTAL AGENCIES:</u></b>					
44450 Motor Vehicle-in-lieu	1,065,698	1,212,850	1,190,000	1,375,000	1,540,000
44454 AB 3229 - Gang Suppression	44,523	50,000	100,000	50,000	50,000
44455 POST Reimbursement	37,764	23,000	46,000	46,920	47,858
44456 Highway Maintenance	6,650	6,700	6,650	6,650	6,650
44462 Police Grants	259,252	284,252	375,000	175,000	175,000
44473 SB-90 Reimbursement	69,314	65,000	60,000	60,000	60,000
44496 Economic Development Grant AB 2864	0	0	0	100,000	0
44495 Grant Projects	3,922	12,340	5,000	0	0
<b>TOTAL INTER-GOV. AGENCIES</b>	<b>\$ 1,487,123</b>	<b>\$ 1,654,142</b>	<b>\$ 1,782,650</b>	<b>\$ 1,813,570</b>	<b>\$ 1,879,508</b>

## Budget For Fiscal Years 2001/02 - 2002/03

**GENERAL FUND - REVENUE**

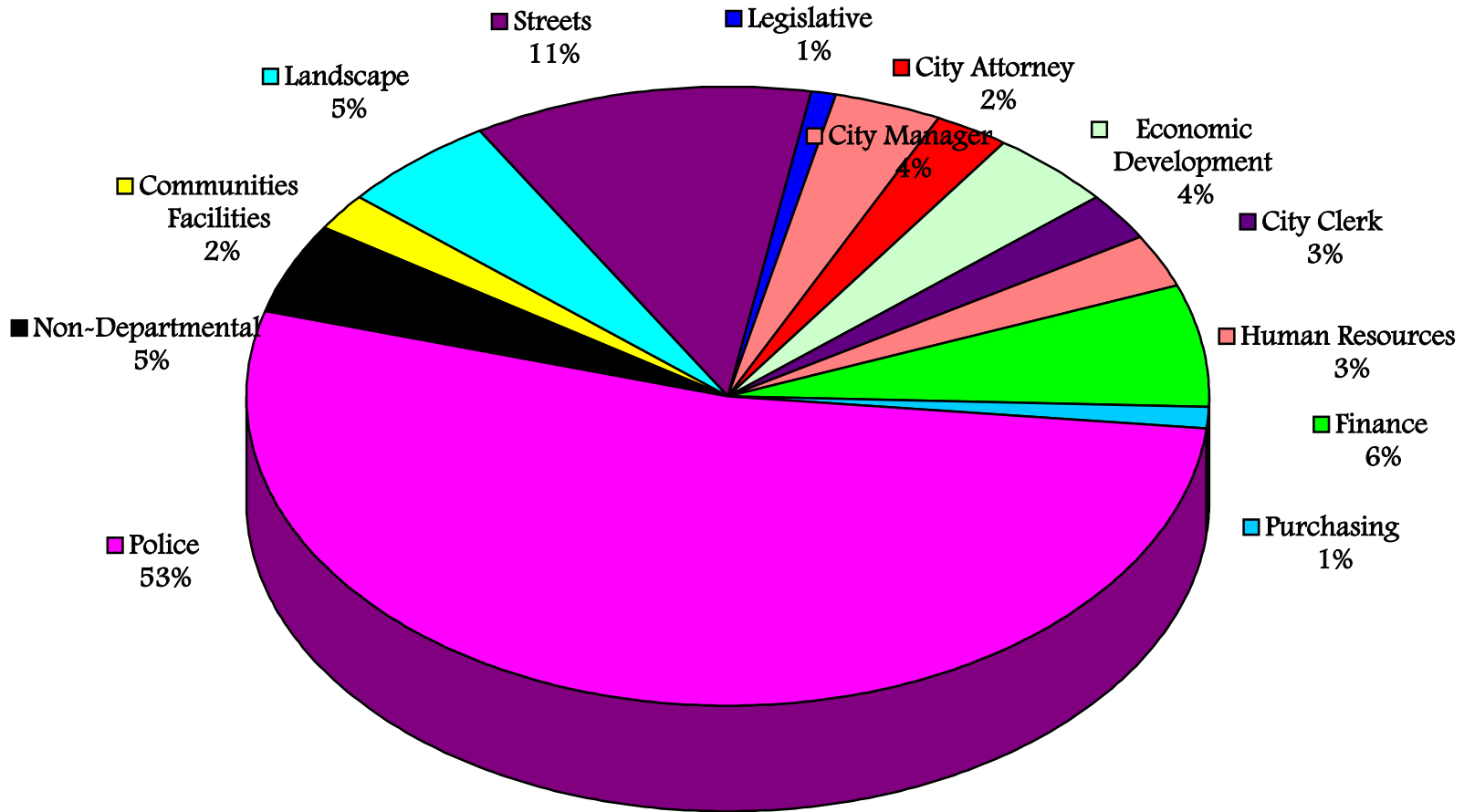
	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b><u>CURRENT SERVICES:</u></b>					
45500 Business License Filing Fee	\$ 2,500	\$ 4,000	\$ 2,000	\$ 2,000	\$ 2,000
45502 Reproduction Charges	2,829	2,500	2,750	2,750	2,750
45504 Police Services	89,910	89,000	125,000	150,000	180,000
<b>TOTAL CURRENT SERVICES</b>	95,239	95,500	129,750	154,750	184,750
<b><u>OTHER REVENUE:</u></b>					
43500 Late Charges	499	500	500	500	500
46600 Water Admin. Fee	350,000	398,712	398,712	502,279	552,507
46605 Wastewater Admin. Fee	150,000	207,529	207,529	250,506	275,557
46607 Solid Waste Admin. Fee	210,000	302,011	302,011	383,054	421,360
46610 Park Enterprise Admin. Fee	160,000	213,538	213,538	125,000	125,000
46615 Redevelopment Admin. Fee	200,000	220,000	220,000	330,000	360,000
46620 CCCo. - Drainage Admin. Fee	6,293	10,000	10,000	10,000	10,000
46628 Development Services Admin. Fee	330,000	451,681	451,681	523,100	575,410
46630 Facility Fee Fund Admin.	251,175	250,000	250,000	530,500	583,550
46632 Assessment Dist. Admin.	247,957	220,000	220,000	317,000	326,510
46633 Bond Debt Service Admin.	61,000	51,000	61,000	111,475	111,475
46634 Attorney Services	20,008	80,000	100,000	125,000	125,000
46700 Other Income	217,093	50,000	50,000	100,000	75,000
46715 School Contributions	52,296	48,000	48,000	84,000	84,000
46730 50th Anniversary Revenue	830	0	0	0	0
46750 Capital Project Mgmt. Reimb.	200,000	263,750	240,000	300,000	350,000
46850 Passport Revenue	4,808	15,000	7,200	8,280	9,522
46851 Passport Photos	0	0	200	2,000	2,300
<b>TOTAL OTHER REVENUE</b>	\$ 2,461,958	\$ 2,781,721	\$ 2,780,371	\$ 3,702,694	\$ 3,987,691
<b>TOTAL GENERAL FUND</b>	<u>\$ 9,024,956</u>	<u>\$ 10,003,693</u>	<u>\$ 10,777,465</u>	<u>\$ 12,505,343</u>	<u>\$ 13,843,013</u>

## Budget For Fiscal Years 2001/02 - 2002/03

**SCHEDULE OF INTERFUND TRANSFERS**

<b>To Fund</b>	<b>Account #</b>	<b>From Fund</b>	<b>Purpose</b>	<b>Transfer In (Transfer Out) 2000/01</b>	<b>Transfer In (Transfer Out) 2001/02</b>	<b>Transfer In (Transfer Out) 2002/03</b>
<b>Transfers In:</b>						
General Fund	Misc.	Gas Tax	Street Operations Expenditures	\$ 442,000	\$ 551,250	\$ 660,500
General Fund	47281	Abandoned Vehicle Abatement	Vehicle Abatement	12,000	10,000	10,000
General Fund	47293	Measure C	Street Operations Expenditures	130,000	160,000	170,000
General Fund	47220	Economic Development Fund	Brentwood Economic Dev. Committee	20,000	10,000	10,000
<b>Sub-Total Transfer In</b>				<b>\$ 604,000</b>	<b>\$ 731,250</b>	<b>\$ 850,500</b>
<b>Transfers Out:</b>						
Street Improvement Fund	80336	General Fund	Pavement Management	(465,000)	(250,000)	(500,000)
Park Assessment District	80230	General Fund	Park Maintenance	(223,000)	(223,000)	(223,000)
Parks and Recreation Enterprise	80520	General Fund	Pool Electrical	0	(250,000)	(250,000)
<b>Sub-Total Transfer Out</b>				<b>(688,000)</b>	<b>(723,000)</b>	<b>(973,000)</b>
<b>TOTAL INTERFUND TRANSFERS</b>				<b>\$ (84,000)</b>	<b>\$ 8,250</b>	<b>\$ (122,500)</b>

# General Fund Expenditures By Department





## Budget For Fiscal Years 2001/02 - 2002/03

**GENERAL FUND - EXPENDITURE SUMMARY**

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
100-1201 Legislative	\$ 90,852	\$ 98,176	\$ 78,056	\$ 116,405	\$ 117,660
100-1202 City Manager	542,370	560,310	537,746	439,949	454,565
100-1203 City Attorney	69,680	417,502	547,658	308,028	324,338
100-1204 Economic Development	196,173	265,064	219,354	529,821	612,992
100-1205 City Clerk	131,536	260,856	245,103	319,350	334,283
100-1206 Human Resources	249,892	274,220	253,202	332,181	374,093
100-1301 Finance	661,066	826,855	884,984	786,052	810,639
100-1302 Purchasing	0	0	0	155,476	159,378
100-1501 Police Department	4,678,865	5,499,009	5,312,030	6,595,287	7,220,668
100-1701 Non-Departmental	463,351	635,477	405,146	616,713	515,745
Multi Community Facilities	63,992	165,622	161,514	96,178	99,415
100-1401 Village Resource Center	7,073	19,753	56,709	92,504	98,275
100-1406 Dime-A-Ride Bus	25,422	30,000	29,370	30,000	30,000
<b><u>Parks Department</u></b>					
100-1602 Landscape Division	385,986	573,649	645,264	664,868	769,154
<b>TOTAL Parks</b>	<u>385,986</u>	<u>573,649</u>	<u>645,264</u>	<u>664,868</u>	<u>769,154</u>
<b><u>Public Works Departments</u></b>					
100-1601 Administration	54,970	156,475	76,781	0	0
100-1603 Streets Division	836,255	1,220,432	1,200,353	1,404,018	1,432,276
<b>TOTAL Public Works</b>	<u>891,225</u>	<u>1,376,907</u>	<u>1,277,134</u>	<u>1,404,018</u>	<u>1,432,276</u>
<b>GENERAL FUND TOTAL</b>	<u><u>\$ 8,457,483</u></u>	<u><u>\$ 11,003,400</u></u>	<u><u>\$ 10,653,271</u></u>	<u><u>\$ 12,486,831</u></u>	<u><u>\$ 13,353,481</u></u>

## Budget For Fiscal Years 2001/02 - 2002/03

**GENERAL FUND - SUMMARY OF EXPENDITURES BY LINE ITEM**

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget	
<b><u>Salaries &amp; Benefits:</u></b>						
50100	Salaries	\$ 2,978,992	\$ 4,317,438	\$ 3,444,396	\$ 4,520,033	\$ 4,824,858
50105	Salary - Part-time	0	0	0	0	0
50110	Holiday-in-lieu	84,553	56,881	53,877	88,237	96,671
50111	Compensated Absences	6,777	0	0	0	0
50115	Educational Supplement	26,583	21,568	25,891	39,072	34,824
50120	Field Training Pay	1,300	1,050	2,000	2,500	2,500
50121	Cross Training	0	700	525	700	700
50125	Uniform Allowance	24,656	25,500	23,680	35,000	37,000
50150	Bilingual	3,915	3,720	2,700	2,700	3,900
50205	Salary - Part-time	0	0	0	0	0
51200	Overtime	176,279	180,865	221,045	178,769	205,207
51205	Part-time	103,869	96,800	104,060	73,000	74,250
51210	Reserve Officers	25,004	25,000	25,000	30,000	30,000
51215	Standby Public Services	3,758	0	0	0	0
51300	Automobile Allowance	7,200	7,560	7,560	7,560	7,560
51310	Moving Allowance	0	0	0	0	0
52300	Deferred Compensation	8,361	10,062	10,992	16,587	19,866
52305	Life Insurance	8,393	10,893	11,602	14,151	15,066
52310	Health Insurance	240,981	288,352	265,728	486,577	561,499
52311	Flexible Benefits Plan	1,052	900	873	800	800
52315	Dental Insurance	71,898	85,656	79,842	129,516	146,270
52316	Employee Assist Program	0	0	1,914	2,274	2,361
52318	Vision Care	19,983	21,140	21,467	27,266	29,436
52320	Retiree Medical Insurance	37,074	56,903	61,181	82,484	91,021
52800	Unemployment Insurance	267	0	0	441,048	475,581
53400	Retirement	693,616	397,097	479,900	229,550	242,158
53405	Survivor Benefit	5	2,162	2,183	87,931	94,712
53410	Workers Comp. Ins.	51,056	92,705	127,174	110,002	116,826
53415	Medicare	43,276	39,952	43,397	30,771	32,449
53420	FICA Tax	2,766	6,529	6,349	25,188	26,946
53425	LTD Insurance	18,567	25,206	26,223	18,237	19,229
55000	Salary Settlements	0	0	13,000	13,000	13,000
	Comm. Fac.	0	0	0	0	0
	Village Resource Center	0	0	34,037	69,510	74,305
	COPS Univ.	677,266	976,392	917,191	934,994	985,650
	AB 3229	14,587	31,000	35,000	35,000	35,000
	COPS More	0	50,000	44,513	108,874	116,877
	COPS School	0	0	30,815	100,644	102,782
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>5,332,034</b>	<b>6,832,031</b>	<b>6,124,114</b>	<b>7,941,975</b>	<b>8,519,305</b>

## Budget For Fiscal Years 2001/02 - 2002/03

**GENERAL FUND - SUMMARY OF EXPENDITURES BY LINE ITEM**

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b><u>Supplies &amp; Services:</u></b>					
60100	Office Expenses	128,004	137,530	140,708	118,695
60103	Copy Machine	2,472	6,000	0	5,775
60110	Publications, Dues, Licenses	43,345	34,220	46,067	49,963
60130	Clothing Expense	22,854	18,874	24,320	24,676
60132	Safety Equipment	4,796	4,515	3,980	5,125
60140	Special Supplies	28,684	24,567	30,227	29,414
60145	Volunteer Program	1,866	2,995	2,000	2,190
70100	Utilities	232,198	254,677	287,675	474,404
70110	Equipment Maintenance	71,160	80,882	62,744	66,816
70111	Auto Maintenance	102,048	99,929	93,630	126,187
70112	Legends/Striping	4,309	5,250	7,800	6,000
70113	Asphalt Maintenance	160	6,295	5,895	6,500
70114	Weed Abatement	9,975	10,500	14,000	11,575
70115	Building/Facility Maintenance	100,402	161,408	135,800	63,260
70120	Rental of Buildings	75,198	79,964	83,500	98,405
70125	Equipment Rental	1,263	8,033	1,500	2,625
70130	Insurance	128,504	95,881	133,856	155,049
70135	Special Events	8,965	6,300	1,500	8,272
70140	Special Services	165,627	265,320	315,750	310,480
70145	Communications	254,623	311,173	292,629	418,840
70147	Computer Network Service	0	0	0	0
70148	BEDAC	52,473	75,305	32,000	55,000
70150	Advertising	9,989	24,775	36,675	42,379
70160	Travel, Lodging, & Meals	35,692	37,837	44,223	61,579
70170	Training & Conferences	44,139	69,526	49,074	126,721
70172	Reimbursable Training	19,528	19,950	43,384	23,100
70190	Contributions to Other Agencies	175,571	204,150	150,500	56,825
70191	Volunteer Program	0	0	5,000	5,250
70227	Public Relations	27,303	34,650	25,000	268,000
70239	Legal Services	129,570	77,249	148,318	143,350
70240	Contractual Services	356,253	448,188	694,936	641,075
70241	Service Award	8,268	7,350	2,230	3,500
70250	Customer Service	92	0	500	71,400
70400	NPDES	0	0	0	0
80215	Youth and Family	0	50,000	50,000	40,000
80701	Information Services	125,969	224,251	224,251	231,684
80702	Vehicle Replacement Fund	423,930	499,693	499,693	407,449
80703	Information Systems	61,287	75,339	75,339	82,315
80704	Building Replacement Fund	111,408	116,978	116,978	71,352
80705	Central Services	0	0	0	13,836
80706	Fleet Maintenance	0	0	0	92,927
	Comm. Fac.	63,992	165,622	161,514	99,415
	Village Resource Center	7,073	19,753	7,672	23,970
	Dimes-A-Ride	25,422	30,000	29,370	30,000
	AB 3229	8,139	0	5,000	0
	<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>3,072,552</b>	<b>3,794,929</b>	<b>4,085,238</b>	<b>4,206,696</b>

## Budget For Fiscal Years 2001/02 - 2002/03

**GENERAL FUND - SUMMARY OF EXPENDITURES BY LINE ITEM**

		1999/00	2000/01	2000/01	2001/02	2002/03
		Actual	Budget	Projected	Budget	Budget
<i>Capital Outlay:</i>						
80336	Transfer to CIP	25,000	52,500	52,500	223,100	50,000
80450	Leases	0	0	0	0	0
80501	Street Fabrication	0	11,000	11,000	0	0
90077	Damages	0	200,000	200,000	0	0
90230	Equipment	27,897	49,048	55,727	95,060	191,800
90130	Building Improvements	0	6,300	3,100	5,000	2,000
	Village Resource Center	0	0	15,000	0	0
	AB 3229	0	11,000	60,000	15,000	15,000
	CLETEP	0	46,592	46,592	0	0
	<b>TOTAL CAPITAL</b>	<b>52,897</b>	<b>376,440</b>	<b>443,919</b>	<b>338,160</b>	<b>258,800</b>
<b>TOTALS</b>		<b>\$ 8,457,483</b>	<b>\$ 11,003,400</b>	<b>\$ 10,653,271</b>	<b>\$ 12,486,831</b>	<b>\$ 13,353,481</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Legislative</b>
<b>Fund/Division Number:</b>	<b>100-1201</b>	<b>Division:</b>	<b>City Council</b>

**Description:**

The City Council is the policy-making body for the City. Implementation is accomplished through the adoption of ordinances and policy resolutions, the approval of contracts and agreements, and adoption of the City budget. The City Council is composed of a directly elected Mayor and four Council members elected at large.

**Mission Statement:**

To provide responsive and credible support services to the City Council and City Staff; to ensure open communication with Brentwood citizens; and to preserve the City's legislative history.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 27,359	\$ 39,326	\$ 26,706	\$ 67,105	\$ 67,105
Supplies & Services	63,493	58,850	51,350	49,300	50,555
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total:</b>	<b><u>\$ 90,852</u></b>	<b><u>\$ 98,176</u></b>	<b><u>\$ 78,056</u></b>	<b><u>\$ 116,405</u></b>	<b><u>\$ 117,660</u></b>

**Commentary:**

The proposed 2001/02 budget is consistent with the adopted 2000/01 budget. Changes include transferring the municipal code codification and advertising expenses from the Legislative budget to the City Clerk's budget.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Legislative Department</b>
<b>Fund/Division Number:</b>	<b>100-1201</b>	<b>Division:</b>	<b>City Council</b>

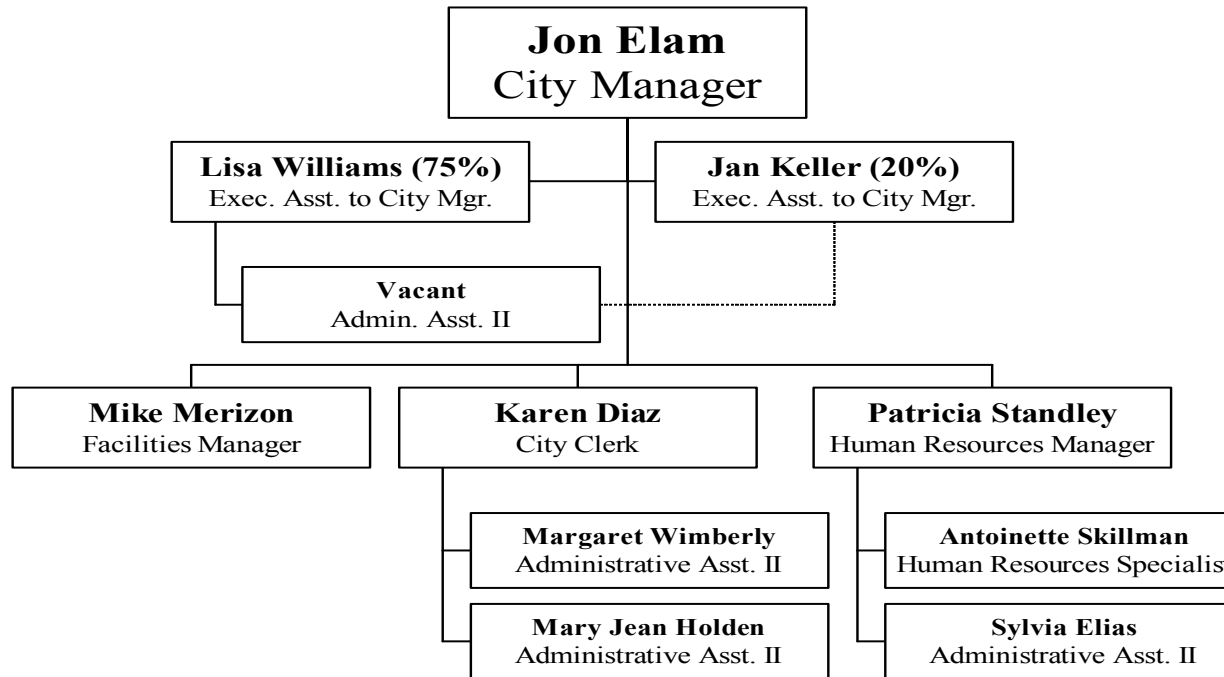
	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE</u></b>					
Mayor	1.00	1.00	1.00	1.00	1.00
Council Members	4.00	4.00	4.00	4.00	4.00
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
 <b><u>PERSONNEL SERVICES:</u></b>					
51205 Salary - Part-time	\$ 20,700	\$ 20,700	\$ 20,700	\$ 33,000	\$ 33,000
52310 Health Insurance	3,998	14,580	3,000	18,900	18,900
52315 Dental	0	0	0	8,040	8,040
52318 Vision Care	0	0	0	1,760	1,760
53400 Retirement	2,105	2,696	1,685	2,871	2,871
53410 Workers Comp. Ins.	0	790	761	1,214	1,214
53415 Medicare	428	300	300	480	480
53420 FICA Tax	128	260	260	410	410
53425 LTD Insurance	0	0	0	430	430
<b>Total:</b>	<b>\$ 27,359</b>	<b>\$ 39,326</b>	<b>\$ 26,706</b>	<b>\$ 67,105</b>	<b>\$ 67,105</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Legislative Department</b>
<b>Fund/Division Number:</b>	<b>100-1201</b>	<b>Division:</b>	<b>City Council</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 6,015	\$ 12,500	\$ 10,000	\$ 10,000	\$ 10,250
60110 Publications, Dues, Licenses	18,171	15,000	15,000	15,000	15,375
60140 Special Supplies	197	0	400	400	420
70130 Insurance	8,806	0	0	0	0
70140 Special Services	276	300	350	400	420
70145 Communication	595	2,500	2,500	2,500	2,565
70150 Advertising	500	500	550	0	0
70160 Travel, Lodging & Meals	4,515	5,550	5,550	6,000	6,150
70170 Training & Conferences	615	12,500	15,000	15,000	15,375
70239 Legal Services	23,324	10,000	2,000	0	0
70240 Contractual Services	479	0	0	0	0
Total:	<u>\$ 63,493</u>	<u>\$ 58,850</u>	<u>\$ 51,350</u>	<u>\$ 49,300</u>	<u>\$ 50,555</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

# City Administration Organizational Chart





**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Administration</b>
<b>Fund/Division Number:</b>	<b>100-1202</b>	<b>Division:</b>	<b>City Manager</b>

**Description:**

The City Administration Department includes the City Manager's office and is responsible for the implementation of Council policy.

**Mission Statement:**

To provide responsive service to the citizens of Brentwood in a reasonable amount of time.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 388,614	\$ 459,690	\$ 416,371	\$ 336,840	\$ 347,168
Supplies & Services	153,756	89,620	116,375	98,109	102,397
Capital Outlay	<u>0</u>	<u>11,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<b>Total:</b>	<b><u>\$ 542,370</u></b>	<b><u>\$ 560,310</u></b>	<b><u>\$ 537,746</u></b>	<b><u>\$ 439,949</u></b>	<b><u>\$ 454,565</u></b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Administration</b>
<b>Fund/Division Number:</b>	<b>100-1202</b>	<b>Division:</b>	<b>City Manager</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
City Manager	1.00	1.00	1.00	1.00	1.00
Economic Development Manager	0.50	0.50	0.00	0.00	0.00
Econ. Dev./Redev. Analyst	0.00	0.00	0.50	0.00	0.00
Executive Assistant to the City Manager	1.30	1.30	1.40	0.95	0.95
Administrative Assistant II	1.00	1.00	2.00	1.00	1.00
Receptionist	1.00	1.00	0.00	0.00	0.00
<b>Total</b>	<b>4.80</b>	<b>4.80</b>	<b>4.90</b>	<b>2.95</b>	<b>2.95</b>

<b><u>PERSONNEL SERVICES:</u></b>						
50100	Salary - Regular	\$ 261,567	\$ 350,314	\$ 309,059	\$ 238,932	\$ 244,163
50111	Compensated Absences	387	0	0	0	0
51200	Overtime	2,012	0	0	0	0
51205	Salary - Part-time	25,636	0	0	0	0
51300	Automobile Allowance	7,200	7,560	7,560	7,560	7,560
52300	Deferred Comp.	1,235	1,170	1,440	1,140	1,320
52305	Life Insurance	1,078	1,284	1,347	1,086	1,097
52310	Health Insurance	17,496	26,323	18,697	19,148	21,399
52311	Flexible Benefits Plan	112	90	88	80	80
52315	Dental Insurance	6,100	5,682	6,542	4,974	5,452
52316	Employee Assist Program	0	0	155	93	93
52318	Vision Care	1,801	1,549	1,735	1,044	1,092
52320	Retiree Medical Insurance	19,478	21,064	21,803	24,237	25,514
53400	Retirement	34,808	30,294	30,594	25,204	25,758
53405	Survivor Benefit	0	158	176	106	106
53410	Workers Comp. Ins.	4,160	8,159	11,067	8,528	8,716
53415	Medicare	3,877	3,720	3,763	2,715	2,780
53420	FICA Tax	64	0	0	0	0
53425	LTD Insurance	1,603	2,323	2,346	1,993	2,037
<b>Total:</b>		<b>\$ 388,614</b>	<b>\$ 459,690</b>	<b>\$ 416,371</b>	<b>\$ 336,840</b>	<b>\$ 347,168</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Administration</b>
<b>Fund/Division Number:</b>	<b>100-1202</b>	<b>Division:</b>	<b>City Manager</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 21,567	\$ 17,600	\$ 21,200	\$ 21,200	\$ 22,260
60103 Copy Machine Expense	0	6,000	0	0	0
60110 Publications, Dues, Licenses	9,121	2,415	2,415	2,415	2,535
60140 Special Supplies	187	0	400	400	420
70130 Insurance	6,399	6,381	7,936	5,894	6,071
70140 Special Services	4,410	3,300	12,000	1,500	1,575
70145 Communication	2,773	3,150	3,150	3,150	3,300
70150 Advertising	2,935	1,500	2,000	1,500	1,500
70160 Travel, Lodging & Meals	5,834	5,000	10,500	10,500	11,025
70170 Training & Conferences	1,107	6,500	6,500	6,500	6,825
70191 Volunteer Program	0	0	5,000	5,000	5,250
70239 Legal Services	44,675	6,500	6,500	6,500	6,825
70240 Contractual Services	26,519	0	7,500	4,000	4,200
80701 Information Services	13,566	15,856	15,856	20,052	21,054
80703 Information Systems	2,928	3,096	3,096	3,918	3,977
80704 Building Replacement Fund	11,735	12,322	12,322	5,580	5,580
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 153,756</u>	<u>\$ 89,620</u>	<u>\$ 116,375</u>	<u>\$ 98,109</u>	<u>\$ 102,397</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 0	\$ 11,000	5,000	5,000	5,000
Total:	<u>\$ 0</u>	<u>\$ 11,000</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Administration</b>
<b>Fund/Division Number:</b>	<b>100-1205</b>	<b>Division:</b>	<b>City Clerk</b>

**Description:**

The City Clerk's Office oversees the records management system, and is responsible for the production and publication of agendas and minutes for the City Council and Redevelopment Agency; enforcement of laws and regulations pertaining to elections and campaign financing, public records, meeting notices and conflicts of interest.

**Mission Statement:**

To provide responsive and credible support services to the City Council and City Staff; to ensure open communication with Brentwood citizens; and to preserve the City's legislative history.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 95,043	\$ 143,889	\$ 134,490	\$ 202,201	\$ 214,027
<b>Supplies &amp; Services</b>	33,643	115,967	109,613	117,149	120,256
<b>Capital Outlay</b>	2,850	1,000	1,000	0	0
<b>Total:</b>	<b>\$ 131,536</b>	<b>\$ 260,856</b>	<b>\$ 245,103</b>	<b>\$ 319,350</b>	<b>\$ 334,283</b>

**Commentary:**

The proposed 2001/02 budget is consistent with the adopted 2000/01 budget. Changes in supplies and services include transferring the municipal code codification and advertising expenses from the Legislative budget to the City Clerk's budget. Personnel Services expenditures reflect transferring funding for the receptionist position from the City Manager's budget to the City Clerk's budget.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Administration</b>
<b>Fund/Division Number:</b>	<b>100-1205</b>	<b>Division:</b>	<b>City Clerk</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
City Clerk	1.00	1.00	1.00	<b>1.00</b>	<b>1.00</b>
Administrative Assistant II	0.60	0.60	1.00	<b>2.00</b>	<b>2.00</b>
<b>Total</b>	<b>1.60</b>	<b>1.60</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 70,815	\$ 110,279	\$ 100,356	\$ <b>148,896</b>	\$ <b>156,421</b>
50111 Compensated Absences	152	0	0	<b>0</b>	<b>0</b>
51200 Overtime	25	0	1,000	<b>1,000</b>	<b>1,025</b>
52300 Deferred Comp.	715	780	960	<b>1,140</b>	<b>1,320</b>
52305 Life Insurance	385	523	457	<b>651</b>	<b>679</b>
52310 Health Insurance	6,972	9,795	11,736	<b>19,473</b>	<b>21,762</b>
52311 Flexible Benefits Plan	112	90	87	<b>80</b>	<b>80</b>
52315 Dental Insurance	2,968	4,081	3,216	<b>5,058</b>	<b>5,544</b>
52316 Employee Assist Prog	0	0	63	<b>95</b>	<b>95</b>
52318 Vision Care	708	915	708	<b>1,062</b>	<b>1,110</b>
53400 Retirement	9,347	11,643	10,017	<b>15,888</b>	<b>16,691</b>
53405 Survivor Benefit	0	94	72	<b>108</b>	<b>108</b>
53410 Workers Comp. Ins.	1,288	3,136	3,623	<b>5,376</b>	<b>5,648</b>
53415 Medicare	1,078	1,660	1,428	<b>2,118</b>	<b>2,225</b>
53425 LTD Insurance	478	893	768	<b>1,256</b>	<b>1,320</b>
<b>Total:</b>	<b>\$ 95,043</b>	<b>\$ 143,889</b>	<b>\$ 134,490</b>	<b>\$ 202,201</b>	<b>\$ 214,027</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Administration</b>
<b>Fund/Division Number:</b>	<b>100-1205</b>	<b>Division:</b>	<b>City Clerk</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 2,622	\$ 5,000	\$ 5,000	\$ 5,300	\$ 5,435
60110 Publications, Dues, Licenses	734	750	1,000	800	820
70110 Equipment/Vehicle Maintenance	0	500	500	500	515
70130 Insurance	2,366	2,457	2,853	3,594	3,701
70140 Special Services	121	45,000	37,000	35,100	35,980
70145 Communication	179	2,000	1,500	1,500	1,500
70150 Advertising	1,572	15,000	15,000	22,000	22,550
70160 Travel, Lodging & Meals	0	2,000	3,500	4,500	4,600
70170 Training & Conferences	510	2,000	3,000	4,000	4,100
70239 Legal Services	2,081	4,000	3,000	3,000	3,075
70240 Contractual Services	8,442	15,000	15,000	13,100	13,425
80701 Information Services	5,814	11,326	11,326	14,719	15,455
80703 Information Systems	5,120	6,648	6,648	4,236	4,300
80704 Building Replacement Fund	4,082	4,286	4,286	4,800	4,800
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 33,643</u>	<u>\$ 115,967</u>	<u>\$ 109,613</u>	<u>\$ 117,149</u>	<u>\$ 120,256</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 2,850	\$ 1,000	1,000	0	0
Total:	<u>\$ 2,850</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Administration</b>
<b>Fund/Division Number:</b>	<b>100-1206</b>	<b>Division:</b>	<b>Human Resources</b>

**Description:**

The Human Resources Division is responsible to ensure a fair and equitable process for recruitment and selection, employee and labor relations, classification, performance evaluation, salary and benefits administration, training and coordination, employee assistance and workers' compensation benefits.

**Mission Statement:**

To provide prompt, courteous assistance to all internal and external customers in accordance with legal requirements, rules, regulations and departmental policies.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 180,048	\$ 211,027	\$ 208,487	\$ 242,621	\$ 251,870
<b>Supplies &amp; Services</b>	67,499	63,193	43,981	87,360	122,223
<b>Capital Outlay</b>	<u>2,344</u>	<u>0</u>	<u>734</u>	<u>2,200</u>	<u>0</u>
<b>Total:</b>	<u><u>\$ 249,892</u></u>	<u><u>\$ 274,220</u></u>	<u><u>\$ 253,202</u></u>	<u><u>\$ 332,181</u></u>	<u><u>\$ 374,093</u></u>

**Commentary:**

As provided in the 1999/01 Budget, a Classification/Compensation Study was conducted with the final phase implemented June 1, 2000. The labor agreements that cover fiscal years 2000-2003 provide for a review of the adopted Classification/Compensation Plan in 2003. In anticipation of contract services for the review of the plan, funds are included under Contractual Services.

The Human Resources Division has implemented a Human Resources Information System (HRIS) - HR Perspective through ADP that interfaces with the City's payroll software - PC Payroll also through ADP. This system will provide a wide variety of reporting capabilities and will automate manual reporting of the past.

Effective, July 1999, the position of Administrative Assistant was added to further the effectiveness and availability of Human Resources Staff to its internal and external customers.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Administration</b>
<b>Fund/Division Number:</b>	<b>100-1206</b>	<b>Division:</b>	<b>Human Resources</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Human Resources Manager	1.00	1.00	1.00	<b>1.00</b>	<b>1.00</b>
Human Resources Specialist	1.00	1.00	1.00	<b>1.00</b>	<b>1.00</b>
Administrative Assistant II	1.00	1.00	1.00	<b>1.00</b>	<b>1.00</b>
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 139,398	\$ 170,265	\$ 165,939	\$ <b>183,554</b>	\$ <b>188,921</b>
50111 Compensated Absences	259	0	0	<b>0</b>	<b>0</b>
50150 Salaries - Bilingual Pay	300	0	600	<b>600</b>	<b>600</b>
51200 Overtime	0	1,575	0	<b>1,500</b>	<b>1,500</b>
52300 Deferred Comp.	780	780	960	<b>1,140</b>	<b>1,320</b>
52305 Life Insurance	519	630	658	<b>738</b>	<b>745</b>
52310 Health Insurance	13,158	9,880	9,045	<b>19,473</b>	<b>21,762</b>
52311 Flexible Benefits Plan	112	90	87	<b>80</b>	<b>80</b>
52315 Dental Insurance	3,988	4,860	4,824	<b>5,058</b>	<b>5,544</b>
52316 Employee Assist Prog	0	0	95	<b>95</b>	<b>95</b>
52318 Vision Care	886	1,056	1,062	<b>1,062</b>	<b>1,110</b>
53400 Retirement	16,906	15,369	16,623	<b>19,652</b>	<b>20,225</b>
53405 Survivor Benefit	0	108	108	<b>108</b>	<b>108</b>
53410 Workers Comp. Ins.	1,819	4,123	5,991	<b>6,627</b>	<b>6,821</b>
53415 Medicare	964	1,117	1,225	<b>1,386</b>	<b>1,446</b>
53420 FICA Tax	120	0	0	<b>0</b>	<b>0</b>
53425 LTD Insurance	839	1,174	1,270	<b>1,549</b>	<b>1,594</b>
<b>Total:</b>	<b>\$ 180,048</b>	<b>\$ 211,027</b>	<b>\$ 208,487</b>	<b>\$ 242,621</b>	<b>\$ 251,870</b>

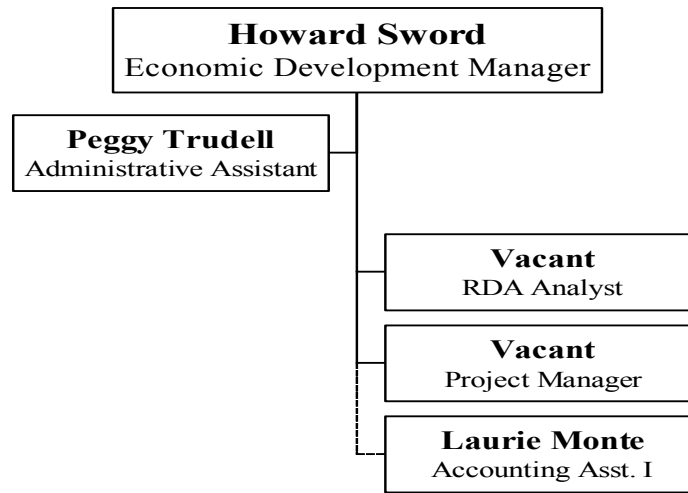


## Budget For Fiscal Years 2001/02 - 2002/03

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Administration</b>
<b>Fund/Division Number:</b>	<b>100-1206</b>	<b>Division:</b>	<b>Human Resources</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 4,989	\$ 4,358	\$ 4,358	\$ 4,370	\$ 6,850
60110 Publications, Dues, Licenses	3,171	3,111	3,200	2,504	3,790
70130 Insurance	2,747	2,659	3,445	2,659	3,822
70140 Special Services	1,361	2,048	0	2,048	3,450
70145 Communication	522	945	575	1,500	1,300
70150 Advertising	2,307	525	150	1,025	1,025
70160 Travel, Lodging & Meals	2,474	5,109	4,500	4,076	5,775
70170 Training & Conferences	2,907	5,165	1,400	28,060	31,600
70239 Legal Services	56	10,500	5,000	10,500	10,000
70240 Contractual Services	29,038	6,100	3,800	12,600	34,550
70241 Service Award	8,268	7,350	2,230	2,000	3,500
80701 Information Services	3,876	9,061	9,061	10,198	10,708
80703 Information Systems	1,956	2,244	2,244	2,220	2,253
80704 Building Replacement Fund	3,827	4,018	4,018	3,600	3,600
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 67,499</u>	<u>\$ 63,193</u>	<u>\$ 43,981</u>	<u>\$ 87,360</u>	<u>\$ 122,223</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 2,344	\$ 0	\$ 734	\$ 2,200	\$ 0
Total:	<u>\$ 2,344</u>	<u>\$ 0</u>	<u>\$ 734</u>	<u>\$ 2,200</u>	<u>\$ 0</u>

## Economic Development Organizational Chart



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Economic Development</b>
<b>Fund/Division Number:</b>	<b>100-1204</b>	<b>Division:</b>	<b>Economic Development</b>

**Description:**

Economic Development is responsible for the development of programs and activities designed to encourage business creation, attraction, retention, and expansion within the community. The Division provides primary staff support to the City of Brentwood Redevelopment Agency for implementation of the City's two redevelopment project areas, and serves as liaison with local and regional Economic Development Agencies and organizations.

**Mission Statement:**

The mission of the Economic Development effort is to promote, establish, develop and support economic development opportunities in the City of Brentwood by assisting in business creation, attraction, retention and expansion, and to implement the goals and objectives of the Brentwood General Plan and Redevelopment Agency.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 58,915	\$ 75,402	\$ 68,009	\$ 336,704	\$ 407,863
<b>Supplies &amp; Services</b>	136,960	184,662	151,082	188,117	200,029
<b>Capital Outlay</b>	298	5,000	263	5,000	5,100
<b>Total:</b>	<b>\$ 196,173</b>	<b>\$ 265,064</b>	<b>\$ 219,354</b>	<b>\$ 529,821</b>	<b>\$ 612,992</b>

**Commentary:**

Grant Agreement sponsored AB 2864 to provide funding for Jobs/Housing Balance Improvement Program. Elements of the program contain seven tasks: (6,580) EDSP - Revise the Economic Development Strategic Plan. (25,040) Prepare the Graphic Design Summary of the EDSP. (26,800) Conduct a print advertisement campaign in publications such as East Bay Business Times and San Jose Business Journal. (19,960) Identify target companies for recruitment through analysis of SIC categories. (13,980) Conduct a direct mail campaign to the target companies. (13,440) Conduct a campaign to personally visit target companies utilizing City Staff resources as well as City Council members. (5,311) Participate in activities with other jurisdictions to define and promote the economic strengths in the region as defined by East Contra Costa County.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Economic Development</b>
<b>Fund/Division Number:</b>	<b>100-1204</b>	<b>Division:</b>	<b>Economic Development</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Economic Development Director	0.00	0.00	0.00	1.00	1.00
Economic Development Manager	0.50	0.50	0.50	0.00	0.00
Project Manager	0.00	0.00	0.00	0.50	1.00
Econ. Dev./Redev. Analyst	0.00	0.00	0.00	1.00	1.00
Accounting Assistant I	0.00	0.00	0.00	0.50	0.50
Administrative Assistant I	0.00	0.75	0.75	0.75	0.75
<b>Total</b>	<b>0.50</b>	<b>1.25</b>	<b>1.25</b>	<b>3.75</b>	<b>4.25</b>

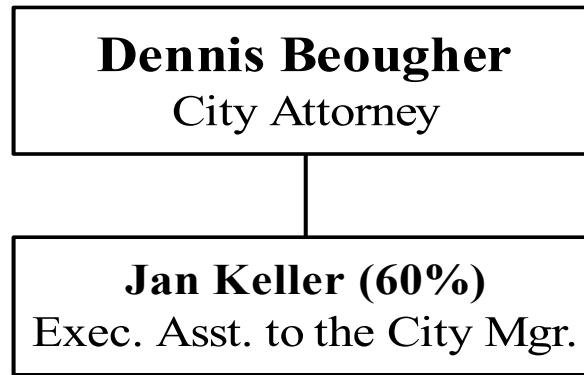
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 38,602	\$ 60,002	\$ 43,014	\$ 257,696	\$ 310,245
50111 Compensated Absences	55	0	0	0	0
51205 Salary - Part-time	10,060	0	12,943	0	0
52300 Deferred Comp.	390	390	480	2,850	3,960
52305 Life Insurance	180	270	235	1,190	1,697
52310 Health Insurance	2,310	4,956	2,315	24,341	30,830
52311 Flexible Benefits Plan	44	90	88	80	80
52315 Dental Insurance	462	1,310	493	6,323	7,854
52316 Employee Assist Prog.	0	0	16	118	134
52318 Vision Care	177	352	177	1,328	1,573
53400 Retirement	4,560	5,371	4,293	27,498	33,106
53405 Survivor Benefit	0	36	18	135	153
53410 Workers Comp. Ins.	548	1,447	2,021	9,304	11,202
53415 Medicare	1,026	766	796	3,666	4,414
53420 FICA	271	0	789	0	0
53425 LTD Insurance	230	412	329	2,174	2,618
<b>Total:</b>	<b>\$ 58,915</b>	<b>\$ 75,402</b>	<b>\$ 68,009</b>	<b>\$ 336,704</b>	<b>\$ 407,863</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Economic Development</b>
<b>Fund/Division Number:</b>	<b>100-1204</b>	<b>Division:</b>	<b>Economic Development</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 4,549	\$ 5,000	\$ 3,500	\$ 3,000	\$ 3,060
60110 Publications, Dues, Licenses	5,818	4,000	9,133	9,500	9,700
60140 Special Supplies	5,826	5,000	5,000	100	100
70110 Equipment/Vehicle Maintenance	0	900	0	900	1,200
70130 Insurance	808	782	1,013	3,963	4,082
70140 Special Services	40	0	0	0	0
70145 Communication	701	2,500	464	500	525
70148 BEDAC	52,473	75,305	32,000	50,000	55,000
70150 Advertising	0	2,000	1,600	2,000	2,000
70160 Travel, Lodging & Meals	5,899	3,000	3,173	3,325	4,000
70170 Training & Conferences	1,319	2,500	1,620	1,750	1,800
70190 Contributions to Other Agency	0	30,000	45,000	50,000	50,000
70239 Legal Services	7,346	2,000	12,868	12,900	13,100
70240 Contractual Services	43,883	40,000	24,036	40,000	45,000
80701 Information Services	1,938	4,530	4,530	5,283	5,547
80703 Information Systems	492	984	984	1,296	1,315
80704 Building Replacement Fund	5,868	6,161	6,161	3,600	3,600
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 136,960</u>	<u>\$ 184,662</u>	<u>\$ 151,082</u>	<u>\$ 188,117</u>	<u>\$ 200,029</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 298	\$ 5,000	\$ 263	\$ 5,000	\$ 5,100
Total:	<u>\$ 298</u>	<u>\$ 5,000</u>	<u>\$ 263</u>	<u>\$ 5,000</u>	<u>\$ 5,100</u>

## City Attorney Organizational Chart



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>City Attorney</b>
<b>Fund/Division Number:</b>	<b>100-1203</b>	<b>Division:</b>	<b>City Attorney</b>

**Description:**

Plans, manages, oversees and directs the operations and services of the City Attorney's Office; provides legal advice and representation to the City of Brentwood, including the City Council, staff, officers, boards and commissions; researches, prepares legal opinions; works with outside legal counsel providing specialized services to the City; coordinates activities with other City officials, departments, outside agencies, and organizations; provides responsible and complex legal support to the City Council and staff.

**Mission Statement:**

Provide legal services and counsel on a wide range of legal issues for the City Council, city departments and related city boards and commissions.

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	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>

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**Expenditure Summary:**

<b>Personnel Services</b>	\$ 41,855	\$ 207,480	\$ 139,336	\$ 207,088	\$ 217,389
<b>Supplies &amp; Services</b>	27,825	10,022	206,322	<b>100,940</b>	<b>106,949</b>
<b>Capital Outlay</b>	0	200,000	202,000	<b>0</b>	<b>0</b>
<b>Total:</b>	<b>\$ 69,680</b>	<b>\$ 417,502</b>	<b>\$ 547,658</b>	<b>\$ 308,028</b>	<b>\$ 324,338</b>

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**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>City Attorney</b>
<b>Fund/Division Number:</b>	<b>100-1203</b>	<b>Division:</b>	<b>City Attorney</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
City Attorney	1.00	1.00	1.00	1.00	1.00
Executive Asst. to City Manager	0.00	0.00	0.00	0.60	0.60
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.60</b>	<b>1.60</b>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 34,517	\$ 169,976	\$ 113,985	\$ 164,464	\$ 171,841
50111 Compensated Absences	88	0	0	0	0
52300 Deferred Comp.	293	780	960	1,140	1,320
52305 Life Insurance	186	684	612	827	862
52310 Health Insurance	1,113	9,890	4,629	10,386	11,606
52311 Flexible Benefits Plan	44	90	88	80	80
52315 Dental Insurance	380	2,620	986	2,698	2,957
52316 Employee Assist Prog	0	0	32	50	50
52318 Vision Care	118	704	354	566	592
53400 PERS Retirement	4,387	15,226	11,166	17,295	18,070
53405 PERS Survivor Benefit	0	72	36	58	58
53410 Workers' Compensation	0	4,101	4,039	5,852	6,114
53415 Medicare	506	2,170	1,592	2,306	2,409
53425 LTD Insurance	223	1,167	856	1,368	1,429
<b>Total:</b>	<b>\$ 41,855</b>	<b>\$ 207,480</b>	<b>\$ 139,336</b>	<b>\$ 207,088</b>	<b>\$ 217,389</b>

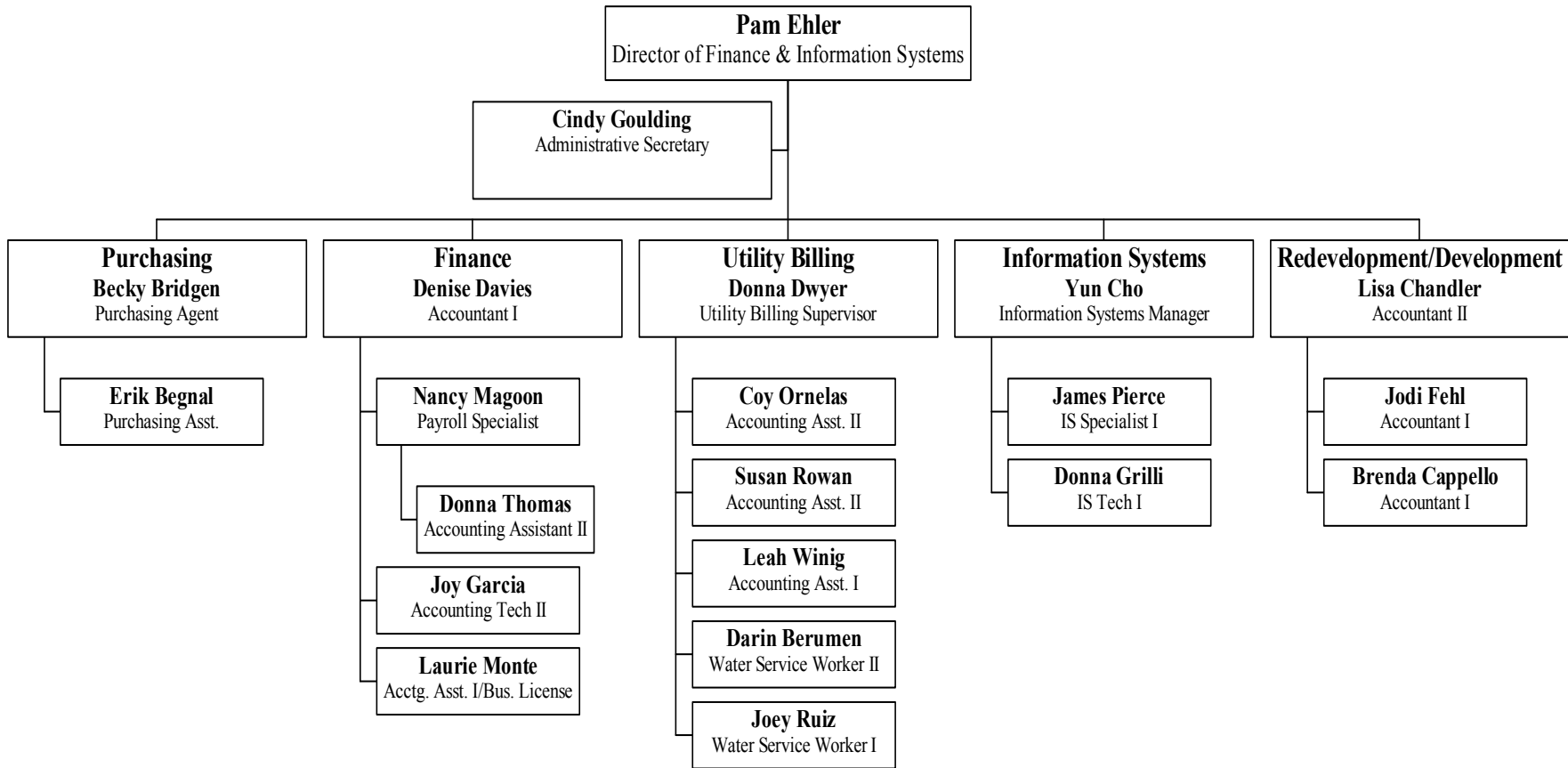
**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>City Attorney</b>
<i>City of Brentwood</i>			



	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 404	\$ 0	\$ 1,800	\$ 1,500	\$ 1,575
60110 Publications, Dues, Licenses	461	0	4,000	5,000	5,250
70130 Insurance	0	0	0	2,690	2,771
70140 Special Services	55	0	5,500	600	630
70145 Communication	153	0	200	300	315
70150 Advertising	414	0	0	0	0
70160 Travel, Lodging & Meals	1,133	0	2,000	1,200	1,300
70170 Training & Conferences	1,095	0	2,800	3,000	3,150
70239 Legal Services	23,337	5,000	95,000	75,000	80,000
70240 Contractual Services	773	0	90,000	0	0
80701 Information Services	0	4,530	4,530	5,898	6,192
80703 Information Systems	0	492	492	952	966
80704 Building Replacement Fund	0	0	0	4,800	4,800
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 27,825</u>	<u>\$ 10,022</u>	<u>\$ 206,322</u>	<u>\$ 100,940</u>	<u>\$ 106,949</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90077 Settlements	\$ 0	\$ 200,000	\$ 200,000	\$ 0	\$ 0
90230 Equipment	0	0	2,000	0	0
Total:	<u>\$ 0</u>	<u>\$ 200,000</u>	<u>\$ 202,000</u>	<u>\$ 0</u>	<u>\$ 0</u>

# Finance & Information Systems Department Organizational Chart



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Finance</b>
<b>Fund/Division Number:</b>	<b>100-1301</b>	<b>Division:</b>	<b>Finance</b>

**Description:**

The Finance Department provides support services to other City departments. These services include general accounting, budget preparation, investments, purchasing, payroll, accounts payable, accounts receivable, information systems support, business licenses, and utility billing for water, wastewater, and solid waste.

**Mission Statement:**

Provide financial management and quality customer service to the public, City Council, and all City departments in the most efficient and cost effective manner in accordance with City policies and applicable laws.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 499,822	\$ 565,198	\$ 616,615	\$ 513,993	\$ 527,262
Supplies & Services	159,716	259,872	266,584	268,559	280,377
Capital Outlay	1,528	1,785	1,785	3,500	3,000
<b>Total:</b>	<b>\$ 661,066</b>	<b>\$ 826,855</b>	<b>\$ 884,984</b>	<b>\$ 786,052</b>	<b>\$ 810,639</b>

**Commentary:**

In the fiscal year 2000/01 Purchasing was included in the Finance Budget. For the 2001/02 Budget, Purchasing has been moved to a separate Division.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Finance</b>
<b>Fund/Division Number:</b>	<b>100-1301</b>	<b>Division:</b>	<b>Finance</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Director of Finance & Information Systems	0.80	0.80	0.80	0.80	0.80
Assistant Finance Director	0.50	0.50	0.50	0.00	0.00
Purchasing Agent	1.00	1.00	1.00	0.00	0.00
Accountant II	1.00	1.00	1.00	1.00	1.00
Accountant I	0.00	0.00	0.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00	1.00	1.00
Accounting Technician II	0.00	0.00	1.00	1.00	1.00
Accounting Assistant II	2.00	2.00	0.34	0.40	0.40
Accounting Assistant I	1.00	1.00	1.00	0.00	0.00
Administrative Secretary	0.00	1.00	1.00	0.80	0.80
Administrative Assistant II	1.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>8.30</b>	<b>8.30</b>	<b>7.64</b>	<b>6.00</b>	<b>6.00</b>
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 386,615	\$ 447,150	\$ 478,483	\$ 372,630	\$ 377,606
50111 Compensated Absences	850	0	0	0	0
50150 Salaries - Bilingual Pay	0	1,200	0	0	0
51200 Overtime	1,340	4,000	250	5,000	5,500
51205 Salary - Part-time	0	5,000	0	0	0
52300 Deferred Comp.	2,412	2,574	2,336	3,192	3,696
52305 Life Insurance	1,766	1,764	2,086	1,656	1,658
52310 Health Insurance	32,497	32,148	33,235	38,946	43,524
52311 Flexible Benefits Plan	112	90	87	80	80
52315 Dental Insurance	10,646	11,082	10,239	10,116	11,088
52316 Employee Assist Prog	0	0	241	189	189
52318 Vision Care	2,852	2,689	2,705	2,124	2,220
52320 Retiree Medical	0	0	0	5,962	6,791
52800 Unemployment Ins.	267	0	0	0	0
53400 Retirement	47,931	39,304	47,062	39,763	40,294
53405 Survivor Benefit	0	275	275	216	216
53410 Workers Comp. Ins.	6,325	10,723	17,024	13,454	13,634
53415 Medicare	3,844	3,875	5,984	4,521	4,581
53420 FICA	0	310	0	0	0
53425 LTD Insurance	2,365	3,014	3,608	3,144	3,186
55000 Salary Settlements	0	0	13,000	13,000	13,000
<b>Total:</b>	<b>\$ 499,822</b>	<b>\$ 565,198</b>	<b>\$ 616,615</b>	<b>\$ 513,993</b>	<b>\$ 527,262</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Finance</b>
<b>Fund/Division Number:</b>	<b>100-1301</b>	<b>Division:</b>	<b>Finance</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 30,132	\$ 30,450	\$ 30,000	\$ 32,300	\$ 33,915
60110 Publications, Dues, Licenses	2,654	4,515	5,500	7,050	7,403
70110 Equipment/Vehicle Maintenance	782	1,050	750	1,500	1,575
70130 Insurance	10,207	10,923	12,510	8,987	9,257
70140 Special Services	15,004	51,000	40,000	74,740	78,430
70145 Communication	3,123	6,300	3,500	6,500	6,825
70150 Advertising	0	0	4,500	0	0
70160 Travel, Lodging & Meals	4,757	5,250	4,000	7,000	7,350
70170 Training & Conferences	3,344	6,510	3,850	9,750	10,238
70239 Legal Services	4,567	5,250	2,500	5,000	5,000
70240 Contractual Services	34,565	71,150	92,000	55,000	57,750
80701 Information Services	19,380	33,977	33,977	33,174	34,833
80702 Vehicle Replacement	8,989	8,989	8,989	4,900	4,900
80703 Information Systems	8,700	10,320	10,320	8,592	8,721
80704 Building Replacement Fund	13,512	14,188	14,188	11,772	11,772
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	2,294	2,409
Total:	<u>\$ 159,716</u>	<u>\$ 259,872</u>	<u>\$ 266,584</u>	<u>\$ 268,559</u>	<u>\$ 280,377</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 1,528	\$ 1,785	\$ 1,785	\$ 3,500	\$ 3,000
Total:	<u>\$ 1,528</u>	<u>\$ 1,785</u>	<u>\$ 1,785</u>	<u>\$ 3,500</u>	<u>\$ 3,000</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Finance</b>
<b>Fund/Division Number:</b>	<b>100-1302</b>	<b>Division:</b>	<b>Purchasing</b>

**Description:**

The Purchasing Division is responsible to purchase or contract for goods, equipment and services required by any department in accordance with the purchasing procedures and policies.

**Mission Statement:**

To provide support to all departments by maintaining a continuous supply of goods and services necessary to support the City's operations while meeting our obligations to the public.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 0	\$ 0	\$ 0	\$ 130,166	\$ 133,810
Supplies & Services	0	0	0	23,160	25,568
Capital Outlay	0	0	0	2,150	0
<b>Total:</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 155,476</b>	<b>\$ 159,378</b>

**Commentary:**

Effective July 1, 2001, Purchasing has become a separate Division. In the past, it was included in the Finance Budget.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Finance</b>
<b>Fund/Division Number:</b>	<b>100-1302</b>	<b>Division:</b>	<b>Purchasing</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Purchasing Agent	0.00	0.00	0.00	1.00	1.00
Accounting Assistant I	0.00	0.00	0.00	0.50	0.50
Purchasing Assistant	0.00	0.00	0.00	0.25	0.25
Total	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.75</u>	<u>1.75</u>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 0	\$ 0	\$ 0	\$ 97,320	\$ 98,875
51200 Overtime	0	0	0	0	0
51205 Salary - Part-time	0	0	0	0	0
52300 Deferred Comp.	0	0	0	1,140	1,320
52305 Life Insurance	0	0	0	474	479
52310 Health Insurance	0	0	0	11,359	12,695
52311 Flexible Benefits Plan	0	0	0	80	80
52315 Dental Insurance	0	0	0	2,951	3,234
52316 Employee Assist Prog	0	0	0	55	55
52318 Vision Care	0	0	0	620	648
53400 Retirement	0	0	0	10,385	10,551
53405 Survivor Benefit	0	0	0	63	63
53410 Workers Comp. Ins.	0	0	0	3,514	3,570
53415 Medicare	0	0	0	1,385	1,407
53425 LTD Insurance	0	0	0	821	834
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 130,166</u>	<u>\$ 133,810</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b> <i>City of Brentwood</i>	<b>General Fund</b>	<b>Department:</b>	<b>Finance</b>	<i>Page 2</i>
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	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 0	\$ 0	\$ 0	\$ 2,500	\$ 2,975
60110 Publications, Dues, Licenses	0	0	0	500	650
70110 Equipment/Vehicle Maintenance	0	0	0	500	800
70130 Insurance	0	0	0	1,991	2,051
70140 Special Services	0	0	0	200	200
70145 Communication	0	0	0	1,600	1,900
70160 Travel, Lodging & Meals	0	0	0	3,370	3,370
70170 Training & Conferences	0	0	0	4,100	4,900
80701 Information Services	0	0	0	6,143	6,450
80703 Information Systems	0	0	0	1,056	1,072
80704 Building Replacement Fund	0	0	0	1,200	1,200
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 23,160</u>	<u>\$ 25,568</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 0	\$ 0	\$ 0	\$ 2,150	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 2,150</u>	<u>\$ 0</u>



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Non-Departmental</b>
<b>Fund/Division Number:</b>	<b>100-1701</b>	<b>Division:</b>	

**Description:**

Non-Departmental Budget contains those expenditures that benefit more than one department of the City or cannot be appropriately charged to any one department. Examples of these are building rental, janitorial services, utility charges, property and insurance for City Hall, public relations, and animal control services provided by the County.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 29,840	\$ 177,755	\$ 33,826	\$ 17,700	\$ 17,700
Supplies & Services	427,979	446,722	356,820	490,013	498,046
Capital Outlay	5,532	11,000	14,500	109,000	0
<b>Total:</b>	<b>\$ 463,351</b>	<b>\$ 635,477</b>	<b>\$ 405,146</b>	<b>\$ 616,713</b>	<b>\$ 515,745</b>

**Commentary:**

Because throughout the fiscal year situations arise that have not been budgeted, \$125,000 has been budgeted in Contributions to Other Agencies to cover these situations.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Non-Departmental</b>
<b>Fund/Division Number:</b>	<b>100-1701</b>	<b>Division:</b>	

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Purchasing Assistant	0.25	0.25	0.25	0.00	0.00
Total	0.25	0.25	0.25	0.00	0.00

**PERSONNEL SERVICES:**

50100 Salary - Regular	\$ 9,258	\$ 161,113	\$ 10,781	\$ 0	\$ 0
50111 Compensated Absences	12	0	0	0	0
51200 Salaries - Overtime	121	0	500	1,000	1,000
51205 Salary - Part-time	15,612	12,000	16,500	15,000	15,000
52305 Life Insurance	22	28	28	0	0
52310 Health Insurance	1,329	1,365	1,481	0	0
52311 Flexible Benefits Plan	68	0	0	0	0
52315 Dental Insurance	376	405	402	0	0
52316 Employee Assist Prog	0	0	8	0	0
52318 Vision Care	88	88	89	0	0
53400 Retirement	1,177	1,008	1,076	0	0
53405 Survivor Benefit	0	9	9	0	0
53410 Workers Comp. Ins.	387	600	1,146	552	552
53415 Medicare	937	318	451	218	218
53420 FICA	393	744	1,274	930	930
53425 LTD Insurance	60	77	83	0	0
Total:	\$ 29,840	\$ 177,755	\$ 33,826	\$ 17,700	\$ 17,700

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Non-Departmental</b>
<b>Fund/Division Number:</b>	<b>100-1701</b>	<b>Division:</b>	

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 5,395	\$ 5,775	\$ 5,500	\$ 5,500	\$ 5,775
60103 Copy Machine	2,472	0	0	0	0
70100 Utilities	16,714	24,150	24,000	35,000	36,750
70110 Equipment/Vehicle Maintenance	20	1,050	1,000	1,500	1,500
70115 Building/Facility Maintenance	30,886	38,850	25,000	33,250	34,913
70120 Rental of Buildings	28,912	30,975	25,000	29,900	29,900
70130 Insurance	11,386	2,076	1,764	1,527	1,572
70135 Special Events	430	0	500	0	0
70140 Special Services	10,955	16,800	40,000	3,000	3,150
70145 Communication	23,174	7,350	3,500	7,500	7,875
70160 Travel, Lodging & Meals	547	1,050	1,000	1,000	1,050
70170 Training & Conferences	8,497	9,660	2,500	6,500	6,825
70190 Contributions to Other Agencies	175,571	174,150	105,500	268,000	268,000
70227 Public Relations	27,303	34,650	25,000	15,000	15,000
70240 Contractual Services	48,059	59,130	55,000	68,000	71,400
70250 Customer Service	92	0	500	500	500
80701 Information Services	13,566	15,856	15,856	0	0
80704 Building Replacement Fund	24,000	25,200	25,200	13,836	13,836
80705 Central Services	0	0	0	0	0
Total	<u>\$ 427,979</u>	<u>\$ 446,722</u>	<u>\$ 356,820</u>	<u>\$ 490,013</u>	<u>\$ 498,046</u>

**CAPITAL OUTLAY:**

80336 Transfer to CIP Project-Water Tank	\$ 0	\$ 0	\$ 0	\$ 109,000	\$ 0
80501 City Rentals	0	11,000	11,000	0	0
90230 Equipment	5,532	0	3,500	0	0
Total	<u>\$ 5,532</u>	<u>\$ 11,000</u>	<u>\$ 14,500</u>	<u>\$ 109,000</u>	<u>\$ 0</u>

### Budget For Fiscal Years 2001/02 - 2002/03

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Non-Departmental</b>
<b>Fund/Division Number:</b>		<b>Division:</b>	<b>Community Facilities</b>

**Description:**

The City has facilities that require budgeted expenditures and do not relate to any other department.

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b><u>Expenditure Summary:</u></b>					
100-1402 <b>Community Center</b>	\$ 13,455	\$ 57,406	\$ 60,000	\$ 0	\$ 0
100-1403 <b>Library</b>	43,544	90,414	90,414	84,832	87,419
100-1404 <b>Fountain</b>	2,235	2,730	2,500	4,000	4,150
100-1405 <b>Oak Street Health Center</b>	1,624	5,072	2,500	4,038	4,299
100-1407 <b>CDBG Grants</b>	922	0	0	0	0
100-1409 <b>Women's Club</b>	802	10,000	3,500	1,808	1,897
100-1410 <b>120 Oak - One Stop</b>	0	0	2,500	1,000	1,050
100-1411 <b>One Day at a Time</b>	1,410	0	100	500	600
	1,410	0	100	500	600
<b>Total:</b>	<b>\$ 63,992</b>	<b>\$ 165,622</b>	<b>\$ 161,514</b>	<b>\$ 96,178</b>	<b>\$ 99,415</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Non-Departmental</b>
<b>Fund/Division Number:</b>		<b>Division:</b>	<b>Community Facilities</b>

**Description:**

The City has facilities that require budgeted expenditures and do not relate to any other department.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
100-1402 <b>Community Center</b>	\$ 13,455	\$ 57,406	\$ 60,000	\$ 0	\$ 0
100-1403 <b>Library</b>	43,544	90,414	90,414	84,832	87,419
100-1404 <b>Fountain</b>	2,235	2,730	2,500	4,000	4,150
100-1405 <b>Oak Street Health Center</b>	1,624	5,072	2,500	4,038	4,299
100-1407 <b>CDBG Grants</b>	922	0	0	0	0
100-1409 <b>Women's Club</b>	802	10,000	3,500	1,808	1,897
100-1410 <b>120 Oak - One Stop</b>	0	0	2,500	1,000	1,050
100-1411 <b>One Day at a Time</b>	1,410	0	100	500	600
<b>Total:</b>	<b>\$ 63,992</b>	<b>\$ 165,622</b>	<b>\$ 161,514</b>	<b>\$ 96,178</b>	<b>\$ 99,415</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Non-Departmental</b>
<b>Fund/Division Number:</b>	<b>100-1401</b>	<b>Division:</b>	<b>Village Resource Center</b>

**Description:**

The Village Resource Center is a neighborhood-based program that offers a variety of supportive services and activities for children, youth and families in a safe and nurturing environment. Services are prevention focused, family friendly and available in English/Spanish. The Center provides access to community events, resources, and attention set around improving neighborhood conditions for families in the Village Drive area.

**Mission Statement:**

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
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**Expenditure Summary:**

<b>Personnel Services</b>	\$ 0	\$ 0	\$ 34,037	\$ 69,510	\$ 74,305
<b>Supplies &amp; Services</b>	7,073	19,753	7,672	22,994	23,970
<b>Capital Outlay</b>	0	0	15,000	0	0
<b>Total:</b>	<u>\$ 7,073</u>	<u>\$ 19,753</u>	<u>\$ 56,709</u>	<u>\$ 92,504</u>	<u>\$ 98,275</u>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Dimes-A-Ride</b>
<b>Fund/Division Number:</b>	<b>100-1406</b>	<b>Division:</b>	

**Description:**

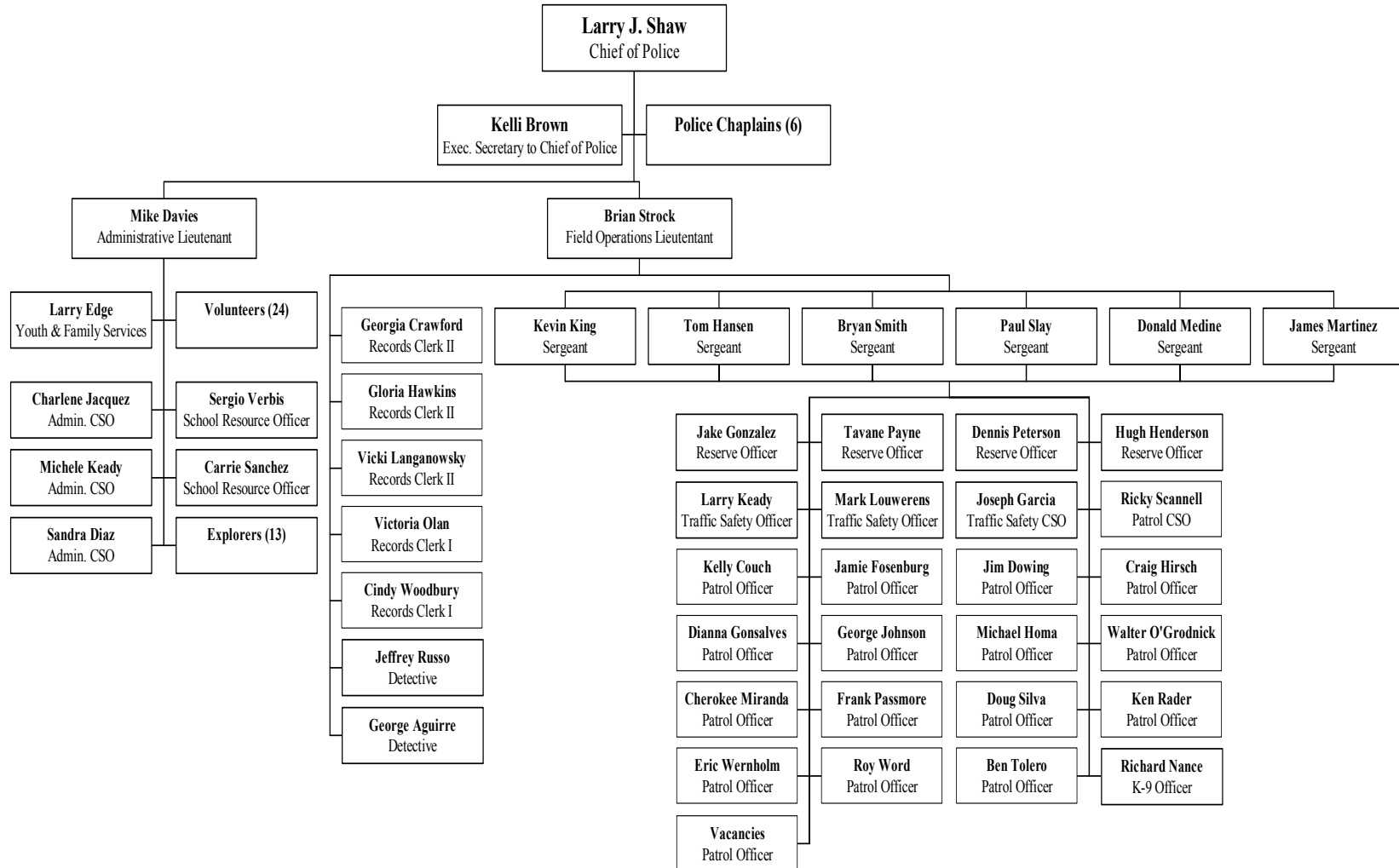
The Brentwood "Dimes-A-Ride" service was initiated in August of 1987 to provide a convenient, low-cost, frequent bus service within the City of Brentwood.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Supplies &amp; Services</b>	<u>\$ 25,422</u>	<u>\$ 30,000</u>	<u>\$ 29,370</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>
<b>Total:</b>	<u><u>\$ 25,422</u></u>	<u><u>\$ 30,000</u></u>	<u><u>\$ 29,370</u></u>	<u><u>\$ 30,000</u></u>	<u><u>\$ 30,000</u></u>

**Commentary:**

Budget For Fiscal Years 2001/02 - 2002/03

# Police Department Organizational Chart





**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Police</b>
<b>Fund/Division Number:</b>	<b>100-1501</b>	<b>Division:</b>	<b>Police</b>

**Description:**

The purpose of the Police Department is to maintain public safety in the community. There are 37 sworn positions including the Police Chief, two Lieutenants, six Sergeants, two Detectives, two School Resource Officers, one K-9 Officer, two Traffic Safety Unit Motorcycle Officers and 21 Patrol Officers. The Department has one Secretary to the Police Chief, five Community Service Officers, five Records Clerk support staff. The Department is supplemented by four Reserve Officers, a youth diversion program (Youth & Family Services), a volunteer program (B.A.C.U.P.), a Volunteer Chaplain Program, and an Explorer Scout Program.

**Mission Statement:**

The Brentwood Police Department exists as a fiscally responsible, progressive, impartial, culturally sensitive police service agency committed to supporting its members, and the efforts of others toward improving the quality of life for all people in our community.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b>Expenditure Summary:</b>					
Personnel Services	\$ 2,771,964	\$ 2,901,141	\$ 2,616,307	\$ 3,693,898	\$ 4,018,850
Supplies & Services	1,193,382	1,476,584	1,542,318	1,639,878	1,765,809
Capital Outlay	13,527	6,300	14,295	67,000	180,700
<b>Subtotal</b>	<b>3,978,873</b>	<b>4,384,025</b>	<b>4,172,920</b>	<b>5,400,776</b>	<b>5,965,359</b>
100-1504 COPS Universal Hiring Grant	677,266	976,392	917,191	934,994	985,650
100-1505 AB 3229 Gang Suppression	22,726	42,000	100,000	50,000	50,000
100-1506 CLETEP & TFCA	0	46,592	46,592	0	0
100-1507 COPS More - Civilian Grant	0	50,000	44,513	108,874	116,877
100-1508 COPS In School	0	0	30,815	100,644	102,782
<b>TOTAL</b>	<b>\$ 4,678,865</b>	<b>\$ 5,499,009</b>	<b>\$ 5,312,030</b>	<b>\$ 6,595,287</b>	<b>\$ 7,220,668</b>

**Commentary:**

The increases in the Police Department budget reflect the growth in the City and an increasing workforce in the Police Department. Continuous advertising is necessary to recruit officers in a growing Department, and additional safety equipment has been added to the budget to provide officers with quality equipment, as well as purposeful training. Dispatch services, county crime lab and booking fees have all increased as the City continues to grow.

The Police Department provides fingerprint services to the public through Livescan, collects the State charges along with a minimal service fee, and then submits the State portion of the charges through their billing process. This reflects the \$40,000 budget item in Livescan - State of California, part of account #100-1501 - 70140.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>		<b>General Fund</b>		<b>Department:</b>		<b>Police</b>	
<b>Fund/Division Number:</b>		<b>100-1501</b>		<b>Division:</b>		<b>Police</b>	
		<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>	
		<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>	
<b><u>PERSONNEL SCHEDULE:</u></b>							
	Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
	Police Lieutenant	1.00	1.00	2.00	2.00	2.00	2.00
	Police Sergeants	5.00	5.00	6.00	6.00	6.00	6.00
	Police Officers	24.00	24.00	27.00	30.00	32.00	32.00
	Community Service Officer II	2.00	2.00	1.00	1.00	1.00	1.00
	Community Service Officer I	1.00	1.00	4.00	4.00	4.00	4.00
	Exec. Secretary to the Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
	Police Records Clerk II	4.00	4.00	4.00	4.00	4.00	4.00
	Police Records Clerk I	0.00	0.00	1.00	1.00	1.00	1.00
	<b>Total</b>	<b>39.00</b>	<b>39.00</b>	<b>47.00</b>	<b>50.00</b>	<b>52.00</b>	
<b><u>PERSONNEL SERVICES:</u></b>							
50100	Salary - Regular	\$ 1,667,420	\$ 2,109,625	\$ 1,667,551	\$ 2,404,473	\$ 2,591,667	
50110	Holiday-in-lieu	84,553	56,881	53,877	88,237	96,671	
50111	Compensated Absences	4,309	0	0	0	0	
50115	Educational Supplement	26,583	21,568	25,891	39,072	34,824	
50120	Field Training Pay	1,300	1,050	2,000	2,500	2,500	
50125	Uniform Allowance	24,656	25,500	23,680	35,000	37,000	
50150	Bilingual Pay	2,825	2,400	1,350	1,350	2,550	
51200	Overtime	152,240	154,000	168,000	150,000	175,000	
51205	Salaries - Part-time	12,441	0	45,476	0	0	
51210	Reserve Officers	25,004	25,000	25,000	30,000	30,000	
52300	Deferred Comp.	2,275	2,340	2,880	3,420	3,960	
52305	Life Insurance	3,411	4,102	4,456	5,642	5,918	
52310	Health Insurance	121,926	122,812	123,431	240,167	282,906	
52311	Flexible Benefits Plan	112	90	87	80	80	
52315	Dental Insurance	36,042	39,164	36,127	62,382	72,072	
52316	Employee Assist Prog	0	0	905	1,168	1,231	
52318	Vision Care	10,346	9,856	10,153	13,098	14,430	
52320	Retiree Medical Ins.	5,099	22,305	25,122	36,241	41,560	
53400	Retirement	525,982	226,704	301,889	441,048	475,581	
53405	Survivor Benefit	5	1,008	1,032	1,332	1,404	
53410	Workers Comp. Ins.	29,499	44,700	61,209	86,669	93,423	
53415	Medicare	24,514	18,128	19,863	29,904	32,380	
53420	FICA Tax	971	1,550	3,614	1,860	1,860	
53425	LTD Insurance	10,451	12,358	12,714	20,254	21,833	
	<b>Total:</b>	<b>\$ 2,771,964</b>	<b>\$ 2,901,141</b>	<b>\$ 2,616,307</b>	<b>\$ 3,693,898</b>	<b>\$ 4,018,850</b>	

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>		<b>General Fund</b>		<b>Department:</b>		<b>Police</b>	
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	1999/00	2000/01	2000/01	2001/02	2002/03
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 37,735	\$ 38,430	\$ 40,000	\$ 27,900	\$ 29,375
60110 Publications, Dues, Licenses	2,414	2,520	4,500	3,800	3,940
60130 Safety Equipment	18,357	14,963	19,500	17,955	21,546
60140 Special Supplies	20,316	18,149	23,427	23,867	27,974
60145 Volunteer Program	1,866	2,995	2,000	2,100	2,190
70100 Utilities	15,153	21,000	18,875	46,362	51,372
70110 Equipment Maintenance	13,534	25,657	15,894	22,610	23,735
70111 Auto Maintenance	84,857	89,859	73,630	99,660	111,187
70115 Building/Facility Maintenance	31,067	32,835	34,500	28,800	31,510
70120 Rental of Building	46,286	48,989	58,500	58,000	63,492
70130 Insurance	67,245	59,993	82,095	75,409	77,672
70135 Special Events	8,535	6,300	1,000	6,400	6,700
70140 Special Services	124,298	109,875	171,075	174,465	185,660
70145 Communication	213,573	276,305	265,000	330,600	390,330
70150 Advertising	1,966	3,675	12,350	12,000	14,400
70160 Travel, Lodging & Meals	8,373	5,565	1,500	5,845	8,634
70170 Training & Conferences	23,330	14,915	6,454	43,515	45,683
70172 Reimbursable Training	19,528	19,950	43,384	22,000	23,100
70239 Legal Services	23,524	21,000	21,000	22,050	23,150
70240 Contractual Services	3,000	21,975	6,000	23,000	24,150
80215 Youth and Family	0	50,000	50,000	40,000	40,000
80701 Information Services	52,326	110,994	110,994	113,037	118,689
80702 Vehicle Replacement	305,636	400,181	400,181	350,000	350,000
80703 Information Systems	35,903	44,171	44,171	54,503	55,320
80704 Building Replacement Funds	34,560	36,288	36,288	36,000	36,000
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 1,193,382</u>	<u>\$ 1,476,584</u>	<u>\$ 1,542,318</u>	<u>\$ 1,639,878</u>	<u>\$ 1,765,809</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90130 Building Improvements	\$ 0	\$ 6,300	3,100	5,000	2,000
90230 Equipment	13,527	0	11,195	62,000	178,700
Total:	<u>\$ 13,527</u>	<u>\$ 6,300</u>	<u>\$ 14,295</u>	<u>\$ 67,000</u>	<u>\$ 180,700</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Police</b>
<b>Fund/Division Number:</b>	<b>100-1504</b>	<b>Division:</b>	<b>COPS Universal Hiring Grant</b>

**Description:**

The COPS Universal Hiring Grant is used to fund officers for Community Policing efforts. This Department currently has a total of eleven positions awarded from the COPS Universal Hiring Program.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 677,266	\$ 976,392	\$ 917,191	\$ 934,994	\$ 985,650
<b>Total:</b>	<u>\$ 677,266</u>	<u>\$ 976,392</u>	<u>\$ 917,191</u>	<u>\$ 934,994</u>	<u>\$ 985,650</u>

**Commentary:**

Federal Funding	\$ 225,000	\$ 200,000	\$ 220,834	\$ 150,000	\$ 100,000
City Participation	452,266	776,392	696,357	784,994	885,650
<b>Total Funding</b>	<u>\$ 677,266</u>	<u>\$ 976,392</u>	<u>\$ 917,191</u>	<u>\$ 934,994</u>	<u>\$ 985,650</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Police</b>
<b>Fund/Division Number:</b>	<b>100-1505</b>	<b>Division:</b>	<b>AB 3229 Gang Suppression</b>

**Description:**

Chapter 134, Statutes of 1996 (AB-3229) created the Citizens Option for Public Safety Program through which funds could be annually provided in the State budget for local law enforcement jurisdictions. These funds are being used to handle gang-related crimes in a more proactive fashion. An agreement was signed by all East County police agencies to provide a cooperative and focused approach toward major crimes committed by street gangs. Through these efforts, the department has had much less gang activity and fewer gang-related crimes. The department has been very successful in getting gang enhancements under the street and terrorism act for criminal violations in the court system as well as an increase of incarceration of validated and documented gang members. In fiscal year 97/98 a Special Enforcement Team (S.E.T.) was created to further these goals. These funds are used to pay the wages of officers assigned to gang suppression activities which in turn offset the General Fund obligations.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 14,587	\$ 31,000	\$ 35,000	\$ 35,000	\$ 35,000
Supplies & Services	8,139	0	5,000	0	0
Capital Outlay	0	11,000	60,000	15,000	15,000
<b>Total:</b>	<b>\$ 22,726</b>	<b>\$ 42,000</b>	<b>\$ 100,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

**Commentary:**

State Funding	<b>\$ 44,523</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
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**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Police</b>
<b>Fund/Division Number:</b>	<b>100-1506</b>	<b>Division:</b>	<b>CLETEP &amp; TFCA</b>

**Description:**

In August of 1997 the Governor signed the Budget Act and as part of that, full funding for the Citizen's Option for Public Safety COPS program was allocated to cities. The City of Brentwood has received various amounts of money over the years depending on our population. In 2000 the State Legislature funded each law enforcement jurisdiction a minimum of \$100,000 under the State COPS program (AB 3229), and then a per capita amount above that. The caveat placed on this funding was that the money is to be used for technology.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Supplies & Services	0	0	0	0	0
Capital Outlay	0	46,592	46,592	0	0
<b>Total:</b>	<b>\$ 0</b>	<b>\$ 46,592</b>	<b>\$ 46,592</b>	<b>\$ 0</b>	<b>\$ 0</b>

**Commentary:**

State Funding	<b>\$ 0</b>	<b>\$ 46,592</b>	<b>\$ 46,592</b>	<b>\$ 0</b>	<b>\$ 0</b>
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**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Police</b>
<b>Fund/Division Number:</b>	<b>100-1507</b>	<b>Division:</b>	<b>COPs More Civilian Grant</b>

**Description:**

The COPS More 2000 funds are used to employ two Community Service Officers who, among other assignments, respond and write reports on minor traffic collisions, property crimes, assist in processing crime scenes, and book and transport prisoners to the Main Detention Facility in Martinez. This enables sworn police officers to be more available for patrol, interact with citizens and business owners, implement and monitor projects to enhance community safety, and also improves police response times.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 0	\$ 50,000	\$ 44,513	\$ 108,874	\$ 116,877
<b>Total:</b>	<u>\$ 0</u>	<u>\$ 50,000</u>	<u>\$ 44,513</u>	<u>\$ 108,874</u>	<u>\$ 116,877</u>

**Commentary:**

Federal Funding	<u>\$ 0</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 0</u>	<u>\$ 0</u>
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**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Police</b>
<b>Fund/Division Number:</b>	<b>100-1508</b>	<b>Division:</b>	<b>COPs in School</b>

**Description:**

In September of 2000, the Department was awarded a federal grant for one additional School Resource Officer to be deployed to work in and around elementary and secondary schools. This grant required a collaborative effort between Brentwood Police Department, Liberty Union High School District and Brentwood Union School District. The School Resource Officers provide a police presence on school campuses to foster a unified working relationship between law enforcement, school administrators, faculty, parents and students in order to promote a safe learning environment through leadership, problem solving, enforcement, prevention, mentoring and education.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 0	\$ 0	\$ 30,815	\$ 100,644	\$ 102,782
<b>Total:</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 30,815</u>	<u>\$ 100,644</u>	<u>\$ 102,782</u>

**Commentary:**

Federal Funding	<u>\$ 0</u>	<u>\$ 20,833</u>	<u>\$ 20,833</u>	<u>\$ 41,667</u>	<u>\$ 41,667</u>
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**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>100-1602</b>	<b>Division:</b>	<b>Landscape Operations</b>

**Description:**

The Landscape Division of the Parks and Recreation Department is responsible for the maintenance and safety of roadside, median and community landscape city wide and includes in-house maintenance and inspection activities as well as the administration of landscape maintenance contracts.

**Mission Statement:**

The primary mission of the Landscape Division is to maintain roadside, median and community landscape in a manner that enhances community identity and pride.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 133,209	\$ 250,110	\$ 175,895	\$ 200,328	\$ 224,398
Supplies & Services	252,777	323,539	469,369	464,540	544,757
Capital Outlay	0	0	0	0	0
<b>Total:</b>	<b>\$ 385,986</b>	<b>\$ 573,649</b>	<b>\$ 645,264</b>	<b>\$ 664,868</b>	<b>\$ 769,154</b>

**Commentary:**

Contractual Services increased by \$220,550 in FY 2000/01 for the MCE Landscape Maintenance contract of \$377,400.

## Budget For Fiscal Years 2001/02 - 2002/03

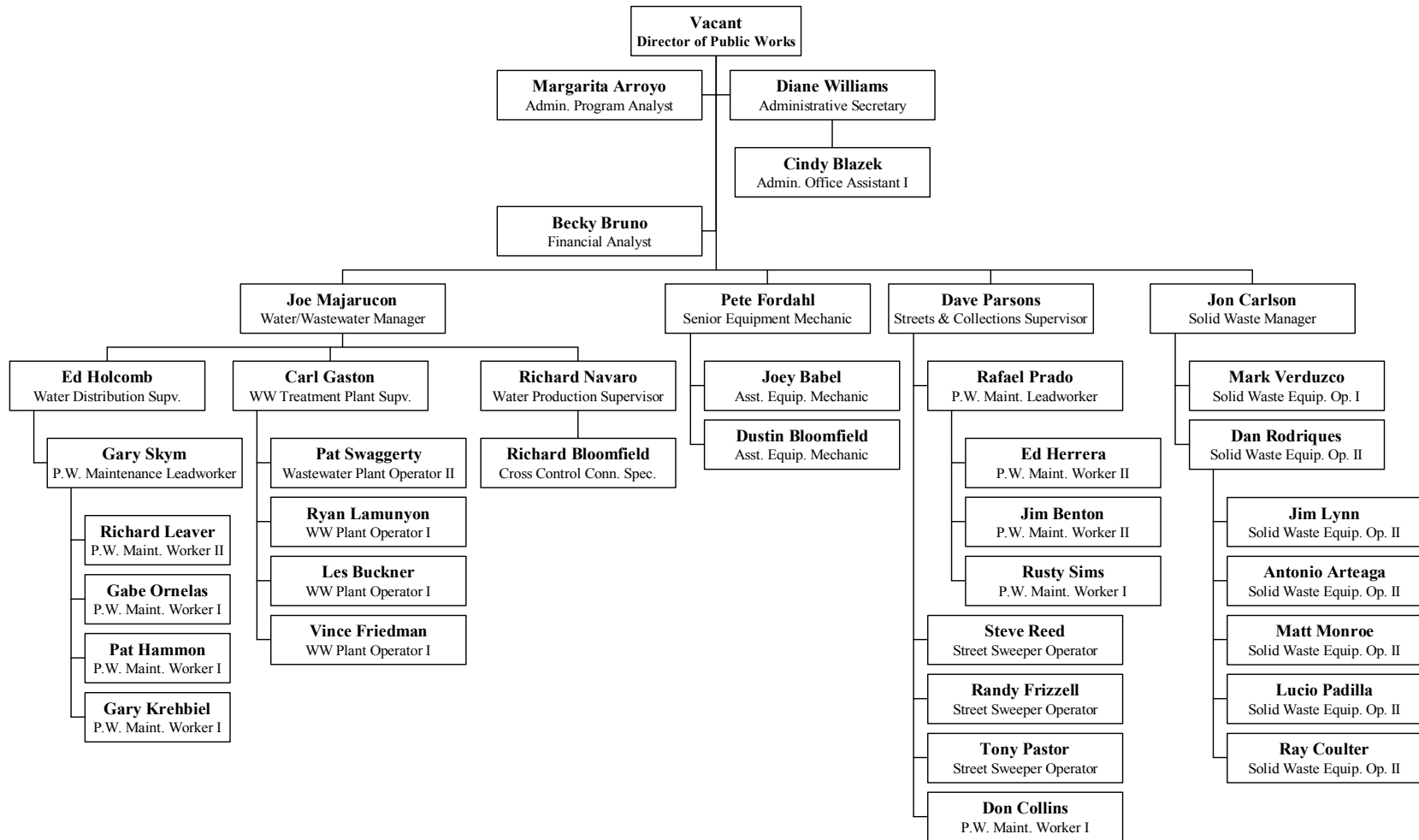
Fund Title:		General Fund		Department:		Parks	
Fund/Division Number:		100-1602		Division:		Landscape Operations	
		1999/00	2000/01	2000/01	2001/02	2002/03	
		<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>	
<b><u>PERSONNEL SCHEDULE:</u></b>							
	Director of Public Works	0.15	0.15	0.00	0.00	0.00	0.00
	Director of Parks and Recreation	0.00	0.00	0.10	0.10	0.10	0.10
	Administrative Program Analyst	0.15	0.15	0.00	0.00	0.00	0.00
	Streets & Collection System Supervisor	0.50	0.50	0.00	0.00	0.00	0.00
	Parks Services Manager	0.00	0.00	0.50	0.40	0.40	0.40
	Parks Landscape Supervisor	0.00	0.00	0.67	0.50	0.50	0.50
	Public Works Maintenance Leadworker	0.50	0.50	0.00	0.00	0.00	0.00
	Parks Maintenance Worker I	0.00	0.00	1.00	1.00	1.00	1.00
	Public Works Maintenance Worker I	0.25	0.25	0.00	0.00	0.00	0.00
	Department Financial Analyst	0.20	0.20	0.00	0.00	0.00	0.00
	Accountant I	0.00	0.00	0.00	0.25	0.25	0.25
	Administrative Secretary	0.20	0.20	0.00	0.00	0.00	0.00
	Administrative Assistant II	0.00	0.00	0.25	0.50	0.50	0.50
	Administrative Assistant I	0.00	0.00	0.25	0.25	0.25	0.25
	Total	<u>1.95</u>	<u>1.95</u>	<u>2.77</u>	<u>3.00</u>	<u>3.00</u>	
<b><u>PERSONNEL SERVICES:</u></b>							
	50100 Salary - Regular	\$ 92,045	\$ 160,811	\$ 125,765	\$ 140,014	\$ 155,736	
	50111 Compensated Absences	184	0	0	0	0	
	50150 Salary - Bilingual	365	0	0	0	0	
	51200 Overtime	7,735	7,875	5,520	8,269	8,682	
	51205 Part-time	3,072	31,400	6,641	0	0	
	51215 Salaries - Pub. Wks. Standby	1,879	0	0	0	0	
	52300 Deferred Comp.	98	858	496	855	990	
	52305 Life Insurance	206	597	478	560	598	
	52310 Health Insurance	8,739	17,042	10,999	17,850	21,762	
	52311 Flexible Benefits Plan	112	90	87	80	80	
	52315 Dental Insurance	2,378	5,297	4,144	4,637	5,544	
	52316 Employee Assist Prog	0	0	87	87	95	
	52318 Vision Care	672	1,151	981	974	1,110	
	53400 Retirement	11,421	14,517	12,553	14,941	16,618	
	53405 Survivor Benefit	0	118	100	99	108	
	53410 Workers Comp. Ins.	2,180	4,770	4,785	6,269	6,897	
	53415 Medicare	1,546	2,524	1,885	2,470	2,718	
	53420 FICA Tax	9	1,947	412	2,044	2,146	
	53425 LTD Insurance	568	1,113	962	1,181	1,314	
	Total:	<u>\$ 133,209</u>	<u>\$ 250,110</u>	<u>\$ 175,895</u>	<u>\$ 200,328</u>	<u>\$ 224,398</u>	

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>100-1602</b>	<b>Division:</b>	<b>Landscape Operations</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 3,405	\$ 0	\$ 0	\$ 0	\$ 0
60110 Publications, Dues, Licenses	90	353	0	0	0
60130 Clothing Expense	1,051	1,181	500	600	630
60132 Safety Equipment	850	0	0	500	525
60140 Special Supplies	1,179	1,418	500	0	0
70100 Utilities	47,240	57,881	54,800	87,412	91,782
70110 Equipment/Vehicle Maintenance	8,507	3,150	3,000	2,134	2,241
70115 Building/Facility Maintenance	5,015	12,495	7,800	5,000	5,250
70125 Equipment Rental	0	1,208	500	0	0
70130 Insurance	3,118	3,018	3,910	3,208	3,304
70140 Special Services	544	4,893	3,500	1,000	1,050
70145 Communication	2,293	1,943	1,000	600	630
70160 Travel, Lodging & Meals	259	1,171	1,500	0	0
70170 Training & Conferences	192	1,239	1,500	0	0
70239 Legal Services	0	5,880	0	0	0
70240 Contractual Services	156,638	206,850	370,000	350,000	425,000
80701 Information Services	3,876	4,530	4,530	0	0
80702 Vehicle Replacement	12,250	9,800	9,800	7,549	7,549
80703 Information Systems	1,086	1,086	1,086	1,950	1,979
80704 Building Replacement Fund	5,184	5,443	5,443	0	0
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	4,588	4,817
Total:	<u>\$ 252,777</u>	<u>\$ 323,539</u>	<u>\$ 469,369</u>	<u>\$ 464,540</u>	<u>\$ 544,757</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

# Public Works Organizational Chart



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>100-1601</b>	<b>Division:</b>	<b>Administration Division</b>

**Description:**

The Administrative Division is closed effective June 30, 2001. The duties and responsibilities of the Division are merging into other divisions.

**Mission Statement:**

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 17,841	\$ 81,538	\$ 23,170	\$ 0	\$ 0
Supplies & Services	36,455	74,674	53,361	0	0
Capital Outlay	674	263	250	0	0
<b>Total:</b>	<b>\$ 54,970</b>	<b>\$ 156,475</b>	<b>\$ 76,781</b>	<b>\$ 0</b>	<b>\$ 0</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>100-1601</b>	<b>Division:</b>	<b>Administration Division</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Director of Public Works	0.10	0.10	0.10	0.00	0.00
Administrative Program Analyst	0.10	0.10	0.10	0.00	0.00
Administrative Secretary	0.00	0.00	0.00	0.00	0.00
Accounting Technician II	0.00	0.00	0.00	0.00	0.00
Administrative Assistant II	0.00	0.00	0.00	0.00	0.00
Total	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>	<u>0.00</u>	<u>0.00</u>

**PERSONNEL SERVICES:**

50100 Salary - Regular	\$ 14,034	\$ 66,072	\$ 15,176	\$ 0	\$ 0
50111 Compensated Absences	32	0	0	0	0
50150 Bilingual Pay	60	0	60	0	0
51200 Overtime	0	2,000	2,000	0	0
51205 Salary - Part-time	0	8,800	1,800	0	0
52300 Deferred Comp.	65	156	192	0	0
52305 Life Insurance	45	78	83	0	0
52310 Health Insurance	941	967	1,028	0	0
52311 Flexible Benefits Plan	112	90	87	0	0
52315 Dental Insurance	231	262	259	0	0
52316 Employee Assist Prog	0	0	6	0	0
52318 Vision Care	70	70	71	0	0
53400 Retirement	1,725	1,427	1,521	0	0
53405 Survivor Benefit	0	7	7	0	0
53410 Workers Comp. Ins.	236	624	548	0	0
53415 Medicare	207	330	216	0	0
53420 FICA Tax	0	546	0	0	0
53425 LTD Insurance	83	109	116	0	0
Total	<u>\$ 17,841</u>	<u>\$ 81,538</u>	<u>\$ 23,170</u>	<u>\$ 0</u>	<u>\$ 0</u>

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>100-1601</b>	<b>Division:</b>	<b>Administration Division</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 8,556	\$ 15,435	\$ 14,350	\$ 0	\$ 0
60110 Publications, Dues, Licenses	416	1,157	920	0	0
60130 Clothing Expense	0	105	220	0	0
70110 Equipment/Vehicle Maintenance	810	616	1,600	0	0
70115 Building/Facility Maintenance	0	15,000	8,500	0	0
70130 Insurance	351	340	440	0	0
70140 Special Services	7,780	9,382	325	0	0
70145 Communication	2,329	4,977	4,520	0	0
70150 Advertising	0	1,050	0	0	0
70160 Travel, Lodging & Meals	1,670	2,646	2,000	0	0
70170 Training & Conferences	878	3,497	2,850	0	0
70239 Legal Services	337	3,150	450	0	0
70240 Contractual Services	0	1,733	1,600	0	0
80701 Information Services	7,752	9,061	9,061	0	0
80703 Information Systems	2,120	2,896	2,896	0	0
80704 Building Replacement Fund	3,456	3,629	3,629	0	0
Total:	<u>\$ 36,455</u>	<u>\$ 74,674</u>	<u>\$ 53,361</u>	<u>\$ 0</u>	<u>\$ 0</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 674	\$ 263	\$ 250	0	0
Total:	<u>\$ 674</u>	<u>\$ 263</u>	<u>\$ 250</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>100-1603</b>	<b>Division:</b>	<b>Streets &amp; Storm Drain Operations</b>

**Description:**

The Street Maintenance Division is responsible for asphalt repair and replacement, emergency potable repair, repair and replacement of concrete curb and gutters and sidewalks; implementation of NPDES requirements, including street sweeping, catch basin and storm drain cleaning, and erosion control, storm drain installation and repair of regulatory (traffic) and street name signs, pavement markings and striping and wastewater collection system cleaning and repair utilizing contract and in-house services.

**Mission Statement:**

To provide safe walkways and roadways and a freeflowing collection system in a cost effective manner within available resources and budget.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b>Expenditure Summary:</b>					
<b>Personnel Services</b>	\$ 395,671	\$ 662,083	\$ 603,346	\$ 744,309	\$ 777,250
<b>Supplies &amp; Services</b>	414,440	475,849	514,507	530,399	605,026
<b>Capital Outlay</b>	26,144	82,500	82,500	129,310	50,000
<b>Total:</b>	<b>\$ 836,255</b>	<b>\$ 1,220,432</b>	<b>\$ 1,200,353</b>	<b>\$ 1,404,018</b>	<b>\$ 1,432,276</b>

**Commentary:**

There is \$50,000 budgeted under Capital Outlay for Sidewalk Replacement.

The increase in line items 60130, Clothing; 70145 Communications; and 70160 Travel, Lodging & Meals is due to the new personnel that were hired last fiscal year and transferred from Landscape to Streets.

The increase in line item 70100, Utilities is due to the increase in lights citywide and the PG&E rates.

The increase in line item 70112, Legends/Striping is due to the acceptance of more housing developments and the recent annexations.

The increase in line item 70115, Building/Facility Maintenance (Signals) is due to the addition of 8 new traffic signals that have come on board this last fiscal year or will be coming on board in FY01/02 and an increase in Neighborhood Traffic issues to \$20,000 annually.

The increase throughout is due to the incorporation of Public Works Administration into the Streets budget.



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>100-1603</b>	<b>Division:</b>	<b>Streets and Storm Drain Operations</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Director of Public Works	0.15	0.15	0.15	0.25	0.25
Administrative Program Analyst	0.15	0.15	0.15	0.25	0.25
Streets & Collection System Supervisor	0.50	0.50	1.00	1.00	1.00
Public Works Maintenance Leadworker	0.50	0.50	1.00	1.00	1.00
Street Sweeper Operator	2.00	2.00	3.00	3.00	3.00
Public Works Maintenance Worker II	1.00	1.00	2.00	2.00	2.00
Public Works Maintenance Worker I	1.75	1.75	2.00	2.00	2.00
Department Financial Analyst	0.20	0.20	0.20	0.25	0.25
Administrative Secretary	0.20	0.20	0.20	0.25	0.25
Administrative Assistant I	0.00	0.00	0.00	0.25	0.25
Total	<u>6.45</u>	<u>6.45</u>	<u>9.70</u>	<u>10.25</u>	<u>10.25</u>

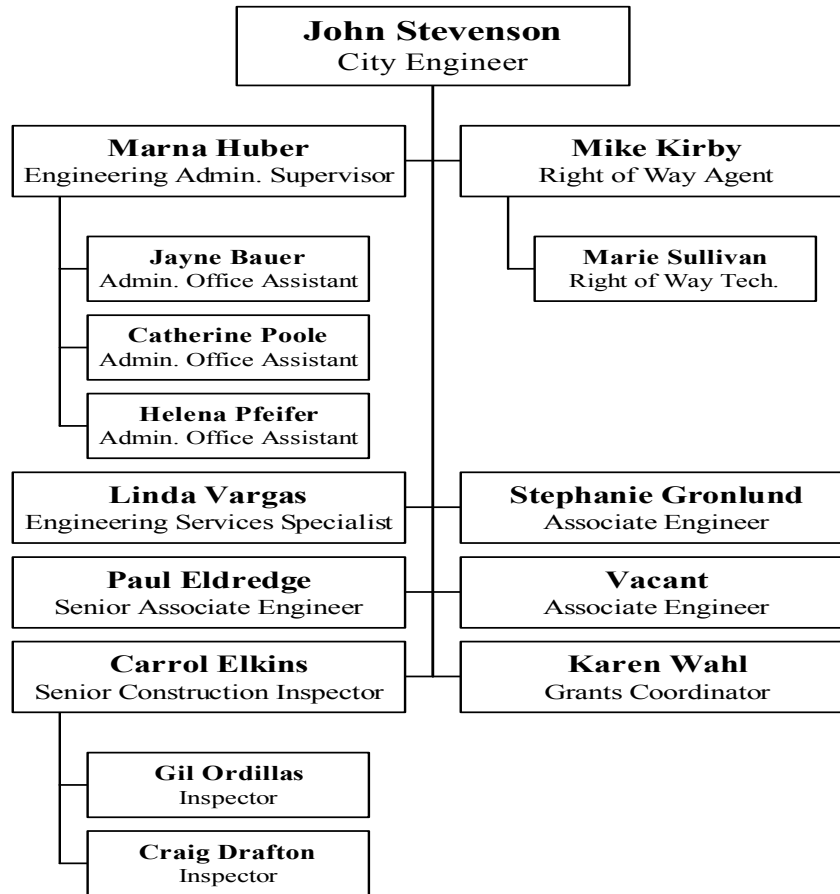
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 264,721	\$ 511,831	\$ 414,287	\$ 512,056	\$ 529,384
50111 Compensated Absences	449	0	0	0	0
50121 Cross Training	0	700	525	700	700
50150 Bilingual Pay	365	120	690	750	750
51200 Overtime	12,806	11,415	43,775	12,000	12,500
51205 Salaries - Part-time	16,348	18,900	0	25,000	26,250
51215 Salaries - Pub Works Standby	1,879	0	0	0	0
52300 Deferred Comp.	98	234	288	570	660
52305 Life Insurance	595	933	1,162	1,326	1,333
52310 Health Insurance	30,502	38,594	46,133	66,533	74,354
52311 Flexible Benefits Plan	112	90	87	80	80
52315 Dental Insurance	8,327	10,893	12,610	17,282	18,942
52316 Employee Assist Prog	0	0	306	323	323
52318 Vision Care	2,265	2,710	3,434	3,629	3,793
52320 Retiree Medical Ins.	12,497	13,534	14,256	16,044	17,156
53400 Retirement	33,267	33,538	41,420	54,722	56,571
53405 Survivor Benefit	0	277	349	369	369
53410 Workers Comp. Ins.	4,614	9,532	14,958	19,408	20,080
53415 Medicare	4,349	5,044	5,894	7,647	7,912
53420 FICA Tax	810	1,172	0	1,550	1,628
53425 LTD Insurance	1,667	2,566	3,170	4,321	4,467
Total:	<u>\$ 395,671</u>	<u>\$ 662,083</u>	<u>\$ 603,346</u>	<u>\$ 744,309</u>	<u>\$ 777,250</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>General Fund</b>	<b>Department:</b>	<b>Public Works</b>
<i>City of Brentwood</i>			

	1999/00 <u>Actual</u>	2000/01 <u>Budget</u>	2000/01 <u>Projected</u>	2001/02 <u>Budget</u>	2002/03 <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 2,635	\$ 2,982	\$ 5,000	\$ 3,000	\$ 3,000
60110 Publications, Dues, Licenses	295	399	399	500	500
60130 Clothing Expense	3,446	2,625	4,100	2,500	2,500
60132 Safety Equipment	3,946	4,515	3,980	4,500	4,600
60140 Special Supplies	979	0	500	500	500
70100 Utilities	153,091	151,646	190,000	265,000	331,250
70110 Equipment/Vehicle Maintenance	47,507	47,959	40,000	0	0
70111 Street & Facility Signage	17,191	10,070	20,000	15,000	15,000
70112 Legends/Striping	4,309	5,250	7,800	6,000	6,000
70113 Asphalt Maintenance	160	6,295	5,895	6,000	6,500
70114 Weed Abatement	9,975	10,500	14,000	11,250	11,575
70115 Building/Facility Maintenance	33,434	62,228	60,000	25,000	25,000
70125 Equipment Rental	1,263	6,825	1,000	2,500	2,625
70130 Insurance	15,071	7,252	17,890	12,056	12,418
70140 Special Services	783	22,722	6,000	2,938	3,085
70145 Communication	5,208	3,203	6,720	6,500	6,500
70150 Advertising	295	525	525	862	904
70160 Travel, Lodging & Meals	231	1,496	5,000	1,500	1,500
70170 Training & Conferences	345	5,040	1,600	2,000	2,000
70239 Legal Services	323	3,969	0	2,125	2,200
70240 Contractual Services	4,857	26,250	30,000	20,000	22,000
80701 Information Services	3,875	4,530	4,530	11,672	12,256
80702 Vehicle Replacement	97,055	80,723	80,723	45,000	45,000
80703 Information Systems	2,982	3,402	3,402	2,376	2,412
80704 Building Replacement Fund	5,184	5,443	5,443	0	0
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	81,620	85,701
Total:	<u>\$ 414,440</u>	<u>\$ 475,849</u>	<u>\$ 514,507</u>	<u>\$ 530,399</u>	<u>\$ 605,026</u>
<b><u>CAPITAL OUTLAY:</u></b>					
80336 Transfers to CIP Projects	\$ 25,000	\$ 52,500	\$ 52,500	\$ 114,100	\$ 50,000
90230 Equipment	1,144	30,000	30,000	15,210	0
Total:	<u>\$ 26,144</u>	<u>\$ 82,500</u>	<u>\$ 82,500</u>	<u>\$ 129,310</u>	<u>\$ 50,000</u>

# Capital Improvement Program Organizational Chart



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Capital Improvement Program</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>335-3601</b>	<b>Division:</b>	<b>Capital Improvement Program</b>

**Description:**

The CIP division plans for and designs infrastructure, prepares plans, specifications and bid documentation, provides project management and oversight during construction, provides inspection services during construction and technical assistance after construction. This division also serves as staff to the City Council Water Subcommittee and the CIP Subcommittee, and as needed to the City Council. This division insures that professional and technical recommendations commensurate with established guidelines on professional practice.

**Mission Statement:**

To provide responsive professional and technical engineering services related to Capital Improvement Program (CIP), Infrastructure development and rehabilitation, interdepartmental technical assistance and interagency technical liaison.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 881,087	\$ 1,166,446	\$ 1,060,198	\$ 1,335,607	\$ 1,382,271
<b>Supplies &amp; Services</b>	545,751	850,612	841,984	718,684	741,513
<b>Capital Outlay</b>	<u>18,503</u>	<u>40,500</u>	<u>40,500</u>	<u>20,000</u>	<u>21,000</u>
<b>Total:</b>	<u><u>\$ 1,445,341</u></u>	<u><u>\$ 2,057,558</u></u>	<u><u>\$ 1,942,682</u></u>	<u><u>\$ 2,074,291</u></u>	<u><u>2,144,784</u></u>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

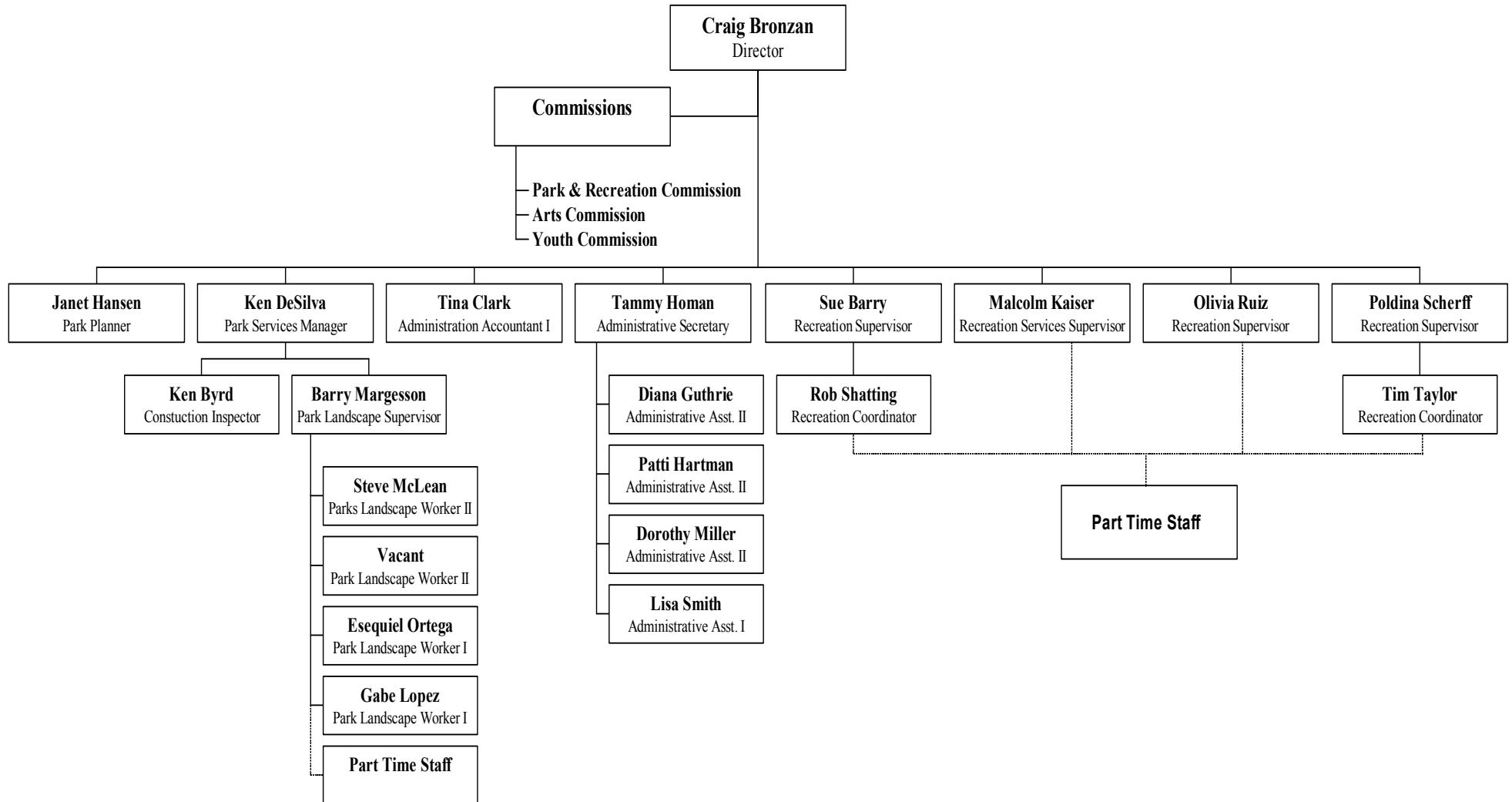
<b>Fund Title:</b>		<b>Capital Improvement Program</b>		<b>Department:</b>		<b>Engineering</b>	
<b>Fund/Division Number:</b>		<b>335-3601</b>		<b>Division:</b>		<b>Capital Improvement Program</b>	
		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>	
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>	
<b><u>PERSONNEL SCHEDULE:</u></b>							
	City Engineer	0.50	0.50	0.50	0.60	0.60	
	Assistant City Engineer	0.10	0.10	0.10	0.20	0.20	
	Assistant Finance Director	0.50	0.50	0.50	0.00	0.00	
	Senior Engineer	0.25	0.25	0.25	0.25	0.25	
	Right-of-Way Agent	1.00	1.00	1.00	1.00	1.00	
	Senior Associate Engineer	1.00	1.00	1.00	1.00	1.00	
	Associate Engineer	1.30	1.30	2.30	2.30	2.30	
	Engineering Admin. Supervisor	0.50	0.50	0.50	0.50	0.50	
	GIS Coordinator	0.00	0.00	0.60	0.20	0.20	
	Accountant I	1.00	1.00	2.00	2.00	2.00	
	Grants Coordinator	1.00	1.00	1.00	1.00	1.00	
	Construction Inspector II	1.90	1.90	1.90	2.00	2.00	
	Engineering Services Specialist II	1.00	1.00	1.00	1.00	1.00	
	Engineering Technician II	1.60	1.60	0.60	0.60	0.60	
	Right of Way Technician	1.00	1.00	1.00	1.00	1.00	
	Administrative Assistant II	0.60	0.60	1.00	1.30	1.30	
	Administrative Assistant I	0.40	0.40	0.00	0.00	0.00	
	<b>Total</b>	<b>13.65</b>	<b>13.65</b>	<b>15.25</b>	<b>14.95</b>	<b>14.95</b>	
<b><u>PERSONNEL SERVICES:</u></b>							
	50100 Salary - Regular	\$ 674,770	\$ 936,356	\$ 812,960	\$ 996,672	\$ 1,023,174	
	51200 Overtime	19,196	18,000	18,000	18,000	18,000	
	51205 Salary - Part-time	1,953	12,000	12,000	12,000	12,000	
	52300 Deferred Comp.	3,240	5,031	6,224	10,089	11,682	
	52305 Life Insurance	2,547	3,187	3,243	4,404	4,501	
	52310 Health Insurance	48,803	54,752	56,394	97,040	108,447	
	52311 Flexible Benefits Plan	112	90	87	80	80	
	52315 Dental Insurance	15,317	18,202	16,666	25,206	27,628	
	52316 Employee Assist Prog	0	0	481	472	472	
	52318 Vision Care	4,505	4,770	5,399	5,292	5,532	
	53400 Retirement	84,107	75,458	80,938	106,353	109,181	
	53405 Survivor Benefit	0	488	549	538	538	
	53410 Workers Comp. Ins.	11,947	20,653	29,398	36,547	37,513	
	53415 Medicare	10,195	10,929	11,451	13,560	13,929	
	53420 FICA Tax	134	744	202	946	962	
	53425 LTD Insurance	4,261	5,786	6,206	8,410	8,633	
	<b>Total:</b>	<b>\$ 881,087</b>	<b>\$ 1,166,446</b>	<b>\$ 1,060,198</b>	<b>\$ 1,335,607</b>	<b>1,382,271</b>	

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Capital Improvement Program</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>335-3601</b>	<b>Division:</b>	<b>Capital Improvement Program</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 20,965	\$ 26,100	\$ 23,100	\$ 23,715	\$ 24,901
60110 Publications, Dues, Licenses	3,238	3,686	3,000	9,500	9,975
60130 Clothing Expense	1,131	2,575	2,000	2,500	2,625
60132 Safety Equipment	4,728	5,250	5,250	5,000	5,250
70110 Equipment/Vehicle Maintenance	5,042	3,990	3,990	3,000	3,150
70130 Insurance	16,585	16,056	20,799	20,480	21,095
70140 Special Services	81,756	127,491	127,491	42,925	45,071
70145 Communication	8,427	7,000	7,000	7,000	7,350
70160 Travel, Lodging & Meals	2,738	4,200	4,200	6,000	6,300
70170 Training & Conferences	7,378	19,110	10,000	21,600	22,680
70200 Administrative Services	209,031	236,575	236,575	300,000	350,000
70239 Legal Services	24,098	26,250	26,250	46,250	47,000
70240 Contractual Services	79,159	269,035	269,035	119,500	82,225
80701 Information Services	23,256	38,508	38,508	39,440	41,412
80702 Vehicle Replacement	10,829	10,829	10,829	10,829	10,829
80703 Information Systems	27,000	32,547	32,547	24,063	24,424
80704 Building Replacement Fund	20,390	21,410	21,410	30,000	30,000
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	6,882	7,226
Total:	<u>\$ 545,751</u>	<u>\$ 850,612</u>	<u>\$ 841,984</u>	<u>\$ 718,684</u>	<u>741,513</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 18,503	\$ 40,500	\$ 40,500	\$ 20,000	\$ 21,000
Total:	<u>\$ 18,503</u>	<u>\$ 40,500</u>	<u>\$ 40,500</u>	<u>\$ 20,000</u>	<u>21,000</u>

# Parks and Recreation Organizational Chart



**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE FUND - RETAINED EARNINGS & RESERVES**

	<b>Actual 6/30/00</b>	<b>Adopted Budget 2000/01</b>	<b>Projected Ending Budget 2000/01</b>	<b>Adopted Ending Budget 2001/02</b>	<b>Adopted Ending Budget 2002/03</b>
Revenues	\$ 1,019,217	\$ 1,656,865	\$ 1,871,028	\$ 2,420,113	\$ 2,549,760
Expenditures	<u>979,308</u>	<u>2,069,648</u>	<u>2,222,199</u>	<u>2,464,143</u>	<u>2,572,920</u>
Excess (deficiency) of revenues (under) expenditures	39,909	(412,783)	(351,171)	(44,030)	(23,160)
Other Sources:					
Transfer In	8,346,130	0	0	0	0
Transfer Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Sources (Uses)	8,346,130	0	0	0	0
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	8,386,039	(412,783)	(351,171)	(44,030)	(23,160)
Beginning of Year Balance	0	8,386,039	8,386,039	8,096,143	8,109,663
Prior Period Adjustment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	8,386,039	7,973,256	8,034,868	8,052,113	8,086,503
Add Capital Expenditures to Retained Earnings	<u>0</u>	<u>52,664</u>	<u>61,275</u>	<u>57,550</u>	<u>43,000</u>
<b>End of Year Balance</b>	<b><u><u>\$ 8,386,039</u></u></b>	<b><u><u>\$ 8,025,920</u></u></b>	<b><u><u>\$ 8,096,143</u></u></b>	<b><u><u>\$ 8,109,663</u></u></b>	<b><u><u>\$ 8,129,503</u></u></b>



**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE FUND - RETAINED EARNINGS & RESERVES**

<b>Retained Earnings &amp; Reserves</b>	<b>Actual 6/30/00</b>	<b>Adopted Budget 2000/01</b>	<b>Projected Ending Budget 2000/01</b>	<b>Adopted Ending Budget 2001/02</b>	<b>Adopted Ending Budget 2002/03</b>
<b><u>Reserved</u></b>					
Equipment Reserve	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total Reserved</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Undesignated	8,386,039	8,025,920	8,096,143	8,109,663	8,129,503
<b>Total Unreserved</b>	<b>8,386,039</b>	<b>8,025,920</b>	<b>8,096,143</b>	<b>8,109,663</b>	<b>8,129,503</b>
<b>Total Retained Earnings (Reserved &amp; Unreserved)</b>	<b>\$ 8,386,039</b>	<b>\$ 8,025,920</b>	<b>\$ 8,096,143</b>	<b>\$ 8,109,663</b>	<b>\$ 8,129,503</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE FUND - RETAINED EARNINGS & RESERVES**

	<b>Actual 6/30/00</b>	<b>Adopted Budget 2000/01</b>	<b>Projected Ending Budget 2000/01</b>	<b>Adopted Ending Budget 2001/02</b>	<b>Adopted Ending Budget 2002/03</b>
Revenues	\$ 1,019,217	\$ 1,656,865	\$ 1,871,028	\$ 2,420,113	\$ 2,549,760
Expenditures	<u>979,308</u>	<u>2,069,648</u>	<u>2,222,199</u>	<u>2,464,143</u>	<u>2,572,920</u>
Excess (deficiency) of revenues (under) expenditures	39,909	(412,783)	(351,171)	(44,030)	(23,160)
Other Sources:					
Transfer In	<i>Entry Incorrect on Adopted Budget</i> 0	0	0	0	0
Transfer Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Sources (Uses)	0	0	0	0	0
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	39,909	(412,783)	(351,171)	(44,030)	(23,160)
Beginning of Year Balance	0	39,909	39,909	(249,987)	(236,467)
Prior Period Adjustment	<u>0</u>	<u>39,909</u>	<u>39,909</u>	<u>(249,987)</u>	<u>(236,467)</u>
	39,909	(372,874)	(311,262)	(294,017)	(259,627)
Add Capital Expenditures to Retained Earnings	<u>0</u>	<u>52,664</u>	<u>61,275</u>	<u>57,550</u>	<u>43,000</u>
<b>End of Year Balance</b>	<u><u>\$ 39,909</u></u>	<u><u>\$ (320,210)</u></u>	<u><u>\$ (249,987)</u></u>	<u><u>\$ (236,467)</u></u>	<u><u>\$ (216,627)</u></u>

*Corrected*

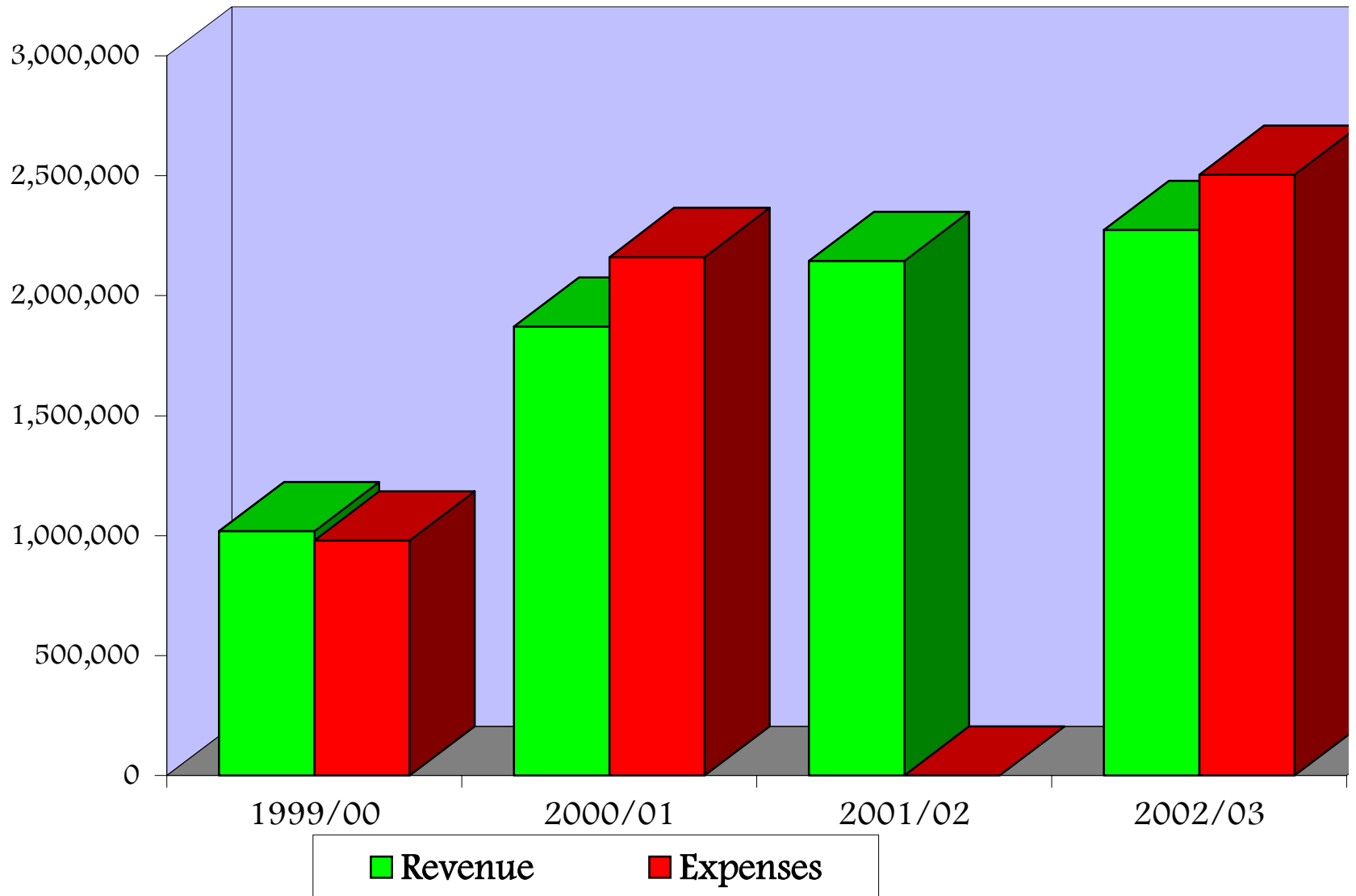
**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE FUND - RETAINED EARNINGS & RESERVES**

<b>Retained Earnings &amp; Reserves</b>	<b>Actual 6/30/00</b>	<b>Adopted Budget 2000/01</b>	<b>Projected Ending Budget 2000/01</b>	<b>Adopted Ending Budget 2001/02</b>	<b>Adopted Ending Budget 2002/03</b>
<b><u>Reserved</u></b>					
Equipment Reserve	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total Reserved</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Undesignated	39,909	(320,210)	(249,987)	(236,467)	(216,627)
<b>Total Unreserved</b>	<b>39,909</b>	<b>(320,210)</b>	<b>(249,987)</b>	<b>(236,467)</b>	<b>(216,627)</b>
<b>Total Retained Earnings (Reserved &amp; Unreserved)</b>	<b>\$ 39,909</b>	<b>\$ (320,210)</b>	<b>\$ (249,987)</b>	<b>\$ (236,467)</b>	<b>\$ (216,627)</b>

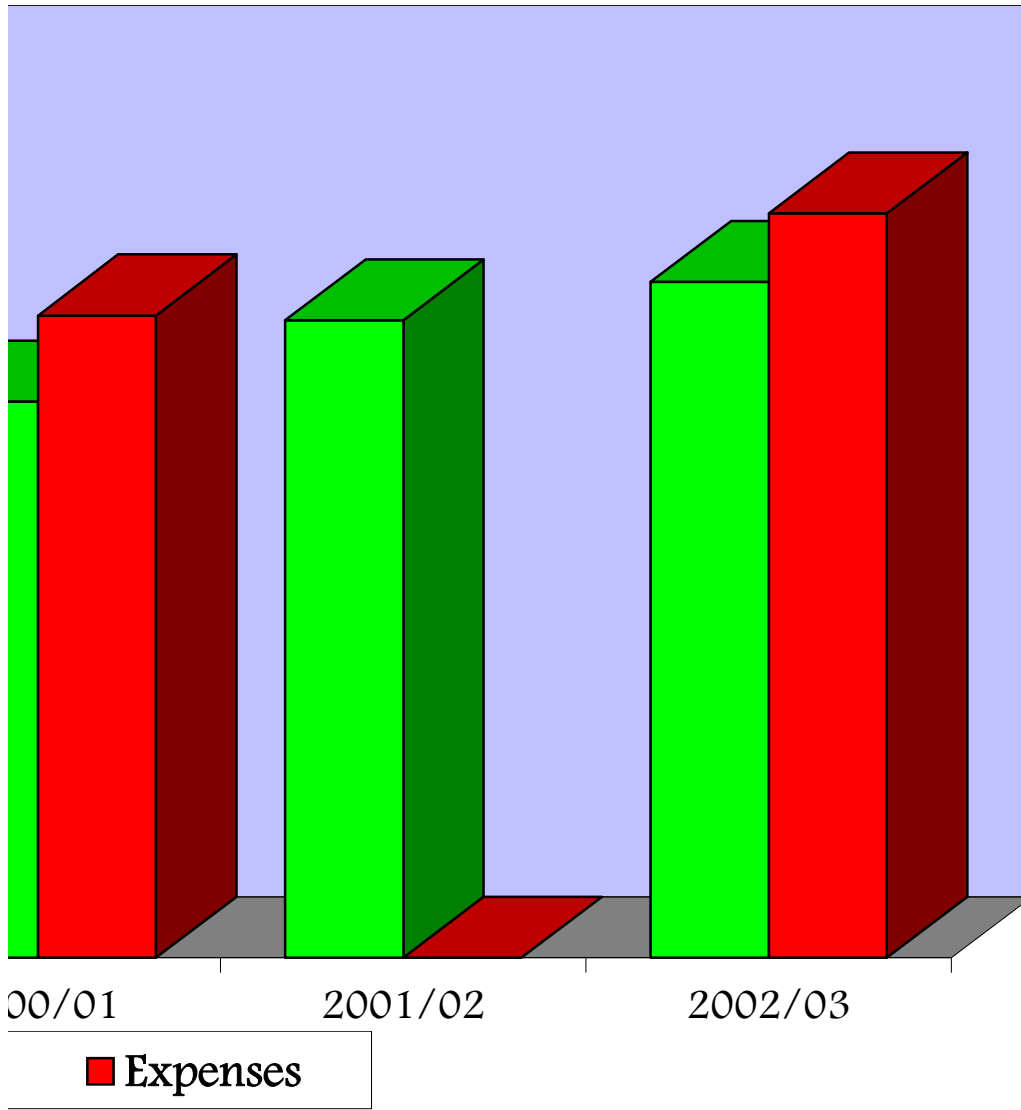
***Corrected***

## Park Enterprise Historical Revenue and Expense A



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# analysis



**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE FUND - REVENUE**

<b>REVENUE</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>520-5101 - Administration</u></b>					
40001 County Revenue	\$ 312,750	\$ 384,848	\$ 407,625	\$ 480,000	\$ 567,600
40005 Current Unsecured	4,036	0	0	0	0
40007 Non & Unitary Property Taxes	6,103	0	0	0	0
40010 Prior Year Secured	(4,314)	0	0	0	0
40015 Prior Year Unsecured	(1,310)	0	0	0	0
40020 Supplemental/Secured	11,828	0	0	0	0
40035 Supplemental Prior Year	(670)	0	0	0	0
40045 Other Taxes	33	0	5,750	0	0
40055 State Hopter	8,046	0	0	0	0
43300 Investment Income	3,134	10,500	0	0	0
45801 Brochure	0	6,489	0	0	0
45802 CCC Weather Station	0	2,163	0	0	0
45803 Contribution from Park District	14,415	0	87,652	0	0
45804 Cornfest	2,035	2,163	2,100	2,271	2,385
45805 Gazebo/City Park	350	1,082	500	1,050	1,200
45806 Sunset Concessions	4,500	16,223	35,000	30,000	30,000
45807 Sunset Rental/User Fees	1,003	18,669	7,397	20,000	21,000
45808 Ticket Sales	236	0	0	250	300
45813 Fundraisers	11	0	0	0	0
46700 Other Revenue	14,866	3,785	15,000	54,000	54,500
46701 Park Dist Merger	64,715	0	0	0	0
46715 Contributions	0	15,750	72,750	265,000	265,000
<b>Administration Total</b>	<b>441,767</b>	<b>461,672</b>	<b>633,774</b>	<b>852,571</b>	<b>941,985</b>
<b><u>520-5102 - City Pool</u></b>					
45816 City Pool	900	260,000	260,000	300,000	325,000
47230 City Wide District	840	100,000	100,000	0	0
<b>City Pool Total</b>	<b>1,740</b>	<b>360,000</b>	<b>360,000</b>	<b>300,000</b>	<b>325,000</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE FUND - REVENUE**

<b>REVENUE</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>520-5103 - Aquatics</u></b>					
45817 Aquatics	19,354	0	0	0	0
<b>Aquatics Total</b>	<b>19,354</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>520-62xx - Sports</u></b>					
45809 Adult Basketball	5,910	13,951	6,500	<b>6,800</b>	<b>7,140</b>
45810 Youth Baseball	24,863	23,793	13,600	<b>20,000</b>	<b>20,500</b>
45811 Non Residential Fees	2,645	2,920	2,860	<b>3,000</b>	<b>3,200</b>
45812 Softball	45,928	58,401	58,500	<b>64,520</b>	<b>68,000</b>
45813 Fundraisers	417	1,082	0	<b>1,050</b>	<b>1,071</b>
45814 Volleyball	2,838	0	0	<b>2,800</b>	<b>3,000</b>
45815 Flag Football	10,336	13,843	11,600	<b>35,000</b>	<b>37,000</b>
45818 Classes	0	0	0	<b>40,800</b>	<b>39,810</b>
45821 Park Forfeiture Fees	100	0	0	<b>0</b>	<b>0</b>
45830 Sports Accessories	4	0	0	<b>250</b>	<b>265</b>
45832 Youth Softball	10,882	0	12,300	<b>12,745</b>	<b>13,500</b>
45833 Basketball Tourn. Gate	399	0	0	<b>0</b>	<b>0</b>
<b>Sports Total</b>	<b>104,322</b>	<b>113,990</b>	<b>105,360</b>	<b>186,965</b>	<b>193,486</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE FUND - REVENUE**

<b>REVENUE</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>520-63xx - Program</u></b>					
45818 Classes	72,848	47,586	78,516	99,000	103,575
45819 Bristow Gym	1,206	17,535	5,000	30,300	31,050
45820 Special Events	0	1,082	0	1,500	1,575
45821 Park Forfeiture Fees	445	0	0	0	0
45822 Bristow Drop-in	1,486	0	2,500	2,500	2,625
45823 Byron Drop-in	1,049	0	1,915	2,500	2,625
Edna Hill Gym	0	0	0	30,300	31,050
Liberty High School Gym	0	0	0	10,000	10,250
<b>Program Total</b>	<b>77,034</b>	<b>66,203</b>	<b>87,931</b>	<b>176,100</b>	<b>182,750</b>
<b><u>520-5108 - Park Planning</u></b>					
47252 Transfer from Quimby Fees	375,000	655,000	655,000	864,292	863,953
<b>Park Planning Total</b>	<b>375,000</b>	<b>655,000</b>	<b>655,000</b>	<b>864,292</b>	<b>863,953</b>
<b><u>520-5110 - Community Center</u></b>					
43320 Rental Income	0	0	14,522	20,000	22,000
45837 Bus Passes	0	0	350	0	0
45838 Facility Rent/Multi Purpose Room	0	0	5,958	12,500	12,500
45840 Cleaning Fee Multi Purpose Rm/Rental	0	0	0	510	536
45842 Senior Classes	0	0	5,129	3,800	3,990
45843 Facility Rental Blue Room	0	0	2,064	2,520	2,650
45844 Kitchen Rental	0	0	180	180	200
46700 Other Income	0	0	760	675	710
<b>Community Center Total</b>	<b>0</b>	<b>0</b>	<b>28,963</b>	<b>40,185</b>	<b>42,586</b>
<b>TOTAL PARK AND RECREATION REVENUES</b>	<b>\$ 1,019,217</b>	<b>\$ 1,656,865</b>	<b>\$ 1,871,028</b>	<b>\$ 2,420,113</b>	<b>\$ 2,549,760</b>



**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE FUND - EXPENDITURE SUMMARY**

<b>EXPENDITURES</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>EXPENDITURES:</u></b>					
520-5101 Recreation Administration	\$ 575,219	\$ 766,397	\$ 908,366	\$ 387,001	\$ 434,814
520-5102 City Pool	4,241	358,370	400,902	683,351	718,517
520-5103 Aquatics	2,517	0	0	0	0
520-62xx Sports	73,455	134,693	108,831	186,900	193,350
520-63xx Programs	48,593	47,071	73,087	170,937	177,160
520-5106 Park Commission	4,284	17,700	16,425	20,616	23,455
520-5107 Youth Commission	3,655	20,750	15,763	18,843	22,058
520-5108 Park Planning	267,344	665,167	574,589	864,292	863,953
520-5109 Art Commission	0	9,500	11,000	9,500	9,500
520-5110 Community Center	0	50,000	113,235	122,704	130,113
<b>TOTAL EXPENDITURES</b>	<b>\$ 979,308</b>	<b>\$ 2,069,648</b>	<b>\$ 2,222,199</b>	<b>\$ 2,464,143</b>	<b>\$ 2,572,920</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE - SUMMARY OF EXPENDITURES BY LINE ITEM**

		1999/00	2000/01	2000/01	2001/02	2002/03
		Actual	Budget	Projected	Budget	Budget
<b><i>Salaries &amp; Benefits:</i></b>						
50100	Salaries	\$ 229,505	\$ 563,013	\$ 546,502	\$ 630,530	\$ 667,809
50105	Salary - Part-time	2,726	0	0	0	0
50110	Holiday-in-lieu	0	0	0	0	0
50111	Compensated Absences	697	0	0	0	0
50150	Bilingual Pay	0	900	0	0	0
51200	Overtime	4,479	1,050	10,160	2,500	2,500
51205	Part-time	27,631	162,250	170,457	341,062	356,335
52300	Deferred Compensation	501	1,170	2,320	2,736	3,168
52305	Life Insurance	662	1,836	1,996	2,122	2,192
52310	Health Insurance	20,489	58,558	49,212	77,567	88,499
52311	Flexible Benefits Plan	88	180	261	240	240
52315	Dental Insurance	6,759	16,910	13,818	20,148	22,546
52316	Employee Assist Prog	0	0	405	377	385
52318	Vision Care	1,630	3,988	4,542	4,230	4,514
52800	Unemployment Insurance	272	0	0	0	0
53400	Retirement	26,861	49,880	54,483	67,283	71,261
53405	Survivor Benefit	0	407	462	430	439
53410	Workers Comp. Ins.	12,353	17,716	27,931	35,121	37,084
53415	Medicare	5,583	9,376	11,005	13,838	14,612
53420	FICA Tax	702	9,687	13,852	20,815	21,855
53425	LTD Insurance	1,425	3,824	4,177	5,320	5,635
	Aquatics	2,304	0	0	0	0
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>344,667</b>	<b>900,745</b>	<b>911,583</b>	<b>1,224,320</b>	<b>1,299,074</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE - SUMMARY OF EXPENDITURES BY LINE ITEM**

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>	
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>	
<b><i>Supplies and Services:</i></b>						
60100	Office Expenses	51,440	43,806	58,568	16,050	16,842
60105	Postage	7,084	9,240	9,800	11,950	12,548
60110	Publications, Dues, Licenses	3,019	9,295	8,530	7,895	8,415
60130	Clothing Expense	201	3,128	3,003	4,375	4,400
60132	Safety Equipment	0	4,500	1,955	5,500	5,500
60140	Special Supplies	5,106	800	14,093	11,500	11,838
70100	Utilities	1,751	50,000	168,336	288,556	302,984
70110	Equipment Maintenance	4,860	6,990	6,240	5,119	5,261
70115	Building/Facility Maintenance	3,183	0	42,090	37,473	39,072
70120	Rental of Buildings	20,820	21,000	21,000	0	0
70125	Equipment Rental	280	6,198	1,000	13,371	13,749
70130	Insurance	21,242	10,014	15,241	15,662	16,168
70140	Special Services	37,416	87,221	85,122	36,820	37,140
70142	Permits and Fees	0	2,500	2,500	1,000	1,000
70145	Communications	4,935	16,280	21,450	23,009	24,159
70150	Advertising	1,686	8,615	37,500	47,400	49,770
70160	Travel, Lodging, & Meals	11,547	16,500	18,745	13,821	14,910
70170	Training & Conferences	4,075	20,225	10,693	16,060	19,515
70200	Administrative Services	160,486	216,688	215,538	127,325	127,450
70239	Legal Services	1,948	11,500	11,400	12,500	12,500
70240	Contractual Services	163,131	310,626	261,639	161,653	169,153
70241	Service Award	0	0	0	0	0
70250	Customer Service	0	1,000	0	1,000	1,000
80520	Transfer to City Pool	0	0	0	0	0
80701	Information Services	7,752	22,652	22,652	10,566	11,095
80702	Vehicle Replacement Fund	36,417	37,642	37,642	19,454	19,454
80703	Information Systems	5,856	6,912	6,912	1,936	1,965
80704	Building Replacement Fund	0	0	0	15,000	15,000
80705	Central Services	0	0	0	0	0
80706	Fleet Maintenance	0	0	0	9,176	9,635
95500	Depreciation	0	50,000	50,000	50,000	50,000
	Sports Series 6200	48,053	99,313	69,803	118,046	125,304
	Programs Series 6300	32,140	43,594	47,889	100,056	105,020
	Aquatics	213	0	0	0	0
	<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>634,641</b>	<b>1,116,239</b>	<b>1,249,341</b>	<b>1,182,273</b>	<b>1,230,847</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**PARKS AND RECREATION ENTERPRISE - SUMMARY OF EXPENDITURES BY LINE ITEM**

		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<i><b>Capital Outlay:</b></i>						
90100	Building Improvements	0	0	0	0	0
90230	Equipment	0	52,664	61,275	57,550	43,000
90130	Building Improvements	0	0	0	0	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>52,664</b>	<b>61,275</b>	<b>57,550</b>	<b>43,000</b>
	<b>TOTALS</b>	<b>\$ 979,308</b>	<b>\$ 2,069,648</b>	<b>\$ 2,222,199</b>	<b>\$ 2,464,143</b>	<b>\$ 2,572,920</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5101</b>	<b>Division:</b>	<b>Recreation Administration</b>

**Description:**

This Division of the Parks and Recreation Department coordinates and administers the revenue sources created from the various City owned and maintained park and recreation facilities and programs, including facilities used on a collaborative basis with other organizations. The Division establishes user fees, policies and procedures, and is responsible for the collection of those fees. The Division is supported by Finance and Park Planning staff concerned with development of parks, facilities, and CIP Park construction management.

**Mission Statement:**

The mission of the City of Brentwood Parks and Recreation Department is to provide excellence in caring and service for the people, issues, and resources of the community.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 209,296	\$ 300,940	\$ 336,522	\$ 289,686	\$ 316,378
Supplies & Services	365,923	464,407	570,794	94,815	97,936
Capital Outlay	0	1,050	1,050	2,500	20,500
<b>Total:</b>	<b><u>\$ 575,219</u></b>	<b><u>\$ 766,397</u></b>	<b><u>\$ 908,366</u></b>	<b><u>\$ 387,001</u></b>	<b><u>\$ 434,814</u></b>

**Commentary:**

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5101</b>	<b>Division:</b>	<b>Recreation Administration</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Director of Parks and Recreation	0.20	0.20	0.10	0.10	0.10
Recreation Services Supervisor	2.00	2.00	2.00	2.00	2.00
Recreation Services Coordinator	0.00	0.00	1.00	1.00	1.00
Accountant I	0.00	0.00	0.50	0.00	0.00
Accounting Assistant II	0.00	0.00	0.33	0.30	0.30
Administrative Secretary	0.00	0.00	1.00	0.50	0.50
Administrative Assistant II	0.50	0.50	1.25	0.25	0.25
Administrative Assistant I	1.00	1.00	0.25	0.25	0.25
Total	<u>3.70</u>	<u>3.70</u>	<u>6.43</u>	<u>4.40</u>	<u>4.40</u>
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 147,544	\$ 232,648	\$ 251,643	\$ 217,329	\$ 234,795
50105 Salaries - Part-time	2,726	0	0	0	0
50111 Compensated Absences	549	0	0	0	0
50150 Bilingual Pay	0	900	0	0	0
51200 Overtime	2,861	1,050	9,000	0	0
51205 Part-time	1,257	1,050	0	0	0
52300 Deferred Comp.	189	78	496	114	132
52305 Life Insurance	417	587	807	516	544
52310 Health Insurance	15,856	25,221	25,155	26,938	31,918
52311 Flexible Benefits	44	90	87	80	80
52315 Dental Insurance	5,217	7,472	6,887	6,997	8,131
52316 Employee Assist Prog	0	0	203	131	139
52318 Vision Care	1,311	1,735	2,276	1,469	1,628
52800 Unemployment Insurance	272	0	0	0	0
53400 Retirement	18,088	20,035	25,117	23,191	25,054
53405 Survivor Benefit	0	177	231	149	158
53410 Workers Comp. Ins.	9,626	5,425	9,095	7,847	8,477
53415 Medicare	2,270	2,871	3,584	3,092	3,340
53420 FICA Tax	78	65	16	0	0
53425 LTD Insurance	991	1,536	1,926	1,834	1,981
Total:	<u>\$ 209,296</u>	<u>\$ 300,940</u>	<u>\$ 336,522</u>	<u>\$ 289,686</u>	<u>\$ 316,378</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>		<b>Park Enterprise Fund</b>		<b>Department:</b>		<b>Parks</b>	
<b>Fund/Division Number:</b>		<b>520-5101</b>		<b>Division:</b>		<b>Recreation Administration</b>	
		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>	
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>	
<b><u>SUPPLIES AND SERVICES:</u></b>							
60100	Office Expense	\$ 47,053	\$ 34,216	\$ 40,000	\$ 4,250	\$ 4,462	
60105	Postage	7,084	9,240	9,800	8,800	9,240	
60110	Dues and Publications	1,649	3,735	4,500	1,540	1,540	
60130	Clothing	85	1,628	2,000	500	525	
60140	Special Supplies	4,245	0	10,200	2,500	2,625	
70100	Utilities	1,751	0	150	0	0	
70110	Equipment/Vehicle Maintenance	4,860	3,150	4,400	0	0	
70115	Building/Facility Maintenance	3,183	0	900	0	0	
70120	Office Rent	20,820	21,000	21,000	0	0	
70125	Rental of Equipment	280	5,198	0	7,571	7,949	
70130	Insurance	19,368	6,297	11,395	5,946	6,125	
70140	Special Services	33,901	9,528	60,000	4,000	4,200	
70145	Communication	3,723	14,180	4,000	7,864	8,257	
70150	Advertising	1,686	6,115	35,000	30,000	31,500	
70160	Travel & Conferences	7,192	4,375	10,500	6,701	6,020	
70170	Training	2,635	7,350	5,230	4,490	4,840	
70200	Administrative Services	160,057	213,538	213,538	0	0	
70239	Legal Services	820	4,200	5,100	0	0	
70240	Contractual Service	406	9,576	22,000	10,653	10,653	
80701	Information Services	7,752	22,652	22,652	0	0	
80702	Vehicle Replacement	31,517	31,517	31,517	0	0	
80703	Information Systems	5,856	6,912	6,912	0	0	
80704	Building Replacement Fund	0	0	0	0	0	
80705	Central Services	0	0	0	0	0	
80706	Fleet Maintenance	0	0	0	0	0	
95500	Depreciation	0	50,000	50,000	0	0	
Total:		<u>\$ 365,923</u>	<u>\$ 464,407</u>	<u>\$ 570,794</u>	<u>\$ 94,815</u>	<u>\$ 97,936</u>	
<b><u>CAPITAL OUTLAY:</u></b>							
90230	Equipment	\$ 0	\$ 1,050	\$ 1,050	\$ 2,500	\$ 20,500	
Total:		<u>\$ 0</u>	<u>\$ 1,050</u>	<u>\$ 1,050</u>	<u>\$ 2,500</u>	<u>\$ 20,500</u>	

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5102</b>	<b>Division:</b>	<b>City Pool</b>

**Description:**

This Division of the Parks and Recreation Department coordinates the operation and use of the City of Brentwood Aquatic Complex.

**Mission Statement:**

The mission of the City of Brentwood Parks and Recreation Department is to provide excellence in caring and service for the people, issues, and resources of the community.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 750	\$ 269,420	\$ 184,477	\$ 320,786	\$ 339,139
Supplies & Services	3,491	88,950	214,925	362,565	379,378
Capital Outlay	<u>0</u>	<u>0</u>	<u>1,500</u>	<u>0</u>	<u>0</u>
<b>Total:</b>	<b><u>\$ 4,241</u></b>	<b><u>\$ 358,370</u></b>	<b><u>\$ 400,902</u></b>	<b><u>\$ 683,351</u></b>	<b><u>\$ 718,517</u></b>

**Commentary:**



**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5102</b>	<b>Division:</b>	<b>City Pool</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Recreation Services Coordinator	0.00	0.00	1.00	<b>1.00</b>	<b>1.00</b>
Accountant I	0.00	0.00	0.50	<b>0.00</b>	<b>0.00</b>
Administrative Assistant II	0.00	0.00	0.00	<b>0.50</b>	<b>0.50</b>
Administrative Assistant I	0.00	0.00	0.00	<b>0.50</b>	<b>0.50</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	<b>0.00</b>	<b>0.00</b>	<b>1.50</b>	<b>2.00</b>	<b>2.00</b>

**PERSONNEL SERVICES:**

50100 Salary - Regular	\$ 0	\$ 103,546	\$ 59,406	\$ 79,090	\$ 84,161
50111 Compensated Absences	1	0	0	0	0
51205 Part-time	0	120,000	95,000	<b>185,463</b>	<b>194,736</b>
52300 Deferred Comp.	0	390	400	0	0
52305 Life Insurance	0	361	216	221	221
52310 Health Insurance	0	13,650	4,655	<b>12,982</b>	<b>14,508</b>
52315 Dental Insurance	0	4,050	1,198	<b>3,372</b>	<b>3,696</b>
52316 Employee Assist Prog	0	0	47	63	63
52318 Vision Care	0	880	531	<b>708</b>	<b>740</b>
53400 Retirement	0	9,395	5,929	<b>8,439</b>	<b>8,981</b>
53405 Survivor Benefit	0	90	54	72	72
53410 Workers Comp. Ins.	749	5,819	6,561	<b>11,212</b>	<b>11,813</b>
53415 Medicare	0	3,079	2,585	<b>4,418</b>	<b>4,655</b>
53420 FICA Tax	0	7,440	7,440	<b>14,079</b>	<b>14,783</b>
53425 LTD Insurance	0	720	455	<b>667</b>	<b>710</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total:	<b>\$ 750</b>	<b>\$ 269,420</b>	<b>\$ 184,477</b>	<b>\$ 320,786</b>	<b>\$ 339,139</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5102</b>	<b>Division:</b>	<b>City Pool</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 635	\$ 3,500	\$ 6,493	\$ 3,500	\$ 3,690
60110 Dues and Publications	0	2,750	1,020	3,340	3,650
60130 Clothing	116	1,500	1,003	3,000	3,000
60132 Safety Equipment	0	4,500	1,955	5,500	5,500
60140 Special Supplies	861	800	1,928	4,750	4,750
70100 Utilities	0	50,000	156,186	284,356	298,574
70110 Equipment/Vehicle Maintenance	0	2,500	1,000	2,500	2,500
70115 Building/Facility Maintenance	0	0	24,190	29,485	30,935
70125 Rental of Equipment	0	1,000	1,000	1,000	1,000
70130 Insurance	0	2,000	0	5,616	5,784
70140 Special Services	37	5,500	1,000	3,000	3,000
70142 Permits and Fees	0	2,500	2,500	1,000	1,000
70145 Communication	0	0	10,350	7,200	7,560
70150 Advertising	0	2,500	1,000	2,500	2,625
70160 Travel & Conferences	1,842	3,400	2,800	2,153	2,120
70170 Training	0	3,000	1,000	1,665	1,690
70239 Legal Services	0	1,000	0	0	0
70240 Contractual Services	0	1,500	1,500	1,000	1,000
70250 Customer Service	0	1,000	0	1,000	1,000
80701 Information Services	0	0	0	0	0
80703 Information Systems	0	0	0	0	0
<b>Total:</b>	<u>\$ 3,491</u>	<u>\$ 88,950</u>	<u>\$ 214,925</u>	<u>\$ 362,565</u>	<u>\$ 379,378</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 0	\$ 0	\$ 1,500	\$ 0	\$ 0
<b>Total:</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,500</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5103</b>	<b>Division:</b>	<b>Aquatics</b>

**Description:**

The Aquatics Division, which was located at the high school pool, is inactive. We now have an aquatics park.

**Mission Statement:**

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 2,304	\$ 0	\$ 0	\$ 0	\$ 0
Supplies & Services	213	0	0	0	0
Capital Outlay	0	0	0	0	0
<b>Total:</b>	<b><u>\$ 2,517</u></b>	<b><u>\$ 0</u></b>	<b><u>\$ 0</u></b>	<b><u>\$ 0</u></b>	<b><u>\$ 0</u></b>

**Commentary:**

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5106</b>	<b>Division:</b>	<b>Park and Recreation Commission</b>

**Description:**

The Park and Recreation Commission is established by City Council to advise the City Council on park and recreation issues, which include: Programs, activities, park planning and design, and maintenance. The Commission is assisted by the staff of the Parks and Recreation Department.

**Mission Statement:**

The mission of the City of Brentwood Parks and Recreation Commission is to encourage, stimulate, promote and foster programs and facilities for the enrichment of the City and thereby contribute to the quality of life in Brentwood, and to develop an awareness in the business community, in local government, and in the general public of the value and benefits of the constructive use of leisure time in Brentwood.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 0	\$ 6,000	\$ 6,450	\$ 13,071	\$ 13,725
<b>Supplies &amp; Services</b>	4,284	11,700	9,125	7,545	9,730
<b>Capital Outlay</b>	0	0	850	0	0
<b>Total:</b>	<b><u>\$ 4,284</u></b>	<b><u>\$ 17,700</u></b>	<b><u>\$ 16,425</u></b>	<b><u>\$ 20,616</u></b>	<b><u>\$ 23,455</u></b>

**Commentary:**

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5106</b>	<b>Division:</b>	<b>Park and Recreation Commission</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SERVICES:</u></b>					
51205 Part-time	\$ 0	\$ 6,000	\$ 6,450	\$ 13,071	\$ 13,725
Total:	<u>\$ 0</u>	<u>\$ 6,000</u>	<u>\$ 6,450</u>	<u>\$ 13,071</u>	<u>\$ 13,725</u>

**SUPPLIES AND SERVICES:**

60100 Office Expense	\$ 291	\$ 1,785	\$ 1,785	\$ 1,000	\$ 1,050
60110 Dues and Publications	915	840	840	965	1,025
70110 Equipment/Vehicle Maintenance	0	250	0	0	0
70140 Special Services	0	2,000	2,000	0	0
70160 Travel, Lodging & Meals	1,006	3,675	2,500	3,255	5,205
70170 Training & Conference Registration	1,343	3,150	2,000	2,325	2,450
70200 Administration	429	0	0	0	0
70239 Legal Services	300	0	0	0	0
Total:	<u>\$ 4,284</u>	<u>\$ 11,700</u>	<u>\$ 9,125</u>	<u>\$ 7,545</u>	<u>\$ 9,730</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 0	\$ 0	\$ 850	\$ 0	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 850</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5107</b>	<b>Division:</b>	<b>Youth Commission</b>

**Description:**

The Brentwood Youth commission is established by city Council to advise the City Council on youth related issues.

**Mission Statement:**

The mission of the Brentwood Youth Commission is to affect positive growth in young adults through a variety of activities that will generate interest and participation within our community.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 0	\$ 0	\$ 275	\$ 500	\$ 500
Supplies & Services	3,655	20,750	14,638	18,343	21,558
Capital Outlay	0	0	850	0	0
<b>Total:</b>	<b><u>\$ 3,655</u></b>	<b><u>\$ 20,750</u></b>	<b><u>\$ 15,763</u></b>	<b><u>\$ 18,843</u></b>	<b><u>\$ 22,058</u></b>

**Commentary:**

The Youth commission will also sponsor/co-sponsor youth related activities, including leadership training opportunities.

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5107</b>	<b>Division:</b>	<b>Youth Commission</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SERVICES:</u></b>					
51205 Part-time	\$ 0	\$ 0	\$ 275	\$ 500	\$ 500
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 275</u>	<u>\$ 500</u>	<u>\$ 500</u>

**SUPPLIES AND SERVICES:**

60100 Office Expense	\$ 536	\$ 1,575	\$ 1,575	\$ 500	\$ 525
60110 Dues and Publications	23	500	500	500	500
60130 Clothing/Uniforms	0	0	0	875	875
60140 Special Supplies	0	0	0	250	263
70110 Equipment/Vehicle Maintenance	0	500	0	0	0
70140 Special Services	2,756	10,500	10,500	15,218	15,175
70160 Travel, Lodging & Meals	340	4,100	1,200	0	1,790
70170 Training & Conference Registration	0	3,575	863	1,000	2,430
Total:	<u>\$ 3,655</u>	<u>\$ 20,750</u>	<u>\$ 14,638</u>	<u>\$ 18,343</u>	<u>\$ 21,558</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 0	\$ 0	\$ 850	\$ 0	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 850</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Parks &amp; Recreation</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5108</b>	<b>Division:</b>	<b>Planning</b>

**Description:**

This Division of the Parks and Recreation Department oversees the administration of the City Wide Benefit Assessment District for the maintenance of parks, trails, and other designated open space/facilities. As a part of the merging of the City of Brentwood Parks and Recreation Department and the Brentwood Recreation and Parks Department (BRPD), this Division will oversee the incorporation of duties of the park maintenance functions of the BRPD. This Division is supported by Engineering and Finance staff who assist in the highly technical and legal aspects of running and properly reporting the criteria of a Benefit Assessment District and assure its compliance in light of Proposition 218.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 90,462	\$ 285,528	\$ 255,787	\$ 376,845	\$ 395,128
<b>Supplies &amp; Services</b>	176,882	328,025	263,377	439,447	449,325
<b>Capital Outlay</b>	0	51,614	55,425	48,000	19,500
<b>Total:</b>	<b>\$ 267,344</b>	<b>\$ 665,167</b>	<b>\$ 574,589</b>	<b>\$ 864,292</b>	<b>\$ 863,953</b>

**Commentary:**

	\$ 267,344	\$ 665,167	\$ 574,589	\$ 864,292	\$ 863,953
<b>Total Funding</b>	<b>\$ 267,344</b>	<b>\$ 665,167</b>	<b>\$ 574,589</b>	<b>\$ 864,292</b>	<b>\$ 863,953</b>



**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Parks &amp; Recreation</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5108</b>	<b>Division:</b>	<b>Planning</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Director of Parks and Recreation	0.40	0.40	0.40	<b>0.40</b>	<b>0.40</b>
Parks Services Manager	0.00	0.00	0.50	<b>0.40</b>	<b>0.40</b>
Park Planner	0.00	0.00	1.00	<b>1.00</b>	<b>1.00</b>
Construction Inspector I	1.00	1.00	1.00	<b>1.00</b>	<b>1.00</b>
Accountant I	0.00	0.00	0.00	<b>0.50</b>	<b>0.50</b>
Administrative Secretary	0.00	0.00	0.00	<b>0.50</b>	<b>0.50</b>
Administrative Assistant II	0.00	0.00	0.50	<b>1.00</b>	<b>1.00</b>
Administrative Assistant I	0.00	0.00	0.50	<b>0.00</b>	<b>0.00</b>
<b>Total</b>	<b>1.40</b>	<b>1.40</b>	<b>3.90</b>	<b>4.80</b>	<b>4.80</b>

**PERSONNEL SERVICES:**

50100 Salary - Regular	\$ 70,448	\$ 226,819	\$ 200,121	\$ 282,369	\$ 293,790
50111 Compensated Absences	147	0	0	<b>0</b>	<b>0</b>
51200 Overtime	1,336	0	0	<b>2,500</b>	<b>2,500</b>
52300 Deferred Comp.	312	702	1,424	<b>2,622</b>	<b>3,036</b>
52305 Life Insurance	245	888	863	<b>1,275</b>	<b>1,317</b>
52310 Health Insurance	4,633	19,687	15,409	<b>31,157</b>	<b>34,819</b>
52311 Flexible Benefits Plan	44	90	87	<b>80</b>	<b>80</b>
52315 Dental Insurance	1,239	5,388	4,661	<b>8,093</b>	<b>8,870</b>
52316 Employee Assist Prog	0	0	123	<b>151</b>	<b>151</b>
52318 Vision Care	319	1,373	1,381	<b>1,699</b>	<b>1,776</b>
53400 Retirement	8,773	20,450	19,974	<b>30,131</b>	<b>31,350</b>
53405 Survivor Benefit	0	140	140	<b>173</b>	<b>173</b>
53410 Workers Comp. Ins.	1,492	5,508	7,225	<b>10,195</b>	<b>10,607</b>
53415 Medicare	1,040	2,915	2,847	<b>4,017</b>	<b>4,180</b>
53425 LTD Insurance	434	1,568	1,531	<b>2,383</b>	<b>2,479</b>
<b>Total:</b>	<b>\$ 90,462</b>	<b>\$ 285,528</b>	<b>\$ 255,787</b>	<b>\$ 376,845</b>	<b>\$ 395,128</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Parks &amp; Recreation</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5108</b>	<b>Division:</b>	<b>Planning</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 2,925	\$ 4,515	\$ 5,500	\$ 5,250	\$ 5,513
60105 Postage	0	0	0	3,150	3,308
60110 Publications, Dues, Licenses	432	525	525	565	570
70110 Equipment/Vehicle Maintenance	0	0	0	1,654	1,736
70125 Rental of Equipment	0	0	0	4,800	4,800
70130 Insurance	1,874	1,717	0	1,803	1,893
70140 Special Services	722	1,943	1,943	1,950	2,048
70145 Communication	1,212	2,100	2,100	7,465	7,838
70150 Advertising	0	0	0	12,500	13,125
70160 Travel, Lodging & Meals	1,167	2,625	1,745	2,453	2,445
70170 Training & Conferences	97	2,625	1,000	4,225	3,900
70200 Administration	0	0	0	125,000	125,000
70239 Legal Services	828	6,300	6,300	12,500	12,500
70240 Contractual Services	162,725	299,550	238,139	150,000	157,500
80701 Information Services	0	0	0	10,566	11,095
80702 Vehicle Replacement	4,900	6,125	6,125	19,454	19,454
80703 Information Systems	0	0	0	1,936	1,965
80704 Building Replacement Fund	0	0	0	15,000	15,000
80706 Fleet Maintenance	0	0	0	9,176	9,635
95500 Depreciation	0	0	0	50,000	50,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total:	\$ 176,882	\$ 328,025	\$ 263,377	\$ 439,447	\$ 449,325
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<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 51,614	\$ 55,425	\$ 48,000	\$ 19,500
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Total:	\$ 0	\$ 51,614	\$ 55,425	\$ 48,000	\$ 19,500
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**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Parks &amp; Recreation</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5109</b>	<b>Division:</b>	<b>Arts Commission</b>

**Description:**

The City of Brentwood Arts Commission was established by City ordinance in September 2000. The commission held their first meeting January 24, 2001, and has this purpose: The Arts Commission encourages, stimulates, promotes, and fosters programs for the cultural enrichment of the City and thereby contributes to the quality of life in Brentwood and develops an awareness in the business community, in local government, and in the general public of the value of the arts in Brentwood.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 0	\$ 0	\$ 321	\$ 645	\$ 678
<b>Supplies &amp; Services</b>	0	9,500	9,679	8,855	8,822
<b>Capital Outlay</b>	0	0	1,000	0	0
<b>Total:</b>	<b><u>\$ 0</u></b>	<b><u>\$ 9,500</u></b>	<b><u>\$ 11,000</u></b>	<b><u>\$ 9,500</u></b>	<b><u>\$ 9,500</u></b>

**Commentary:**

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Parks &amp; Recreation</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5109</b>	<b>Division:</b>	<b>Arts Commission</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SERVICES:</u></b>					
51205 Part-time	\$ 0	\$ 0	\$ 321	\$ 645	\$ 678
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 321</u>	<u>\$ 645</u>	<u>\$ 678</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 0	\$ 0	\$ 500	\$ 500	\$ 500
60110 Publications, Dues, Licenses	0	0	0	750	900
70140 Special Services	0	9,500	9,179	5,202	4,902
70160 Travel, Lodging & Meals	0	0	0	1,503	1,620
70170 Training & Conferences	0	0	0	900	900
Total:	<u>\$ 0</u>	<u>\$ 9,500</u>	<u>\$ 9,679</u>	<u>\$ 8,855</u>	<u>\$ 8,822</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 0	\$ 1,000	\$ 0	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,000</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Parks &amp; Recreation</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5110</b>	<b>Division:</b>	<b>Community Center</b>

**Description:**

This Division of the Parks and Recreation Department coordinates senior programs and services, information and referral, including coordination with Delta Community Services, Inc on delivery of human services.

**Mission Statement:**

The mission of the City of Brentwood Parks and Recreation Department is to provide excellence in caring and service for the people, issues, and resources of the community.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 0	\$ 0	\$ 63,524	\$ 87,603	\$ 93,339
Supplies & Services	0	50,000	49,111	32,601	33,774
Capital Outlay	0	0	600	2,500	3,000
<b>Total:</b>	<b>\$ 0</b>	<b>\$ 50,000</b>	<b>\$ 113,235</b>	<b>\$ 122,704</b>	<b>\$ 130,113</b>

**Commentary:**

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Parks &amp; Recreation</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5110</b>	<b>Division:</b>	<b>Community Center</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Recreation Services Supervisor	0.00	0.00	1.00	1.00	1.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**PERSONNEL SERVICES:**

50100 Salary - Regular	\$ 0	\$ 0	\$ 35,332	\$ 51,743	\$ 55,063
51205 Part-time	0	0	15,300	16,625	17,456
52300 Deferred Comp.	0	0	0	0	0
52305 Life Insurance	0	0	110	110	110
52310 Health Insurance	0	0	3,993	6,491	7,254
52311 Flexible Benefits Plan	0	0	87	80	80
52315 Dental Insurance	0	0	1,072	1,686	1,848
52316 Employee Assist Prog	0	0	32	32	32
52318 Vision Care	0	0	354	354	370
53400 Retirement	0	0	3,463	5,521	5,876
53405 Survivor Benefit	0	0	36	36	36
53410 Workers Comp. Ins.	0	0	1,816	2,480	2,630
53415 Medicare	0	0	715	977	1,036
53420 FICA	0	0	949	1,031	1,082
53425 LTD Insurance	0	0	266	437	465
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total:	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 63,524</b>	<b>\$ 87,603</b>	<b>\$ 93,339</b>
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**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Parks &amp; Recreation</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-5110</b>	<b>Division:</b>	<b>Community Center</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 0	\$ 0	\$ 4,500	\$ 2,050	\$ 2,152
60110 Publications, Dues, Licenses	0	0	200	200	205
60140 Special Supplies	0	0	1,965	4,000	4,200
70100 Utility Services	0	0	12,000	4,200	4,410
70115 Building/Facilities Maintenance	0	0	17,000	7,988	8,137
70130 Insurance	0	0	3,846	2,297	2,366
70140 Special Services	0	50,000	2,500	7,450	7,815
70145 Communication	0	0	5,000	480	504
70150 Advertising	0	0	1,500	2,400	2,520
70160 Travel, Lodging & Meals	0	0	500	1,011	915
70170 Training & Conferences	0	0	100	525	550
70239 Legal Services	0	0	0	0	0
80701 Information Services	0	0	0	0	0
80702 Vehicle Replacement	0	0	0	0	0
80703 Information Systems	0	0	0	0	0
Total:	<u>\$ 0</u>	<u>\$ 50,000</u>	<u>\$ 49,111</u>	<u>\$ 32,601</u>	<u>\$ 33,774</u>
 <b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 0	\$ 600	\$ 2,500	\$ 3,000
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 600</u>	<u>\$ 2,500</u>	<u>\$ 3,000</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-6200 Series</b>	<b>Division:</b>	<b>Sports</b>

**Description:**

This Division of the Parks and Recreation Department coordinates youth and adult sports programs.

**Mission Statement:**

The mission of the City of Brentwood Parks and Recreation Department is to provide excellence in caring and service for the people, issues, and resources of the community.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 25,402	\$ 35,380	\$ 39,028	\$ 64,804	\$ 68,046
Supplies & Services	48,053	99,313	69,803	118,046	125,304
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,050</u>	<u>0</u>
<b>Total:</b>	<b><u>\$ 73,455</u></b>	<b><u>\$ 134,693</u></b>	<b><u>\$ 108,831</u></b>	<b><u>\$ 186,900</u></b>	<b><u>\$ 193,350</u></b>

**Commentary:**

These programs are seasonal sport programs for youth and adults.



**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-6200 Series</b>	<b>Division:</b>	<b>Sports</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 5,200	\$ 0	\$ 0	\$ 0	\$ 0
50110 Salary - Holiday	0	0	0	0	0
50150 Bilingual Pay	0	0	0	0	0
51200 Overtime	124	0	1,000	0	0
51205 Part-time	17,618	32,050	32,050	57,978	60,880
52300 Deferred Comp.	0	0	0	0	0
52305 Life Insurance	0	0	0	0	0
52310 Health Insurance	0	0	0	0	0
52311 Flexible Benefits	0	0	0	0	0
52315 Dental Insurance	303	0	0	0	0
52318 Vision Care	0	0	0	0	0
53400 Retirement	0	0	0	0	0
53405 Survivor Benefit	0	0	0	0	0
53410 Workers Comp. Ins.	425	878	1,942	2,217	2,328
53415 Medicare	1,217	465	765	874	917
53420 FICA Tax	515	1,987	3,271	3,735	3,922
53425 LTD Insurance	0	0	0	0	0
Total:	<u>\$ 25,402</u>	<u>\$ 35,380</u>	<u>\$ 39,028</u>	<u>\$ 64,804</u>	<u>\$ 68,046</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-6200 Series</b>	<b>Division:</b>	<b>Sports</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
520-6200 Administration	\$ 48,053	\$ 99,313	\$ 69,803	\$ 16,160	\$ 17,823
520-6201 Pre-School Kickball	0	0	0	1,435	1,507
520-6202 Pre-School Floor Hockey	0	0	0	580	1,098
520-6203 Pre-School Basketball	0	0	0	3,694	3,878
520-6204 Pre-School Soccer	0	0	0	4,362	4,581
520-6205 Pre-School Flag Football	0	0	0	4,262	4,476
520-6206 Pre-School Sandlot	0	0	0	3,152	3,309
520-6207 Youth Baseball-Pee Wee	0	0	0	2,751	2,888
520-6208 Youth Softball ASA Girls	0	0	0	4,730	4,967
520-6209 Youth Softball Tournaments	0	0	0	7,908	8,304
520-6210 Youth Softball Clinics	0	0	0	500	526
520-6211 Youth Flag Football	0	0	0	1,050	1,110
520-6212 Youth Basketball Tourn 7th Grade	0	0	0	6,500	6,825
520-6213 Youth Basketball Tourn 8th Grade	0	0	0	7,900	8,295
520-6214 Youth Basketball Camps	0	0	0	789	829
520-6215 Youth Volleyball Clinics	0	0	0	789	829
520-6216 Adult Basketball 3 Man	0	0	0	2,600	2,730
520-6217 Adult Basketball 30 +	0	0	0	288	302
520-6218 Adult Basketball Open	0	0	0	371	390
520-6219 Adult Softball Fall	0	0	0	3,395	3,565
520-6220 Adult Softball Spring/Summer	0	0	0	25	25
520-6221 Adult Softball Coed	0	0	0	17,422	18,294
520-6222 Adult Softball Practice League	0	0	0	24,090	25,294
520-6223 Adult Softball Tournaments	0	0	0	1,715	1,802
520-6224 Adult Softball Practice League	0	0	0	1,353	1,422
520-6225 Adult Softball Tournaments	0	0	0	25	25
520-6226 Adult Volleyball Co-ed	0	0	0	200	210
<b>Total:</b>	<b>\$ 48,053</b>	<b>\$ 99,313</b>	<b>\$ 69,803</b>	<b>\$ 118,046</b>	<b>\$ 125,304</b>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 0	\$ 0	\$ 4,050	\$ 0
<b>Total:</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 4,050</b>	<b>\$ 0</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-6300 Series</b>	<b>Division:</b>	<b>Programs</b>

**Description:**

This Division of the Parks and Recreation Department coordinates special events and instruction classes.

**Mission Statement:**

The mission of the City of Brentwood Parks and Recreation Department is to provide excellence in caring and service for the people, issues, and resources of the community.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 16,453	\$ 3,477	\$ 25,198	\$ 70,381	\$ 72,140
Supplies & Services	32,140	43,594	47,889	100,056	105,020
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>
<b>Total:</b>	<b><u>\$ 48,593</u></b>	<b><u>\$ 47,071</u></b>	<b><u>\$ 73,087</u></b>	<b><u>\$ 170,937</u></b>	<b><u>\$ 177,160</u></b>

**Commentary:**

Programs are offered on a seasonal basis in a variety of interest areas for all ages.

**Budget for Fiscal Years 2001/02 - 2002/03**

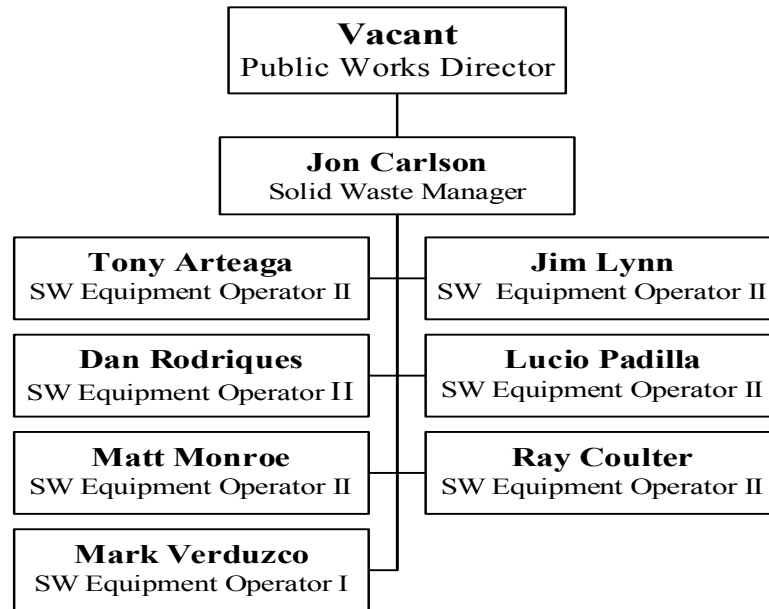
<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-6300 Series</b>	<b>Division:</b>	<b>Programs</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 6,313	\$ 0	\$ 0	\$ 0	\$ 0
50150 Bilingual Pay	0	0	0	0	0
51200 Overtime	158	0	160	0	0
51205 Part-time	8,756	3,150	21,061	<b>66,780</b>	<b>68,360</b>
52300 Deferred Comp.	0	0	0	0	0
52305 Life Insurance	0	0	0	0	0
52310 Health Insurance	0	0	0	0	0
52311 Flexible Benefits	0	0	0	0	0
52315 Dental Insurance	0	0	0	0	0
52318 Vision Care	0	0	0	0	0
53400 Retirement	0	0	0	0	0
53405 Survivor Benefit	0	0	0	0	0
53410 Workers Comp. Ins.	61	86	1,292	<b>1,170</b>	<b>1,228</b>
53415 Medicare	1,056	46	509	<b>461</b>	<b>484</b>
53420 FICA Tax	109	195	2,176	<b>1,970</b>	<b>2,068</b>
53425 LTD Insurance	0	0	0	0	0
Total:	<u>\$ 16,453</u>	<u>\$ 3,477</u>	<u>\$ 25,198</u>	<u>\$ 70,381</u>	<u>\$ 72,140</u>

<b>Fund Title:</b>	<b>Park Enterprise Fund</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>520-6300 Series</b>	<b>Division:</b>	<b>Programs</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
6300 Administration	\$ 32,140	\$ 43,594	\$ 47,889	\$ 551	\$ 568
6301 Youth Camp	0	0	0	9,625	10,106
6302 Animal Activities Classes	0	0	0	2,250	2,363
6303 Creative Activities Music	0	0	0	2,500	2,625
6304 Creative Activities Arts/Crafts	0	0	0	1,500	1,575
6305 Creative Activities Play	0	0	0	1,550	1,628
6306 Creative Activities Writing	0	0	0	1,200	1,260
6307 Youth Dance Classes	0	0	0	10,000	10,500
6308 Adult Dance Classes	0	0	0	3,100	3,255
6309 Gymnastics	0	0	0	2,100	2,205
6310 Fitness	0	0	0	900	945
6311 Martial Arts	0	0	0	1,450	1,523
6312 Health/Safety Classes	0	0	0	3,200	3,360
6313 Tennis Classes	0	0	0	1,800	1,890
6314 Golf Classes	0	0	0	4,800	5,040
6315 Cooking Classes	0	0	0	120	126
6316 Language Classes	0	0	0	650	683
6317 Finance Classes	0	0	0	200	210
6318 Miscellaneous Classes	0	0	0	960	1,008
6319 Excursions	0	0	0	5,500	5,775
6320 Special Events	0	0	0	10,500	11,025
6321 Bristow Gym	0	0	0	15,300	16,050
6322 Edna Hill Gym	0	0	0	15,300	16,050
6323 Liberty High School Gym	0	0	0	5,000	5,250
Total:	<u>\$ 32,140</u>	<u>\$ 43,594</u>	<u>\$ 47,889</u>	<u>\$ 100,056</u>	<u>\$ 105,020</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 500</u>	<u>\$ 0</u>
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 500</u>	<u>\$ 0</u>

# Solid Waste Division Organizational Chart



**Budget for Fiscal Years 2001/02 - 2002/03**

**SOLID WASTE ENTERPRISE - RETAINED EARNINGS & RESERVES**

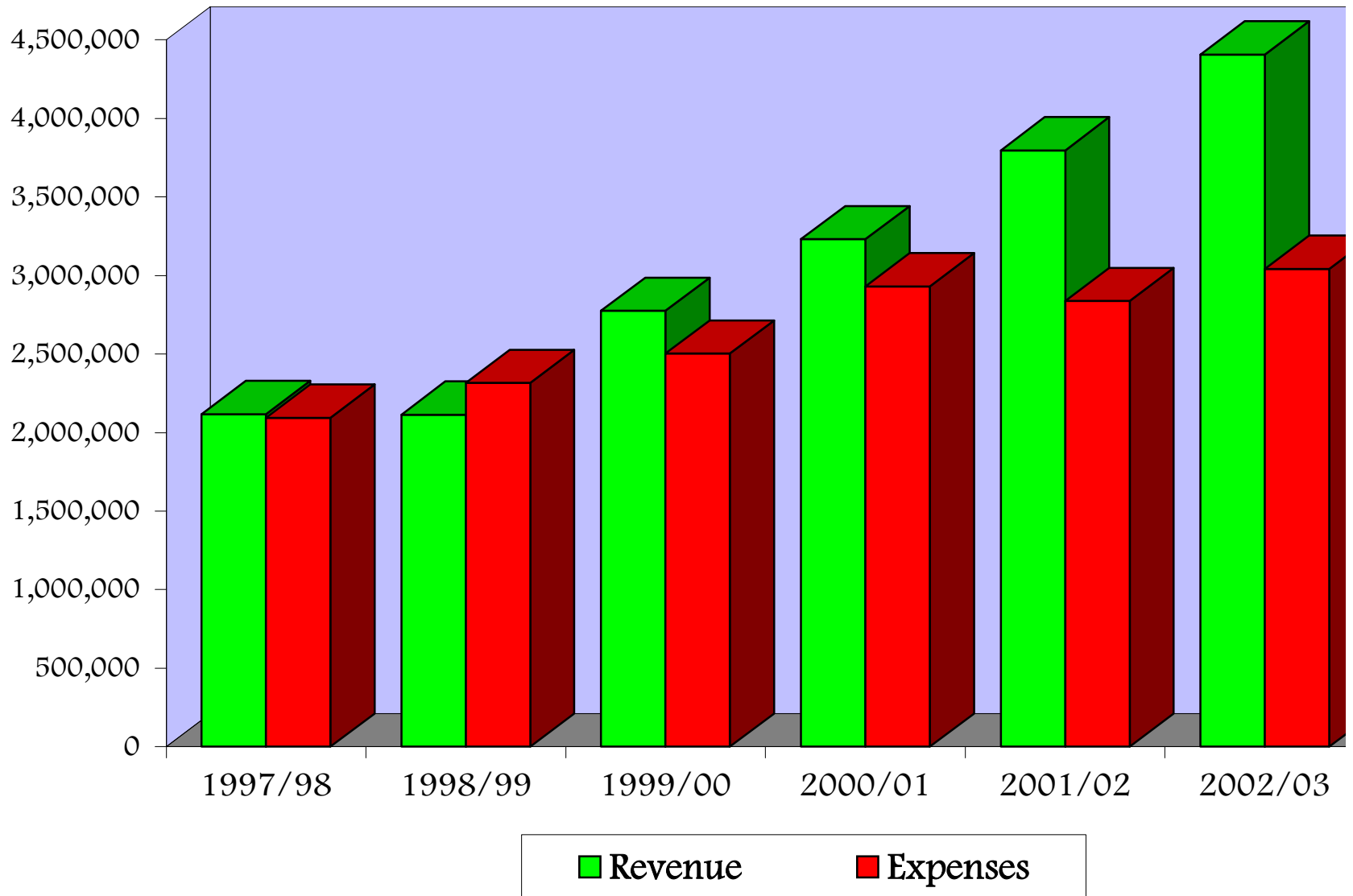
	<b>Actual 6/30/00</b>	<b>Adopted Budget 2000/01</b>	<b>Projected Ending Budget 2000/01</b>	<b>Adopted Ending Budget 2001/02</b>	<b>Adopted Ending Budget 2002/03</b>
Revenues	\$ 2,775,193	\$ 3,069,560	\$ 3,330,500	\$ 3,827,586	\$ 4,436,040
Expenditures	<u>2,502,187</u>	<u>3,497,494</u>	<u>3,719,423</u>	<u>4,291,347</u>	<u>3,790,937</u>
Excess (deficiency) of revenues (under) expenditures	273,006	(427,934)	(388,923)	(463,761)	645,103
Other Sources:					
Transfer In	111	0	0	0	0
Transfer Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Sources (Uses)	111	0	0	0	0
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	273,117	(427,934)	(388,923)	(463,761)	645,103
Beginning of Year Balance	<u>(963)</u>	<u>272,154</u>	<u>272,154</u>	<u>672,414</u>	<u>1,662,528</u>
	272,154	(155,780)	(116,769)	208,653	2,307,631
Add Capital Expenditures to Retained Earnings	<u>0</u>	<u>821,920</u>	<u>789,183</u>	<u>1,453,875</u>	<u>748,834</u>
<b>End of Year Balance (Deficit)</b>	<b><u><u>\$ 272,154</u></u></b>	<b><u><u>\$ 666,140</u></u></b>	<b><u><u>\$ 672,414</u></u></b>	<b><u><u>\$ 1,662,528</u></u></b>	<b><u><u>\$ 3,056,465</u></u></b>

## SOLID WASTE ENTERPRISE - RETAINED EARNINGS & RESERVES

<b>Retained Earnings &amp; Reserves</b>	<b>Actual 6/30/00</b>	<b>Adopted Budget 2000/01</b>	<b>Projected Ending Budget 2000/01</b>	<b>Adopted Ending Budget 2001/02</b>	<b>Adopted Ending Budget 2002/03</b>
<b><u>Reserved</u></b>					
34300 Operating Reserve	\$ 300,000	\$ 360,000	\$ 360,000	\$ 420,000	\$ 480,000
34305 Compensated Absences Reserve	21,654	25,000	25,000	25,000	25,000
34301 Facility Reserve	350,000	400,000	400,000	450,000	500,000
<b>Total Reserved</b>	<b>671,654</b>	<b>785,000</b>	<b>785,000</b>	<b>895,000</b>	<b>1,005,000</b>
<b><u>Unreserved</u></b>					
Undesignated	(399,500)	(118,860)	(112,586)	767,528	2,051,465
<b>Total Unreserved</b>	<b>(399,500)</b>	<b>(118,860)</b>	<b>(112,586)</b>	<b>767,528</b>	<b>2,051,465</b>
<b>Total Retained Earnings (Reserved &amp; Unreserved)</b>	<b>\$ 272,154</b>	<b>\$ 666,140</b>	<b>\$ 672,414</b>	<b>\$ 1,662,528</b>	<b>\$ 3,056,465</b>

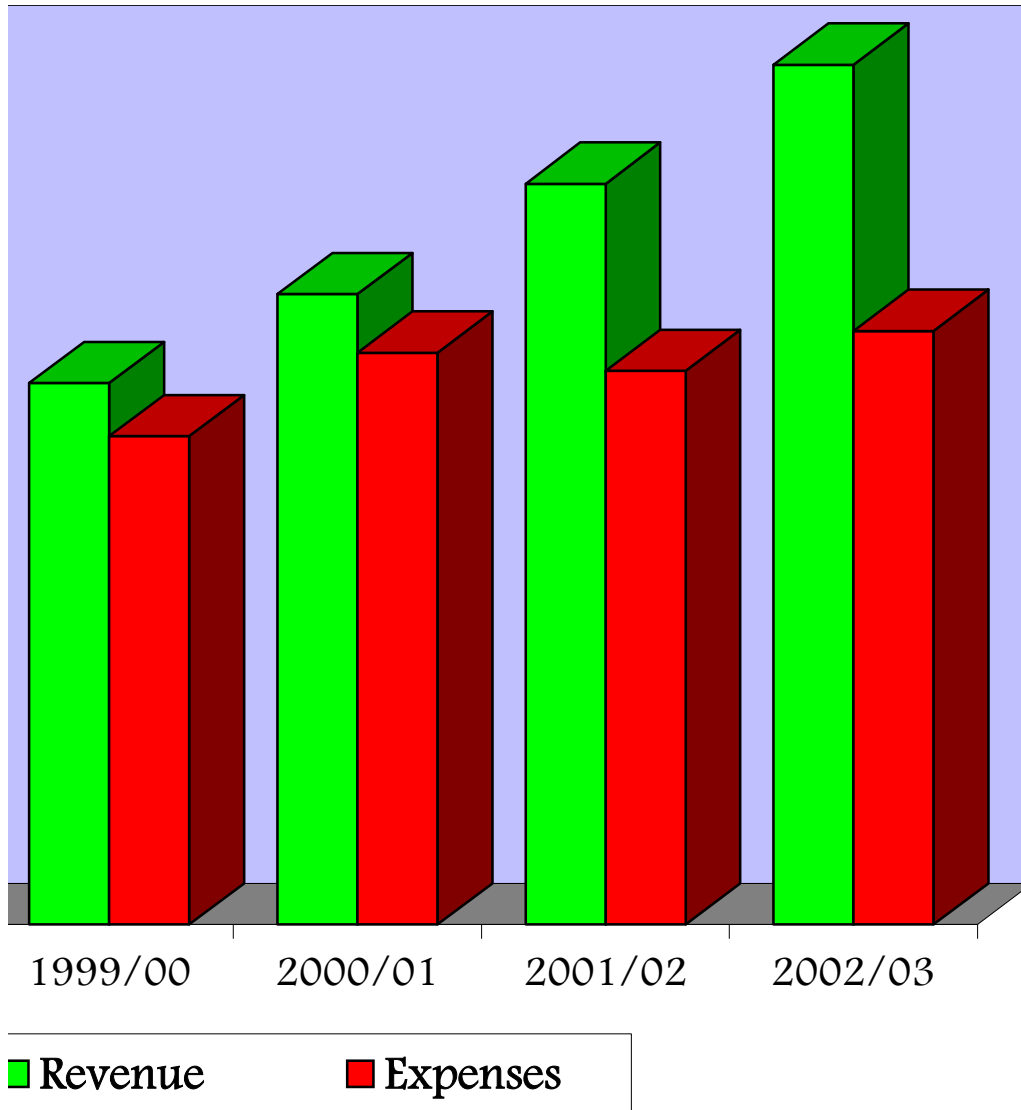


## Solid Waste Enterprise Historical Revenue and Expenses



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## se Analysis



**Budget for Fiscal Years 2001/02 - 2002/03**

**SOLID WASTE ENTERPRISE FUND - REVENUE & EXPENDITURES (#540)**

<b>REVENUE</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b>REVENUES:</b>					
41115 Franchise Fees	\$ 1,637	\$ 0	\$ 100,000	\$ 30,000	\$ 30,000
43300 Investment Income	26,926	30,750	35,000	35,000	35,000
45550 Solid Waste Charges	2,647,385	2,963,810	3,075,000	3,586,836	4,124,862
45551 Public Disposal Charges	0	0	0	58,500	117,000
45561 Application Fees	16,610	25,000	19,000	20,900	22,990
45562 Solid Waste Compost Bins	360	0	1,500	2,000	2,500
46700 Other Income	82,275	50,000	100,000	94,350	103,688
<b>TOTAL REVENUES</b>	<b>\$ 2,775,193</b>	<b>\$ 3,069,560</b>	<b>\$ 3,330,500</b>	<b>\$ 3,827,586</b>	<b>\$ 4,436,040</b>

<b>EXPENDITURES</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b>OPERATIONS EXPENDITURES:</b>					
540-5301 Solid Waste Operations	\$ 2,407,572	\$ 3,386,154	\$ 3,598,862	\$ 3,080,971	\$ 3,278,458
540-5302 Solid Waste Utility Billing	94,615	111,340	120,561	155,390	138,202
540-5303 Solid Waster Transfer Station	0	0	0	1,054,986	374,278
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,502,187</b>	<b>\$ 3,497,494</b>	<b>\$ 3,719,423</b>	<b>\$ 4,291,347</b>	<b>\$ 3,790,937</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**SOLID WASTE ENTERPRISE - SUMMARY OF EXPENDITURES BY LINES ITEM**

		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><i>Salaries &amp; Benefits:</i></b>						
50100	Salaries	\$ 477,592	\$ 616,831	\$ 596,237	\$ 589,643	\$ 605,611
	Personnel Requested	0	0	0	0	0
50111	Compensated Absences	670	0	0	0	0
50121	Cross Training	0	700	525	700	700
50150	Bilingual	1,770	150	1,350	1,350	1,350
51200	Overtime	49,369	88,550	83,000	77,130	95,683
51205	Part-time	7,627	2,000	7,488	9,600	11,692
52300	Deferred Compensation	911	1,170	1,440	1,710	1,980
52305	Life Insurance	1,315	1,728	1,822	1,762	1,776
52310	Health Insurance	43,486	51,319	53,281	70,103	78,343
52311	Flexible Benefits Plan	215	180	174	160	160
52315	Dental Insurance	13,350	16,157	16,910	18,209	19,958
52316	Employee Assist Prog	0	0	391	341	341
52318	Vision Care	3,720	4,189	4,390	3,823	3,996
52800	Unemployment Insurance	524	0	0	0	0
53400	Retirement	60,436	55,475	59,491	63,066	64,770
53405	Survivor Benefit	0	429	482	389	389
53410	Workers Comp. Ins.	7,701	14,943	21,666	21,714	22,296
53415	Medicare	7,906	7,908	8,537	8,556	8,785
53420	FICA Tax	451	124	329	715	725
53425	LTD Insurance	3,032	4,239	4,551	4,975	5,110
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>680,075</b>	<b>866,092</b>	<b>862,064</b>	<b>873,947</b>	<b>923,666</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**SOLID WASTE ENTERPRISE - SUMMARY OF EXPENDITURES BY LINES ITEM**

		1999/00	2000/01	2000/01	2001/02	2002/03
		Actual	Budget	Projected	Budget	Budget
<b><u>Supplies &amp; Services:</u></b>						
60100	Office Expenses	29,882	37,380	42,639	41,526	45,003
60110	Publications, Dues, Licenses	8,083	9,088	10,980	14,143	14,158
60130	Clothing Expense	3,872	3,375	5,075	5,375	5,651
60132	Safety Equipment	5,404	2,945	7,430	3,209	3,369
60140	Special Supplies	5,393	2,342	4,130	2,360	2,478
70100	Utilities	7,892	6,825	12,000	13,688	14,373
70110	Equipment Maintenance	301,722	190,004	283,693	81,000	93,700
70115	Building/Facility Maintenance	39,681	4,830	23,600	12,876	13,518
70120	Rental of Land/Buildings	1,800	0	4,400	0	0
70125	Equipment Rental	4,020	4,269	4,165	4,482	4,707
70130	Insurance	14,155	17,798	27,269	14,793	15,236
70140	Special Services	11,336	49,050	43,500	24,726	25,739
70142	Disposal Charges	573,997	619,875	720,910	601,500	683,975
70145	Communications	18,342	6,909	17,705	20,365	21,327
70150	Advertising	4,082	2,832	2,400	4,612	4,739
70160	Travel, Lodging, & Meals	3,081	1,084	4,270	4,949	5,445
70170	Training & Conferences	1,450	4,150	2,200	5,723	6,433
70190	Contributions to Other Agencies	50	0	0	0	0
70200	Administrative Services	210,000	302,011	302,011	383,054	421,360
70239	Legal Services	21,338	3,257	5,000	4,317	4,145
70240	Contractual Services	34,736	98,471	92,000	121,400	117,500
74000	Bad Debt Expense	6,245	0	9,812	5,000	5,000
80701	Information Services	7,752	9,061	9,061	21,502	22,577
80702	Equipment Replacement	0	239,580	239,580	215,465	215,465
80703	Information Systems	2,563	2,755	2,755	3,882	3,940
80704	Building Replacement Fund	4,200	4,410	4,410	10,200	10,200
80705	Central Services	0	0	0	0	0
80706	Fleet Maintenance	0	0	0	150,005	157,505
90000	Interest Expense	124,062	87,181	87,181	93,373	75,894
95500	Depreciation Expense	376,974	100,000	100,000	100,000	125,000
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>1,822,112</b>	<b>1,809,482</b>	<b>2,068,176</b>	<b>1,963,525</b>	<b>2,118,437</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**SOLID WASTE ENTERPRISE - SUMMARY OF EXPENDITURES BY LINES ITEM**

		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><i>Capital Outlay:</i></b>						
80450	Leases	0	72,626	72,626	85,976	90,600
	CIP Projects	0	0	0	215,000	0
90010	Loan Principal Expense	0	213,666	213,666	363,316	382,384
90130	Facilities Improvements	0	50,000	50,000	509,745	0
90230	Equipment	0	484,149	452,712	279,838	275,850
90231	Equipment Replacement Vandalism	0	1,479	179	0	0
	<b>TOTAL CAPITAL OUTLAYS</b>	<b>0</b>	<b>821,920</b>	<b>789,183</b>	<b>1,453,875</b>	<b>748,834</b>
	<b>TOTALS</b>	<b>\$ 2,502,187</b>	<b>\$ 3,497,494</b>	<b>\$ 3,719,423</b>	<b>\$ 4,291,347</b>	<b>\$ 3,790,937</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Solid Waste Enterprise</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>540-5301</b>	<b>Division:</b>	<b>Solid Waste Operations</b>

**Description:**

The Solid Waste Division of the Public Works Department is responsible for the collection of all solid waste generated within the City limits. Integral to the operation of this Division is the diversion of recyclable materials from landfill disposal.

**Mission Statement:**

To collect and dispose of the community's municipal solid waste and recyclables in an effective and environmentally sensitive manner in accordance with all State and Federal regulations.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 627,654	\$ 802,288	\$ 797,995	\$ 780,531	\$ 810,963
<b>Supplies &amp; Services</b>	1,779,918	1,764,658	2,014,396	1,596,310	1,718,661
<b>Capital Outlay</b>	0	819,208	786,471	704,130	748,834
<b>Total:</b>	<b>\$ 2,407,572</b>	<b>\$ 3,386,154</b>	<b>\$ 3,598,862</b>	<b>\$ 3,080,971</b>	<b>\$ 3,278,458</b>

**Commentary:**

The increase in line item 70100 - Utilities is due to the rates increases from PG&E.  
 The increase in line items 70160 - Travel and 70170 - Training is because of the increase in training for Hazardous Materials Handling.  
 The increase in line item 70240 - Contractual Services is because of the Delta Diablo Sanitation District Household Hazardous Materials drop off facility.  
 The increase throughout is due to the incorporation of Public Works Administration into the Solid Waste Budget.

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>		<b>Solid Waste Enterprise</b>		<b>Department:</b>		<b>Public Works</b>	
<b>Fund/Division Number:</b>		<b>540-5301</b>		<b>Division:</b>		<b>Solid Waste Operations</b>	
		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>	
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>	
<b><u>PERSONNEL SCHEDULE:</u></b>							
	Director of Public Works	0.20	0.20	0.25	0.25	0.25	
	Solid Waste Manager	1.00	1.00	1.00	1.00	1.00	
	Administrative Program Analyst	0.20	0.20	0.25	0.25	0.25	
	Senior Equipment Mechanic	0.50	0.50	0.45	0.00	0.00	
	Assistant Equipment Mechanic	0.50	0.50	0.90	0.00	0.00	
	Solid Waste Equipment Operator II	6.00	6.00	6.00	6.00	6.00	
	Solid Waste Equipment Operator I	1.00	1.00	1.00	1.00	1.00	
	Department Financial Analyst	0.20	0.20	0.25	0.25	0.25	
	Administrative Secretary	0.20	0.20	0.25	0.25	0.25	
	Administrative Assistant I	0.00	0.00	0.50	0.25	0.25	
	Purchasing Assistant	0.25	0.25	0.25	0.25	0.25	
	<b>Total</b>	<b>10.05</b>	<b>10.05</b>	<b>11.10</b>	<b>9.50</b>	<b>9.50</b>	
<b><u>PERSONNEL SERVICES:</u></b>							
	50100 Salary - Regular	\$ 436,432	\$ 567,439	\$ 545,790	\$ 533,431	\$ 547,198	
	Personnel Requests	0	0	0	0	0	
	50111 Compensated Absences	630	0	0	0	0	
	50121 Cross Training	0	700	525	700	700	
	50150 Bilingual Pay	1,770	150	1,350	1,350	1,350	
	51200 Overtime	49,290	87,550	82,000	60,630	63,683	
	51205 Part-time	7,627	0	7,488	9,600	11,692	
	52300 Deferred Comp.	911	1,170	1,440	1,710	1,980	
	52305 Life Insurance	1,203	1,584	1,679	1,619	1,633	
	52310 Health Insurance	40,810	48,548	50,408	61,665	68,913	
	52311 Flexible Benefits	103	90	87	80	80	
	52315 Dental Insurance	12,403	15,135	15,900	16,017	17,556	
	52316 Employee Assist Prog	0	0	350	300	300	
	52318 Vision Care	3,259	3,731	3,929	3,363	3,515	
	52800 Unemployment Insurance	524	0	0	0	0	
	53400 Retirement	55,205	50,993	54,456	57,068	58,537	
	53405 Survivor Benefit	0	382	436	342	342	
	53410 Workers Comp. Ins.	6,966	13,681	19,844	19,684	20,187	
	53415 Medicare	7,308	7,240	7,819	7,756	7,954	
	53420 FICA Tax	451	0	329	715	725	
	53425 LTD Insurance	2,762	3,895	4,165	4,501	4,617	
	<b>Total:</b>	<b>\$ 627,654</b>	<b>\$ 802,288</b>	<b>\$ 797,995</b>	<b>\$ 780,531</b>	<b>\$ 810,963</b>	



<b>Fund Title:</b>	<b>Solid Waste Enterprise</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>540-5301</b>	<b>Division:</b>	<b>Solid Waste Operations</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 8,193	\$ 12,600	\$ 14,815	\$ 14,858	\$ 15,612
60110 Publications, Dues, Licenses	8,083	8,888	10,980	12,593	12,606
60130 Clothing Expense	3,872	3,375	5,075	4,622	4,860
60132 Safety Equipment	5,404	2,945	7,430	2,760	2,897
60140 Special Supplies	5,393	2,342	4,130	2,030	2,131
70100 Utilities	7,892	6,825	12,000	11,772	12,361
70110 Equipment/Vehicle Maintenance	301,722	189,404	283,693	55,000	65,000
70115 Building/Facility Maintenance	39,681	4,830	23,600	11,074	11,625
70120 Rental of Land/Buildings	1,800	0	4,400	0	0
70125 Equipment Rental	4,020	4,269	4,165	3,855	4,048
70130 Insurance	12,991	16,339	25,810	11,696	12,047
70140 Special Services	10,366	47,050	42,500	17,394	18,266
70142 Disposal Charges	573,997	619,875	720,910	456,500	519,775
70145 Communication	18,049	5,409	17,205	16,654	17,481
70150 Advertising	4,082	2,832	2,400	3,980	4,076
70160 Travel, Lodging & Meals	3,020	584	4,070	3,396	3,564
70170 Training & Conferences	1,284	3,150	2,000	3,631	3,812
70190 Contributions to Other Agency	50	0	0	0	0
70200 Administrative Services	210,000	302,011	302,011	329,426	362,370
70239 Legal Services	21,325	3,257	5,000	3,225	3,225
70240 Contractual Services	34,736	98,471	92,000	104,600	101,050
80701 Information Services	1,938	2,265	2,265	12,152	12,759
80702 Vehicle Replacement	0	239,580	239,580	185,300	185,300
80703 Information Systems	984	1,176	1,176	2,255	2,288
80704 Building Replacement Fund	0	0	0	5,160	5,160
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	129,004	135,454
90000 Interest Expense	124,062	87,181	87,181	93,373	75,894
95500 Depreciation Expense	376,974	100,000	100,000	100,000	125,000
Total:	<u>\$ 1,779,918</u>	<u>\$ 1,764,658</u>	<u>\$ 2,014,396</u>	<u>\$ 1,596,310</u>	<u>\$ 1,718,661</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Solid Waste Enterprise</b>	<b>Department:</b>	<b>Public Works</b>	<i>Page 78</i>
<b>Fund/Division Number:</b>	<b>540-5301</b>	<b>Division:</b>	<b>Solid Waste Operations</b>	

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
<b><u>CAPITAL OUTLAY:</u></b>					
80450 Lease	\$ 0	\$ 72,626	\$ 72,626	\$ 85,976	\$ 90,600
90010 Loan Principal Expense	0	213,666	213,666	363,316	382,384
90130 Facilities Improvements	0	50,000	50,000	0	0
90230 Equipment	0	481,437	450,000	254,838	275,850
90231 Equipment Replacement-Vandalism	0	1,479	179	0	0
Total:	<b><u>\$ 0</u></b>	<b><u>\$ 819,208</u></b>	<b><u>\$ 786,471</u></b>	<b><u>\$ 704,130</u></b>	<b><u>\$ 748,834</u></b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Solid Waste Enterprise</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>540-5302</b>	<b>Division:</b>	<b>Solid Waste Billing</b>

**Description:**

The Utility Billing Division of the Finance Department is responsible for the monthly billing and daily payment collection of water, sewer and solid waste services. It also oversees the Meter Reading and Customer Service functions regarding water service to both residential and commercial customers.

**Mission Statement:**

Provide financial management and quality customer service to the public, City Council and all City Departments in the most efficient and cost effective manner in accordance with City policies and applicable laws.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 52,421	\$ 63,804	\$ 64,069	\$ 77,916	\$ 81,704
Supplies & Services	42,194	44,824	53,780	52,474	56,498
Capital Outlay	<u>0</u>	<u>2,712</u>	<u>2,712</u>	<u>25,000</u>	<u>0</u>
<b>Total:</b>	<b><u>\$ 94,615</u></b>	<b><u>\$ 111,340</u></b>	<b><u>\$ 120,561</u></b>	<b><u>\$ 155,390</u></b>	<b><u>\$ 138,202</u></b>

**Commentary:**

The Utility Billing Division has been actively seeking a more advanced software program for the Water/Sewer/Garbage billing. We will be purchasing a Windows based system that will enable us to produce a bill with unlimited line items, previous balance information, payments made since last billing, and current and historical water usage information. The new system will allow us to be paperless with new applications and will automatically generate the necessary water and garbage work orders.

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Solid Waste Enterprise</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>540-5302</b>	<b>Division:</b>	<b>Solid Waste Billing</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Utility Billing Supervisor	0.30	0.30	0.30	0.30	0.30
Accounting Assistant I	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>1.30</b>	<b>1.30</b>	<b>1.30</b>	<b>1.30</b>	<b>1.30</b>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 41,160	\$ 49,392	\$ 50,448	\$ 56,212	\$ 58,413
50111 Compensated Absences	40	0	0	0	0
50150 Bilingual Pay	0	0	0	0	0
51200 Overtime	79	1,000	1,000	1,000	1,000
51205 Salaries - Part-time	0	2,000	0	0	0
52300 Deferred Comp.	0	0	0	0	0
52305 Life Insurance	112	144	144	144	144
52310 Health Insurance	2,676	2,771	2,872	8,438	9,430
52311 Flexible Benefits	112	90	87	80	80
52315 Dental Insurance	947	1,022	1,010	2,192	2,402
52316 Employee Assist Prog	0	0	41	41	41
52318 Vision Care	461	458	460	460	481
53400 Retirement	5,231	4,482	5,035	5,998	6,233
53405 Survivor Benefit	0	47	47	47	47
53410 Workers Comp. Ins.	735	1,262	1,821	2,030	2,109
53415 Medicare	598	668	718	800	831
53420 FICA Tax	0	124	0	0	0
53425 LTD Insurance	270	344	386	474	493
<b>Total:</b>	<b>\$ 52,421</b>	<b>\$ 63,804</b>	<b>\$ 64,069</b>	<b>\$ 77,916</b>	<b>\$ 81,704</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Solid Waste Enterprise</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>540-5302</b>	<b>Division:</b>	<b>Solid Waste Billing</b>

	<b>1999/00</b> <b><u>Actual</u></b>	<b>2000/01</b> <b><u>Budget</u></b>	<b>2000/01</b> <b><u>Projected</u></b>	<b>2001/02</b> <b><u>Budget</u></b>	<b>2002/03</b> <b><u>Budget</u></b>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 21,689	\$ 24,780	\$ 27,824	\$ 24,249	\$ 26,850
60110 Publications, Dues, Licenses	0	200	0	200	200
70110 Equipment/Vehicle Maintenance	0	600	0	1,000	1,200
70130 Insurance	1,164	1,459	1,459	1,193	1,228
70140 Special Services	970	2,000	1,000	4,500	4,500
70145 Communication	293	1,500	500	1,000	1,000
70160 Travel, Lodging & Meals	61	500	200	1,000	1,300
70170 Training & Conferences	166	1,000	200	1,500	2,000
70239 Legal Services	13	0	0	0	0
74000 Bad Debt Expense	6,245	0	9,812	5,000	5,000
80701 Information Services	5,814	6,796	6,796	7,372	7,741
80703 Information Systems	1,579	1,579	1,579	1,260	1,279
80704 Building Replacement Fund	4,200	4,410	4,410	4,200	4,200
80705 Central Services	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total:	<u>\$ 42,194</u>	<u>\$ 44,824</u>	<u>\$ 53,780</u>	<u>\$ 52,474</u>	<u>\$ 56,498</u>
 <b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	<u>\$ 0</u>	<u>\$ 2,712</u>	<u>\$ 2,712</u>	<u>\$ 25,000</u>	<u>\$ 0</u>
Total:	<u>\$ 0</u>	<u>\$ 2,712</u>	<u>\$ 2,712</u>	<u>\$ 25,000</u>	<u>\$ 0</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Solid Waste Enterprise</b>	<b>Department:</b>	<b>Solid Waste</b>
<b>Fund/Division Number:</b>	<b>540-5303</b>	<b>Division:</b>	<b>Solid Waste Transfer Station</b>

**Description:**

The Solid Waste Division - Transfer Operations of the Public Works Department is responsible for the processing and disposal of all solid waste generated within the City of Brentwood. Integral to the operations of this Division is the diversion of recyclable materials from landfill disposal.

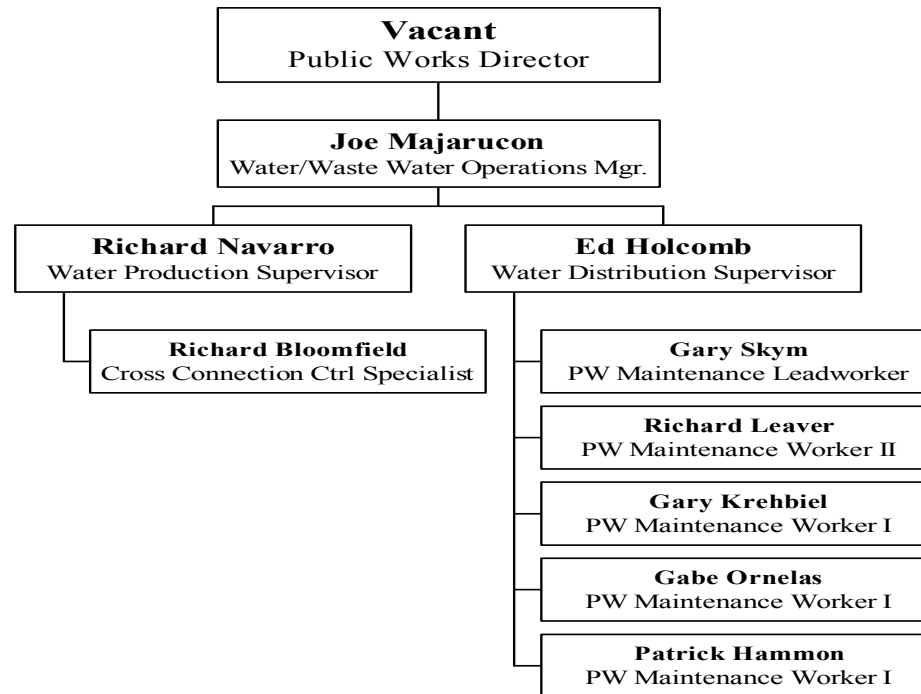
	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 0	\$ 0	\$ 0	\$ 15,500	\$ 31,000
Supplies & Services	0	0	0	314,741	343,278
Capital Outlay	0	0	0	724,745	0
<b>Total:</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 1,054,986</b>	<b>\$ 374,278</b>

**Commentary:**

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>		<b>Solid Waste Enterprise</b>		<b>Department:</b>		<b>Solid Waste</b>	
<b>Fund/Division Number:</b>		<b>540-5303</b>		<b>Division:</b>		<b>Solid Waste Transfer Station</b>	
		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>	
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>	
<b><u>PERSONNEL SERVICES:</u></b>							
51200	Overtime	\$ 0	\$ 0	\$ 0	\$ 15,500	\$ 31,000	
	Total:	\$ 0	\$ 0	\$ 0	\$ 15,500	\$ 31,000	
<b><u>SUPPLIES AND SERVICES:</u></b>							
60100	Office Expense	\$ 0	\$ 0	\$ 0	\$ 2,419	\$ 2,541	
60110	Publications, Dues, Licenses	0	0	0	1,350	1,352	
60130	Clothing Expense	0	0	0	753	791	
60132	Safety Supplies	0	0	0	449	472	
60140	Special Supplies	0	0	0	330	347	
70100	Utilities	0	0	0	1,916	2,012	
70110	Equipment/Vehicle Maintenance	0	0	0	25,000	27,500	
70115	Building/Facility Maintenance	0	0	0	1,802	1,893	
70125	Rental of Equipment	0	0	0	627	659	
70130	Insurance	0	0	0	1,904	1,961	
70140	Special Services	0	0	0	2,832	2,973	
70142	Dumping Fees	0	0	0	145,000	164,200	
70145	Communication	0	0	0	2,711	2,846	
70150	Advertising	0	0	0	632	663	
70160	Travel, Lodging & Meals	0	0	0	553	581	
70170	Training & Conferences	0	0	0	592	621	
70200	Administrative Services	0	0	0	53,628	58,990	
70239	Legal Services	0	0	0	1,092	920	
70240	Contractual Services	0	0	0	16,800	16,450	
80701	Information Services	0	0	0	1,978	2,077	
80702	Vehicle Replacement	0	0	0	30,165	30,165	
80703	Information Systems	0	0	0	367	373	
80704	Building Replacement Fund	0	0	0	840	840	
80705	Central Services	0	0	0	0	0	
80706	Fleet Maintenance	0	0	0	21,001	22,051	
	Total:	\$ 0	\$ 0	\$ 0	\$ 314,741	\$ 343,278	
<b><u>CAPITAL OUTLAY:</u></b>							
	CIP Projects	\$ 0	\$ 0	\$ 0	\$ 215,000	\$ 0	
90130	Facilities Improvements	0	0	0	509,745	0	
	Total:	\$ 0	\$ 0	\$ 0	\$ 724,745	\$ 0	

# Water Division Organizational Chart





**Budget for Fiscal Years 2001/02 - 2002/03**

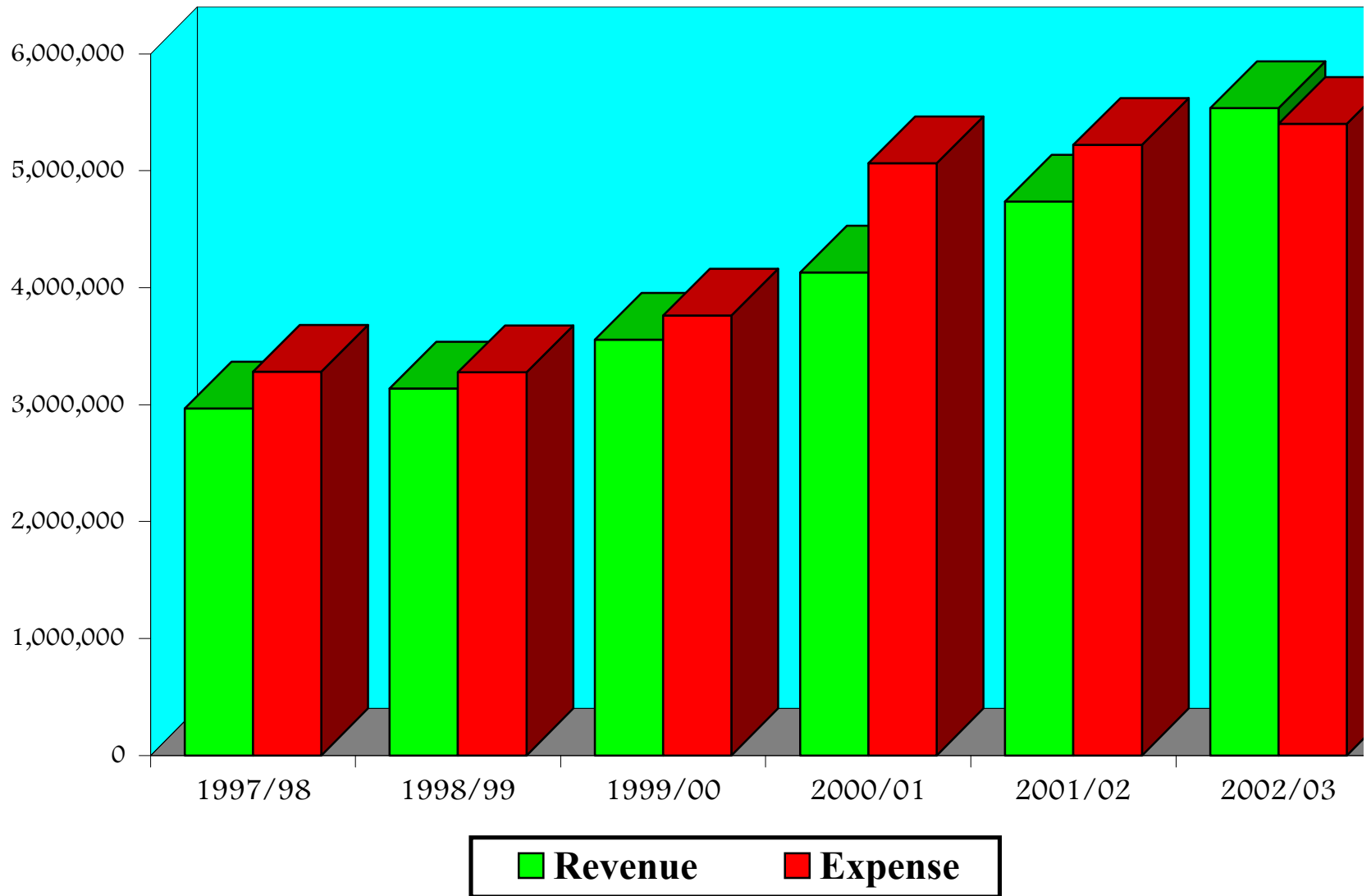
**WATER ENTERPRISE - RETAINED EARNINGS & RESERVES**

	<b>Actual 6/30/00</b>	<b>Adopted Budget 2000/01</b>	<b>Projected Ending Budget 2000/01</b>	<b>Adopted Ending Budget 2001/02</b>	<b>Adopted Ending Budget 2002/03</b>
Revenues	\$ 3,553,095	\$ 3,952,587	\$ 4,129,122	\$ 4,735,121	\$ 5,534,504
Expenditures	<u>3,861,180</u>	<u>4,934,078</u>	<u>5,863,728</u>	<u>6,562,301</u>	<u>5,786,980</u>
Excess (deficiency) of revenues (under) expenditures	<b>(308,085)</b>	<b>(981,491)</b>	<b>(1,734,606)</b>	<b>(1,827,180)</b>	<b>(252,476)</b>
Other Sources:					
Transfer In	8,973,300	0	0	0	0
Transfer Out	<u>(1,832,703)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Sources (Uses)	7,140,597	0	0	0	0
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	6,832,512	<b>(981,491)</b>	<b>(1,734,606)</b>	<b>(1,827,180)</b>	<b>(252,476)</b>
Beginning of Year Balance	<b>(4,500,710)</b>	2,431,802	2,431,802	1,495,879	1,090,356
Prior Period Adjustment					
	<u>2,331,802</u>	<u>1,450,311</u>	<u>697,196</u>	<b>(331,301)</b>	<u>837,879</u>
Add Capital Expenditures to Retained Earnings	<u>100,000</u>	<u>687,049</u>	<u>798,683</u>	<u>1,421,657</u>	<u>460,582</u>
<b>End of Year Balance</b>	<b><u><u>\$ 2,431,802</u></u></b>	<b><u><u>\$ 2,137,360</u></u></b>	<b><u><u>\$ 1,495,879</u></u></b>	<b><u><u>\$ 1,090,356</u></u></b>	<b><u><u>\$ 1,298,461</u></u></b>

## WATER ENTERPRISE - RETAINED EARNINGS & RESERVES

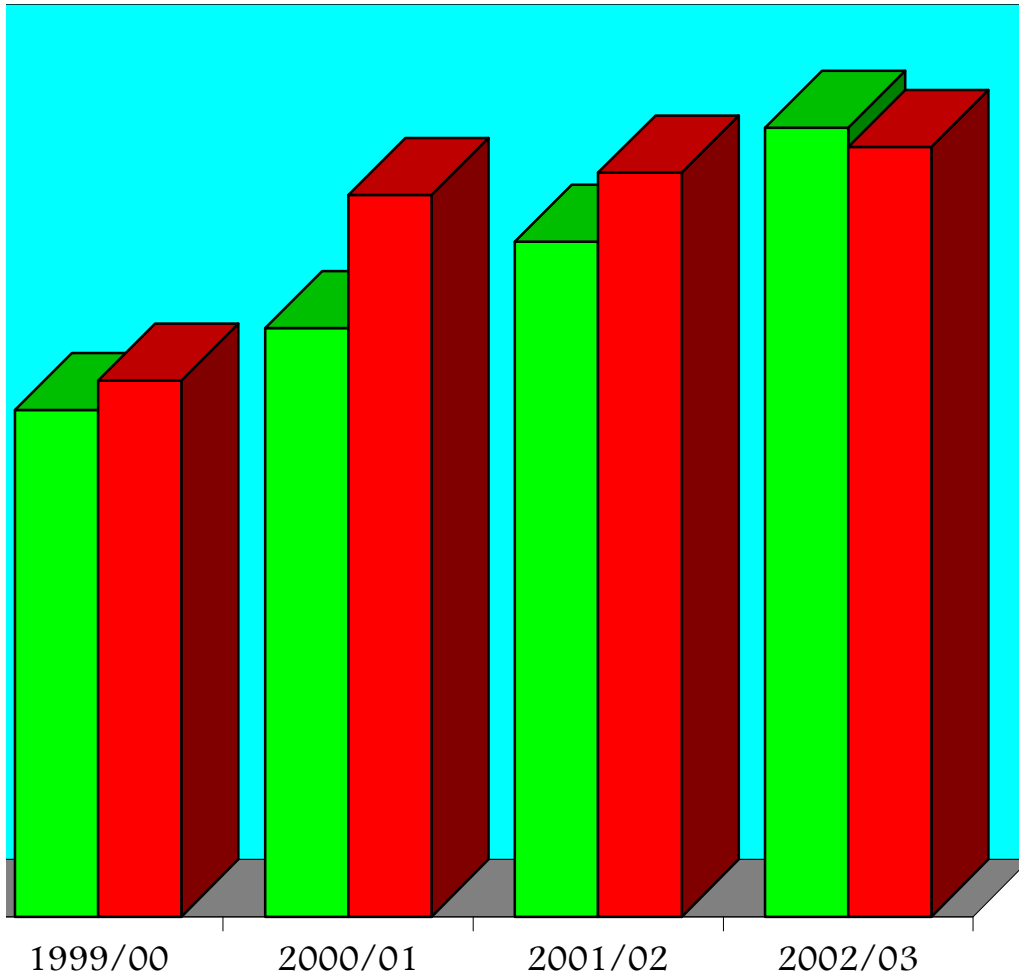
Retained Earnings & Reserves	Actual 6/30/00	Adopted Budget 2000/01	Projected Ending Budget 2000/01	Adopted Ending Budget 2001/02	Adopted Ending Budget 2002/03
<b>Reserved</b>					
34330 Equipment Reserve	\$ 53,790	\$ 53,790	\$ 53,790	\$ 53,790	\$ 53,790
34305 Compensated Absences Reserve	25,809	30,000	30,000	30,000	30,000
570-30300 Water Plant Debt Reserve	1,115,396	1,215,396	1,215,396	1,315,000	1,415,000
34302 Rate Stabilization Reserve	250,000	300,000	300,000	350,000	400,000
34303 Rate Stabilization (Capital Expansion)	400,000	460,000	460,000	520,000	580,000
<b>Total Reserved</b>	<b>1,844,995</b>	<b>2,059,186</b>	<b>2,059,186</b>	<b>2,268,790</b>	<b>2,478,790</b>
Undesignated	586,807	78,174	(563,307)	(1,178,434)	(1,180,329)
<b>Total Unreserved</b>	<b>586,807</b>	<b>78,174</b>	<b>(563,307)</b>	<b>(1,178,434)</b>	<b>(1,180,329)</b>
<b>Total Retained Earnings (Reserved &amp; Unreserved)</b>	<b>\$ 2,431,802</b>	<b>\$ 2,137,360</b>	<b>\$ 1,495,879</b>	<b>\$ 1,090,356</b>	<b>\$ 1,298,461</b>

# Water Enterprise Historical Revenue and Expense



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## e Analysis



Revenue ■ Expense

**Budget for Fiscal Years 2001/02 - 2002/03**

**WATER ENTERPRISE FUND - REVENUE**

<b>REVENUE</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>REVENUES:</u></b>					
43300 Investment Income	\$ 164,420	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000
43500 Late Charges	142,442	100,000	85,000	87,550	90,177
45550 Water Usage	2,037,772	2,419,232	2,500,000	3,000,000	3,600,000
45557 Base Meter Charge	877,687	1,005,855	1,035,000	1,210,950	1,416,812
45558 Fireline Charges	3,450	3,500	3,744	3,750	3,750
45560 Meter Installation Fee	4,127	4,000	8,180	5,000	5,000
45561 Application Fees	13,410	20,000	17,020	17,871	18,765
45565 Hydrant Meter Usage	54,025	50,000	155,000	80,000	80,000
46700 Other Income	61,153	40,000	30,000	25,000	10,000
<b>TOTAL</b>	<b>3,358,486</b>	<b>3,792,587</b>	<b>3,933,944</b>	<b>4,530,121</b>	<b>5,324,504</b>
<b><u>WATER PLANT DEBT SERVICE:</u></b>					
40085 Vacant Parcel Charge	52,620	30,000	35,178	35,000	35,000
43300 Investment Income	54,012	40,000	55,000	60,000	60,000
45555 New Facility Charge	87,977	90,000	105,000	110,000	115,000
<b>TOTAL</b>	<b>194,609</b>	<b>160,000</b>	<b>195,178</b>	<b>205,000</b>	<b>210,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 3,553,095</b>	<b>\$ 3,952,587</b>	<b>\$ 4,129,122</b>	<b>\$ 4,735,121</b>	<b>\$ 5,534,504</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**WATER ENTERPRISE FUND - SUMMARY OF EXPENDITURES**

<b>EXPENDITURES</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>EXPENDITURES:</u></b>					
560-5501 Water Operations	\$ 3,211,975	\$ 4,243,563	\$ 5,216,632	\$ 6,234,944	\$ 5,481,564
560-5503 Polybutylene Replacement	390,453	414,387	370,348	0	0
560-5502 Water Utility Billing	117,935	128,128	131,457	180,608	162,416
<b>TOTAL EXPENDITURES</b>	<b>3,720,363</b>	<b>4,786,078</b>	<b>5,718,438</b>	<b>6,415,551</b>	<b>5,643,980</b>
<b>WATER PLANT DEBT SERVICE</b>	<b>140,817</b>	<b>148,000</b>	<b>145,290</b>	<b>146,750</b>	<b>143,000</b>
<b>TOTAL</b>	<b>\$ 3,861,180</b>	<b>\$ 4,934,078</b>	<b>\$ 5,863,728</b>	<b>\$ 6,562,301</b>	<b>\$ 5,786,980</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**WATER ENTERPRISE - SUMMARY OF EXPENDITURES BY LINE ITEM**

		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><i>Salaries &amp; Benefits:</i></b>						
50100	Salaries	\$ 500,978	\$ 683,460	\$ 637,187	\$ 685,774	\$ 705,425
	Personnel Requested	0	0	0	0	0
50111	Compensated Absences	798	0	0	0	0
50121	Cross Training	0	700	525	700	700
50125	Uniform Allowance	0	0	0	0	0
50150	Bilingual	720	780	750	750	750
51200	Overtime	57,170	60,000	69,000	37,250	28,565
51205	Part-time	50,451	56,000	62,000	45,000	25,000
51215	Standby Public Works	12,816	11,550	15,500	16,500	16,500
52300	Deferred Compensation	131	780	720	1,140	1,320
52305	Life Insurance	1,096	1,803	1,756	1,829	1,849
52310	Health Insurance	51,402	65,255	63,599	86,979	97,204
52311	Flexible Benefits Plan	336	270	261	160	160
52315	Dental Insurance	14,652	19,110	17,962	22,592	24,763
52316	Employee Assist Prog	0	0	449	423	423
52318	Vision Care	4,081	4,925	5,041	4,744	4,958
52320	Retiree Medical Insurance	16,104	17,125	18,272	20,600	21,913
53400	Retirement	62,462	61,853	63,674	73,259	75,356
53405	Survivor Benefit	0	503	513	482	482
53410	Workers Comp. Ins.	8,728	18,173	24,392	27,001	26,647
53415	Medicare	8,772	8,183	7,987	8,888	8,725
53420	FICA Tax	2,251	3,472	2,334	3,776	1,984
53425	LTD Insurance	3,168	4,737	4,876	5,786	5,952
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>796,116</b>	<b>1,018,679</b>	<b>996,799</b>	<b>1,043,633</b>	<b>1,048,677</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**WATER ENTERPRISE - SUMMARY OF EXPENDITURES BY LINE ITEM**

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget	
<b><i>Supplies &amp; Services:</i></b>						
60100	Office Expenses	40,158	28,490	35,030	39,249	42,850
60110	Publications, Dues, Licenses	3,187	2,494	5,315	3,200	3,700
60130	Clothing Expense	6,038	6,122	7,500	5,500	5,750
60132	Safety Equipment	9,719	8,999	10,813	8,500	9,000
60140	Special Supplies	8,133	8,715	19,100	7,500	8,000
70100	Utilities	229,022	292,740	330,000	490,000	515,000
70110	Equipment Maintenance	46,162	36,509	45,985	1,000	1,200
70111	Auto Maintenance	192,916	78,406	250,000	106,500	111,825
70114	Weed Abatement	33,616	74,970	139,540	150,000	160,000
70115	Building/Facility Maintenance	151,783	206,112	175,000	9,500	10,000
70125	Equipment Rental	24,359	13,335	7,500	7,500	7,500
70130	Insurance	17,825	16,050	28,506	20,832	21,457
70140	Special Services	72,164	104,911	67,500	74,500	79,500
70142	Permits/Fees/Tolls	16,808	15,398	34,000	16,200	16,500
70145	Communications	13,048	17,269	19,000	17,500	18,000
70150	Advertising	1,659	1,607	1,500	1,937	1,979
70160	Travel, Lodging, & Meals	7,169	2,264	9,763	6,000	6,800
70170	Training & Conferences	3,914	10,104	8,700	7,500	8,300
70180	Purchased Water	660,746	300,000	1,050,000	1,059,032	1,168,295
70190	Contributions to Other Agency	50	0	0	0	0
70200	Finance Department	350,000	398,712	398,712	502,279	552,507
70239	Legal Services	853	2,600	3,000	9,575	9,656
70240	Contractual Services	17,673	164,631	75,000	127,050	99,750
70400	NPDES	9,199	79,950	4,500	25,000	25,000
74000	Bad Debt Expense	9,801	31,500	10,871	5,000	5,000
80701	Information Services	17,442	24,918	24,918	38,703	40,638
80702	Vehicle Replacement Fund	111,912	108,446	108,446	119,732	119,732
80703	Information Systems	4,622	4,310	5,310	7,644	7,758
80704	Building Replacement Fund	14,568	15,296	15,296	16,200	16,200
80705	Central Services	0	0	0	0	0
80706	Fleet Maintenance	0	0	0	67,625	71,006
90000	Interest Expense	515,296	512,746	512,746	504,503	496,818
95500	Depreciation Expense	210,000	512,746	495,000	470,595	470,595
95501	Amortization Expense	24,405	0	24,405	24,405	24,405
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>2,824,247</b>	<b>3,080,350</b>	<b>3,922,956</b>	<b>3,950,261</b>	<b>4,134,721</b>



**Budget for Fiscal Years 2001/02 - 2002/03**

**WATER ENTERPRISE - SUMMARY OF EXPENDITURES BY LINE ITEM**

		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<i><b>Capital Outlay:</b></i>						
80336	Transfer to CIP	100,000	0	0	0	0
80450	Leases	0	0	0	0	0
80562	Transfer to CIP	0	52,500	200,000	748,392	138,000
80592	Trf. to Sewer Capital Projects	0	0	0	0	0
90010	Principal Expense	0	194,588	194,588	182,965	186,942
90075	Meters	0	426,136	375,000	189,000	118,640
90100	Building Improvements	0	0	0	0	0
90230	Equipment	0	13,825	29,095	301,300	17,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>100,000</b>	<b>687,049</b>	<b>798,683</b>	<b>1,421,657</b>	<b>460,582</b>
<b>TOTALS</b>		<b>\$ 3,720,363</b>	<b>\$ 4,786,078</b>	<b>\$ 5,718,438</b>	<b>\$ 6,415,551</b>	<b>\$ 5,643,980</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Water Enterprise Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>560-5501</b>	<b>Division:</b>	<b>Water Operations</b>

**Description:**

The Water Division of the Public Works Department is responsible for supplying potable water to the City through a production and delivery system that includes water wells and pump stations, water distribution mains, and water from the Randall Bold Treatment Plant.

**Mission Statement:**

To ensure that the community has a safe and adequate potable water supply in compliance with all State and Federal regulations.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 563,183	\$ 757,605	\$ 703,850	\$ 950,831	\$ 953,499
Supplies & Services	2,648,792	2,805,121	3,717,099	3,887,456	4,067,483
Capital Outlay	0	680,837	795,683	1,396,657	460,582
<b>Total:</b>	<b><u>\$ 3,211,975</u></b>	<b><u>\$ 4,243,563</u></b>	<b><u>\$ 5,216,632</u></b>	<b><u>\$ 6,234,944</u></b>	<b><u>\$ 5,481,564</u></b>

**Commentary:**

The increase throughout is due to the incorporation of Public Works Administration into the Water Enterprise Budget.  
The increase in line item 70100 - Utilities is due to increased water production and increased PG&E rates.

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>		<b>Water Enterprise Fund</b>		<b>Department:</b>		<b>Public Works</b>	
<b>Fund/Division Number:</b>		<b>560-5501</b>		<b>Division:</b>		<b>Water Operations</b>	
		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>	
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>	
<b><u>PERSONNEL SCHEDULE:</u></b>							
	Director of Public Works	0.20	0.20	0.25	0.25	0.25	0.25
	Administrative Program Analyst	0.20	0.20	0.25	0.25	0.25	0.25
	Water/Wastewater Operations Manager	0.00	0.00	0.50	0.50	0.50	0.50
	Water Production Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
	Water Distribution Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
	Senior Equipment Mechanic	0.25	0.25	0.30	0.00	0.00	0.00
	Assistant Equipment Mechanic	0.25	0.25	0.44	0.00	0.00	0.00
	Cross-Connection Specialist	1.00	1.00	1.00	1.00	1.00	1.00
	Water Customer Service Tech.	1.00	1.00	0.00	0.00	0.00	0.00
	Water Service Worker II	1.00	1.00	1.00	1.00	1.00	1.00
	Water Service Worker I	1.00	1.00	1.00	1.00	1.00	1.00
	Public Works Maintenance Leadworker	0.00	0.00	0.00	1.00	1.00	1.00
	Public Works Maintenance Worker II	0.00	0.00	0.00	1.00	1.00	1.00
	Public Works Maintenance Worker I	2.00	2.00	3.00	3.00	3.00	3.00
	Department Financial Analyst	0.20	0.20	0.30	0.25	0.25	0.25
	Administrative Secretary	0.20	0.20	0.30	0.25	0.25	0.25
	Administrative Assistant I	0.00	0.00	0.25	0.25	0.25	0.25
	Purchasing Assistant	0.25	0.25	0.25	0.25	0.25	0.25
	<b>Total</b>	<b>9.55</b>	<b>9.55</b>	<b>10.84</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
<b><u>PERSONNEL SERVICES:</u></b>							
	50100 Salary - Regular	\$ 367,434	\$ 526,921	\$ 480,569	\$ 618,107	\$ 636,850	\$ 636,850
	50111 Compensated Absences	590	0	0	0	0	0
	50121 Cross Training	0	700	525	700	700	700
	50150 Bilingual Pay	120	780	150	150	150	150
	51200 Overtime	34,537	31,000	28,000	36,250	27,565	27,565
	51205 Salaries - Part-time	24,430	29,000	25,000	45,000	25,000	25,000
	51215 Standby	11,371	11,550	11,500	16,500	16,500	16,500
	52300 Deferred Comp.	131	780	720	1,140	1,320	1,320
	52305 Life Insurance	797	1,428	1,380	1,674	1,695	1,695
	52310 Health Insurance	34,630	47,987	45,042	77,892	87,048	87,048
	52311 Flexible Benefits	112	90	87	80	80	80
	52315 Dental Insurance	9,487	13,602	12,495	20,232	22,176	22,176
	52316 Employee Assist Prog	0	0	342	379	379	379
	52318 Vision Care	2,856	3,728	3,837	4,248	4,440	4,440
	52320 Retiree Medical	16,104	17,125	18,272	20,600	21,913	21,913
	53400 Retirement	45,781	47,672	47,981	65,973	67,973	67,973
	53405 Survivor Benefit	0	381	390	432	432	432
	53410 Workers Comp. Ins.	6,033	13,630	17,779	24,558	24,171	24,171
	53415 Medicare	5,519	5,779	5,381	7,925	7,749	7,749
	53420 FICA Tax	949	1,798	721	3,776	1,984	1,984
	53425 LTD Insurance	2,302	3,654	3,678	5,215	5,374	5,374
	<b>Total:</b>	<b>\$ 563,183</b>	<b>\$ 757,605</b>	<b>\$ 703,850</b>	<b>\$ 950,831</b>	<b>\$ 953,499</b>	<b>\$ 953,499</b>

<b>Fund Title:</b>	<b>Water Enterprise Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>560-5501</b>	<b>Division:</b>	<b>Water Operations</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b>SUPPLIES AND SERVICES:</b>					
60100 Office Expense	\$ 18,579	\$ 11,340	\$ 20,000	\$ 15,000	\$ 16,000
60110 Publications, Dues, Licenses	3,187	2,294	5,115	3,000	3,500
60130 Clothing Expense	4,458	4,137	5,500	5,500	5,750
60132 Safety Supplies	8,887	8,033	9,313	8,500	9,000
60140 Special Supplies	8,114	6,615	17,000	7,500	8,000
70100 Utilities	229,022	292,740	330,000	490,000	515,000
70110 Equipment/Vehicle Maintenance	40,786	32,755	37,535	0	0
70111 Production	192,916	78,406	250,000	106,500	111,825
70114 Distribution Expense	33,616	74,970	139,540	150,000	160,000
70115 Building/Facility Maintenance	48,516	6,612	40,000	9,500	10,000
70125 Rental of Equipment	12,134	8,085	5,000	7,500	7,500
70130 Insurance	13,010	14,177	25,883	19,412	19,994
70140 Special Services	70,747	102,911	65,000	70,000	75,000
70142 Permits/Fees/Tolls	16,808	15,398	34,000	16,200	16,500
70145 Communication	12,804	15,769	18,500	16,500	17,000
70150 Advertising	1,659	1,607	1,500	1,937	1,979
70160 Travel, Lodging & Meals	6,533	1,764	9,000	5,000	5,500
70170 Training & Conferences	3,741	7,823	7,000	6,000	6,300
70180 Purchased Water	660,746	300,000	1,050,000	1,059,032	1,168,295
70190 Contributions to Other Agency	50	0	0	0	0
70200 Administration	350,000	398,712	398,712	502,279	552,507
70239 Legal Services	534	2,100	2,500	9,075	9,156
70240 Contractual Services	17,673	142,581	70,000	127,050	99,750
70400 NPDES	9,199	79,950	4,500	25,000	25,000
74000 Bad Debt Expense	0	31,500	0	0	0
80701 Information Services	11,628	18,122	18,122	23,959	25,157
80702 Vehicle Replacement	111,912	108,446	108,446	119,732	119,732
80703 Information Systems	1,464	1,896	1,896	4,152	4,214
80704 Building Replacement Fund	10,368	10,886	10,886	12,000	12,000
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	67,625	71,006
90000 Interest Expense	515,296	512,746	512,746	504,503	496,818
95500 Depreciation Expense	210,000	512,746	495,000	470,595	470,595
95501 Amortization Expense	24,405	0	24,405	24,405	24,405
Total:	<u>\$ 2,648,792</u>	<u>\$ 2,805,121</u>	<u>\$ 3,717,099</u>	<u>\$ 3,887,456</u>	<u>\$ 4,067,483</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

Fund/Division Number: 560-5501

Division: Water Operations

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>CAPITAL OUTLAY:</u></b>					
80562 Transfer to Water Capital Projects	\$ 0	\$ 52,500	\$ 200,000	\$ 748,392	\$ 138,000
90010 Principal Expense	0	194,588	194,588	182,965	186,942
90075 Meters	0	426,136	375,000	189,000	118,640
90230 Equipment	0	7,613	26,095	276,300	17,000
Total:	<u>\$ 0</u>	<u>\$ 680,837</u>	<u>\$ 795,683</u>	<u>\$ 1,396,657</u>	<u>\$ 460,582</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Water Enterprise Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>560-5503</b>	<b>Division:</b>	<b>Polybutylene Replacement</b>

**Description:**

A proactive Polybutylene Repair Program utilizing in-house crews for preventative and emergency repairs.

**Mission Statement:**

Minimize the impact of the failure of polybutylene services and emergency repairs on water customers while maximizing the efficiency of repair operations.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 161,290	\$ 178,026	\$ 208,705	\$ 0	\$ 0
Supplies & Services	129,163	236,361	161,643	0	0
Capital Outlay	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total:</b>	<b><u>\$ 390,453</u></b>	<b><u>\$ 414,387</u></b>	<b><u>\$ 370,348</u></b>	<b><u>\$ 0</u></b>	<b><u>\$ 0</u></b>

**Commentary:**

The polybutylene repair program is completed.

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Water Enterprise Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>560-5503</b>	<b>Division:</b>	<b>Polybutylene Replacement</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Public Works Maintenance Leadworker	1.00	1.00	1.00	0.00	0.00
Public Works Maintenance Worker II	1.00	1.00	1.00	0.00	0.00
Total	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 80,589	\$ 94,428	\$ 93,870	\$ 0	\$ 0
50111 Compensated Absences	93	0	0	0	0
51200 Overtime	22,528	28,000	40,000	0	0
51205 Part-time	26,021	25,000	37,000	0	0
51215 Standby	1,445	0	4,000	0	0
52305 Life Insurance	178	220	221	0	0
52310 Health Insurance	10,616	10,920	11,708	0	0
52311 Flexible Benefits	112	90	87	0	0
52315 Dental Insurance	3,059	3,240	3,216	0	0
52316 Employee Assist Prog	0	0	63	0	0
52318 Vision Care	729	704	708	0	0
53400 Retirement	9,874	8,568	9,369	0	0
53405 Survivor Benefit	0	72	72	0	0
53410 Workers Comp. Ins.	1,753	2,993	4,347	0	0
53415 Medicare	2,475	1,584	1,713	0	0
53420 FICA Tax	1,302	1,550	1,613	0	0
53425 LTD Insurance	516	657	718	0	0
Total:	<u>\$ 161,290</u>	<u>\$ 178,026</u>	<u>\$ 208,705</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Water Enterprise Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>560-5503</b>	<b>Division:</b>	<b>Polybutylene Replacement</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 300	\$ 0	\$ 30	\$ 0	\$ 0
60130 Clothing Expense	1,580	1,985	2,000	0	0
60132 Safety Supplies	832	966	1,500	0	0
60140 Special Supplies	19	2,100	2,100	0	0
70110 Equipment/Vehicle Maintenance	5,376	3,229	8,450	0	0
70115 Building/Facility Maintenance	103,267	199,500	135,000	0	0
70125 Rental of Equipment	12,225	5,250	2,500	0	0
70130 Insurance	3,321	0	750	0	0
70140 Special Services	448	0	1,500	0	0
70145 Communications	117	0	200	0	0
70160 Travel, Lodging & Meals	570	0	413	0	0
70170 Training & Conferences	15	1,281	1,200	0	0
70239 Legal Services	109	0	0	0	0
70240 Contractual Services	0	22,050	5,000	0	0
80703 Information Systems	984	0	1,000	0	0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total:	\$ 129,163	\$ 236,361	\$ 161,643	\$ 0	\$ 0
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b><u>CAPITAL OUTLAY:</u></b>					
80336 Transfer to CIP Projects	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total:	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>



**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Water Enterprise Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>560-5502</b>	<b>Division:</b>	<b>Water Utility Billing</b>

**Description:**

The Utility Billing Division of the Finance Department is responsible for the monthly billing and daily payment collection of water, sewer and solid waste services. It also oversees the Meter Reading and Customer Service Functions regarding water service to both residential and commercial customers.

**Mission Statement:**

Provide financial management and quality customer service to the public, City Council and all City Departments in the most efficient and cost effective manner in accordance with City policies and applicable laws.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 71,643	\$ 83,048	\$ 84,243	\$ 92,803	\$ 95,178
Supplies & Services	46,292	38,868	44,214	62,805	67,238
Capital Outlay	<u>0</u>	<u>6,212</u>	<u>3,000</u>	<u>25,000</u>	<u>0</u>
<b>Total:</b>	<b><u>\$ 117,935</u></b>	<b><u>\$ 128,128</u></b>	<b><u>\$ 131,457</u></b>	<b><u>\$ 180,608</u></b>	<b><u>\$ 162,416</u></b>

**Commentary:**

The Utility Billing Division has been actively seeking a more advanced software program for the Water/Sewer/Garbage billing. We will be purchasing a Windows based system that will enable us to produce a bill with unlimited line items, previous balance information, payments made since last billing, and current and historical water usage information. This new system will allow us to be paperless with new applications and will automatically generate the necessary water and garbage work orders.

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Water Enterprise Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>560-5502</b>	<b>Division:</b>	<b>Water Utility Billing</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Utility Billing Supervisor	0.40	0.40	0.40	0.40	0.40
Accounting Assistant II	1.00	1.00	1.00	1.00	1.00
Total	<u>1.40</u>	<u>1.40</u>	<u>1.40</u>	<u>1.40</u>	<u>1.40</u>

**PERSONNEL SERVICES:**

50100 Salary - Regular	\$ 52,955	\$ 62,111	\$ 62,748	\$ 67,667	\$ 68,576
50111 Compensated Absences	115	0	0	0	0
50150 Bilingual Pay	600	0	600	600	600
51200 Overtime	105	1,000	1,000	1,000	1,000
51205 Salaries - Part-time	0	2,000	0	0	0
52300 Deferred Comp.	0	0	0	0	0
52305 Life Insurance	121	155	155	155	155
52310 Health Insurance	6,156	6,348	6,849	9,087	10,156
52311 Flexible Benefits	112	90	87	80	80
52315 Dental Insurance	2,106	2,268	2,251	2,360	2,587
52316 Employee Assist Prog	0	0	44	44	44
52318 Vision Care	496	493	496	496	518
53400 Retirement	6,807	5,613	6,324	7,286	7,383
53405 Survivor Benefit	0	50	50	50	50
53410 Workers Comp. Ins.	942	1,550	2,266	2,443	2,476
53415 Medicare	778	820	893	963	976
53420 FICA Tax	0	124	0	0	0
53425 LTD Insurance	350	426	480	571	579
Total:	<u>\$ 71,643</u>	<u>\$ 83,048</u>	<u>\$ 84,243</u>	<u>\$ 92,803</u>	<u>\$ 95,178</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Water Enterprise Fund</b>	<b>Department:</b>	<b>Finance Department</b>
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	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 21,279	\$ 17,150	\$ 15,000	\$ 24,249	\$ 26,850
60110 Publications, Dues, Licenses	0	200	200	200	200
70110 Equipment/Vehicle Maintenance	0	525	0	1,000	1,200
70130 Insurance	1,494	1,873	1,873	1,420	1,463
70140 Special Services	969	2,000	1,000	4,500	4,500
70145 Communication	127	1,500	300	1,000	1,000
70160 Travel, Lodging & Meals	66	500	350	1,000	1,300
70170 Training & Conferences	158	1,000	500	1,500	2,000
70239 Legal Services	210	500	500	500	500
74000 Bad Debt Expense	9,801	0	10,871	5,000	5,000
80701 Information Services	5,814	6,796	6,796	14,744	15,481
80703 Information Systems	2,174	2,414	2,414	3,492	3,544
80704 Maintenance Reserve	4,200	4,410	4,410	4,200	4,200
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 46,292</u>	<u>\$ 38,868</u>	<u>\$ 44,214</u>	<u>\$ 62,805</u>	<u>\$ 67,238</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 6,212	\$ 3,000	\$ 25,000	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 6,212</u>	<u>\$ 3,000</u>	<u>\$ 25,000</u>	<u>\$ 0</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Water Project Fund</b>	<b>Department:</b>	<b>Water</b>
<b>Fund/Division Number:</b>	<b>570-5701</b>	<b>Division:</b>	<b>Debt Service</b>

**Description:**

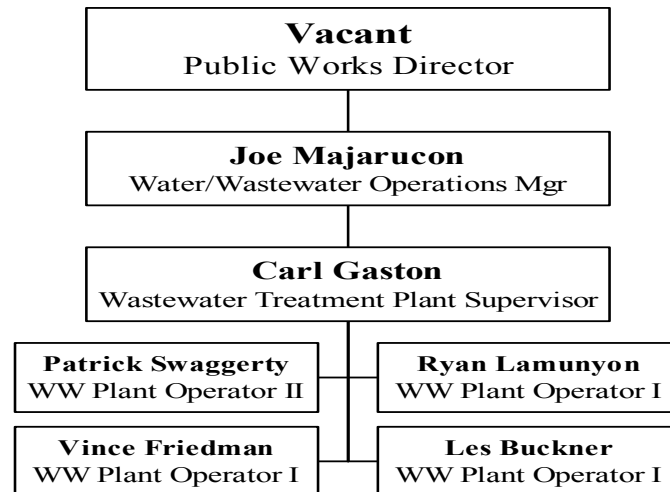
In order to improve the quality of its domestic water supply, the City developed the "1983 Brentwood New Water Supply Project", with project construction completed in 1984. Work consisted of installing a 16" water main from downtown to the East Bay Municipal Utility District's Mokelumne Aqueduct and construction of a filtration/chlorinator treatment plant at the water source location.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70140 Co. Assmt. Collection Fee	\$ 6,352	\$ 3,000	\$ 7,500	\$ 7,500	\$ 7,500
90000 Interest Expense	84,465	90,000	82,790	79,250	75,500
90010 Principal	<u>50,000</u>	<u>55,000</u>	<u>55,000</u>	<u>60,000</u>	<u>60,000</u>
<b>Total</b>	<b><u>\$ 140,817</u></b>	<b><u>\$ 148,000</u></b>	<b><u>\$ 145,290</u></b>	<b><u>\$ 146,750</u></b>	<b><u>\$ 143,000</u></b>

**Commentary:**

The revenue source consists of a vacant parcel charge of \$60 per year on the property owner's tax bill and the Water Project Charge of \$1 per month, which is billed monthly with the other utility services.

# Wastewater Division Organizational Chart



**Budget for Fiscal Years 2001/02 - 2002/03**

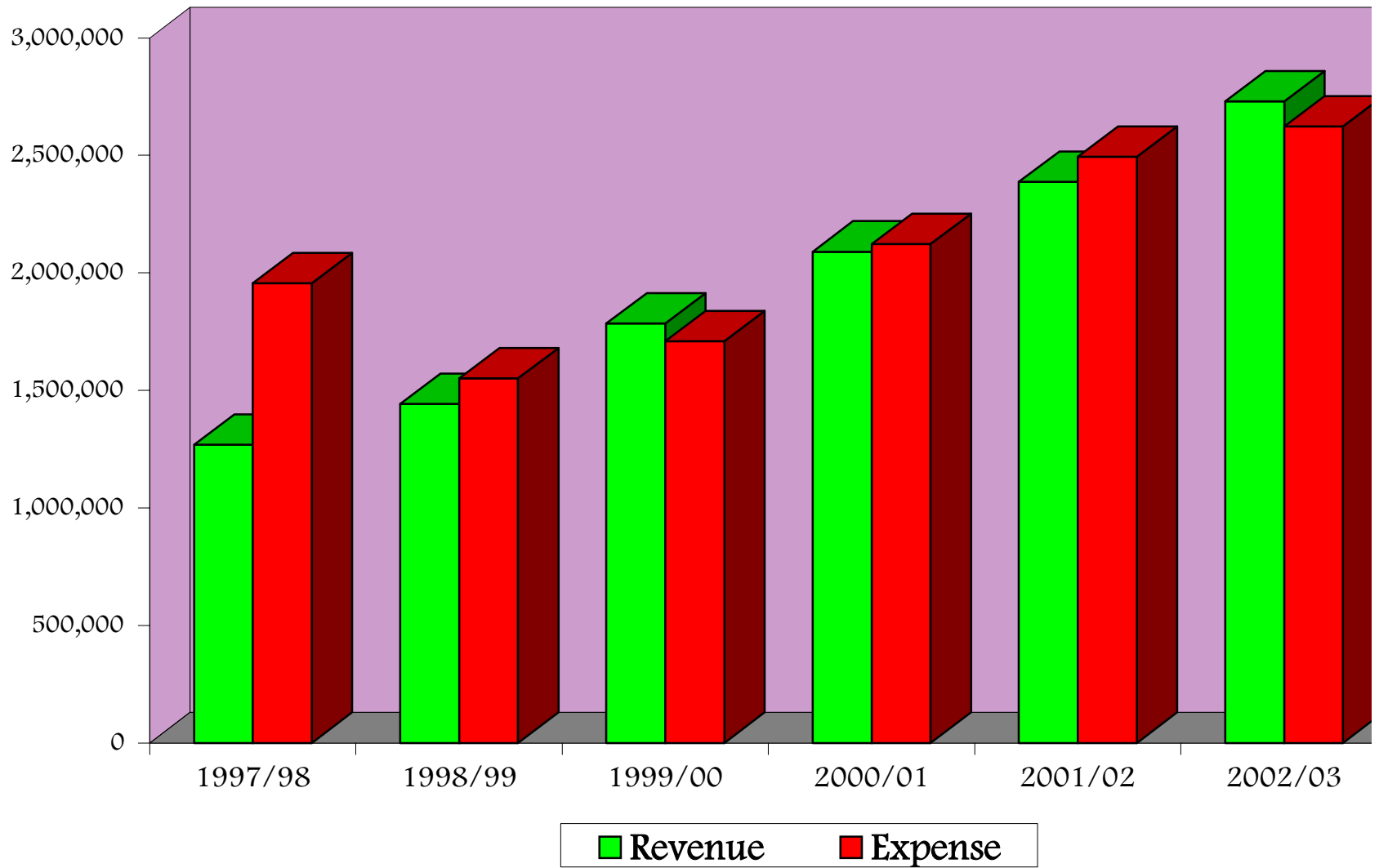
**WASTEWATER ENTERPRISE - RETAINED EARNINGS & RESERVES**

	<b>Actual 6/30/00</b>	<b>Adopted Budget 2000/01</b>	<b>Projected Ending Budget 2000/01</b>	<b>Adopted Ending Budget 2001/02</b>	<b>Adopted Ending Budget 2002/03</b>
Revenues	\$ 1,785,427	\$ 1,926,848	\$ 2,090,790	\$ 2,387,669	\$ 2,729,670
Expenditures	<u>1,708,360</u>	<u>2,322,521</u>	<u>2,234,636</u>	<u>3,510,640</u>	<u>2,754,147</u>
Excess (deficiency) of revenues (under) expenditures	77,067	(395,673)	(143,846)	(1,122,971)	(24,477)
Other Sources:					
Transfer In	3,926,706	0	0	0	0
Transfer Out	<u>(133,892)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Sources (Uses)	3,792,814	0	0	0	0
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	3,869,881	(395,673)	(143,846)	(1,122,971)	(24,477)
Beginning of Year Balance	(689,615)	3,180,266	3,180,266	3,147,703	3,046,164
Audit Adjustments					
	3,180,266	2,784,593	3,036,420	2,024,732	3,021,687
Add Capital Expenditures to Retained Earnings	<u>0</u>	<u>111,283</u>	<u>111,283</u>	<u>1,021,432</u>	<u>137,058</u>
<b>End of Year Balance (Deficit)</b>	<u><u>\$ 3,180,266</u></u>	<u><u>\$ 2,895,876</u></u>	<u><u>\$ 3,147,703</u></u>	<u><u>\$ 3,046,164</u></u>	<u><u>\$ 3,158,745</u></u>

## WASTEWATER ENTERPRISE - RETAINED EARNINGS & RESERVES

Retained Earnings & Reserves	Actual 6/30/97	Adopted Budget 1998/99	Projected Ending Budget 1998/99	Adopted Ending Budget 1999/00	Adopted Ending Budget 2000/01
<b>Reserved</b>					
34300 Undesignated Reserve	\$ 93,350	\$ 103,350	\$ 103,350	\$ 113,350	\$ 123,350
34305 Compensated Absences Reserve	18,840	25,000	25,000	25,000	25,000
34330 Equipment Reserve	119,400	119,400	119,400	119,400	119,400
<b>Total Reserved</b>	<b>231,590</b>	<b>247,750</b>	<b>247,750</b>	<b>257,750</b>	<b>267,750</b>
Undesignated	2,948,676	2,648,126	2,899,953	2,788,414	2,890,995
<b>Total Unreserved</b>	<b>2,948,676</b>	<b>2,648,126</b>	<b>2,899,953</b>	<b>2,788,414</b>	<b>2,890,995</b>
<b>Total Retained Earnings (Reserved &amp; Unreserved)</b>	<b>\$ 3,180,266</b>	<b>\$ 2,895,876</b>	<b>\$ 3,147,703</b>	<b>\$ 3,046,164</b>	<b>\$ 3,158,745</b>

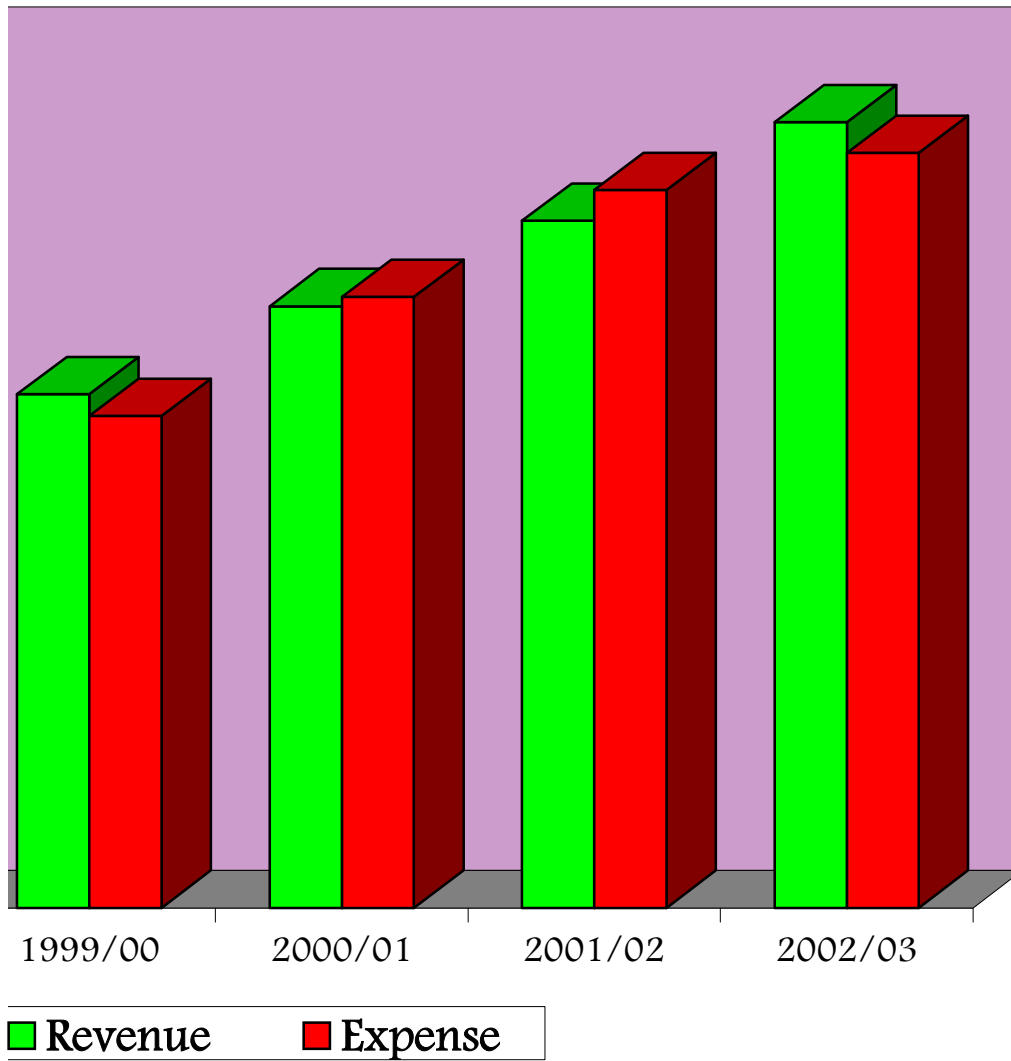
# Wastewater Enterprise Historical Revenue and Expense





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## se Analysis



**Budget for Fiscal Years 2001/02 - 2002/03**

**WASTEWATER ENTERPRISE FUND - REVENUE & EXPENDITURES**

<b>REVENUE</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b>REVENUES:</b>					
40090 Vacant Parcel Charges	\$ 70,160	\$ 70,000	\$ 85,280	\$ 93,808	\$ 98,498
43300 Investment Income	30,057	30,000	45,000	40,000	40,000
45561 Application Fees	7,980	20,000	8,510	9,361	10,297
45570 Wastewater Charges	1,656,530	1,796,848	1,950,000	2,242,500	2,578,875
46700 Other Income	20,700	10,000	2,000	2,000	2,000
<b>TOTAL REVENUES</b>	<b>\$ 1,785,427</b>	<b>\$ 1,926,848</b>	<b>\$ 2,090,790</b>	<b>\$ 2,387,669</b>	<b>\$ 2,729,670</b>

<b>EXPENDITURES</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b>EXPENDITURES:</b>					
590-5801 Wastewater Operations	\$ 1,614,610	\$ 2,214,390	\$ 2,131,025	\$ 3,353,332	\$ 2,613,353
590-5802 Wastewater Utility Billing	93,750	108,131	103,611	157,308	140,794
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,708,360</b>	<b>\$ 2,322,521</b>	<b>\$ 2,234,636</b>	<b>\$ 3,510,640</b>	<b>\$ 2,754,147</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**WASTEWATER ENTERPRISE - SUMMARY OF EXPENDITURES BY LINE ITEM**

		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Salaries &amp; Benefits:</u></b>						
50100	Salaries	\$ 332,853	\$ 466,581	\$ 436,756	\$ 456,492	\$ 470,185
	Personnel Requested	0	0	0	0	0
50111	Compensated Absences	583	0	0	0	0
50121	Cross Training	0	700	525	700	700
50150	Bilingual	120	750	150	150	150
51200	Overtime	17,392	16,000	15,850	16,750	17,537
51205	Part-time	4,327	10,001	5,500	17,640	18,522
51215	Standby Public Works	17,738	22,000	16,000	18,400	18,400
52300	Deferred Compensation	131	1,560	720	1,140	1,320
52305	Life Insurance	756	1,249	1,200	1,266	1,286
52310	Health Insurance	27,021	33,627	32,738	53,875	60,208
52311	Flexible Benefits Plan	224	180	174	160	160
52315	Dental Insurance	8,084	11,988	11,852	13,994	15,338
52316	Employee Assist Prog	0	0	291	262	262
52318	Vision Care	2,656	3,154	3,260	2,938	3,071
52320	Retiree Medical Insurance	12,973	14,372	15,600	17,994	19,343
53400	Retirement	40,980	41,371	43,536	48,728	50,189
53405	Survivor Benefit	0	323	332	299	299
53410	Workers Comp. Ins.	5,119	11,413	15,743	17,131	17,658
53415	Medicare	5,652	6,040	6,203	6,750	6,958
53420	FICA Tax	234	620	0	1,094	1,148
53425	LTD Insurance	2,048	3,171	3,337	3,852	3,967
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>478,891</b>	<b>645,100</b>	<b>609,767</b>	<b>679,614</b>	<b>706,702</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**WASTEWATER ENTERPRISE - SUMMARY OF EXPENDITURES BY LINE ITEM**

	1999/00	2000/01	2000/01	2001/02	2002/03	
	Actual	Budget	Projected	Budget	Budget	
<b><u>Supplies &amp; Services:</u></b>						
60100	Office Expenses	24,308	25,817	23,100	29,749	32,850
60110	Publications, Dues, Licenses	480	2,557	800	2,700	2,950
60130	Clothing Expense	3,888	3,427	5,000	4,000	4,500
60132	Safety Equipment	3,036	7,613	4,800	5,000	5,500
60140	Special Supplies	9,532	17,063	10,000	17,916	18,812
70100	Utilities	222,670	138,600	195,000	216,563	250,000
70110	Equipment Maintenance	26,900	23,375	40,000	1,000	1,200
70115	Building/Facility Maintenance	26,616	14,647	18,000	19,317	20,282
70120	Rental of Buildings	300	0	0	0	0
70125	Equipment Rental	12,504	17,430	47,100	18,302	19,217
70130	Insurance	9,555	9,841	12,155	12,107	12,470
70140	Special Services	35,614	44,352	50,300	57,883	75,642
70142	Permits and Fees	14,189	21,305	15,000	22,370	23,489
70145	Communications	8,176	12,215	8,500	12,000	12,500
70150	Advertising	450	1,155	100	1,100	1,200
70160	Travel, Lodging, & Meals	972	1,734	3,400	2,300	2,650
70170	Training & Conferences	651	6,098	1,200	7,771	8,583
70190	Contributions to Other Agencies	50	0	0	0	0
70200	Finance Department	150,000	207,529	207,529	250,506	275,557
70239	Legal Services	2,404	5,593	5,500	6,750	6,750
70240	Contractual Services	6,283	33,150	47,000	13,758	3,946
70400	NPDES	9,175	63,000	5,000	30,000	30,000
71111	Treatment Maintenance	143,772	100,056	155,000	180,000	200,000
71112	Collection/Lift Station Maintenance	6,585	5,996	40,000	6,296	6,611
71113	Sludge Removal	8,555	56,175	40,000	58,984	61,933
71114	Lab Analysis	304	4,715	1,000	2,200	2,500
74000	Bad Debt Expense	3,595	0	5,667	5,000	5,000
80701	Information Services	9,690	11,326	11,326	23,959	25,157
80702	Vehicle Replacement Fund	86,727	116,243	116,243	122,883	122,883
80703	Information Systems	2,438	2,678	2,678	4,038	4,099
80704	Building Replacement Fund	14,568	15,296	15,296	16,200	16,200
80705	Central Services	0	0	0	0	0
80706	Fleet Maintenance	0	0	0	76,370	80,188
90000	Interest Expense	151,381	137,152	125,000	132,572	127,718
95500	Depreciation Expense	228,000	460,000	268,333	443,899	443,899
95501	Amortization Expense	6,101	0	33,559	6,101	6,101
	<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>1,229,469</b>	<b>1,566,138</b>	<b>1,513,586</b>	<b>1,809,594</b>	<b>1,910,387</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**WASTEWATER ENTERPRISE - SUMMARY OF EXPENDITURES BY LINE ITEM**

		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><i>Capital Outlay:</i></b>						
80450	Leases	0	0	0	54,535	0
80592	Transfers to CIP Projects	0	0	0	789,862	56,000
90100	Principal Expense	0	96,790	96,790	80,035	81,058
90230	Equipment	0	14,493	14,493	97,000	0
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>111,283</b>	<b>111,283</b>	<b>1,021,432</b>	<b>137,058</b>
	<b>TOTALS</b>	<b>\$ 1,708,360</b>	<b>\$ 2,322,521</b>	<b>\$ 2,234,636</b>	<b>\$ 3,510,640</b>	<b>\$ 2,754,147</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Wastewater Enterprise Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>590-5801</b>	<b>Division:</b>	<b>Wastewater Operations</b>

**Description:**

The Wastewater Division of the Public Works Department operates and maintains the City's Wastewater Treatment Plant. Expected to come on line in July of 2002, is the City's new 5.0 million gallon tertiary process treatment plant that will provide reclaimed water for a variety of landscape and industrial uses.

**Mission Statement:**

To provide cost effective wastewater treatment for the City in a manner friendly to the environment and in compliance with all State and Federal rules and regulations.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 423,721	\$ 580,911	\$ 543,941	\$ 600,372	\$ 623,000
Supplies & Services	1,190,889	1,524,908	1,478,513	1,756,528	1,853,295
Capital Outlay	<u>0</u>	<u>108,571</u>	<u>108,571</u>	<u>996,432</u>	<u>137,058</u>
<b>Total:</b>	<b><u>\$ 1,614,610</u></b>	<b><u>\$ 2,214,390</u></b>	<b><u>\$ 2,131,025</u></b>	<b><u>\$ 3,353,332</u></b>	<b><u>\$ 2,613,353</u></b>

**Commentary:**

Increase in various line items for 2001-2002 and 2002-2003 are the result of the State mandated technical studies to be done on Marsh Creek (Phase I before, & Phase 2 after the plant comes on line), in conjunction with the new 4.5mgd Tertiary Treatment Plant expected to be on line July 2002 and in compliance with NPDES discharge permit order #5-00-171 on September 2002.

The increase throughout is due to the incorporation of Public Works Administration into the Wastewater budget.

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Wastewater Enterprise Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>590-5801</b>	<b>Division:</b>	<b>Wastewater Operations</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Director of Public Works	0.20	0.20	0.25	0.25	0.25
Administrative Program Analyst	0.20	0.20	0.25	0.25	0.25
Senior Equipment Mechanic	0.25	0.25	0.25	0.00	0.00
Assistant Equipment Mechanic	0.25	0.25	0.66	0.00	0.00
Water/Wastewater Operations Manager	0.00	0.00	0.50	0.50	0.50
Wastewater Treatment Plant Supervisor	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Plant Operator II	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Plant Operator I	3.00	3.00	3.00	3.00	3.00
Department Financial Analyst	0.20	0.20	0.25	0.25	0.25
Administrative Secretary	0.20	0.20	0.25	0.25	0.25
Administrative Assistant I	0.00	0.00	0.25	0.25	0.25
Purchasing Assistant	0.25	0.25	0.25	0.25	0.25
<b>Total</b>	<b>6.55</b>	<b>6.55</b>	<b>7.91</b>	<b>7.00</b>	<b>7.00</b>

**PERSONNEL SERVICES:**

50100	Salary - Regular	\$ 291,582	\$ 417,898	\$ 385,846	\$ 399,142	\$ 410,058
	Position Requests	0	0	0	0	0
50111	Compensated Absences	550	0	0	0	0
50121	Cross Training	0	700	525	700	700
50150	Bilingual Pay	120	750	150	150	150
51200	Overtime	17,313	15,000	14,850	15,750	16,537
51205	Salaries - Part-time	4,327	8,000	5,500	17,640	18,522
51215	Standby	17,738	22,000	16,000	18,400	18,400
52300	Deferred Comp.	131	1,560	720	1,140	1,320
52305	Life Insurance	644	1,105	1,057	1,122	1,143
52310	Health Insurance	22,613	30,751	29,724	45,437	50,778
52311	Flexible Benefits	112	90	87	80	80
52315	Dental Insurance	6,320	9,882	9,762	11,802	12,936
52316	Employee Assist Prog	0	0	250	221	221
52318	Vision Care	2,195	2,696	2,800	2,478	2,590
52320	Retiree Medical Ins.	12,973	14,372	15,600	17,994	19,343
53400	Retirement	35,734	36,954	38,455	42,608	43,773
53405	Survivor Benefit	0	276	285	252	252
53410	Workers Comp. Ins.	4,332	10,168	13,905	15,060	15,487
53415	Medicare	5,027	5,381	5,479	5,934	6,102
53420	FICA	234	496	0	1,094	1,148
53425	LTD Insurance	1,776	2,832	2,947	3,368	3,460
<b>Total:</b>		<b>\$ 423,721</b>	<b>\$ 580,911</b>	<b>\$ 543,941</b>	<b>\$ 600,372</b>	<b>\$ 623,000</b>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>		<b>Wastewater Enterprise Fund</b>		<b>Department:</b>		<b>Public Works</b>	
<b>Fund/Division Number:</b>		<b>590-5801</b>		<b>Division:</b>		<b>Wastewater Operations</b>	
		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>	
		<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	
<b><u>SUPPLIES AND SERVICES:</u></b>							
60100	Office Expense	\$ 3,495	\$ 5,093	\$ 9,100	\$ 5,500	\$ 6,000	
60110	Publications, Dues, Licenses	480	2,357	800	2,500	2,750	
60130	Clothing	3,888	3,427	5,000	4,000	4,500	
60132	Safety Supplies	3,036	7,613	4,800	5,000	5,500	
60140	Special Supplies	9,532	17,063	10,000	17,916	18,812	
70100	Utilities	222,670	138,600	195,000	216,563	250,000	
70110	Equipment/Vehicle Maintenance	26,900	22,775	40,000	0	0	
70115	Building/Facility Maintenance	26,616	14,647	18,000	19,317	20,282	
70120	Building Rental	300	0	0	0	0	
70125	Rental of Equipment	12,504	17,430	47,100	18,302	19,217	
70130	Insurance	8,322	8,295	10,609	10,894	11,221	
70140	Special Services	34,644	42,352	50,000	53,383	71,142	
70142	Permits/Fees/Tolls	14,189	21,305	15,000	22,370	23,489	
70145	Communication	7,877	10,715	8,000	11,000	11,500	
70150	Advertising	450	1,155	100	1,100	1,200	
70160	Travel, Lodging & Meals	934	1,234	3,200	1,300	1,350	
70170	Training & Conferences	500	5,098	1,000	6,271	6,583	
70190	Contributions to Other Agency	50	0	0	0	0	
70200	Administrative Service	150,000	207,529	207,529	250,506	275,557	
70239	Legal Services	2,391	5,093	5,500	6,250	6,250	
70240	Contractual Services	6,283	33,150	47,000	13,758	3,946	
70400	NPDES	9,175	63,000	5,000	30,000	30,000	
71111	Treatment Maintenance	143,772	100,056	155,000	180,000	200,000	
71112	Collection/Lift Station Maintenance	6,585	5,996	40,000	6,296	6,611	
71113	Sludge Removal	8,555	56,175	40,000	58,984	61,933	
71114	Lab Analysis	304	4,715	1,000	2,200	2,500	
80701	Information Services	3,876	4,530	4,530	16,587	17,416	
80702	Vehicle Replacement	86,727	116,243	116,243	122,883	122,883	
80703	Information Systems	984	1,224	1,224	2,706	2,747	
80704	Building Replacement Fund	10,368	10,886	10,886	12,000	12,000	
80705	Central Services	0	0	0	0	0	
80706	Fleet Maintenance	0	0	0	76,370	80,188	
90000	Interest Expense	151,381	137,152	125,000	132,572	127,718	
95500	Depreciation Expense	228,000	460,000	268,333	443,899	443,899	
95501	Amortization Expense	6,101	0	33,559	6,101	6,101	
	<b>Total:</b>	<b>\$ 1,190,889</b>	<b>\$ 1,524,908</b>	<b>\$ 1,478,513</b>	<b>\$ 1,756,528</b>	<b>\$ 1,853,295</b>	



<b>Fund Title:</b>	<b>Wastewater Enterprise Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>590-5801</b>	<b>Division:</b>	<b>Wastewater Operations</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>CAPITAL OUTLAY:</u></b>					
80450 Leases	\$ 0	\$ 0	\$ 0	\$ 54,535	\$ 0
80592 CIP Project	0	0	0	789,862	56,000
90010 Principal Expense	0	96,790	96,790	80,035	81,058
90230 Equipment	0	11,781	11,781	72,000	0
Total:	<u>\$ 0</u>	<u>\$ 108,571</u>	<u>\$ 108,571</u>	<u>\$ 996,432</u>	<u>\$ 137,058</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Wastewater Enterprise Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>590-5802</b>	<b>Division:</b>	<b>Wastewater Utility Billing</b>

**Description:**

The Utility Billing Division of the Finance Department is responsible for the monthly billing and daily payment collection of water, sewer and solid waste services. It also oversees the Meter Reading and Customer Service functions regarding water service to both residential and commercial customers.

**Mission Statement:**

Provide financial management and quality customer service to the public, City Council and all City Departments in the most efficient and cost effective manner in accordance with City policies and applicable laws.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 55,170	\$ 64,189	\$ 65,826	\$ 79,242	\$ 83,702
Supplies & Services	38,580	41,230	35,073	53,066	57,092
Capital Outlay	0	2,712	2,712	25,000	0
<b>Total:</b>	<b>\$ 93,750</b>	<b>\$ 108,131</b>	<b>\$ 103,611</b>	<b>\$ 157,308</b>	<b>\$ 140,794</b>

**Commentary:**

The Utility Billing Division has been actively seeking a more advanced software program for the Water/Sewer/Garbage billing. We will be purchasing a Windows based system that will enable us to produce a bill with unlimited line items, previous balance information, payments made since last billing, and current and historical water usage information. This new system will allow us to be paperless with new applications and will automatically generate the necessary water and garbage work orders.

**Budget for Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Wastewater Enterprise Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>590-5802</b>	<b>Division:</b>	<b>Wastewater Utility Billing</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Utility Billing Supervisor	0.30	0.00	0.30	<b>0.30</b>	<b>0.30</b>
Accounting Assistant II	0.00	0.00	1.00	<b>1.00</b>	<b>1.00</b>
Accounting Assistant I	1.00	0.30	0.00	<b>0.00</b>	<b>0.00</b>
Total	<u>1.30</u>	<u>0.30</u>	<u>1.30</u>	<u>1.30</u>	<u>1.30</u>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 41,271	\$ 48,683	\$ 50,910	\$ 57,350	\$ 60,128
50111 Compensated Absences	33	0		<b>0</b>	<b>0</b>
51200 Overtime	79	1,000	1,000	<b>1,000</b>	<b>1,000</b>
51205 Salaries - Part-time	0	2,001	0	<b>0</b>	<b>0</b>
52305 Life Insurance	112	144	144	<b>144</b>	<b>144</b>
52310 Health Insurance	4,408	2,876	3,013	<b>8,438</b>	<b>9,430</b>
52311 Flexible Benefits	112	90	87	<b>80</b>	<b>80</b>
52315 Dental Insurance	1,764	2,106	2,090	<b>2,192</b>	<b>2,402</b>
52316 Employee Assist Prog	0	0	41	<b>41</b>	<b>41</b>
52318 Vision Care	461	458	460	<b>460</b>	<b>481</b>
53400 Retirement	5,246	4,417	5,081	<b>6,120</b>	<b>6,416</b>
53405 Survivor Benefit	0	47	47	<b>47</b>	<b>47</b>
53410 Workers Comp. Ins.	787	1,245	1,838	<b>2,071</b>	<b>2,171</b>
53415 Medicare	625	659	724	<b>816</b>	<b>855</b>
53420 FICA Tax	0	124	0	<b>0</b>	<b>0</b>
53425 LTD Insurance	272	339	390	<b>484</b>	<b>507</b>
Total:	<u>\$ 55,170</u>	<u>\$ 64,189</u>	<u>\$ 65,826</u>	<u>\$ 79,242</u>	<u>\$ 83,702</u>

<b>Fund Title:</b>	<b>Wastewater Enterprise Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>590-5802</b>	<b>Division:</b>	<b>Wastewater Utility Billing</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 20,813	\$ 20,724	\$ 14,000	\$ 24,249	\$ 26,850
60110 Publications, Dues, Licenses	0	200	0	200	200
70110 Equipment/Vehicle Maintenance	0	600	0	1,000	1,200
70130 Insurance	1,233	1,546	1,546	1,213	1,249
70140 Special Services	970	2,000	300	4,500	4,500
70145 Communication	299	1,500	500	1,000	1,000
70160 Travel, Lodging & Meals	38	500	200	1,000	1,300
70170 Training & Conferences	151	1,000	200	1,500	2,000
70239 Legal Services	13	500	0	500	500
74000 Bad Debt Expense	3,595	0	5,667	5,000	5,000
80701 Information Services	5,814	6,796	6,796	7,372	7,741
80703 Information Systems	1,454	1,454	1,454	1,332	1,352
80704 Building Replacement Fund	4,200	4,410	4,410	4,200	4,200
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 38,580</u>	<u>\$ 41,230</u>	<u>\$ 35,073</u>	<u>\$ 53,066</u>	<u>\$ 57,092</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 2,712	\$ 2,712	\$ 25,000	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 2,712</u>	<u>\$ 2,712</u>	<u>\$ 25,000</u>	<u>\$ 0</u>

**Budget for Fiscal Years 2001/02 - 2002/03**

**CITY RENTALS ENTERPRISE - RETAINED EARNINGS & RESERVES**

	<b>Actual 6/30/00</b>	<b>Adopted Budget 2000/01</b>	<b>Projected Ending Budget 2000/01</b>	<b>Adopted Ending Budget 2001/02</b>	<b>Adopted Ending Budget 2002/03</b>
Revenues	\$ 19,323	\$ 51,000	\$ 59,672	\$ 479,289	\$ 504,922
Expenditures	<u>43,306</u>	<u>2,355</u>	<u>51,130</u>	<u>474,950</u>	<u>477,389</u>
Excess (deficiency) of revenues (under) expenditures	<b>(23,983)</b>	48,645	8,542	4,339	27,533
Other Sources:					
Transfer In	0	0	0	0	0
Transfer Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Other Sources (Uses)	0	0	0	0	0
Excess (deficiency) of revenues and other financing sources over (under) expenditures and other financing uses	<b>(23,983)</b>	48,645	8,542	4,339	27,533
Beginning of Year Balance		<b>(23,983)</b>	<b>(23,983)</b>	<b>(15,441)</b>	<b>56,398</b>
Audit Adjustments	<u>0</u>				
	<b>(23,983)</b>	24,662	<b>(15,441)</b>	<b>(11,102)</b>	<b>83,931</b>
Add Capital Expenditures to Retained Earnings	<u>0</u>	<u>0</u>	<u>0</u>	<u>67,500</u>	<u>67,500</u>
<b>End of Year Balance (Deficit)</b>	<b><u>\$ (23,983)</u></b>	<b><u>\$ 24,662</u></b>	<b><u>\$ (15,441)</u></b>	<b><u>\$ 56,398</u></b>	<b><u>\$ 151,431</u></b>

**Budget for Fiscal Years 2001/02 - 2002/03**

**CITY RENTALS ENTERPRISE FUND - REVENUE & EXPENDITURES**

<b>REVENUE</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>REVENUES:</u></b>					
43320.01 College Rental	\$ 0	\$ 0	\$ 0	\$ 85,000	\$ 90,000
43320.02 Office Rental	0	0	0	333,945	343,964
45550 CAM	0	40,000	48,672	60,344	70,958
46700 Other Income	19,323	11,000	11,000	0	0
<b>TOTAL REVENUES</b>	<b>\$ 19,323</b>	<b>\$ 51,000</b>	<b>\$ 59,672</b>	<b>\$ 479,289</b>	<b>\$ 504,922</b>

<b>EXPENDITURES</b>	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>EXPENDITURES:</u></b>					
501-5001 City Rentals	43,306	2,355	51,130	474,950	477,389
<b>TOTAL EXPENDITURES</b>	<b>\$ 43,306</b>	<b>\$ 2,355</b>	<b>\$ 51,130</b>	<b>\$ 474,950</b>	<b>\$ 477,389</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Economic Development Enterprise Fund</b>	<b>Division:</b>	<b>Economic Development</b>
<b>Fund/Division Number:</b>	<b>501-5001</b>	<b>Division:</b>	<b>City Rentals</b>

**Description:**

The City is the Property Manager for the Brentwood Center. A part of the duties involves paying for Common Area Maintenance (CAM) and billing the seven property owners for their pro-rata share.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Supplies &amp; Services</b>	\$ 43,306	\$ 2,355	\$ 51,130	\$ 407,450	\$ 409,889
<b>Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>67,500</u>	<u>67,500</u>
<b>Total:</b>	<u><u>\$ 43,306</u></u>	<u><u>\$ 2,355</u></u>	<u><u>\$ 51,130</u></u>	<u><u>\$ 474,950</u></u>	<u><u>\$ 477,389</u></u>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Economic Development Enterprise Fund</b>	<b>Division:</b>	<b>Economic Development</b>
<b>Fund/Division Number:</b>	<b>501-5001</b>	<b>Division:</b>	<b>City Rentals</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 0	\$ 0	\$ 0	\$ 6,000	\$ 6,300
70100 Utility Services	6,151	0	11,659	64,022	64,873
70115 Building/Facility Maintenance	13,878	2,355	37,471	105,344	106,525
70130 Insurance	0	0	0	6,584	6,691
70140 Taxes	0	0	0	25,500	25,500
70240 Contractual Services	839	0	0	0	0
90000 Interest Expense	22,438	0	2,000	200,000	200,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total:	<u>\$ 43,306</u>	<u>\$ 2,355</u>	<u>\$ 51,130</u>	<u>\$ 407,450</u>	<u>\$ 409,889</u>

**CAPITAL OUTLAY:**

80336 Transfer to CIP	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
90010 Principal	0	0	0	65,000	65,000
90230 Equipment	0	0	0	2,500	2,500
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 67,500</u>	<u>\$ 67,500</u>



**Budget For Fiscal Years 2001/02 - 2002/03**

**DEVELOPMENT SERVICES SPECIAL REVENUE FUNDS - RESERVES**

	Fund Balance & Reserves at 6/30/00	2000/01		Fund Balance & Reserves at 6/30/01	2001/02		Fund Balance & Reserves at 6/30/02	2002/03	
		Projected Revenues 00/01	Projected Expenditures 00/01		Budget Revenues 01/02	Budget Appropriations 01/02		Budget Revenues 02/03	Budget Appropriations 02/03
<b>Special Revenue Funds:</b>									
283 Building	<b>3,576,314</b>	3,781,215	1,573,250	<b>5,784,279</b>	2,871,550	1,771,719	<b>6,884,110</b>	3,259,975	1,751,020
283 Planning	<b>(1,629,134)</b>	712,616	1,363,974	<b>(2,280,492)</b>	691,539	1,438,379	<b>(3,027,332)</b>	656,961	1,399,343
284 Engineering	<b>4,043,111</b>	4,195,680	1,734,517	<b>6,504,274</b>	2,189,550	1,902,801	<b>6,791,023</b>	2,441,000	2,071,505
<b>Development Services Fund Totals</b>	<b><u>\$ 5,990,291</u></b>	<b>8,689,511</b>	<b>4,671,741</b>	<b><u>\$ 10,008,061</u></b>	<b>5,752,639</b>	<b>5,112,899</b>	<b><u>\$ 10,647,801</u></b>	<b>6,357,936</b>	<b>5,221,867</b>



**Fund Balance  
& Reserves  
at 6/30/03**

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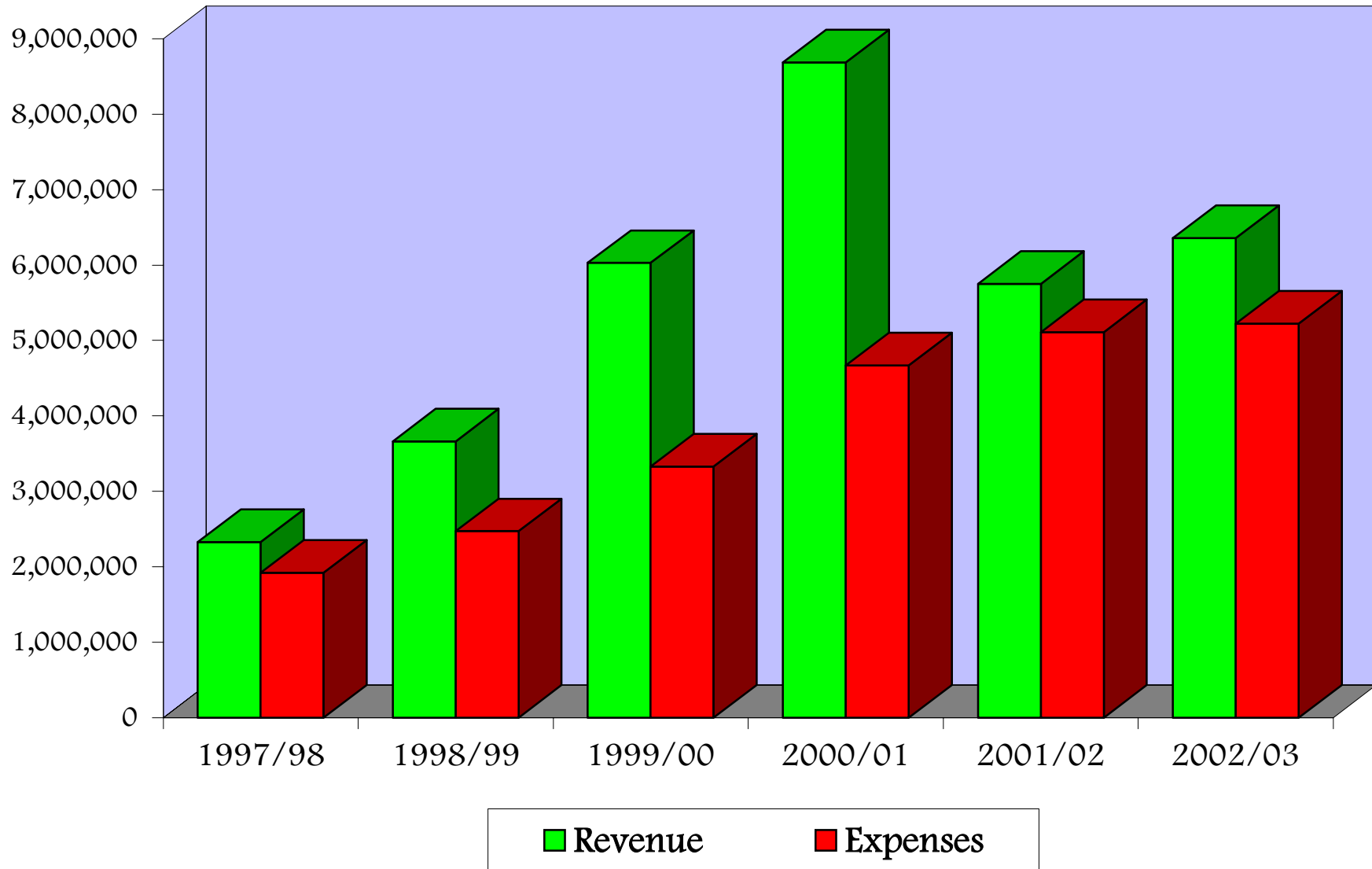
8,393,065

**(3,769,714)**

7,160,518

**\$ 11,783,870**

# Development Services Historical Revenue and Expense Analysis



**Budget For Fiscal Years 2001/02 - 2002/03**

**DEVELOPMENT SERVICES - REVENUE**

		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
		<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>283-2101 - Building</u></b>						
43300	Investment Income	\$ 304,785	\$ 0	\$ 175,000	\$ 200,000	\$ 225,000
45600	Building Permits	1,272,885	789,527	2,200,000	1,421,000	1,608,750
45600.01	Building Permits-Electrical	6,925	0	7,300	180,500	206,250
45600.02	Building Permits-Plumbing	1,205	0	5,300	180,500	206,250
45600.03	Building Permits-Mechanical	679	0	900	180,500	206,250
45600.04	Building Permits	3,522	0	7,700	0	0
45605	Building Office Automation	20,978	24,672	33,000	18,125	21,250
45607	Building Plan Check Fee	684,825	419,438	1,300,000	690,925	786,225
45608	Building Citations	50	0	0	0	0
46700	Other Income	632	0	2,700	0	0
46750	CIFP Personnel Reimbursement	51,520	0	49,315	0	0
<b>Total Building</b>		<b>2,348,006</b>	<b>1,233,637</b>	<b>3,781,215</b>	<b>2,871,550</b>	<b>3,259,975</b>
<b><u>283-2201 - Planning</u></b>						
45500	Filing Fees	\$ 102	\$ 0	\$ 0	\$ 0	\$ 0
45503	General Plan Update	275	0	160	0	0
45505	Planning	(374)	297,863	0	0	0
45505.01	Administrative Sign	3,305	0	3,800	4,898	4,653
45505.02	Annexation	28,922	0	13,156	17,940	17,043
45505.03	Conditional Use Permit	12,406	0	30,000	30,141	28,634
45505.04	Design Review	126,137	0	182,000	181,776	172,687
45505.05	Variance	19,390	0	17,000	19,402	18,432
45505.06	Temporary Use Permit	11,831	0	4,300	5,779	5,490
45505.07	Tentative Parcel Map	17,585	0	53,000	61,539	58,462
45505.08	Tentative Subdivision	179,521	0	226,000	213,487	202,812
45505.09	General Plan Amendment	16,318	0	28,000	11,461	10,888
45505.10	Rezoning	20,537	0	46,000	50,481	47,957
45505.11	Landscape Plan Review	1,713	0	11,000	7,413	7,042
45505.12	Development Agreement	953	0	3,600	5,394	5,124
45505.13	Amendments	40,765	0	44,000	32,968	31,319
45505.14	Time Extension	3,286	0	0	0	0
45505.17	Initial Study	2,500	0	0	0	0
45505.18	Categorical Exemption	827	0	2,400	2,044	1,942
45505.19	Negative Declaration	16,198	0	28,000	38,709	36,774
45505.20	Mitigated Negative Declaration	1,832	0	20,200	8,107	7,702
<b>Total Planning</b>		<b>504,029</b>	<b>297,863</b>	<b>712,616</b>	<b>691,539</b>	<b>656,961</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

**DEVELOPMENT SERVICES - REVENUE**

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b>284-2301 - Engineering</b>					
43300 Investment Income	\$ 0	\$ 0	\$ 400,000	\$ 450,000	\$ 500,000
45506 Planning Project Administration	0	0	0	0	0
45513-15 Tentative Map Reviews	15,898	13,000	27,000	20,000	20,000
45519 Improvement Plan Revision	4,275	0	2,000	0	0
45520 Encroachment Permit	143,771	15,000	15,000	15,000	20,000
45521 Grading Permit	63,666	10,000	4,000	20,000	10,000
45522 Engineering Inspection	1,842,484	840,000	2,440,000	975,000	1,075,000
45523 Lot Line Adjustments	16,400	0	13,000	10,000	12,000
45524 Assessment Respreads	7,150	5,000	10,000	5,000	7,000
45526 Plan Check Administration Fee	507,160	360,000	595,000	407,000	507,000
45528 Plans, Specs, & Copies	60	0	900	0	0
45528.01 Engineering Design Standards	278	0	150	0	0
45528.02 Standard Plans & Specs.	4,605	0	3,200	0	0
45528.03 Misc. Copies & Contract Docs	1,221	0	930	0	0
45529 Inspection Reimbursements	147,329	80,000	277,000	60,000	40,000
46628 Facility Fee Administration	349,998	350,000	350,000	227,550	250,000
46700 Other Income	1,554	0	1,500	0	0
46750 CIFP Personnel Reimbursement	70,319	0	56,000	0	0
<b>Total Engineering</b>	<b>3,176,168</b>	<b>1,673,000</b>	<b>4,195,680</b>	<b>2,189,550</b>	<b>2,441,000</b>
<b>TOTAL DEVELOPMENT SERVICES REVENUE</b>	<b>\$ 6,028,203</b>	<b>\$ 3,204,500</b>	<b>\$ 8,689,511</b>	<b>\$ 5,752,639</b>	<b>6,357,936</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

**DEVELOPMENT SERVICES FUND - EXPENDITURE SUMMARY**

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>					
<b><u>Building</u></b>					
283-2101 Building Division	\$ 1,248,914	\$ 1,585,489	\$ 1,573,250	\$ 1,771,719	\$ 1,751,020
<b><u>Planning</u></b>					
283-2201 Planning Division	894,145	1,502,530	1,340,326	1,416,015	1,376,314
283-2202 Planning Commission	13,712	30,926	23,648	22,364	23,029
<b>TOTAL COM. DEVELOPMENT</b>	<b>2,156,771</b>	<b>3,118,945</b>	<b>2,937,224</b>	<b>3,210,098</b>	<b>3,150,363</b>
<b><u>ENGINEERING DEPARTMENT</u></b>					
284-2301 Development Engineering	586,901	729,999	822,946	805,125	839,432
284-2302 Construction Inspection	305,908	453,288	435,681	524,138	541,872
284-2303 Engineering Services (Traffic)	158,921	336,733	258,026	339,398	353,764
284-2304 NPDES Unit	122,741	310,564	217,863	234,140	336,436
<b>TOTAL ENGINEERING</b>	<b>1,174,471</b>	<b>1,830,584</b>	<b>1,734,517</b>	<b>1,902,801</b>	<b>2,071,505</b>
<b>DEVELOPMENT SERVICES FUND TOTAL</b>	<b>\$ 3,331,242</b>	<b>\$ 4,949,529</b>	<b>\$ 4,671,741</b>	<b>\$ 5,112,899</b>	<b>\$ 5,221,867</b>

## Budget For Fiscal Years 2001/02 - 2002/03

**DEVELOPMENT SERVICES FUND - SUMMARY OF EXPENDITURES BY LINE ITEM**

		1999/00	2000/01	2000/01	2001/02	2002/03
		Actual	Budget	Projected	Budget	Budget
<b><i>Salaries &amp; Benefits:</i></b>						
50100	Salaries	\$ 1,546,589	\$ 2,154,353	\$ 1,949,601	\$ 2,285,293	\$ 2,311,631
50111	Compensated Absences	1,786	0	0	0	0
50150	Bilingual	0	0	600	600	600
51200	Overtime	84,263	54,705	99,365	78,365	84,205
51205	Part-time	106,164	78,560	107,500	47,430	49,128
52300	Deferred Compensation	6,542	10,959	13,056	15,561	17,358
52305	Life Insurance	5,199	7,417	7,744	8,872	9,029
52310	Health Insurance	111,692	139,843	146,189	224,913	247,724
52311	Flexible Benefits Plan	604	540	522	480	480
52315	Dental Insurance	32,507	42,476	38,685	58,420	63,109
52316	Employee Assist Prog	0	0	1,100	1,094	1,078
52318	Vision Care	10,281	11,457	12,071	12,266	12,636
52320	Retiree Medical Insurance	5,264	5,625	5,930	6,491	6,791
52800	Unemployment Insurance	3,892	0	0	0	0
53400	Retirement	191,759	182,863	194,165	243,924	246,735
53405	Survivor Benefit	0	1,172	1,273	1,247	1,229
53410	Workers Comp. Ins.	25,643	51,077	77,781	84,257	85,270
53415	Medicare	29,187	26,141	29,698	32,175	32,561
53420	FICA Tax	2,903	4,127	7,619	2,941	3,046
53425	LTD Insurance	9,642	14,021	14,883	19,283	19,505
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>2,173,917</b>	<b>2,785,336</b>	<b>2,707,780</b>	<b>3,123,612</b>	<b>3,192,114</b>

## Budget For Fiscal Years 2001/02 - 2002/03

**DEVELOPMENT SERVICES FUND - SUMMARY OF EXPENDITURES BY LINE ITEM**

		1999/00	2000/01	2000/01	2001/02	2002/03
		Actual	Budget	Projected	Budget	Budget
<i><b>Supplies &amp; Services:</b></i>						
60100	Office Expenses	\$ 93,956	\$ 112,165	\$ 108,351	\$ 112,954	\$ 148,345
60110	Publications, Dues, Licenses	7,584	21,896	20,827	23,482	25,193
60130	Clothing Expense	951	4,710	4,585	5,100	5,340
60132	Safety Supplies	0	300	300	0	0
60140	Special Supplies	2,613	6,615	6,615	5,900	6,195
60142	Safety Equipment	0	788	788	750	788
70100	Utility Services	8,005	0	11,360	15,000	16,500
70110	Equipment Maintenance	18,273	22,475	30,615	26,740	28,175
70115	Building/Facility Maintenance	12,848	10,100	15,308	23,200	24,100
70120	Rental of Buildings	336	0	100	0	0
70125	Equipment Rental	0	0	0	0	0
70130	Insurance	58,935	38,950	57,484	49,070	50,542
70140	Special Services	63,708	111,682	112,623	143,285	131,930
70145	Communications	24,687	37,198	34,250	33,000	34,625
70150	Advertising	1,408	2,905	1,500	2,500	2,700
70160	Travel, Lodging, & Meals	14,127	26,535	25,075	31,590	33,470
70170	Training & Conferences	11,392	35,055	28,183	35,814	37,672
70200	Administration	330,433	451,681	451,681	523,100	571,155
70239	Legal Services	54,284	71,835	59,250	113,950	116,885
70240	Contractual Services	231,963	664,533	624,475	470,860	440,220
80701	Information Services	62,016	79,051	79,051	106,894	112,238
80702	Vehicle Replacement Fund	48,353	67,116	67,116	73,904	73,904
80703	Information Systems	45,683	44,495	44,495	24,253	24,616
80704	Building Replacement Fund	65,770	69,058	69,058	72,852	72,852
80705	Central Services	0	0	0	0	0
80706	Fleet Maintenance	0	0	0	34,409	36,129
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>1,157,325</b>	<b>1,879,143</b>	<b>1,853,090</b>	<b>1,928,607</b>	<b>1,993,574</b>

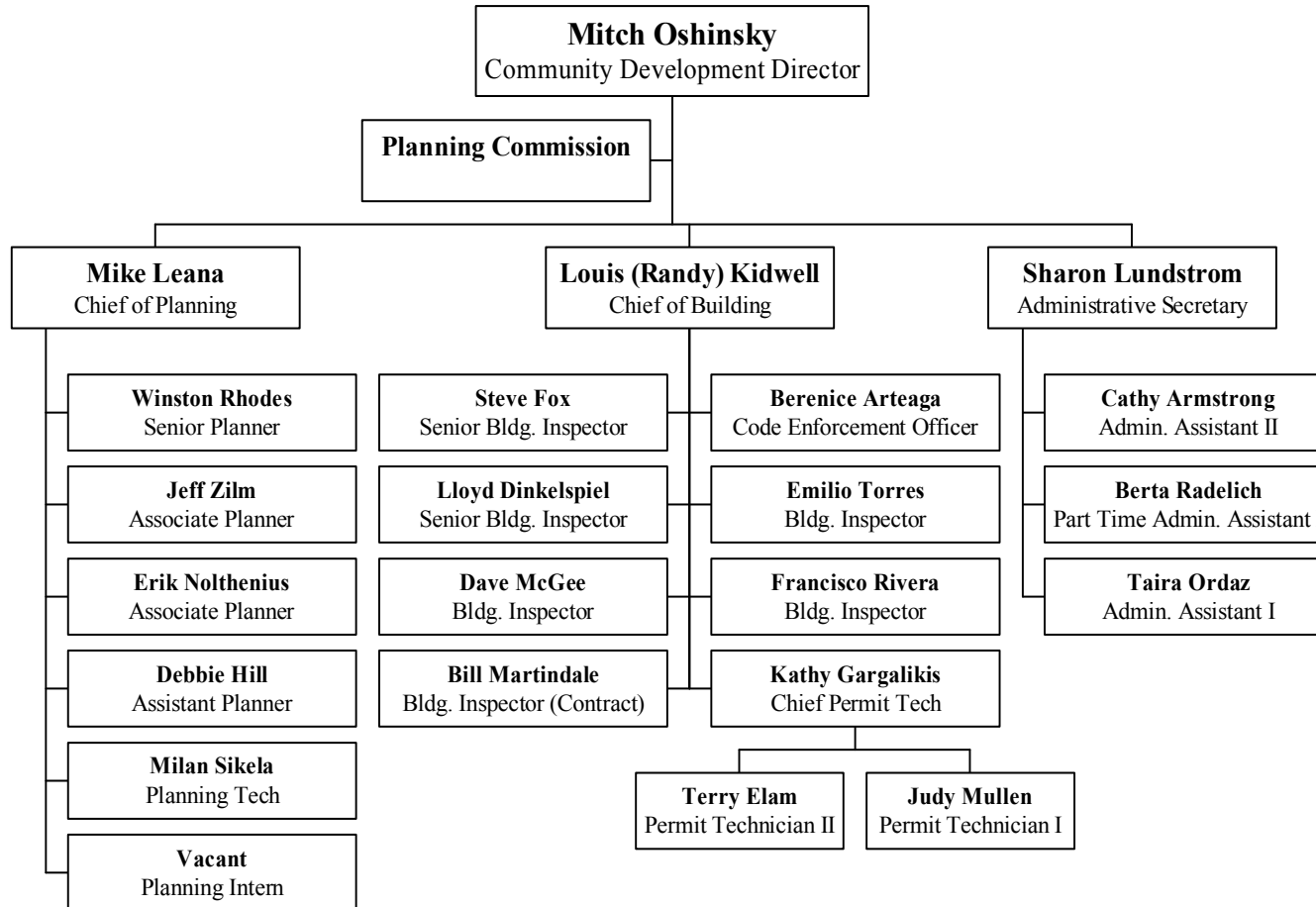


Budget For Fiscal Years 2001/02 - 2002/03

**DEVELOPMENT SERVICES FUND - SUMMARY OF EXPENDITURES BY LINE ITEM**

		1999/00	2000/01	2000/01	2001/02	2002/03
		Actual	Budget	Projected	Budget	Budget
<i>Capital Outlay:</i>						
90130	Building	\$ 0	\$ 150,000	\$ 0	\$ 0	\$ 0
90230	Equipment	0	135,050	110,871	60,680	36,180
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>285,050</b>	<b>110,871</b>	<b>60,680</b>	<b>36,180</b>
<b>TOTALS</b>		<b>\$ 3,331,242</b>	<b>\$ 4,949,529</b>	<b>\$ 4,671,741</b>	<b>\$ 5,112,899</b>	<b>\$ 5,221,867</b>

# Community Development Organizational Chart



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>283-2101</b>	<b>Division:</b>	<b>Building</b>

**Description:**

The Building Division reviews and approves all building construction plans for compliance with all State of California and City of Brentwood building and fire codes. During construction, Building and Fire Inspectors conduct site inspections to insure that construction conforms to the approved plans and the appropriate building codes. In addition, Building Division staff administers and enforces State and City statutes concerning existing structures, fire prevention, housing, zoning, sign code, SWIPPP, weed abatement, garbage and debris, abandoned vehicles, and graffiti. The Neighborhood Preservation Program conducted by Building Division staff will provide code enforcement services in a neighborhood based effort in concert with the Brentwood Neighborhood committee.

**Mission Statement:**

To enforce the City and State Health & Safety Codes and to protect life and property of the citizens of Brentwood by the enforcement of Uniform Building and Fire Codes.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 887,123	\$ 1,104,698	\$ 1,057,801	\$ 1,145,120	\$ 1,142,394
<b>Supplies &amp; Services</b>	361,791	415,435	473,949	<b>585,099</b>	<b>592,126</b>
<b>Capital Outlay</b>	<u>0</u>	<u>65,356</u>	<u>41,500</u>	<u><b>41,500</b></u>	<u><b>16,500</b></u>
<b>Total:</b>	<u><b>\$ 1,248,914</b></u>	<u><b>\$ 1,585,489</b></u>	<u><b>\$ 1,573,250</b></u>	<u><b>\$ 1,771,719</b></u>	<u><b>\$ 1,751,020</b></u>

**Commentary:**

Responding to the community need to provide greater customer service and responsiveness, the Building Division is requesting one new position for the 2001-2002 fiscal year. The position is a Plan Check Engineer. This position would allow structural and non-structural plan review to be conducted in-house thereby saving consultant fees and speeding up service by eliminating transit time. This will also improve plan check consistency and quality.

The Building Division is also requesting a part time clerical position to support the Code Enforcement Program. This position will provide much needed clerical support for the program and will allow the Code Enforcement Officer to spend a greater amount of time in the field addressing code enforcement issues.

Other differences between FY 00/01 and FY 01/02 include an upgrade to the Sierra System permit tracking software, and purchasing compatible equipment. Compatible equipment and systems upgrade will allow permits on-line, and will allow personnel in the field to access and update database information. This will improve system integration with financial operations, and customer service and efficiency.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>		<b>Development Services</b>		<b>Department:</b>		<b>Community Development</b>	
<b>Fund/Division Number:</b>		<b>283-2101</b>		<b>Division:</b>		<b>Building</b>	
		<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>	
		<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	
<b><u>PERSONNEL SCHEDULE:</u></b>							
	Director of Community Development	0.50	0.50	0.50	0.50	0.50	0.50
	Chief Building Official	1.00	1.00	1.00	1.00	1.00	1.00
	Project Manager	0.00	0.00	0.00	0.50	0.00	0.00
	Senior Planner	0.30	0.30	0.30	0.00	0.00	0.00
	Associate Planner	0.50	0.50	0.50	0.80	0.80	0.80
	Assistant Planner	0.10	0.10	0.10	0.00	0.00	0.00
	Planning Technician I	0.00	0.00	0.50	0.00	0.00	0.00
	Senior Combination Building Inspector	2.00	2.00	2.00	2.00	2.00	2.00
	Combination Building Inspector II	3.00	3.00	3.00	3.00	3.00	3.00
	Term Building Inspector	0.00	0.00	1.00	1.00	1.00	1.00
	Code Enforcement Officer	0.00	0.00	1.00	1.00	1.00	1.00
	Neighborhood Preservation Officer	0.00	1.00	1.00	0.00	0.00	0.00
	Redevelopment/Economic Analyst	0.00	0.00	1.00	0.00	0.00	0.00
	Senior Permits Technician	1.00	1.00	1.00	1.00	1.00	1.00
	Permits Technician II	1.00	1.00	1.00	1.00	1.00	1.00
	Permits Technician I	0.60	0.60	0.60	0.60	0.60	0.60
	Administrative Secretary	0.50	0.50	0.50	0.00	0.00	0.00
	Administrative Assistant II	0.50	0.50	0.50	0.50	0.50	0.50
	Administrative Assistant I	0.50	0.50	0.50	0.50	0.50	0.50
	<b>Total</b>	<b>11.50</b>	<b>12.50</b>	<b>16.00</b>	<b>13.40</b>	<b>12.90</b>	
<b><u>PERSONNEL SERVICES:</u></b>							
	50100 Salary - Regular	\$ 620,509	\$ 852,541	\$ 762,531	\$ 868,307	\$ 854,500	
	50111 Compensated Absences	1,165	0	0	0	0	
	50150 Bilingual Pay	0	0	600	600	600	
	51200 Overtime	10,088	0	11,550	11,550	17,200	
	51205 Part-time	82,920	47,000	81,000	0	0	
	52300 Deferred Comp.	1,797	2,964	2,544	3,192	3,036	
	52305 Life Insurance	1,735	2,567	2,366	2,419	2,451	
	52310 Health Insurance	41,330	57,829	52,516	86,979	93,577	
	52311 Flexible Benefits Plan	112	90	87	80	80	
	52315 Dental Insurance	12,506	17,181	14,222	22,592	23,839	
	52316 Employee Assist Prog	0	0	473	423	407	
	52318 Vision Care	4,333	4,928	5,044	4,744	4,773	
	52800 Unemployment Insurance	3,860	0	0	0	0	
	53400 Retirement	76,897	76,726	75,980	92,721	91,247	
	53405 Survivor Benefit	0	504	540	482	464	
	53410 Workers Comp. Ins.	10,429	21,953	30,506	31,351	30,852	
	53415 Medicare	13,206	11,618	12,020	12,353	12,156	
	53420 FICA	2,361	2,914	0	0	0	
	53425 LTD Insurance	3,875	5,883	5,821	7,327	7,210	

Total: \$ 887,123    \$ 1,104,698    \$ 1,057,801    \$ 1,145,120    \$ 1,142,394

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>283-2101</b>	<b>Division:</b>	<b>Building</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 21,223	\$ 9,640	\$ 37,355	\$ 37,355	\$ 24,190
60110 Publications, Dues, Licenses	690	4,800	4,000	5,882	6,490
60130 Clothing Expense	748	3,150	3,150	3,300	3,450
70100 Utility Services	4,120	0	5,650	7,500	8,250
70110 Equipment/Vehicle Maintenance	7,792	6,620	15,000	15,000	15,750
70115 Building/Facility Maintenance	6,018	5,050	8,000	11,600	12,000
70120 Building Rent	168	0	0	0	0
70130 Insurance	32,127	15,362	26,850	18,252	18,799
70140 Special Services	16,837	26,451	24,900	40,235	29,715
70145 Communication	11,493	8,915	9,700	9,700	9,850
70150 Advertising	170	880	1,000	1,000	1,050
70160 Travel, Lodging & Meals	2,736	3,760	3,760	6,080	6,455
70170 Training & Conferences	715	5,355	6,729	6,729	7,097
70200 Administration	100,000	153,669	153,669	185,500	204,050
70239 Legal Services	15,524	14,610	15,250	30,250	31,500
70240 Contractual Services	55,986	43,237	45,000	80,960	84,910
80701 Information Services	27,132	36,243	36,243	35,631	37,413
80702 Vehicle Replacement	20,031	37,510	37,510	38,378	38,378
80703 Information Systems	12,481	13,093	13,093	7,596	7,710
80704 Building Replacement Fund	25,800	27,090	27,090	25,800	25,800
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	18,351	19,269
Total:	<u>\$ 361,791</u>	<u>\$ 415,435</u>	<u>\$ 473,949</u>	<u>\$ 585,099</u>	<u>\$ 592,126</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 65,356	\$ 41,500	\$ 41,500	\$ 16,500
Total:	<u>\$ 0</u>	<u>\$ 65,356</u>	<u>\$ 41,500</u>	<u>\$ 41,500</u>	<u>\$ 16,500</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>283-2201</b>	<b>Division:</b>	<b>Planning Division</b>

**Description:**

The Planning Division is responsible for the preparation and administration of the General Plan, for the long-range physical development of the City, and administration and enforcement of the zoning ordinance. The Division handles environmental review, site plan review, conditional use permits, land subdivisions, and land use and zoning changes. Moreover, the Division provides professional and administrative services to the Planning Commission and technical advise to the City Council and City Manager on planning related matters.

**Mission Statement:**

To utilize planning principles in attempting to implement the goals and policies of the General Plan in order to provide a high quality of life and a financially healthy and desirable community in which to live, work and play.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 428,167	\$ 544,079	\$ 511,150	\$ 692,986	\$ 719,955
<b>Supplies &amp; Services</b>	465,978	796,307	817,355	713,449	646,129
<b>Capital Outlay</b>	<u>0</u>	<u>162,144</u>	<u>11,821</u>	<u>9,580</u>	<u>10,230</u>
<b>Total:</b>	<b><u>\$ 894,145</u></b>	<b><u>\$ 1,502,530</u></b>	<b><u>\$ 1,340,326</u></b>	<b><u>\$ 1,416,015</u></b>	<b><u>\$ 1,376,314</u></b>

**Commentary:**

The majority of the anticipated budget increase is related to implementation of Council consensus priorities; i.e., the General Plan update, Downtown Specific Plan, Brentwood Boulevard Plan, and Housing Element Update. Additional expense is related to the additional costs for a GIS system support.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>283-2201</b>	<b>Division:</b>	<b>Planning Division</b>

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Director of Community Development	0.50	0.50	0.50	<b>0.50</b>	<b>0.50</b>
Chief of Planning	1.00	1.00	1.00	<b>1.00</b>	<b>1.00</b>
Senior Planner	0.70	0.70	0.70	<b>1.00</b>	<b>1.00</b>
Associate Planner	1.50	1.50	1.50	<b>1.20</b>	<b>1.20</b>
Assistant Planner	0.90	0.90	0.90	<b>1.00</b>	<b>1.00</b>
Planning Technician I	0.00	0.00	0.50	<b>1.00</b>	<b>1.00</b>
Administrative Secretary	0.50	0.50	0.50	<b>1.00</b>	<b>1.00</b>
Administrative Assistant II	0.50	0.50	0.50	<b>0.50</b>	<b>0.50</b>
Administrative Assistant I	0.50	0.50	0.50	<b>0.50</b>	<b>0.50</b>
Minutes Clerk	0.00	0.00	0.10	<b>0.00</b>	<b>0.00</b>
Total	<u><b>6.10</b></u>	<u><b>6.10</b></u>	<u><b>6.70</b></u>	<u><b>7.70</b></u>	<u><b>7.70</b></u>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 334,512	\$ 433,143	\$ 399,350	\$ 506,505	\$ 521,511
50111 Compensated Absences	621	0	0	0	0
51200 Overtime	653	2,205	2,315	<b>2,315</b>	<b>2,430</b>
51205 Salary - Part-time	3,817	7,560	2,500	<b>23,430</b>	<b>24,528</b>
52300 Deferred Comp.	2,135	3,276	4,416	<b>5,358</b>	<b>6,204</b>
52305 Life Insurance	1,526	1,878	2,056	<b>2,618</b>	<b>2,670</b>
52310 Health Insurance	21,412	27,058	27,744	<b>49,981</b>	<b>55,856</b>
52311 Flexible Benefits Plan	112	90	87	<b>80</b>	<b>80</b>
52315 Dental Insurance	6,555	8,539	7,298	<b>12,982</b>	<b>14,230</b>
52316 Employee Assist Prog	0	0	208	<b>243</b>	<b>243</b>
52318 Vision Care	2,028	2,323	2,336	<b>2,726</b>	<b>2,849</b>
53400 Retirement	41,798	38,281	39,562	<b>54,048</b>	<b>55,649</b>
53405 Survivor Benefit	0	238	256	<b>277</b>	<b>277</b>
53410 Workers Comp. Ins.	5,701	10,518	14,324	<b>19,150</b>	<b>19,732</b>
53415 Medicare	5,098	5,566	5,644	<b>7,545</b>	<b>7,775</b>
53420 FICA Tax	122	469	21	<b>1,453</b>	<b>1,521</b>
53425 LTD Insurance	2,077	2,935	3,033	<b>4,274</b>	<b>4,400</b>
Total	<u><u>\$ 428,167</u></u>	<u><u>\$ 544,079</u></u>	<u><u>\$ 511,150</u></u>	<u><u>\$ 692,986</u></u>	<u><u>\$ 719,955</u></u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>283-2201</b>	<b>Division:</b>	<b>Planning Division</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 47,673	\$ 17,710	\$ 40,341	\$ 40,115	42,330
60110 Publications, Dues, Licenses	2,761	2,515	3,298	2,945	3,315
70100 Utility Services	3,885	0	5,710	7,500	8,250
70110 Equipment/Vehicle Maintenance	713	1,740	1,500	3,240	3,450
70115 Building /Facility Maintenance	6,830	5,050	7,308	11,600	12,100
70120 Building Rent	168	0	100	0	0
70130 Insurance	8,554	8,297	10,826	11,344	11,685
70140 Special Services	26,279	22,185	17,623	23,850	23,105
70145 Communication	5,472	6,865	5,000	4,300	4,825
70150 Advertising	170	2,025	500	1,500	1,650
70160 Travel, Lodging & Meals	6,286	8,630	8,630	8,825	9,505
70170 Training & Conferences	7,380	6,920	6,920	6,920	7,295
70200 Administration	100,323	126,636	126,636	137,000	150,700
70239 Legal Services	15,290	33,075	25,000	40,000	40,750
70240 Contractual Services	169,601	481,696	485,000	337,950	248,950
80701 Information Services	17,442	22,652	22,652	30,717	32,252
80702 Vehicle Replacement	12,544	13,598	13,598	8,943	8,943
80703 Information Systems	8,807	9,623	9,623	6,312	6,407
80704 Building Replacement Fund	25,800	27,090	27,090	25,800	25,800
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	4,588	4,817
Total:	<u>\$ 465,978</u>	<u>\$ 796,307</u>	<u>\$ 817,355</u>	<u>\$ 713,449</u>	<u>\$ 646,129</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90130 Buildings	\$ 0	\$ 150,000	\$ 0	\$ 0	\$ 0
90230 Equipment	0	12,144	11,821	9,580	10,230
Total:	<u>\$ 0</u>	<u>\$ 162,144</u>	<u>\$ 11,821</u>	<u>\$ 9,580</u>	<u>\$ 10,230</u>



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>283-2202</b>	<b>Division:</b>	<b>Planning Commission</b>

**Description:**

Members of the Planning Commission are appointed by the City Council to a two-year term of office. Commissioners act on applications submitted by project proponents for residential, commercial and industrial development within the City. Using the General Plan as the blueprint for City development, the Planning Commission approves projects that meet the policy guidelines of the General Plan.

**Mission Statement:**

To review and act on development applications in a manner that is consistent with and implements the goals and policies of the City General Plan and Zoning Ordinance.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 6,018	\$ 12,000	\$ 13,359	\$ 13,359	\$ 13,359
<b>Supplies &amp; Services</b>	7,694	18,926	10,289	9,005	9,670
<b>Total:</b>	<u>\$ 13,712</u>	<u>\$ 30,926</u>	<u>\$ 23,648</u>	<u>\$ 22,364</u>	<u>\$ 23,029</u>

**Commentary:**

Planning Commissioners receive \$100.00 per meeting attended, for compensation of their time spent attending workshops, subcommittee meetings, and in preparation for their bi-monthly meetings.

**Budget For Fiscal Years 2001/02 - 2002/03**

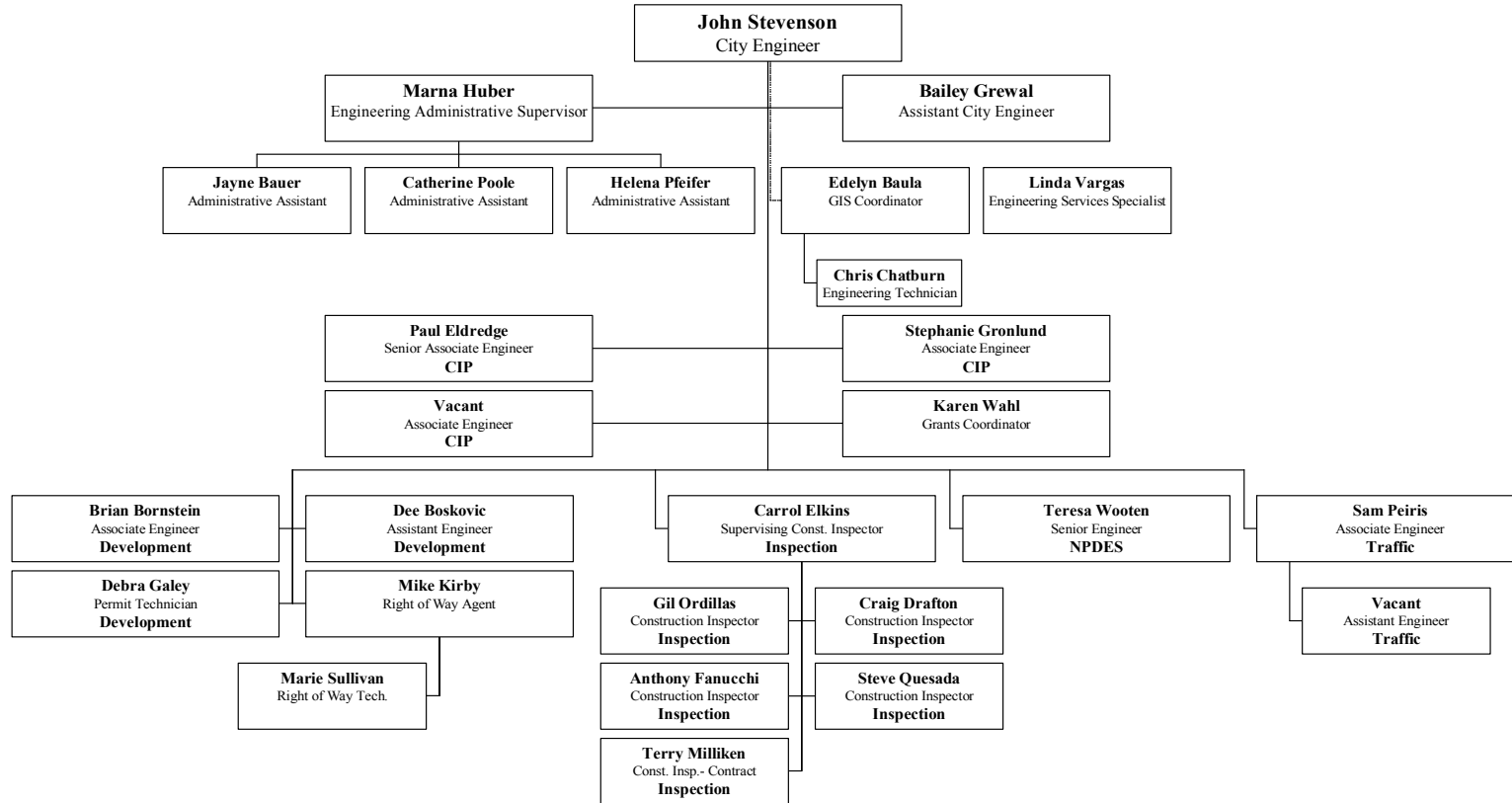
<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>283-2202</b>	<b>Division:</b>	<b>Planning Commission</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Planning Commissioners	5.00	5.00	5.00	5.00	5.00
Total	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

<b><u>PERSONNEL SERVICES:</u></b>					
51205 Salary - Part-time	\$ 5,550	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
52800 Unemployment Ins.	32	0	0	0	0
53400 Retirement	114	0	0	0	0
53410 Workers Comp. Ins.	0	0	441	441	441
53415 Medicare	192	0	174	174	174
53420 FICA Tax	130	0	744	744	744
Total:	<u>\$ 6,018</u>	<u>\$ 12,000</u>	<u>\$ 13,359</u>	<u>\$ 13,359</u>	<u>\$ 13,359</u>

<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 1,901	\$ 4,985	\$ 1,655	\$ 1,155	\$ 1,355
70140 Special Services	259	5,926	1,000	500	600
70160 Travel, Lodging & Meals	2,887	4,090	4,090	4,285	4,490
70170 Training & Conferences	836	3,925	3,544	3,065	3,225
70200 Administration	112	0	0	0	0
70239 Legal Services	1,699	0	0	0	0
Total:	<u>\$ 7,694</u>	<u>\$ 18,926</u>	<u>\$ 10,289</u>	<u>\$ 9,005</u>	<u>\$ 9,670</u>

# Engineering Organizational Chart



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>City Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2301</b>	<b>Division:</b>	<b>Development Engineering</b>

**Description:**

The Development Services Division is responsible for plan checking of private construction projects for conformance with City, State and Federal codes, supervision of assessment district functions, issuance of engineering permits (grading, encroachment and improvements). Provides engineering review of various development permits. Coordinates the formation of all new Lighting & Landscape Districts and annexations to existing districts. Provides engineering support to Construction Inspectors. Provides engineering expertise to other City departments. Acts as liaison with other agencies and companies.

**Mission Statement:**

To provide timely and responsive support to the City Council for all aspects of their work; to provide realistic requirements and coordination for the development community to ensure viable development requirements without compromising safety, quality or aesthetics for all residents and to provide reliable, responsible customer service to all persons equally.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 417,470	\$ 484,071	\$ 577,161	\$ 553,451	\$ 577,222
Supplies & Services	169,431	242,928	242,785	248,674	259,061
Capital Outlay	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,150</u>
<b>Total:</b>	<b><u>\$ 586,901</u></b>	<b><u>\$ 729,999</u></b>	<b><u>\$ 822,946</u></b>	<b><u>\$ 805,125</u></b>	<b><u>\$ 839,432</u></b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>City Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2301</b>	<b>Division:</b>	<b>Development Engineering</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
City Engineer	0.30	0.30	0.30	0.25	0.25
Assistant City Engineer	0.90	0.90	0.90	0.80	0.80
Associate Engineer	1.00	1.00	1.00	0.90	0.90
Assistant Engineer	1.00	1.00	2.00	1.20	1.20
Engineering Admin. Supervisor	0.50	0.50	0.50	0.50	0.50
Engineering Technician II	0.40	0.40	0.20	0.20	0.20
GIS Coordinator	0.00	0.00	0.20	0.20	0.20
Permits Technician II	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	0.80	0.80	1.20	1.10	1.10
Administrative Assistant I	0.40	0.40	0.00	0.00	0.00
Total	<u>6.30</u>	<u>6.30</u>	<u>7.30</u>	<u>6.15</u>	<u>6.15</u>
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 313,565	\$ 376,821	\$ 439,697	\$ 413,786	\$ 428,605
51200 Overtime	13,235	12,000	12,000	12,000	12,000
51205 Part-time	0	0	0	0	0
52300 Deferred Comp.	1,391	2,886	4,512	4,161	4,818
52305 Life Insurance	1,046	1,623	2,127	2,071	2,126
52310 Health Insurance	27,961	28,904	36,385	39,920	44,612
52311 Flexible Benefits Plan	112	90	87	80	80
52315 Dental Insurance	7,693	8,905	9,894	10,369	11,365
52316 Employee Assist Prog	0	0	230	194	194
52318 Vision Care	2,211	2,218	2,584	2,177	2,276
53400 Retirement	38,869	33,856	43,886	44,154	45,736
53405 Survivor Benefit	0	227	263	221	221
53410 Workers Comp. Ins.	4,610	9,119	15,876	14,940	15,475
53415 Medicare	4,775	4,826	6,255	5,887	6,098
53420 FICA	29	0	0	0	0
53425 LTD Insurance	1,973	2,596	3,365	3,491	3,616
Total:	<u>\$ 417,470</u>	<u>\$ 484,071</u>	<u>\$ 577,161</u>	<u>\$ 553,451</u>	<u>\$ 577,222</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>City Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2301</b>	<b>Division:</b>	<b>Development Engineering</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 15,734	\$ 19,661	\$ 16,000	\$ 19,711	\$ 20,697
60110 Publications, Dues, Licenses	674	1,838	1,000	2,000	2,100
70110 Equipment/Vehicle Maintenance	3,166	5,250	5,250	3,000	3,200
70130 Insurance	8,325	6,756	8,752	8,465	8,719
70140 Special Services	5,290	13,020	25,000	13,200	13,860
70145 Communication	3,397	8,400	8,400	9,000	9,450
70150 Advertising	1,068	0	0	0	0
70160 Travel, Lodging & Meals	771	5,460	4,000	7,500	7,875
70170 Training & Conferences	1,526	11,660	5,000	12,200	12,810
70200 Administration	66,300	74,322	74,322	85,100	89,355
70239 Legal Services	15,754	10,500	9,000	35,000	35,500
70240 Contractual Services	3,998	42,975	42,975	15,000	15,750
80701 Information Services	11,628	13,591	13,591	23,099	24,254
80702 Vehicle Replacement	4,900	4,900	4,900	0	0
80703 Information Systems	20,679	18,063	18,063	6,147	6,239
80704 Building Replacement Fund	6,221	6,532	6,532	9,252	9,252
80705 Central Services	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total:	<u>\$ 169,431</u>	<u>\$ 242,928</u>	<u>\$ 242,785</u>	<u>\$ 248,674</u>	<u>\$ 259,061</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 0	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,150
Total:	<u>\$ 0</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,150</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2302</b>	<b>Division:</b>	<b>Construction Inspection</b>

**Description:**

The Construction Division provides inspection support for all Development Construction activities and Capital Improvement Construction activities within the City. This Division assists other departments by providing construction expertise and technical experience involving field activities. This Division also provides project management assistance.

**Mission Statement:**

To provide responsive professional and technical construction management and inspection services. The primary goal is to deliver projects in a timely manner and within budget.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 241,597	\$ 334,118	\$ 319,504	\$ 403,842	\$ 415,112
<b>Supplies &amp; Services</b>	64,311	92,120	89,127	<b>119,296</b>	<b>125,710</b>
<b>Capital Outlay</b>	<u>0</u>	<u>27,050</u>	<u>27,050</u>	<u><b>1,000</b></u>	<u><b>1,050</b></u>
<b>Total:</b>	<u><b>\$ 305,908</b></u>	<u><b>\$ 453,288</b></u>	<u><b>\$ 435,681</b></u>	<u><b>\$ 524,138</b></u>	<u><b>\$ 541,872</b></u>

**Commentary:**

We are requesting a Contract Inspection position. This inspector would utilize an existing older jeep that would have been retired during this budget year.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2302</b>	<b>Division:</b>	<b>Construction Inspection</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
City Engineer	0.10	0.10	0.10	0.05	0.05
Supervising Construction Inspector	1.00	1.00	1.00	1.00	1.00
Construction Inspector I	1.00	1.00	1.90	1.80	1.80
Contract Inspector II	0.00	0.00	1.00	1.00	1.00
GIS Coordinator	0.00	0.00	0.00	0.05	0.05
Administrative Assistant II	0.30	0.40	0.40	0.40	0.40
Administrative Assistant I	0.10	0.00	0.00	0.00	0.00
Total	<u>2.50</u>	<u>2.50</u>	<u>4.40</u>	<u>4.30</u>	<u>4.30</u>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 129,084	\$ 255,200	\$ 181,714	\$ 266,637	\$ 272,582
51200 Overtime	58,791	37,000	70,000	50,000	50,000
51205 Salaries - Part-time	9,320	0	0	0	0
52300 Deferred Comp.	78	78	96	57	66
52305 Life Insurance	247	322	425	505	506
52310 Health Insurance	12,014	12,203	15,928	27,911	31,192
52311 Flexible Benefits Plan	112	90	87	80	80
52315 Dental Insurance	3,173	3,430	4,002	7,250	7,946
52316 Employee Assist Prog	0	0	107	136	136
52318 Vision Care	907	880	1,204	1,522	1,591
52320 Retiree Medical	5,264	5,625	5,930	6,491	6,791
53400 Retirement	15,962	13,496	18,137	28,452	29,087
53405 Survivor Benefit	0	90	122	155	155
53410 Workers Comp. Ins.	2,204	3,635	10,512	9,627	9,842
53415 Medicare	3,621	1,034	3,193	2,769	2,840
53420 FICA Tax	7	0	6,657	0	0
53425 LTD Insurance	813	1,035	1,391	2,250	2,300
Total:	<u>\$ 241,597</u>	<u>\$ 334,118</u>	<u>\$ 319,504</u>	<u>\$ 403,842</u>	<u>\$ 415,112</u>



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2302</b>	<b>Division:</b>	<b>Construction Inspection</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 301	\$ 2,548	\$ 2,000	\$ 2,018	\$ 2,119
60110 Publications, Dues, Licenses	34	814	600	815	856
60130 Clothing Expense	203	1,035	1,035	1,200	1,260
60132 Safety Supplies	0	300	300	0	0
60140 Special Supplies	683	840	840	900	945
70110 Equipment/Vehicle Maintenance	5,623	7,500	7,500	4,000	4,200
70130 Insurance	5,892	4,627	5,994	6,191	6,377
70140 Special Services	27	0	0	0	0
70145 Communication	2,929	9,868	8,000	7,000	7,350
70160 Travel, Lodging & Meals	0	1,550	1,550	2,000	2,100
70170 Training & Conferences	60	3,205	2,000	2,200	2,310
70200 Administration	29,900	34,917	34,917	40,500	44,550
70239 Legal Services	0	525	0	0	0
70240 Contractual Services	0	5,250	5,250	5,200	5,460
80701 Information Services	1,938	2,265	2,265	8,478	8,902
80702 Vehicle Replacement	10,878	10,878	10,878	21,658	21,658
80703 Information Systems	2,732	2,732	2,732	1,960	1,989
80704 Building Replacement Fund	3,111	3,266	3,266	6,000	6,000
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	9,176	9,634
Total:	<u>\$ 64,311</u>	<u>\$ 92,120</u>	<u>\$ 89,127</u>	<u>\$ 119,296</u>	<u>\$ 125,710</u>

**CAPITAL OUTLAY:**

90230 Equipment	<u>\$ 0</u>	<u>\$ 27,050</u>	<u>\$ 27,050</u>	<u>\$ 1,000</u>	<u>\$ 1,050</u>
Total:	<u>\$ 0</u>	<u>\$ 27,050</u>	<u>\$ 27,050</u>	<u>\$ 1,000</u>	<u>\$ 1,050</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2303</b>	<b>Division:</b>	<b>Traffic &amp; Transportation</b>

**Description:**

The Traffic Engineering Division is responsible for the safe, efficient, environmentally compatible movement of people and goods on the streets, highways and transit systems in the City of Brentwood. This Division performs transportation related engineering studies, data collection, design and administration of transportation projects. Provides technical assistance to the Capital Improvement Program other City Departments and outside agencies as needed.

**Mission Statement:**

To provide timely and responsive professional engineering support to the community, police, and other government agencies, as well as interdepartmental assistance. To assist in prioritizing capital improvements to assure that Brentwood's citizens receive maximum benefit.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 111,779	\$ 208,816	\$ 133,854	\$ 209,629	\$ 216,027
<b>Supplies &amp; Services</b>	47,142	101,617	97,872	124,769	132,488
<b>Capital Outlay</b>	0	26,300	26,300	5,000	5,250
<b>Total:</b>	<b>\$ 158,921</b>	<b>\$ 336,733</b>	<b>\$ 258,026</b>	<b>\$ 339,398</b>	<b>\$ 353,764</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2303</b>	<b>Division:</b>	<b>Traffic &amp; Transportation</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE</u></b>					
City Engineer	0.10	0.10	0.10	<b>0.10</b>	<b>0.10</b>
Assistant Engineer	0.00	0.00	0.00	<b>0.80</b>	<b>0.80</b>
Associate Engineer	0.70	0.70	0.70	<b>0.80</b>	<b>0.80</b>
Engineering Technician II	0.40	0.40	0.20	<b>0.20</b>	<b>0.20</b>
GIS Coordinator	0.00	0.00	0.20	<b>0.05</b>	<b>0.05</b>
Administrative Assistant II	0.20	0.20	0.30	<b>0.10</b>	<b>0.10</b>
Administrative Assistant I	0.10	0.10	0.00	<b>0.00</b>	<b>0.00</b>
<b>Total</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>2.05</b>	<b>2.05</b>

<b><u>PERSONNEL SERVICES:</u></b>					
	\$	\$	\$	\$	\$
50100 Salary - Regular	85,377	156,931	92,446	<b>149,545</b>	<b>152,469</b>
51200 Salary - Overtime	487	2,500	2,500	<b>1,500</b>	<b>1,575</b>
51205 Salary - Part-time	4,557	12,000	12,000	<b>12,000</b>	<b>12,600</b>
52300 Deferred Comp.	556	1,170	768	<b>1,938</b>	<b>2,244</b>
52305 Life Insurance	355	701	406	<b>833</b>	<b>845</b>
52310 Health Insurance	4,249	8,987	7,933	<b>13,307</b>	<b>14,871</b>
52311 Flexible Benefits Plan	112	90	87	<b>80</b>	<b>80</b>
52315 Dental Insurance	1,585	3,347	2,134	<b>3,456</b>	<b>3,788</b>
52316 Employee Assist Prog	0	0	47	<b>65</b>	<b>65</b>
52318 Vision Care	465	774	531	<b>726</b>	<b>759</b>
53400 Retirement	10,315	14,101	9,227	<b>15,958</b>	<b>16,270</b>
53405 Survivor Benefit	0	79	54	<b>74</b>	<b>74</b>
53410 Workers Comp. Ins.	1,588	4,127	3,455	<b>5,841</b>	<b>5,969</b>
53415 Medicare	1,376	2,184	1,361	<b>2,301</b>	<b>2,352</b>
53420 FICA	254	744	198	<b>744</b>	<b>781</b>
53425 LTD Insurance	503	1,081	707	<b>1,262</b>	<b>1,286</b>
<b>Total:</b>	<b>\$ 111,779</b>	<b>\$ 208,816</b>	<b>\$ 133,854</b>	<b>\$ 209,629</b>	<b>\$ 216,027</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2303</b>	<b>Division:</b>	<b>Traffic &amp; Transportation</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 5,192	\$ 3,623	\$ 3,000	\$ 3,650	\$ 3,833
60110 Publications, Dues, Licenses	3,425	11,680	11,680	11,570	12,149
60130 Clothing	0	525	400	600	630
60140 Special Supplies	0	2,625	2,625	2,500	2,625
60142 Safety Equipment	0	788	788	750	788
70110 Equipment/Vehicle Maintenance	979	1,365	1,365	1,500	1,575
70130 Insurance	2,372	2,297	2,975	3,209	3,305
70140 Special Services	5,033	4,200	4,200	4,000	4,200
70145 Communication	542	2,100	2,100	2,000	2,100
70160 Travel, Lodging & Meals	596	1,995	1,995	1,900	1,995
70170 Training & Conferences	675	1,680	1,680	2,500	2,625
70200 Administration	20,798	33,517	33,517	40,500	44,550
70239 Legal Services	303	3,675	0	3,700	3,885
70240 Contractual Services	2,378	26,250	26,250	28,000	29,400
80701 Information Services	1,938	2,035	2,035	6,020	6,321
80702 Vehicle Replacement	0	230	230	4,925	4,925
80703 Information Systems	492	492	492	1,551	1,574
80704 Building Replacement Fund	2,419	2,540	2,540	3,600	3,600
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	2,294	2,409
	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,294</u>	<u>2,409</u>
Total:	<u>\$ 47,142</u>	<u>\$ 101,617</u>	<u>\$ 97,872</u>	<u>\$ 124,769</u>	<u>\$ 132,488</u>

**CAPITAL OUTLAY:**

90230 Equipment	<u>\$ 0</u>	<u>\$ 26,300</u>	<u>\$ 26,300</u>	<u>\$ 5,000</u>	<u>\$ 5,250</u>
Total:	<u>\$ 0</u>	<u>\$ 26,300</u>	<u>\$ 26,300</u>	<u>\$ 5,000</u>	<u>\$ 5,250</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2304</b>	<b>Division:</b>	<b>NPDES</b>

**Description:**

The NPDES Division is responsible for overseeing compliance with the National Pollutant Discharge Elimination System's general permit and specific City and County compliance criteria of the State's Clean Water Act. This Division oversees performance standards during field construction activities.

**Mission Statement:**

To provide services in the most efficient and cost effective manner to assure compliance with permit criteria. To provide coordination between all participating departments and submit documentation to authorities. To ensure compliance with the mandate to improve water quality by implementing Best Management Practices.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 81,763	\$ 97,554	\$ 94,950	\$ 105,225	\$ 108,045
<b>Supplies &amp; Services</b>	40,978	211,810	121,713	128,315	228,391
<b>Capital Outlay</b>	<u>0</u>	<u>1,200</u>	<u>1,200</u>	<u>600</u>	<u>0</u>
<b>Total:</b>	<u><u>\$ 122,741</u></u>	<u><u>\$ 310,564</u></u>	<u><u>\$ 217,863</u></u>	<u><u>\$ 234,140</u></u>	<u><u>\$ 336,436</u></u>

**Commentary:**

The division anticipates continued participation in the County collective permit and the 2001/2002 budget reflects Brentwood's efforts. The division anticipates participation requirements to increase in the 2002/2003 budget year. The participation within the County's proposed 218 vote is included in this budget.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2304</b>	<b>Division:</b>	<b>NPDES</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Senior Engineer	0.75	0.75	0.75	<b>0.75</b>	<b>0.75</b>
Construction Inspector II	0.10	0.10	0.20	<b>0.00</b>	<b>0.00</b>
Construction Inspector I	0.00	0.00	0.00	<b>0.20</b>	<b>0.20</b>
Administrative Assistant II	0.10	0.10	0.10	<b>0.10</b>	<b>0.10</b>
Total	<u>0.95</u>	<u>0.95</u>	<u>1.05</u>	<u>1.05</u>	<u>1.05</u>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 63,542	\$ 79,717	\$ 73,863	\$ <b>80,513</b>	\$ <b>81,965</b>
51200 Overtime	1,009	1,000	1,000	<b>1,000</b>	<b>1,000</b>
52300 Deferred Comp.	585	585	720	<b>855</b>	<b>990</b>
52305 Life Insurance	290	326	365	<b>426</b>	<b>431</b>
52310 Health Insurance	4,726	4,862	5,683	<b>6,816</b>	<b>7,617</b>
52311 Flexible Benefits Plan	44	90	87	<b>80</b>	<b>80</b>
52315 Dental Insurance	995	1,074	1,135	<b>1,770</b>	<b>1,940</b>
52316 Employee Assist Prog	0	0	33	<b>33</b>	<b>33</b>
52318 Vision Care	337	334	372	<b>372</b>	<b>389</b>
53400 Retirement	7,804	6,403	7,372	<b>8,591</b>	<b>8,746</b>
53405 Survivor Benefit	0	34	38	<b>38</b>	<b>38</b>
53410 Workers Comp. Ins.	1,111	1,725	2,667	<b>2,907</b>	<b>2,959</b>
53415 Medicare	919	913	1,051	<b>1,145</b>	<b>1,166</b>
53425 LTD Insurance	401	491	565	<b>679</b>	<b>692</b>
Total:	<u>\$ 81,763</u>	<u>\$ 97,554</u>	<u>\$ 94,950</u>	<u>\$ <b>105,225</b></u>	<u>\$ <b>108,045</b></u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Development Services</b>	<b>Department:</b>	<b>Engineering</b>
<b>Fund/Division Number:</b>	<b>284-2304</b>	<b>Division:</b>	<b>NPDES</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 1,932	\$ 53,998	\$ 8,000	\$ 8,950	\$ 53,823
60110 Publications, Dues, Licenses	0	249	249	270	284
60140 Special Supplies	1,930	3,150	3,150	2,500	2,625
70130 Insurance	1,665	1,611	2,087	1,609	1,657
70140 Special Services	9,983	39,900	39,900	61,500	60,450
70145 Communications	854	1,050	1,050	1,000	1,050
70160 Travel, Lodging & Meals	851	1,050	1,050	1,000	1,050
70170 Training & Conferences	200	2,310	2,310	2,200	2,310
70200 Administration	13,000	28,620	28,620	34,500	37,950
70239 Legal Services	5,714	9,450	10,000	5,000	5,250
70240 Contractual Services	0	65,125	20,000	3,750	55,750
80701 Information Services	1,938	2,265	2,265	2,949	3,096
80703 Information Systems	492	492	492	687	697
80704 Building Replacement Fund	2,419	2,540	2,540	2,400	2,400
80705 Central Services	0	0	0	0	0
Total:	<u>\$ 40,978</u>	<u>\$ 211,810</u>	<u>\$ 121,713</u>	<u>\$ 128,315</u>	<u>\$ 228,391</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 0	\$ 1,200	\$ 1,200	\$ 600	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 1,200</u>	<u>\$ 1,200</u>	<u>\$ 600</u>	<u>\$ 0</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

**SPECIAL REVENUE FUNDS - RESERVES**

	Fund Balance & Reserves at 7/1/00	2000/01		Fund Balance & Reserves at 6/30/01	2001/02		Fund Balance & Reserves at 6/30/02	2002/03		Fund Balance & Reserves at 6/30/03
		Projected Revenues 00/01	Projected Expenditures 00/01		Budget Revenues 01/02	Budget Appropriations 01/02		Budget Revenues 02/03	Budget Appropriations 02/03	
<b>Special Revenue Funds:</b>										
<b>Fund #</b>										
203-207 Gas Tax	37,681	442,000	442,000	37,681	551,250	551,250	37,681	660,500	660,500	37,681
215 Youth Diversion Program	(14,063)	71,354	63,949	(6,658)	84,108	75,710	1,740	84,108	74,387	11,461
216 Police Grants	0	107,985	107,985	0	100,000	100,000	0	100,000	100,000	0
220 Economic Dev. Fund	27,438	0	20,000	7,438	10,000	10,000	7,438	10,000	10,000	7,438
280 Asset Forfeiture Fund	9,678	2,553	0	12,231	2,500	2,000	12,731	2,500	2,000	13,231
281 Abandoned Vehicle Abate. Fee Fund	19,759	6,200	20,150	5,809	10,500	15,000	1,309	10,500	10,000	1,809
293 Measure C Fund	3,397	244,298	230,000	17,695	250,000	261,000	6,695	265,000	271,000	695
<b>Assessment Districts</b>										
230 98-1 City Wide Assessment Dist.	468,065	653,475	775,000	346,540	881,709	1,106,597	121,652	1,048,000	1,149,603	20,049
600 94-1 Blackhawk Assessment Dist.	249,924	231,670	240,000	241,594	300,659	362,613	179,640	306,672	320,120	166,192
603 95-5 California Spirit Assessment Dist.	58,583	30,396	30,082	58,897	63,611	72,970	49,538	64,883	76,233	38,188
604 95-6 Gerry Ranch Assessment Dist.	33,566	20,905	25,302	29,169	1,760	17,516	13,413	25,000	18,122	20,291
605 95-2 Hawthorn Landing Assessment Dist.	51,152	42,187	32,441	60,898	43,975	62,626	42,247	44,855	65,359	21,743
606 95-7 Greystone Assessment Dist.	69,810	41,242	43,096	67,956	46,312	85,357	28,911	65,000	89,288	4,623
607 95-8 Garin Ranch Assessment Dist.	95,025	90,846	68,979	116,892	104,648	132,375	89,165	106,741	138,120	57,786
608 97-2 Marsh Creek Assessment Dist.	34,542	6,779	41,321	0	0	0	0	0	0	0
609 97-1 Hancock Assessment Dist.	90,590	46,598	12,600	124,588	89,390	127,451	86,527	91,178	133,152	44,553
610 97-3 Brentwood Park Apt. Assessment	4,610	6,151	4,434	6,327	400	3,723	3,004	2,500	3,784	1,720
611 98-5 Arroyo Seco	16,455	13,367	7,170	22,652	1,300	12,713	11,239	5,000	13,184	3,055
612 98-3 Solana	24,250	18,134	3,380	39,004	1,640	19,881	20,763	1,673	20,705	1,731
613 98-4 Birchwood Estates	21,182	16,355	3,237	34,300	1,020	16,408	18,912	1,040	17,066	2,886
614 99-3 Spa L	222,320	53,409	38,403	237,326	32,576	168,227	101,675	100,000	175,968	25,707
615 99-4 California Grove	17,721	18,903	8,500	28,124	1,440	12,904	16,660	1,469	13,383	4,746
616 99-5 Deer Creek	(3)	15,475	3,604	11,868	8,192	11,109	8,951	8,356	15,175	2,132
617 99-6 Trailside	7,454	15,524	3,502	19,476	2,182	12,543	9,115	15,000	13,003	11,112
618 99-7 Termo	54,886	0	6,291	48,595	5,560	24,416	29,739	5,671	33,155	2,255
619 99-8 Gerry Ryder	21,402	21,582	5,715	37,269	23,973	35,335	25,907	24,452	36,824	13,535
620 99-9 Richmond America	39,135	53,393	5,900	86,628	10,579	53,976	43,231	25,000	56,380	11,851
621 00-2 Lyon Woodfield	0	0	0	0	8,508	5,402	3,106	8,678	7,785	3,999
622 00-3 CA Orchard LLD	(6)	29,924	4,053	25,865	25,873	28,610	23,128	26,390	29,829	19,689
623 00-4 Brentwood Park LLD	0	0	0	0	13,091	8,187	4,904	13,353	15,293	2,964
624 01-1 Laird Property	0	0	0	0	8,926	5,617	3,309	9,105	5,617	6,797



**Budget For Fiscal Years 2001/02 - 2002/03**

**SPECIAL REVENUE FUNDS - RESERVES**

		2000/01			2001/02			2002/03			
		Fund Balance & Reserves at 7/1/00	Projected Revenues 00/01	Projected Expenditures 00/01	Fund Balance & Reserves at 6/30/01	Budget Revenues 01/02	Budget Appropriations 01/02	Fund Balance & Reserves at 6/30/02	Budget Revenues 02/03	Budget Appropriations 02/03	Fund Balance & Reserves at 6/30/03
<b><u>Special Revenue Funds:</u></b>											
<b><u>Fund #</u></b>											
<b><u>Facility Fees</u></b>											
250	Water Facility Fee Fund	<b>2,031,440</b>	5,420,213	5,674,190	<b>1,777,463</b>	4,505,208	3,963,604	<b>2,319,067</b>	5,396,491	4,896,799	<b>2,818,759</b>
251	Roadway Fee Fund	<b>7,223,250</b>	10,336,792	11,598,139	<b>5,961,903</b>	6,726,462	11,608,445	<b>1,079,920</b>	5,609,001	9,184,565	<b>(2,495,644)</b>
252	Parks & Trails Fee Fund	<b>838,966</b>	8,739,047	8,100,380	<b>1,477,633</b>	4,578,179	5,260,439	<b>795,373</b>	5,445,722	7,769,992	<b>(1,528,897)</b>
253	Storm Drain Fee Fund	<b>190,000</b>	10,000	83,000	<b>117,000</b>	5,000	57,000	<b>65,000</b>	5,000	4,000	<b>66,000</b>
255	Wastewater Facility Fee	<b>5,168,344</b>	5,572,975	5,319,821	<b>5,421,498</b>	3,164,737	5,199,264	<b>3,386,971</b>	3,757,047	2,755,763	<b>4,388,255</b>
256	Community Facility Fee Fund	<b>405,389</b>	2,213,538	2,425,532	<b>193,395</b>	1,201,049	2,507,897	<b>(1,113,453)</b>	1,434,474	626,980	<b>(305,959)</b>
260	Open Space Fee Fund	<b>182,945</b>	7,500	0	<b>190,445</b>	5,000	0	<b>195,445</b>	5,000	0	<b>200,445</b>
261	Facility Fee Administration	<b>2,150,000</b>	971,068	0	<b>3,121,068</b>	676,140	0	<b>3,797,208</b>	766,292	0	<b>4,563,500</b>
262	Agriculture Conservation	<b>376,000</b>	215,000	0	<b>591,000</b>	220,000	0	<b>811,000</b>	220,000	0	<b>1,031,000</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

**SPECIAL REVENUE FUNDS - REVENUE**

	<b><u>1999/00</u></b>	<b><u>2000/01</u></b>	<b><u>2000/01</u></b>	<b><u>2001/02</u></b>	<b><u>2002/03</u></b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
<b><u>203-207 - Gas Tax Funds:</u></b>					
41170 2105 Gas Tax	\$ 111,332	\$ 124,300	\$ 142,000	\$ 177,500	\$ 213,000
41170 2106 Gas Tax	82,472	103,400	106,000	132,500	159,000
43300 2106 Interest Income	775	0	0	0	0
41172 2107 Gas Tax	148,090	172,700	189,000	236,250	283,500
41174 2107.5 Gas Tax	0	4,400	5,000	5,000	5,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	\$ 342,669	\$ 404,800	\$ 442,000	\$ 551,250	\$ 660,500
<b><u>215 - Youth &amp; Family Services:</u></b>					
44481 Diversion Grant	\$ 42,108	\$ 42,108	\$ 21,054	\$ 42,108	\$ 42,108
45530 Counseling Fees	2,758	5,000	0	0	0
46700 Other Income (Panel Fee)	0	0	300	2,000	2,000
47100 Transfer from General Fund	0	50,000	50,000	40,000	40,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	\$ 44,866	\$ 97,108	\$ 71,354	\$ 84,108	\$ 84,108
<b><u>216 - Police Grants:</u></b>					
44462 COPs Fast Grant	\$ 0	\$ 0	\$ 107,985	\$ 100,000	\$ 100,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	\$ 0	\$ 0	\$ 107,985	\$ 100,000	\$ 100,000
<b><u>220 - Economic Development Fund:</u></b>					
43300 Investment Income	\$ 0	\$ 8,000	\$ 0	\$ 0	\$ 0
45515 Development Fee	22,202	0	0	10,000	10,000
46700 Other Income	1,532	0	0	0	0
47240 Transfer from BEDC	0	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	\$ 23,734	\$ 8,000	\$ 0	\$ 10,000	\$ 10,000

**Budget For Fiscal Years 2001/02 - 2002/03**

## SPECIAL REVENUE FUNDS - REVENUE

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>280 - Asset Forfeiture Fund:</u></b>					
43300 Interest Income	\$ 507	\$ 500	\$ 500	\$ 500	\$ 500
46700 Other Income	0	0	0	0	0
46800 Forfeiture Funds	0	0	2,053	2,000	2,000
<b>Total</b>	<b>\$ 507</b>	<b>\$ 500</b>	<b>\$ 2,553</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
 <b><u>281 - Abandoned Vehicle Abatement Fund:</u></b>					
43300 Interest Income	\$ 912	\$ 1,000	\$ 700	\$ 500	\$ 500
46800 Forfeiture Funds	16,200	15,000	5,500	10,000	10,000
<b>Total</b>	<b>\$ 17,112</b>	<b>\$ 16,000</b>	<b>\$ 6,200</b>	<b>\$ 10,500</b>	<b>\$ 10,500</b>
 <b><u>293 - Measure "C" Fund:</u></b>					
46710 Measure "C" Funds	\$ 208,946	\$ 229,841	\$ 244,298	\$ 250,000	\$ 265,000
<b>Total</b>	<b>\$ 208,946</b>	<b>\$ 229,841</b>	<b>\$ 244,298</b>	<b>\$ 250,000</b>	<b>\$ 265,000</b>
 <b><u>230 - City Wide Park Assessment District</u></b>					
40065 Assessments	\$ 221,791	\$ 400,000	\$ 420,475	\$ 648,709	\$ 800,000
43300 Investment Income	27,442	10,000	10,000	10,000	25,000
47100 General Fund Transfer	223,000	223,000	223,000	223,000	223,000
47520 Park Enterprise	0	0	0	0	0
<b>Total</b>	<b>\$ 472,233</b>	<b>\$ 633,000</b>	<b>\$ 653,475</b>	<b>\$ 881,709</b>	<b>\$ 1,048,000</b>

Budget For Fiscal Years 2001/02 - 2002/03

## SPECIAL REVENUE FUNDS - REVENUE

		<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>Landscape Assessment Districts</u></b>						
600	94-1 Blackhawk	\$ 126,260	\$ 233,300	\$ 231,670	\$ 300,659	\$ 306,672
603	95-5 California Spirit & Glory	14,039	30,593	30,396	63,611	64,883
604	95-6 Gerry Ranch	9,695	20,972	20,905	1,760	25,000
605	95-2 Hawthorn Landing	33,660	42,426	42,187	43,975	44,855
606	95-7 Greystone	25,607	41,525	41,242	46,312	65,000
607	95-8 Garin Ranch	14,897	91,253	90,846	104,648	106,741
608	97-2 Marsh Creek Apartments	15,241	6,780	6,779	0	0
609	97-1 Hancock	36,824	46,752	46,598	89,390	91,178
610	97-3 Brentwood Apartments	2,862	6,153	6,151	400	2,500
611	98-5 Arroyo Seco	9,959	13,416	13,367	1,300	5,000
612	98-3 Solana	6,442	18,196	18,134	1,640	1,673
613	98-4 Birchwood Estates	5,762	16,394	16,355	1,020	1,040
614	99-3 Spa L	229,414	53,966	53,409	32,576	100,000
615	99-4 California Grove	20,869	18,958	18,903	1,440	1,469
616	99-5 Deer Creek	0	15,575	15,475	8,192	8,356
617	99-6 Trailside	9,531	15,576	15,524	2,182	15,000
618	99-7 Termo	58,269	0	0	5,560	5,671
619	99-8 Gerry Ryder	24,065	21,674	21,582	23,973	24,452
620	99-9 Richmond America	41,851	53,540	53,393	10,579	25,000
621	00-2 Lyon Woodfield	0	0	0	8,508	8,678
622	00-3 CA Orchard	0	0	29,924	25,873	26,390
623	00-4 Brentwood Park	0	30,125	0	13,091	13,353
624	01-1 Laird Property	0	0	0	8,926	9,105
<b>Total</b>		\$ 685,247	\$ 777,174	\$ 772,840	\$ 795,615	\$ 952,016

**Budget For Fiscal Years 2001/02 - 2002/03**

**SPECIAL REVENUE FUNDS - REVENUE**

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>250 - Water Facility Fee:</u></b>					
43300 Interest Income	\$ 266,886	\$ 100,000	\$ 225,000	\$ 250,000	\$ 300,000
45515 Developer Fee	3,347,088	2,232,649	5,195,213	4,255,208	5,096,491
46700 Other Income	25,000	0	0	0	0
<b>Total</b>	<b>\$ 3,638,974</b>	<b>\$ 2,332,649</b>	<b>\$ 5,420,213</b>	<b>\$ 4,505,208</b>	<b>\$ 5,396,491</b>
<b><u>251 - Roadway Facility Fee:</u></b>					
43300 Interest Income	\$ 391,217	\$ 250,000	\$ 300,000	\$ 150,000	\$ 100,000
45515 Developer Fee	6,257,596	3,390,157	10,036,792	6,576,462	5,509,001
46700 Other Income	22,809	0	0	0	0
47371 Tsf. Bond Proceeds	103,998	0	0	0	0
<b>Total</b>	<b>\$ 6,775,620</b>	<b>\$ 3,640,157</b>	<b>\$ 10,336,792</b>	<b>\$ 6,726,462</b>	<b>\$ 5,609,001</b>
<b><u>252 - Parks/Trails Fee:</u></b>					
43300 Interest Income	\$ 290,756	\$ 200,000	\$ 50,000	\$ 25,000	\$ 25,000
45515 Developer Fee	3,781,114	3,411,618	8,689,047	4,553,179	5,420,722
<b>Total</b>	<b>\$ 4,071,870</b>	<b>\$ 3,611,618</b>	<b>\$ 8,739,047</b>	<b>\$ 4,578,179</b>	<b>\$ 5,445,722</b>
<b><u>253 - Storm Drain Fee:</u></b>					
43300 Interest Income	\$ 17,490	\$ 2,500	\$ 10,000	\$ 5,000	\$ 5,000
45515 Developer Fee	0	0	0	0	0
<b>Total</b>	<b>\$ 17,490</b>	<b>\$ 2,500</b>	<b>\$ 10,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

**SPECIAL REVENUE FUNDS - REVENUE**

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
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**255 - Wastewater Facility Fee:**

43300	Interest Income	\$ 259,967	\$ 50,000	\$ 225,000	\$ 150,000	\$ 100,000
45514	Excess Capacity Fee	1,232,250	60,000	44,000	25,000	25,000
45515	Developer Fee	2,668,265	1,568,282	5,303,975	2,989,737	3,632,047
47590	Wastewater Enterprise	130,000	0	0	0	0
<b>Total</b>		<b>\$ 4,290,482</b>	<b>\$ 1,678,282</b>	<b>\$ 5,572,975</b>	<b>\$ 3,164,737</b>	<b>\$ 3,757,047</b>

**256 - Community Facility Fee:**

43300	Interest Income	\$ 23,476	\$ 50,000	\$ 17,500	\$ 15,000	\$ 15,000
45515	Developer Fee	1,078,790	1,008,389	2,196,038	1,186,049	1,419,474
<b>Total</b>		<b>\$ 1,102,266</b>	<b>\$ 1,058,389</b>	<b>\$ 2,213,538</b>	<b>\$ 1,201,049</b>	<b>\$ 1,434,474</b>

**260 - Open Space Fee:**

43300	Interest Income	\$ 11,556	\$ 5,000	\$ 7,500	\$ 5,000	\$ 5,000
<b>Total</b>		<b>\$ 11,556</b>	<b>\$ 5,000</b>	<b>\$ 7,500</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>

**261 - Facility Fee Administration**

43300	Interest Income	\$ 58,760	\$ 50,000	\$ 65,000	\$ 75,000	\$ 80,000
45515	Developer Fee	0	387,444	906,068	601,140	686,292
46630	Facility Fee Funds Admin	462,275	0	0	0	0
<b>Total</b>		<b>\$ 521,035</b>	<b>\$ 437,444</b>	<b>\$ 971,068</b>	<b>\$ 676,140</b>	<b>\$ 766,292</b>

**262 - Agriculture Conservation**

43300	Interest Income	\$ 9,565	\$ 0	\$ 15,000	\$ 20,000	\$ 20,000
45515	Developer Fee	66,985	0	200,000	200,000	200,000
<b>Total</b>		<b>\$ 76,550</b>	<b>\$ 0</b>	<b>\$ 215,000</b>	<b>\$ 220,000</b>	<b>\$ 220,000</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Gas Tax</b>	<b>Department:</b>	<b>Public Services</b>
<b>Fund/Division Number:</b>	<b>203-207</b>	<b>Division:</b>	<b>Street Maintenance</b>

**Description:**

Funds collected under Sections 2105, 2106, and 2107 of the Streets and Highway Code are distributed to cities primarily on the basis of population, and are deposited into the Gasoline Tax Funds. Funds are generally used for engineering, acquisitions of rights of way, roadway maintenance, and construction of streets.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
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**Expenditure Summary:**

80100	Transfer to General Fund - 2105	\$ 129,400	\$ 124,000	\$ 142,000	\$ 177,500	\$ 213,000
80100	Transfer to General Fund - 2106	92,950	103,000	106,000	132,500	159,000
80100	Transfer to General Fund - 2107	164,600	170,000	189,000	236,250	283,500
80100	Transfer to General Fund - 2107.5	6,000	4,500	5,000	5,000	5,000
	<b>Total</b>	<b>\$ 392,950</b>	<b>\$ 401,500</b>	<b>\$ 442,000</b>	<b>\$ 551,250</b>	<b>\$ 660,500</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Economic Development Fund</b>	<b>Department:</b>	<b>Economic Development</b>
<b>Fund/Division Number:</b>	<b>220-0001</b>	<b>Division:</b>	

**Description:**

The revenue for this fund is derived from fees collected from the development of property in the Harvest Business Park.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
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**Expenditure Summary:**

80100	Transfer to General Fund	\$ 20,000	\$ 0	\$ 20,000	\$ 10,000	\$ 10,000
80240	Tsf. to Brentwood Eco. Dev. Com.	0	0	0	0	0
	<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 0</b>	<b>\$ 20,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>

**Commentary:**



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Asset Forfeiture Fund</b>	<b>Department:</b>	<b>Police</b>
<b>Fund/Division Number:</b>	<b>280-0001</b>	<b>Division:</b>	

**Description:**

Property or funds seized by the Police Department. After the case has been tried and a guilty verdict is returned, the funds are considered forfeited. This fund must be used specifically for drug prevention programs.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70140 Special Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
75700 Disposition	0	0	0	2,000	2,000
80100 Transfer to General Fund	0	0	0	0	0
90230 Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Abandoned Vehicle Abatement Fund</b>	<b>Department:</b>	<b>Police</b>
<b>Fund/Division Number:</b>	<b>281-0001</b>	<b>Division:</b>	

**Description:**

Legislature passed AB 4114 in September 1990 to include a \$1 fee in vehicle registration fees, to be deposited in the Abandoned Vehicle Trust Fund. This fee was established to financially assist local governments with the growing problem of abandoned vehicles. These funds can only be used for the abatement removal, and disposal as public nuisances of any abandoned, wrecked, dismantled, or inoperative vehicles or parts thereof from private or public property.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
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**Expenditure Summary:**

70140 Expenditures	\$ 91	\$ 0	\$ 150	\$ 0	\$ 0
80100 Transfer to General Fund	12,000	12,000	12,000	<b>10,000</b>	<b>7,000</b>
90230 Equipment/Vehicles/Furniture	<u>1,392</u>	<u>6,627</u>	<u>8,000</u>	<u><b>5,000</b></u>	<u><b>3,000</b></u>
<b>Total</b>	<b><u>\$ 13,483</u></b>	<b><u>\$ 18,627</u></b>	<b><u>\$ 20,150</u></b>	<b><u>\$ 15,000</u></b>	<b><u>\$ 10,000</u></b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Measure C</b>	<b>Department:</b>	<b>Public Services</b>
<b>Fund/Division Number:</b>	<b>293-0001</b>	<b>Division:</b>	<b>Traffic/Street Maintenance</b>

**Description:**

According to Measure C, local jurisdictions receive their Local Street Maintenance Fund allocation once their Growth Management Compliance checklist has been adopted by the Authority. The allocation is based on a formula where 18% of the budgeted sales tax revenues are distributed to local jurisdictions on the basis of their relative road mileage and population. These funds can only be spent on: local streets and road purposes; transit operations; growth management planning and compliance; bicycle and pedestrian trails; parking facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
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**Expenditure Summary:**

70140	Special Services	\$ 374	\$ 1,000	\$ 0	\$ 1,000	\$ 1,000
80100	Transfer to General Fund	140,000	130,000	130,000	160,000	170,000
80336	CIP Projects	100,000	100,000	100,000	100,000	100,000
	<b>Total</b>	<b>\$ 240,374</b>	<b>\$ 231,000</b>	<b>\$ 230,000</b>	<b>\$ 261,000</b>	<b>\$ 271,000</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Youth Diversion Program</b>	<b>Department:</b>	<b>Police Department</b>
<b>Fund/Division Number:</b>	<b>215-2401 and 2403</b>	<b>Division:</b>	<b>Youth Diversion Program</b>

**Description:**

The Juvenile Diversion Program is a comprehensive community resource that receives its primary funding from the State Realignment fund Juvenile Subvention Act. This Program has been funded by this grant since 1979. Through diversion and community education, the Juvenile Diversion Program assists families in resolving the legal conflicts in their juvenile's life.

**Mission Statement**

We are here to empower individuals, families, and the community to resolve situation conflicts in their lives. We are here to give them the opportunity to develop increased self-esteem, self-reliance, and respect for the laws of this State, County, and the City of Brentwood.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 48,379	\$ 53,603	\$ 54,518	\$ 59,539	\$ 61,143
Supplies & Services	8,005	10,181	9,431	12,571	13,244
Capital Outlay	0	0	0	3,600	0
<b>Total</b>	<b>\$ 56,384</b>	<b>\$ 63,784</b>	<b>\$ 63,949</b>	<b>\$ 75,710</b>	<b>\$ 74,387</b>

**Commentary:**

The Diversion Coordinator is solely responsible for managing the Diversion contracts. Additionally the Juvenile Diversion Coordinator locates grant opportunities, assists in writing new grants and manages all of the existing grants. Grant funding (AB90) pays a large portion of the YFS Coordinator's salary and benefits. It does not, however, cover the operating expenses of the office. This budget request represents a cooperative funding arrangement between the City of Brentwood and the AB 90 grant. It is the goal of this office to seek grants that will further the YFS mission and support the families served.

<b>Fund Title:</b>	<b>Youth Diversion Program</b>	<b>Department:</b>	<b>Police Department</b>
<b>Fund/Division Number:</b>	<b>215-2401 and 2403</b>	<b>Division:</b>	<b>Youth Diversion Program</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Diversion Coordinator	1.00	1.00	1.00	1.00	1.00
Total	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
 <b><u>PERSONNEL SERVICES</u></b>					
50100 Salary - Full-time	\$ 35,169	\$ 40,063	\$ 38,845	\$ 41,899	\$ 42,458
50125 Uniform	0	0	500	0	0
51200 Overtime	0	0	0	1,000	1,000
51205 Salary - Part-time	0	0	0	0	0
52300 Deferred Comp. Benefits	0	0	0	0	0
52305 Life Insurance	86	110	110	110	110
52310 Health Insurance	5,314	5,460	5,915	6,491	7,254
52311 Flexible Benefits	112	90	87	80	80
52315 Dental Insurance	1,504	1,620	1,608	1,686	1,848
52316 Employee Assist Prog.	0	0	32	32	32
52318 Vision Care Benefits	354	352	354	354	370
53400 Retirement	4,470	3,635	3,928	4,471	4,531
53405 Survivor Benefit	0	36	36	36	36
53410 Workers Comp. Ins.	631	979	1,403	1,513	1,533
53415 Medicare	510	979	1,403	1,513	1,533
53420 FICA Tax	0	0	0	0	0
53425 Long Term Disability	229	279	297	354	358
Total:	<u>\$ 48,379</u>	<u>\$ 53,603</u>	<u>\$ 54,518</u>	<u>\$ 59,539</u>	<u>\$ 61,143</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Youth Diversion Program</b>	<b>Department:</b>	<b>Police Department</b>
<i>City of Brentwood</i>			

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 1,738	\$ 2,911	\$ 2,500	\$ 3,460	\$ 3,599
60110 Publications, Dues, Licenses	0	100	0	100	100
70110 Equipment/Vehicle Maintenance	2,446	3,300	1,850	1,950	2,033
70120 Rental of Building	1,068	1,000	1,550	1,500	1,575
70130 Insurance	982	950	1,231	911	939
70145 Communication	571	1,470	950	1,050	1,093
70160 Travel, Lodging & Meals	0	0	0	1,000	1,050
70170 Training & Conferences	0	0	0	500	525
70239 Legal Services	0	450	0	500	650
70240 Contractual Services	1,200	0	1,350	1,600	1,680
Total:	<u>\$ 8,005</u>	<u>\$ 10,181</u>	<u>\$ 9,431</u>	<u>\$ 12,571</u>	<u>\$ 13,244</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 0	\$ 0	\$ 3,600	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 3,600</u>	<u>\$ 0</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Police Grants</b>	<b>Department:</b>	<b>Police Department</b>
<b>Fund/Division Number:</b>	<b>216</b>	<b>Division:</b>	<b>Police Grants</b>

**Description:**

State Legislature funded each law enforcement jurisdiction funds from the State Citizens Option for Public Safety (COPS) Program (AB 3229). These funds were based on a per capita amount. The amount of money for Brentwood was \$107,985. The caveat placed on this funding is the money is to be used for high technology. Future funds are an estimate only, and additional funds would be derived from other Grant Funds. These funds would have specific plans for expenditures.

**Mission Statement**

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Supplies & Services	\$ 0	\$ 0	\$ 10,000	\$ 10,000	\$ 10,000
Capital Outlay	0	107,985	97,985	90,000	90,000
<b>Total</b>	<b>\$ 0</b>	<b>\$ 107,985</b>	<b>\$ 107,985</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>

**Funding:**

High Technology Grant	0	107,985	107,985	0	0
Other Grants	0	0	0	100,000	100,000
	<b>\$ 0</b>	<b>\$ 107,985</b>	<b>\$ 107,985</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Water Facility</b>	<b>Department:</b>	<b>Development Services</b>
<b>Fund/Division Number:</b>	<b>250-0001</b>	<b>Division:</b>	

**Description:**

Future public facilities, including parks, thoroughfares, storm drain, water, and wastewater facilities are in part funded from fees collected at the time building permits are issued.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
45516 Mark-Roos Credits (92-1)	\$ 262,584	\$ 69,660	\$ 90,423	\$ 80,315	\$ 38,938
70140 Special Services	3,284	10,000	35,000	35,000	35,000
70180 Purchased Water	0	150,000	0	0	0
70200 Administrative Charge	105,294	112,683	90,000	183,515	200,000
80335 Project Administration	259,719	316,525	320,000	635,033	700,000
80560 Water Fund	465,000	0	585,000	0	0
80562 CIP Projects	210,430	3,309,068	3,185,281	2,304,501	3,094,549
81xxx Developer Reimbursements	654,665	498,877	1,368,486	725,240	828,312
90053 Construction	978,152	0	0	0	0
<b>Total</b>	<b>\$ 2,939,128</b>	<b>\$ 4,466,813</b>	<b>\$ 5,674,190</b>	<b>\$ 3,963,604</b>	<b>\$ 4,896,799</b>

**Commentary:**



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Roadway Improvements</b>	<b>Department:</b>	<b>Development Services</b>
<b>Fund/Division Number:</b>	<b>251-0001</b>	<b>Division:</b>	

**Description:**

Future public facilities, including parks, thoroughfares, storm drain, water, and wastewater facilities are in part funded from fees collected at the time building permits are issued.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
45516 Mark-Roos Credits (92-1)	\$ 60,130	\$ 0	\$ 20,706	\$ 18,392	\$ 8,916
70140 Special Services	49,901	15,000	15,000	15,000	15,000
70200 Administrative Charge	194,290	210,355	214,000	200,805	220,000
70225 Professional Services	0	5,000	0	0	0
70239 Legal Services	41	0	5,000	5,000	5,000
73000 Refund	48,562	0	6,000	0	0
80335 Project Administration	346,079	590,558	390,000	694,862	700,000
80336 CIP Projects	5,478,592	6,648,319	7,213,539	8,921,633	6,441,417
80471 Roadway Bond Debt Service	385,000	400,000	400,000	400,000	400,000
81xxx Developer Reimbursements	1,113,174	1,038,895	3,333,894	1,352,753	1,394,232
<b>Total</b>	<b>\$ 7,675,769</b>	<b>\$ 8,908,127</b>	<b>\$ 11,598,139</b>	<b>\$ 11,608,445</b>	<b>\$ 9,184,565</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Parks &amp; Trails</b>	<b>Department:</b>	<b>Development Services</b>
<b>Fund/Division Number:</b>	<b>252-0001</b>	<b>Division:</b>	

**Description:**

Future public facilities, including parks, thoroughfares, storm drain, water, and wastewater facilities are in part funded from fees collected at the time building permits are issued.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70140 Special Services	\$ 2,886	\$ 3,500	\$ 6,000	\$ 6,000	\$ 6,000
70200 Administrative Charge	132,414	164,456	200,000	189,994	200,000
80100 Transfer to Park Planning	0	550,000	0	0	0
80335 Project Administration	300,011	461,955	461,955	500,000	500,000
80336 CIP Projects	65,202	5,141,557	328,000	232,758	250,000
80520 Park Enterprise	375,000	0	550,000	565,000	580,000
80522 CIP Park Projects	6,693,214	0	4,598,526	2,343,627	4,796,752
81xxx Developer Reimbursements	686,399	923,329	1,955,899	1,423,060	1,437,240
<b>Total</b>	<b>\$ 8,255,126</b>	<b>\$ 7,244,797</b>	<b>\$ 8,100,380</b>	<b>\$ 5,260,439</b>	<b>\$ 7,769,992</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Storm Drain</b>	<b>Department:</b>	<b>Development Services</b>
<b>Fund/Division Number:</b>	<b>253-0001</b>	<b>Division:</b>	

**Description:**

Future public facilities, including parks, thoroughfares, storm drain, water, and wastewater facilities are in part funded from fees collected at the time building permits are issued.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70140 Special Services	\$ 0	\$ 500	\$ 5,000	\$ 1,000	\$ 1,000
70200 Administrative Services	3,000	3,000	3,000	3,000	3,000
80336 CIP Projects	63,084	0	75,000	53,000	0
<b>Total</b>	<b>\$ 66,084</b>	<b>\$ 3,500</b>	<b>\$ 83,000</b>	<b>\$ 57,000</b>	<b>\$ 4,000</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Wastewater Facility</b>	<b>Department:</b>	<b>Development Services</b>
<b>Fund/Division Number:</b>	<b>255-0001</b>	<b>Division:</b>	

**Description:**

Future public facilities, including parks, thoroughfares, storm drain, water, and wastewater facilities are in part funded from fees collected at the time building permits are issued.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
45516 Mark-Roos Credits (92-1)	\$ 541,705	\$ 143,706	\$ 186,539	\$ 165,689	\$ 80,329
70140 Special Services	2,886	5,000	6,000	6,000	6,000
70200 Administrative Charge	97,806	88,577	88,577	133,122	150,000
70239 Legal Services	253	0	0	0	0
80335 Project Administration	241,782	248,811	260,000	460,654	500,000
80592 CIP Projects	75,000	602,705	3,710,079	3,810,465	1,328,202
81xxx Developer Reimbursements	485,202	317,204	1,068,626	623,334	691,232
<b>Total</b>	<b>\$ 1,444,634</b>	<b>\$ 1,406,003</b>	<b>\$ 5,319,821</b>	<b>\$ 5,199,264</b>	<b>\$ 2,755,763</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Community Facilities Fund</b>	<b>Department:</b>	<b>Development Services</b>
<b>Fund/Division Number:</b>	<b>256-0001</b>	<b>Division:</b>	

**Description:**

Future public facilities, including parks, thoroughfares, storm drain, water, and wastewater facilities are in part funded from fees collected at the time building permits are issued.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70140 Special Services	\$ 2,885	\$ 5,000	\$ 6,000	\$ 6,000	\$ 6,000
70200 Administrative Charge	35,697	46,929	30,000	51,061	55,000
80335 Project Administration	88,237	131,824	110,000	176,694	185,000
80336 CIP Projects	738,500	459,002	1,287,035	1,923,238	92,000
81xxx Developer Reimbursement	0	0	992,497	350,904	288,980
<b>Total</b>	<b>\$ 865,319</b>	<b>\$ 642,755</b>	<b>\$ 2,425,532</b>	<b>\$ 2,507,897</b>	<b>\$ 626,980</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Facility Fee Administration</b>	<b>Department:</b>	<b>Development Services</b>
<b>Fund/Division Number:</b>	<b>261-0001</b>	<b>Division:</b>	

**Description:**

Future public facilities, including parks, thoroughfares, storm drain, water, and wastewater facilities are in part funded from fees collected at the time building permits are issued.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70140 Special Services	\$ 207	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total</b>	<b>\$ 207</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Agriculture Conservation</b>	<b>Department:</b>	<b>Development Services</b>
<b>Fund/Division Number:</b>	<b>262-0001</b>	<b>Division:</b>	

**Description:**

The Agricultural Conservation fee is an agricultural land conversion mitigation fee. The fee is being collected to partially address the impact to the environment associated with the permanent conversion of productive farmland within Brentwood to urban uses. The fee is collected based on Policy 1.14 of the Conservation/Open Space Element of the General Plan. The policy is worded as follows:

"1.14 - Secure Agricultural Lands: Establish a program which secures permanent agricultural on land designated for agriculture in the city and/or County General Plan. The program should include joint use concepts (e.g. wastewater irrigation), land dedication (e.g. secured through development agreements) and a transfer of development/in lieu fee ordinance. The program should also create incentives for continuing agriculture (e.g. long-term irrigation water contracts) and assurances that potential ag-urban conflicts will be mitigated "

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70140 Special Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**Commentary:**

The City has been collecting this "fee" since 1999 based on Council direction. We have prepared an Agricultural Enterprise Program (AEP) committee final report which recommends a mitigation fee of \$4,000-6,000/acre and a mitigation ratio of 1 acre for 1 acre for all projects (public and private) involving the permanent conversion of prime agricultural land. The current and proposed mitigation fee would be used to purchase conservation easements near Brentwood in order to permanently protect agricultural land from urbanization and offset the permanent loss of agricultural land in the City as agricultural land is converted to urban uses.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>98-1 City Wide Assessment District</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>230-2501</b>	<b>Division:</b>	<b>Maintenance</b>

**Description:**

This Division of the Parks and Recreation Department coordinates the maintenance activities for the City Wide Benefit District. This Division contracts for, monitors and provides administrative support for maintenance personnel that maintain parks and facilities throughout Brentwood in accordance with established standards.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Personnel Services	\$ 238,869	\$ 271,214	\$ 268,375	\$ 348,656	\$ 393,170
Supplies & Services	202,687	615,192	506,625	757,941	756,433
Capital Outlay	405	0	0	0	0
<b>Total</b>	<b>\$ 441,961</b>	<b>\$ 886,406</b>	<b>\$ 775,000</b>	<b>\$ 1,106,597</b>	<b>\$ 1,149,603</b>

**Commentary:**

The passage of the City wide Parks Maintenance Districts assures the long term funding for park maintenance. The District itself is responsible for the maintenance of parks as they are brought on line in accordance with established standards. The District is required to produce annual updates in accordance with Proposition 218 and assure that new subdivisions are included in the District as each tentative tract map is finalized. The Division coordinates with Park Planning during the design and construction phases of park development to assure cost effective design and therefore lowest possible maintenance costs.

The funding source for this District is an assessment placed on the Brentwood property owners' tax bills.  
The General Fund contributes \$223,000 annually to this fund.



<b>Fund Title:</b>	<b>98-1 City Wide Assessment District</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>230-2501</b>	<b>Division:</b>	<b>Maintenance</b>

	<u>1999/00</u>	<u>2000/01</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>
<b><u>PERSONNEL SCHEDULE</u></b>					
Parks Services Manager	0.00	0.00	0.00	0.20	0.20
Parks/Landscape Supervisor	1.00	1.00	0.33	0.50	0.50
Parks/Landscape Maintenance Worker II	1.00	1.00	1.00	1.00	1.00
Parks/Landscape Maintenance Worker I	1.00	1.00	1.00	2.00	2.00
Accountant I	0.00	0.00	0.00	0.25	0.25
Accounting Assistant II	0.00	0.00	0.33	0.30	0.30
Administrative Assistant II	0.50	0.50	1.00	0.75	0.75
Administrative Assistant I	1.00	1.00	0.00	0.00	0.00
Total	<b>4.50</b>	<b>4.50</b>	<b>3.66</b>	<b>5.00</b>	<b>5.00</b>

**230-2501 - PERSONNEL SERVICES**

50100	Salary - Full-time	\$ 156,939	\$ 200,996	\$ 183,846	\$ 249,183	\$ 278,533
	Position Requests	0	0	0	0	0
50150	Salaries - Bilingual Pay	0	300	0	0	0
51200	Overtime	2,989	1,050	0	0	0
51205	Salary - Part-time	22,267	13,500	22,200	14,161	14,869
52300	Deferred Comp. Benefits	312	312	384	969	1,122
52305	Life Insurance	544	621	635	895	961
52310	Health Insurance	19,803	19,143	19,834	31,806	39,172
52311	Flexible Benefits	44	90	87	80	80
52315	Dental Insurance	6,022	5,753	5,491	8,261	9,979
52316	Employee Assist Prog	0	0	128	155	170
52318	Vision Care Benefits	1,382	1,429	1,437	1,735	1,998
53400	Retirement	19,796	18,163	18,350	26,590	29,722
53405	Survivor Benefit	0	146	146	176	194
53410	Workers Comp. Ins.	3,384	4,892	8,319	8,997	10,057
53415	Medicare	3,265	2,589	3,278	3,545	3,963
53420	FICA Tax	1,050	837	2,833	0	0
53425	Long Term Disability	1,072	1,393	1,407	2,103	2,350
Total:		<u>\$ 238,869</u>	<u>\$ 271,214</u>	<u>\$ 268,375</u>	<u>\$ 348,656</u>	<u>\$ 393,170</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>98-1 City Wide Assessment District</b>	<b>Department:</b>	<b>Parks</b>
<b>Fund/Division Number:</b>	<b>230-2501</b>	<b>Division:</b>	<b>Maintenance</b>

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>SUPPLIES AND SERVICES:</u></b>					
230-2501 Administration	\$ 56,836	\$ 142,575	\$ 191,642	\$ 68,733	\$ 67,000
230-2502 Applehill Park	35,778	41,475	30,461	49,425	45,832
230-2503 City Pool	14	0	465	0	0
230-2504 Creekside Park	37,791	53,550	57,098	66,042	61,026
230-2505 Summerwood Park	5,872	34,000	34,841	51,043	46,297
230-2506 Garin Park	0	51,700	185	34,551	39,051
230-2507 K & B Parks	14,737	18,480	10,925	19,392	17,740
230-2508 McClarren Park	6,020	51,104	28,000	41,171	37,907
230-2509 City Pool Park	0	0	0	9,416	8,341
230-2510 San Jose School Park	195	38,100	21,165	38,820	36,682
230-2511 Sunset Park	19,494	110,471	61,328	102,963	96,709
230-2512 Marsh Creek Staging Area	920	3,150	4,491	9,850	8,702
230-2513 Brentwood City Park	20,490	31,736	41,500	47,667	43,973
230-2514 Curtis Park	515	7,350	3,179	4,982	3,928
230-2515 Windsor Way	247	11,813	3,216	4,622	4,178
230-2516 Homecoming Park	3,778	19,688	8,689	9,846	8,985
230-2517 Marsh Creek Vista	0	0	2,100	9,425	8,256
230-2518 CA Orchard Park	0	0	0	26,520	28,866
230-2519 Heritage Park	0	0	0	40,642	36,786
230-2520 Summerset Park	0	0	0	2,500	2,063
230-2521 Brentwood Park (Pulte)	0	0	0	17,863	28,866
230-2522 Hancock Park	0	0	1,340	10,440	9,981
230-2523 Brookfield West Park	0	0	0	31,400	47,250
230-2524 Skate Park	0	0	0	15,208	13,927
230-2525 Brentwood Park (Grupe)	0	0	0	28,820	31,437
230-2528 Havenwood Park	0	0	6,000	16,600	15,225
230-2529 Shea BW Hills Park	0	0	0	0	7,425
Total:	<u>\$ 202,687</u>	<u>\$ 615,192</u>	<u>\$ 506,625</u>	<u>\$ 757,941</u>	<u>\$ 756,433</u>
<b><u>CAPITAL OUTLAY:</u></b>					
230-2511 Sunset Park (Utility tractor)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
230-2504 Creekside Park	405	0	0	0	0
	<u>\$ 405</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>94-1 Blackhawk LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>600-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
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**Expenditure Summary:**

70100	<b>Utilities</b>	\$ 10,063	\$ 22,000	\$ 9,516	\$ 41,218	\$ 43,279
70110	<b>Maintenance Personnel</b>	0	0	0	77,924	81,820
70140	<b>Special Services</b>	14,149	3,619	8,238	9,959	9,959
70200	<b>Administration Charges</b>	20,000	25,000	25,000	30,000	30,000
70225	<b>Professional Services</b>	0	6,600	6,600	0	0
70240	<b>Contractual Services</b>	53,765	175,588	190,646	203,512	155,062
	<b>Total:</b>	<u>\$ 97,977</u>	<u>\$ 232,807</u>	<u>\$ 240,000</u>	<u>\$ 362,613</u>	<u>\$ 320,120</u>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>95-5 CA Spirit LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>603-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
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**Expenditure Summary:**

70100	<b>Utilities</b>	\$ 5,802	\$ 10,000	\$ 8,289	\$ 31,892	\$ 33,487
70110	<b>Maintenance Personnel</b>	0	0	0	5,725	6,011
70140	<b>Special Services</b>	3,732	477	1,066	1,205	1,205
70200	<b>Administration Charges</b>	4,500	6,500	6,500	6,500	6,500
70225	<b>Professional Services</b>	0	2,712	2,712	0	0
70240	<b>Contractual Services</b>	687	23,388	11,515	27,648	29,030
	<b>Total:</b>	<u>\$ 14,721</u>	<u>\$ 43,077</u>	<u>\$ 30,082</u>	<u>\$ 72,970</u>	<u>\$ 76,233</u>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>95-6 Gerry Ranch LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>604-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 525	\$ 5,000	\$ 6,247	\$ 6,983	\$ 7,333
70110 Maintenance Personnel	0	0	0	760	798
70140 Special Services	427	328	673	409	409
70200 Administration Charges	5,000	5,000	5,000	5,000	5,000
70225 Professional Services	0	2,600	2,600	0	0
70240 Contractual Services	4,269	15,784	10,782	4,364	4,582
<b>Total:</b>	<b>\$ 10,221</b>	<b>\$ 28,712</b>	<b>\$ 25,302</b>	<b>\$ 17,516</b>	<b>\$ 18,122</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>95-2 Hawthorn LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>605-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 3,340	\$ 5,500	\$ 3,678	\$ 28,627	\$ 30,058
70110 Maintenance Personnel	0	0	0	5,725	6,011
70140 Special Services	973	662	1,450	1,458	1,458
70200 Administration Charges	5,000	6,500	6,500	6,500	6,500
70225 Professional Services	0	2,275	2,275	0	0
70240 Contractual Services	11,037	30,632	18,538	20,316	21,332
<b>Total:</b>	<b>\$ 20,350</b>	<b>\$ 45,569</b>	<b>\$ 32,441</b>	<b>\$ 62,626</b>	<b>\$ 65,359</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>95-7 Greystone LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>606-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>

**Expenditure Summary:**

70100	<b>Utilities</b>	\$ 3,332	\$ 11,000	\$ 9,238	\$ 27,722	\$ 29,108
70110	<b>Maintenance Personnel</b>	0	0	0	<b>16,669</b>	<b>17,502</b>
70140	<b>Special Services</b>	1,010	647	1,461	<b>1,731</b>	<b>1,731</b>
70200	<b>Administration Charges</b>	10,000	10,000	5,000	<b>5,000</b>	<b>5,000</b>
70225	<b>Professional Services</b>	0	3,000	3,000	<b>0</b>	<b>0</b>
70240	<b>Contractual Services</b>	4,448	43,683	24,397	<b>34,235</b>	<b>35,947</b>
	<b>Total:</b>	<b>\$ 18,790</b>	<b>\$ 68,330</b>	<b>\$ 43,096</b>	<b>\$ 85,357</b>	<b>\$ 89,288</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>95-8 Garin LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>607-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>

**Expenditure Summary:**

70100	<b>Utilities</b>	\$ 10,360	\$ 22,264	\$ 12,015	\$ 40,104	\$ 42,109
70110	<b>Maintenance Personnel</b>	0	0	0	26,752	28,090
70140	<b>Special Services</b>	4,796	1,426	2,990	2,485	2,485
70200	<b>Administration Charges</b>	12,500	12,500	12,500	15,000	15,000
70225	<b>Professional Services</b>	0	3,950	3,950	0	0
70240	<b>Contractual Services</b>	19,067	70,121	37,524	48,034	50,436
	<b>Total:</b>	<b>\$ 46,723</b>	<b>\$ 110,261</b>	<b>\$ 68,979</b>	<b>\$ 132,375</b>	<b>\$ 138,120</b>

**Commentary:**



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>97-2 Marsh Creek LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>608-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 1,214	\$ 1,214	\$ 0	\$ 0
70140 Special Services	115	106	200	0	0
70200 Administration Charges	2,000	2,500	2,500	0	0
70225 Professional Services	0	401	401	0	0
70240 Contractual Services	142	10,000	37,006	0	0
<b>Total:</b>	<b>\$ 2,257</b>	<b>\$ 14,221</b>	<b>\$ 41,321</b>	<b>\$ 0</b>	<b>\$ 0</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>97-1 Hancock LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>609-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 10,000	\$ 1,318	\$ 64,879	\$ 68,123
70110 Maintenance Personnel	0	0	0	12,717	13,353
70140 Special Services	906	731	1,505	942	942
70200 Administration Charges	7,500	7,500	7,500	12,500	12,500
70225 Professional Services	0	2,704	0	0	0
70240 Contractual Services	718	43,233	2,277	36,413	38,234
<b>Total:</b>	<b>\$ 9,124</b>	<b>\$ 64,168</b>	<b>\$ 12,600</b>	<b>\$ 127,451</b>	<b>\$ 133,152</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>97-3 Brentwood Park Apts. LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>610-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 1,200	\$ 1,200	\$ 1,215	\$ 1,276
70140 Special Services	105	97	182	8	8
70200 Administration Charges	1,000	2,500	2,500	2,500	2,500
70225 Professional Services	0	202	202	0	0
70240 Contractual Services	31	350	350	0	0
<b>Total:</b>	<b>\$ 1,136</b>	<b>\$ 4,349</b>	<b>\$ 4,434</b>	<b>\$ 3,723</b>	<b>\$ 3,784</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>98-5 Arroyo Seco LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>611-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 1,104	\$ 3,557	\$ 518	\$ 4,677	\$ 4,911
70110 Maintenance Personnel	0	0	0	1,165	1,223
70140 Special Services	281	210	436	301	301
70200 Administration Charges	1,500	2,500	2,500	3,000	3,000
70225 Professional Services	0	803	803	0	0
70240 Contractual Services	2,934	7,597	2,913	3,570	3,749
<b>Total:</b>	<b>\$ 5,819</b>	<b>\$ 14,667</b>	<b>\$ 7,170</b>	<b>\$ 12,713</b>	<b>\$ 13,184</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>98-3 Solana LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>612-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 6,376	\$ 0	\$ 7,108	\$ 7,463
70110 Maintenance Personnel	0	0	0	4,205	4,415
70140 Special Services	376	285	380	380	380
70200 Administration Charges	1,500	2,500	3,000	3,000	3,000
70225 Professional Services	0	817	0	0	0
70240 Contractual Services	391	13,166	0	5,188	5,447
<b>Total:</b>	<b>\$ 2,267</b>	<b>\$ 23,144</b>	<b>\$ 3,380</b>	<b>\$ 19,881</b>	<b>\$ 20,705</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>98-4 Birchwood Estates LLD Assessment District</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>613-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 6,822	\$ 0	\$ 4,703	\$ 4,938
70110 Maintenance Personnel	0	0	0	\$ 2,229	\$ 2,340
70140 Special Services	319	257	237	237	237
70200 Administration Charges	1,500	2,500	3,000	3,000	3,000
70225 Professional Services	0	793	0	0	0
70240 Contractual Services	66	10,814	0	6,239	6,551
<b>Total:</b>	<b>\$ 1,885</b>	<b>\$ 21,186</b>	<b>\$ 3,237</b>	<b>\$ 16,408</b>	<b>\$ 17,066</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>99-3 Spa L</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>614-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>

**Expenditure Summary:**

70100	<b>Utilities</b>	\$ 0	\$ 44,550	\$ 25,000	\$ 58,009	\$ 60,909
70110	<b>Maintenance Personnel</b>	0	0	0	6,891	7,236
70140	<b>Special Services</b>	2,378	837	3,403	3,403	3,403
70200	<b>Administration Charges</b>	5,000	7,500	10,000	10,000	10,000
70225	<b>Professional Services</b>	0	4,700	0	0	0
70240	<b>Contractual Services</b>	0	65,783	0	89,924	94,420
	<b>Total:</b>	<u>\$ 7,378</u>	<u>\$ 123,370</u>	<u>\$ 38,403</u>	<u>\$ 168,227</u>	<u>\$ 175,968</u>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>99-4 California Grove</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>615-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 4,400	\$ 4,400	\$ 5,258	\$ 5,521
70110 Maintenance Personnel	0	0	0	811	852
70140 Special Services	378	296	604	335	335
70200 Administration Charges	2,000	2,500	3,000	3,000	3,000
70225 Professional Services	1,035	1,600	496	0	0
70240 Contractual Services	0	5,577	0	3,500	3,675
<b>Total:</b>	<b>\$ 3,413</b>	<b>\$ 14,373</b>	<b>\$ 8,500</b>	<b>\$ 12,904</b>	<b>\$ 13,383</b>

**Commentary:**



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>99-5 Deer Creek</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>616-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00</b>	<b>2000/01</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>
	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>	<b>Budget</b>
<b>Expenditure Summary:</b>					
70100 Utilities	\$ 0	\$ 1,000	\$ 0	\$ 7,500	\$ 7,875
70110 Maintenance Personnel	0	0	0	0	3,691
70140 Special Services	261	243	604	609	609
70200 Administration Charges	0	2,500	3,000	3,000	3,000
70225 Professional Services	0	3,250	0	0	0
70240 Contractual Services	0	4,000	0	0	0
<b>Total:</b>	<b>\$ 261</b>	<b>\$ 10,993</b>	<b>\$ 3,604</b>	<b>\$ 11,109</b>	<b>\$ 15,175</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>99-6 Trailside</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>617-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 961	\$ 0	\$ 4,875	\$ 5,118
70110 Maintenance Personnel	0	0	0	507	532
70140 Special Services	315	244	502	316	316
70200 Administration Charges	2,000	2,500	3,000	3,000	3,000
70225 Professional Services	0	1,100	0	0	0
70240 Contractual Services	0	7,274	0	3,845	4,037
<b>Total:</b>	<b>\$ 2,315</b>	<b>\$ 12,079</b>	<b>\$ 3,502</b>	<b>\$ 12,543</b>	<b>\$ 13,003</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>99-7 Termo</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>618-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 0	\$ 0	\$ 10,925	\$ 11,471
70110 Maintenance Personnel	0	0	0	0	7,833
70140 Special Services	231	0	1,291	1,291	1,291
70200 Administration Charges	3,000	5,000	5,000	5,000	5,000
70240 Contractual Services	0	0	0	7,200	7,560
<b>Total:</b>	<b>\$ 3,231</b>	<b>\$ 5,000</b>	<b>\$ 6,291</b>	<b>\$ 24,416</b>	<b>\$ 33,155</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>99-8 Gerry Ryder</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>619-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 3,750	\$ 0	\$ 9,435	\$ 9,907
70110 Maintenance Personnel	0	0	0	1,925	2,021
70140 Special Services	463	339	715	562	562
70200 Administration Charges	2,500	5,000	5,000	5,000	5,000
70225 Professional Services	0	1,700	0	0	0
70240 Contractual Services	0	8,312	0	18,413	19,334
<b>Total:</b>	<b>\$ 2,963</b>	<b>\$ 19,101</b>	<b>\$ 5,715</b>	<b>\$ 35,335</b>	<b>\$ 36,824</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>99-9 Richmond America</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>620-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 10,020	\$ 0	\$ 15,649	\$ 16,431
70110 Maintenance Personnel	0	0	0	9,171	9,630
70140 Special Services	3,997	839	900	900	900
70200 Administration Charges	2,500	5,000	5,000	5,000	5,000
70225 Professional Services	0	1,700	0	0	0
70240 Contractual Services	0	24,225	0	23,256	24,419
<b>Total:</b>	<b>\$ 6,497</b>	<b>\$ 41,784</b>	<b>\$ 5,900</b>	<b>\$ 53,976</b>	<b>\$ 56,380</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>00-2 Lyon Woodfield</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>621-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 0	\$ 0	\$ 2,025	\$ 2,126
70110 Maintenance Personnel	0	0	0	0	2,282
70140 Special Services	0	0	0	377	377
70200 Administration Charges	0	0	0	3,000	3,000
70225 Professional Services	0	0	0	0	0
70240 Contractual Services	0	0	0	0	0
<b>Total:</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 5,402</b>	<b>\$ 7,785</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>00-3 CA Orchard</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>622-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 0	\$ 0	\$ 18,850	\$ 19,793
70110 Maintenance Personnel	0	0	0	1,824	1,915
70140 Special Services	505	469	1,053	1,230	1,230
70200 Administration Charges	0	0	3,000	3,000	3,000
70240 Contractual Services	0	0	0	3,706	3,891
<b>Total:</b>	<b>\$ 505</b>	<b>\$ 469</b>	<b>\$ 4,053</b>	<b>\$ 28,610</b>	<b>\$ 29,829</b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>00-4 Brentwood Park</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>623-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
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**Expenditure Summary:**

70100	Utilities	\$ 0	\$ 1,500	\$ 0	\$ 4,050	\$ 4,253
70110	Maintenance Personnel	0	0	0	0	6,903
70140	Special Services	0	0	0	1,137	1,137
70200	Administration Charges	0	2,500	0	3,000	3,000
70225	Professional Services	0	3,250	0	0	0
70240	Contractual Services	0	10,000	0	0	0
	<b>Total:</b>	<b>\$ 0</b>	<b>\$ 17,250</b>	<b>\$ 0</b>	<b>\$ 8,187</b>	<b>\$ 15,293</b>

**Commentary:**



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>01-1 Laird Property</b>	<b>Department:</b>	<b>Community Development</b>
<b>Fund/Division Number:</b>	<b>624-6101</b>	<b>Division:</b>	<b>Lighting &amp; Landscape/Parks</b>

**Description:**

Pursuant to Section 22585 of the Streets and Highways Code this Assessment District was formed to operate, maintain and service all the public landscaping improvements, consisting of plant materials, shrubs, trees, ground cover, irrigation systems, pathways, hardscapes, walls, fences, lighting, creek landscaping, and park and recreation facilities.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
70100 Utilities	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
70110 Maintenance Personnel	0	0	0	2,500	2,500
70140 Special Services	0	0	0	617	617
70200 Administration Charges	0	0	0	2,500	2,500
70240 Contractual Services	0	0	0	0	0
<b>Total:</b>	<b><u>\$ 0</u></b>	<b><u>\$ 0</u></b>	<b><u>\$ 0</u></b>	<b><u>\$ 5,617</u></b>	<b><u>\$ 5,617</u></b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

**INTERNAL SERVICE FUNDS - RESERVES**

<u>Fund #</u>	Fund Balance & Reserves at 6/30/00	2000/01		Fund Balance & Reserves at 6/30/01	2001/02		Fund Balance & Reserves at 6/30/02	2002/03		Fund Balance & Reserves at 6/30/03
		Projected Revenues 00/01	Projected Expenditures 00/01		Budget Revenues 01/02	Budget Appropriations 01/02		Budget Revenues 02/03	Budget Appropriations 02/03	
701 Information Services	<b>90,702</b>	412,500	412,662	<b>90,540</b>	542,399	539,093	<b>93,846</b>	567,520	548,413	<b>112,952</b>
702 Vehicle/Equipment Replacement	<b>751,553</b>	1,138,750	493,180	<b>1,397,123</b>	1,083,396	563,749	<b>1,916,770</b>	1,108,396	1,012,593	<b>2,012,573</b>
703 Information Systems Replacement	<b>250,963</b>	214,729	36,650	<b>429,042</b>	275,195	112,500	<b>591,737</b>	283,945	112,500	<b>763,182</b>
704 Building Replacement Fund	<b>334,967</b>	317,528	132,579	<b>519,916</b>	361,880	336,404	<b>545,392</b>	372,880	196,798	<b>721,475</b>
705 Central Services	<b>0</b>	0	0	<b>0</b>	0	0	<b>0</b>	0	0	<b>0</b>
706 Maintenance Service Center	<b>0</b>	0	0	<b>0</b>	446,939	443,842	<b>3,097</b>	469,158	445,276	<b>26,980</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

**INTERNAL SERVICE FUNDS - REVENUE**

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>701 - Information Services</u></b>					
47100 Proceeds - General Fund	\$ 125,969	\$ 224,254	\$ 224,254	\$ 220,176	\$ 231,185
47283 Proceeds - Community Development	62,015	79,282	79,282	66,348	69,665
47284 Proceeds - Engineering	0	0	0	40,546	42,573
47335 Proceeds - CIP	23,256	38,508	38,508	39,440	41,412
47520 Proceeds - Parks	7,752	22,652	22,652	48,900	51,346
47540 Proceeds - Solid Waste Enterprise	7,752	9,061	9,061	21,502	22,577
47560 Proceeds - Water Enterprise	17,442	24,917	24,917	38,703	40,638
47590 Proceeds - Wastewater Enterprise	9,690	11,326	11,326	23,959	25,157
47704 Proceeds - Building Replacement	0	0	0	2,826	2,967
43300 Interest Income	1,528	5,000	2,500	40,000	40,000
<b>Total</b>	\$ 255,404	\$ 415,000	\$ 412,500	\$ 542,399	\$ 567,520
<b><u>702 - Vehicle/Equipment Replacement Fund</u></b>					
47100 Proceeds - General Fund	\$ 423,930	\$ 510,929	\$ 510,929	\$ 400,000	\$ 400,000
47230 Proceeds - City Wide	9,800	8,820	8,820	9,763	9,763
47283 Proceeds - Community Development	48,353	66,886	66,886	47,320	47,320
47284 Proceeds - Engineering	0	0	0	26,583	26,583
47335 Proceeds - CIP	10,829	10,829	10,829	10,829	10,829
47520 Proceeds - Parks	36,417	37,642	37,642	20,776	20,776
47540 Proceeds - Solid Waste Enterprise	0	239,580	239,580	215,465	215,465
47560 Proceeds - Water Enterprise	111,912	108,446	108,446	119,732	119,732
47590 Proceeds - Wastewater Enterprise	86,727	116,243	116,243	122,883	122,883
47701 Proceeds - Information Services	0	0	0	10,045	10,045
46700 Other	0	0	9,375	0	0
43300 Interest Income	4,081	5,000	30,000	100,000	125,000
<b>Total</b>	\$ 732,049	\$ 1,104,375	\$ 1,138,750	\$ 1,083,396	\$ 1,108,396

**Budget For Fiscal Years 2001/02 - 2002/03**

## INTERNAL SERVICE FUNDS - REVENUE

		1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b>703 - Information Systems Replacement</b>						
47100	Proceeds - General Fund	\$ 61,286	\$ 75,339	\$ 75,339	\$ 81,734	\$ 82,961
47230	Proceeds - City Wide	0	0	0	1,999	2,029
47283	Proceeds - Community Development	45,683	44,495	44,495	13,908	14,116
47284	Proceeds - Engineering	0	0	0	10,345	10,500
47335	Proceeds - CIP	0	0	0	24,063	24,424
47520	Proceeds - Parks	5,856	6,912	6,912	12,462	12,648
47540	Proceeds - Solid Waste Enterprise	2,563	2,755	2,755	3,882	3,940
47560	Proceeds - Water Enterprise	4,622	5,294	5,294	7,644	7,758
47590	Proceeds - Wastewater Enterprise	2,438	2,678	2,678	4,038	4,098
47701	Proceeds - Information Services	39,672	62,256	62,256	89,580	90,923
47704	Proceeds - Building Replacement	0	0	0	540	548
43330	Interest Income	5,919	2,100	15,000	25,000	30,000
	<b>Total</b>	168,039	201,829	214,729	275,195	283,945
<b>704 - Building Replacement Fund</b>						
43320	Rental Income	\$ 56,826	\$ 32,244	\$ 56,624	\$ 57,000	\$ 58,000
46700	Other Income	1,500	0	0	1,000	1,000
47100	Proceeds - General Fund	111,408	111,408	111,408	85,188	85,188
47283	Proceeds - Community Development	65,770	65,770	65,770	51,600	51,600
47284	Proceeds - Engineering	0	0	0	21,252	21,252
47335	Proceeds - CIP	20,390	20,390	20,390	30,000	30,000
47520	Proceeds - Parks	0	0	0	33,240	33,240
47540	Proceeds - Solid Waste Enterprise	4,200	4,200	4,200	10,200	10,200
47560	Proceeds - Water Enterprise	14,568	14,568	14,568	16,200	16,200
47590	Proceeds - Wastewater Enterprise	14,568	14,568	14,568	16,200	16,200
43300	Interest Income	12,084	7,500	30,000	40,000	50,000
	<b>Total</b>	\$ 301,314	\$ 270,648	\$ 317,528	\$ 361,880	\$ 372,880

**Budget For Fiscal Years 2001/02 - 2002/03**

## INTERNAL SERVICE FUNDS - REVENUE

	1999/00 Actual	2000/01 Budget	2000/01 Projected	2001/02 Budget	2002/03 Budget
<b><u>705 - Central Services</u></b>					
47100 Proceeds - General Fund	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
47283 Proceeds - Community Development	0	0	0	0	0
47284 Proceeds - Engineering	0	0	0	0	0
47335 Proceeds - CIP	0	0	0	0	0
47520 Proceeds - Parks	0	0	0	0	0
47540 Proceeds - Solid Waste Enterprise	0	0	0	0	0
47560 Proceeds - Water Enterprise	0	0	0	0	0
47590 Proceeds - Wastewater Enterprise	0	0	0	0	0
43300 Interest Income	0	0	0	0	0
<b>Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b><u>706 - Maintenance Service Center</u></b>					
47100 Proceeds - General Fund	\$ 0	\$ 0	\$ 0	\$ 88,502	\$ 92,927
47230 Proceeds - City Wide	0	0	0	4,588	4,817
47283 Proceeds - Community Development	0	0	0	22,939	24,086
47284 Proceeds - Engineering	0	0	0	11,470	12,043
47335 Proceeds - CIP	0	0	0	6,882	7,226
47520 Proceeds - Parks	0	0	0	11,470	12,043
47540 Proceeds - Solid Waste Enterprise	0	0	0	150,005	157,505
47560 Proceeds - Water Enterprise	0	0	0	67,625	71,006
47590 Proceeds - Wastewater Enterprise	0	0	0	76,370	80,188
47701 Proceeds - Information Services	0	0	0	4,588	4,817
43300 Interest Income	0	0	0	2,500	2,500
<b>Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 446,939</b>	<b>\$ 469,158</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>701-7101</b>	<b>Division:</b>	<b>Information Services</b>

**Description:**

The Information Services Division develops and coordinates the City's Information Systems needs. Goals include 1) development of long-range policies and standards for acquiring, maintaining and replacing equipment and software; and 2) responsive and on-going support and training for computer equipment software, and for the telephone system.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001-02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 202,487	\$ 286,477	\$ 283,866	\$ 370,797	\$ 384,827
<b>Supplies &amp; Services</b>	53,530	105,830	103,796	<b>158,296</b>	<b>157,586</b>
<b>Capital Outlay</b>	<u>0</u>	<u>25,000</u>	<u>25,000</u>	<u><b>10,000</b></u>	<u><b>6,000</b></u>
<b>Total:</b>	<u><u>\$ 256,017</u></u>	<u><u>\$ 417,307</u></u>	<u><u>\$ 412,662</u></u>	<u><u>\$ 539,093</u></u>	<u><u>\$ 548,413</u></u>

**Commentary:**

The Information Systems Division is asking for another position to create maps for the City Departments.

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>701-7101</b>	<b>Division:</b>	<b>Information Services</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001-02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Director of Finance and Info. Systems	0.20	0.20	0.20	<b>0.20</b>	<b>0.20</b>
Information Systems Manager	1.00	1.00	1.00	<b>1.00</b>	<b>1.00</b>
Information Systems Specialist I	0.00	0.00	1.00	<b>1.00</b>	<b>1.00</b>
Information Systems Technician I	1.00	1.00	1.00	<b>1.00</b>	<b>1.00</b>
GIS Coordinator	0.00	0.00	0.00	<b>0.50</b>	<b>0.50</b>
Administrative Secretary	0.00	0.00	0.00	<b>0.20</b>	<b>0.20</b>
<b>Total</b>	<b>2.20</b>	<b>2.20</b>	<b>3.20</b>	<b>3.90</b>	<b>3.90</b>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 157,630	\$ 223,413	\$ 230,532	\$ 277,051	\$ 285,752
50111 Compensated Absences	237	0	0	<b>0</b>	<b>0</b>
51200 Overtime	1,612	3,000	1,000	<b>3,000</b>	<b>3,000</b>
51205 Salaries - Part-time	5,390	10,000	0	<b>8,000</b>	<b>8,000</b>
52300 Deferred Comp.	936	936	1,024	<b>1,368</b>	<b>1,584</b>
52305 Life Insurance	773	781	944	<b>1,012</b>	<b>1,015</b>
52310 Health Insurance	7,704	13,212	10,456	<b>25,315</b>	<b>28,291</b>
52311 Flexible Benefits Plan	112	90	87	<b>80</b>	<b>80</b>
52315 Dental Insurance	1,725	3,480	2,372	<b>6,575</b>	<b>7,207</b>
52316 Employee Assist Prog	0	0	101	<b>123</b>	<b>123</b>
52318 Vision Care	782	1,126	1,133	<b>1,381</b>	<b>1,443</b>
53400 Retirement	19,374	19,872	22,836	<b>29,563</b>	<b>30,492</b>
53405 Survivor Benefit	0	115	115	<b>140</b>	<b>140</b>
53410 Workers Comp. Ins.	2,744	5,626	8,261	<b>10,297</b>	<b>10,612</b>
53415 Medicare	2,411	2,682	3,255	<b>4,057</b>	<b>4,181</b>
53420 FICA	60	620	0	<b>496</b>	<b>496</b>
53425 LTD Insurance	997	1,524	1,751	<b>2,338</b>	<b>2,411</b>
<b>Total:</b>	<b>\$ 202,487</b>	<b>\$ 286,477</b>	<b>\$ 283,866</b>	<b>\$ 370,797</b>	<b>\$ 384,827</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>701-7101</b>	<b>Division:</b>	<b>Information Services</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001-02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 954	\$ 1,050	\$ 3,000	\$ 3,000	\$ 1,050
60110 Publications, Dues, Licenses	569	263	335	500	500
70110 Equipment/Vehicle Maintenance	268	7,500	2,500	7,500	7,500
70130 Insurance	4,050	0	5,144	5,583	5,750
70140 Special Services	546	2,625	2,625	5,500	5,000
70145 Communication	2,008	1,050	1,700	2,500	2,500
70160 Travel, Lodging & Meals	1,179	2,100	1,500	2,500	2,500
70170 Training & Conferences	1,662	5,250	3,500	7,000	7,000
70240 Contractual Services	2,622	12,500	10,000	20,000	20,000
80702 Vehicle Replace	0	11,236	11,236	10,045	10,045
80703 Information Systems	39,672	62,256	62,256	89,580	90,924
80705 Central Services	0	0	0	0	0
80706 Fleet Maintenance	0	0	0	4,588	4,817
Total:	<u>\$ 53,530</u>	<u>\$ 105,830</u>	<u>\$ 103,796</u>	<u>\$ 158,296</u>	<u>\$ 157,586</u>
<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 25,000	\$ 25,000	\$ 10,000	\$ 6,000
Total:	<u>\$ 0</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 10,000</u>	<u>\$ 6,000</u>



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>702-7201</b>	<b>Division:</b>	<b>Vehicle/Equipment Replacement</b>

**Description:**

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
Supplies & Services	\$ 5,658	\$ 22,055	\$ 17,576	\$ 22,195	\$ 15,793
Capital Outlay	<u>157,396</u>	<u>556,326</u>	<u>475,604</u>	<u>541,554</u>	<u>996,800</u>
<b>Total:</b>	<b><u><u>\$ 163,054</u></u></b>	<b><u><u>\$ 578,381</u></u></b>	<b><u><u>\$ 493,180</u></u></b>	<b><u><u>\$ 563,749</u></u></b>	<b><u><u>\$ 1,012,593</u></u></b>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>702-7201</b>	<b>Division:</b>	<b>Vehicle/Equipment Replacement</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
70110 Equipment/Vehicle Maintenance	\$ 0	\$ 1,575	\$ 0	\$ 5,000	\$ 5,000
70130 Insurance	5,658	17,855	7,528	0	0
70140 Special Services	0	2,625	0	0	0
90000 Interest	0	0	10,048	17,195	10,793
	<u>0</u>	<u>0</u>	<u>10,048</u>	<u>17,195</u>	<u>10,793</u>
Total:	<u>\$ 5,658</u>	<u>\$ 22,055</u>	<u>\$ 17,576</u>	<u>\$ 22,195</u>	<u>\$ 15,793</u>
 <b><u>CAPITAL OUTLAY:</u></b>					
80450 Leases	\$ 157,396	\$ 53,484	\$ 53,484	\$ 116,554	\$ 96,800
90230 Equipment	0	502,842	422,120	425,000	900,000
	<u>0</u>	<u>502,842</u>	<u>422,120</u>	<u>425,000</u>	<u>900,000</u>
Total:	<u>\$ 157,396</u>	<u>\$ 556,326</u>	<u>\$ 475,604</u>	<u>\$ 541,554</u>	<u>\$ 996,800</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>703-7301</b>	<b>Division:</b>	<b>Information Systems Replacement</b>

**Description:**

The purpose of this fund is to provide for the ongoing replacement of the information system such as computers and the phone system.

The funding sources for this fund are the replacement accrual charges to each departmental budget.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Supplies &amp; Services</b>	\$ 1,351	\$ 3,500	\$ 1,650	\$ 12,500	\$ 12,500
<b>Capital Outlay</b>	<u>0</u>	<u>82,005</u>	<u>35,000</u>	<u>100,000</u>	<u>100,000</u>
<b>Total:</b>	<u><u>\$ 1,351</u></u>	<u><u>\$ 85,505</u></u>	<u><u>\$ 36,650</u></u>	<u><u>\$ 112,500</u></u>	<u><u>\$ 112,500</u></u>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>703-7301</b>	<b>Division:</b>	<b>Information Systems Replacement</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 120	\$ 0	\$ 150	\$ 2,500	\$ 2,500
70110 Equipment/Vehicle Maintenance	0	1,000	0	5,000	5,000
70140 Special Services	1,231	2,500	1,500	5,000	5,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total:	<u>\$ 1,351</u>	<u>\$ 3,500</u>	<u>\$ 1,650</u>	<u>\$ 12,500</u>	<u>\$ 12,500</u>
 <b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 82,005	\$ 35,000	\$ 100,000	\$ 100,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total:	<u>\$ 0</u>	<u>\$ 82,005</u>	<u>\$ 35,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>

**Budget For Fiscal Years 2001/02 and 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>704-7401 through 7412</b>	<b>Division:</b>	<b>Building Replacement Fund</b>

**Description:**

The purpose of this fund is to provide a source of funding for future city facilities. Funding sources are from all City departmental budgets and rental income from city-owned property.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>
<b><u>Expenditure Summary:</u></b>					
<b>Personnel Services</b>	\$ 44	\$ 76,225	\$ 75,579	\$ 141,561	\$ 151,504
<b>Supplies &amp; Services</b>	1,185	60,375	22,000	62,843	39,294
<b>Capital Outlay</b>	<u>0</u>	<u>5,250</u>	<u>35,000</u>	<u>132,000</u>	<u>6,000</u>
<b>Total:</b>	<u><u>\$ 1,229</u></u>	<u><u>\$ 141,850</u></u>	<u><u>\$ 132,579</u></u>	<u><u>\$ 336,404</u></u>	<u><u>\$ 196,798</u></u>

**Commentary:**

**Budget For Fiscal Years 2001/02 and 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>704-7401 through 7412</b>	<b>Division:</b>	<b>Building Replacement Fund</b>

	<u>1999/00 Actual</u>	<u>2000/01 Budget</u>	<u>2000/01 Projected</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Facilities Manager	1.00	1.00	1.00	<b>1.00</b>	<b>1.00</b>
Facilities Maintenance Worker	0.00	0.00	0.00	<b>1.00</b>	<b>1.00</b>
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>2.00</b>	<b>2.00</b>
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 0	\$ 59,682	\$ 60,334	\$ <b>105,212</b>	\$ <b>111,952</b>
52300 Deferred Comp.	0	780	960	<b>1,140</b>	<b>1,320</b>
52305 Life Insurance	0	292	330	<b>521</b>	<b>547</b>
52310 Health Insurance	0	5,460	2,318	<b>12,982</b>	<b>14,508</b>
52311 Flexible Benefits Plan	44	90	87	<b>80</b>	<b>80</b>
52315 Dental Insurance	0	1,620	1,608	<b>3,372</b>	<b>3,696</b>
52316 Employee Assist Prog	0	0	32	<b>63</b>	<b>63</b>
52318 Vision Care	0	352	354	<b>708</b>	<b>740</b>
53400 Retirement	0	5,315	6,022	<b>11,227</b>	<b>11,946</b>
53405 Survivor Benefit	0	36	36	<b>72</b>	<b>72</b>
53410 Workers Comp. Ins.	0	1,432	2,178	<b>3,799</b>	<b>4,042</b>
53415 Medicare	0	758	858	<b>1,497</b>	<b>1,593</b>
53425 LTD Insurance	0	408	462	<b>888</b>	<b>945</b>
<b>Total:</b>	<b>\$ 44</b>	<b>\$ 76,225</b>	<b>\$ 75,579</b>	<b>\$ 141,561</b>	<b>\$ 151,504</b>

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>704-7401 through 7412</b>	<b>Division:</b>	<b>Building Replacement Fund</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
704-7400 Administration	\$ 635	\$ 60,375	\$ 500	\$ 5,531	\$ 5,745
704-7401 City Hall	0	0	10,000	22,000	4,000
704-7402 Community Development	0	0	2,500	3,000	3,000
704-7403 Health Center	0	0	0	3,000	3,000
704-7404 One Stop	550	0	0	0	0
704-7406 Community Building	0	0	9,000	11,360	5,000
704-7408 Chamber Bldg. Replacement	0	0	0	17,952	18,549
Total:	<u>\$ 1,185</u>	<u>\$ 60,375</u>	<u>\$ 22,000</u>	<u>\$ 62,843</u>	<u>\$ 39,294</u>
 <b><u>CAPITAL OUTLAY:</u></b>					
80336 CIP Lighting	\$ 0	\$ 0	\$ 0	\$ 50,000	\$ 0
90130 Buildings	0	0	10,000	60,000	0
90230 Equipment	0	5,250	25,000	22,000	6,000
Total:	<u>\$ 0</u>	<u>\$ 5,250</u>	<u>\$ 35,000</u>	<u>\$ 132,000</u>	<u>\$ 6,000</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>705-7501</b>	<b>Division:</b>	<b>Central Services</b>

**Description:**

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	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001-02 Budget</b>	<b>2002/03 Budget</b>
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**Expenditure Summary:**

<b>Personnel Services</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Supplies &amp; Services</b>	0	0	0	0	0
<b>Capital Outlay</b>	0	0	0	0	0
<b>Total:</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Commentary:**



**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>705-7501</b>	<b>Division:</b>	<b>Central Services</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001-02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Administrative Secretary	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>
Central Services	0.00	0.00	0.00	<b>0.00</b>	<b>0.00</b>
Total	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
51200 Overtime	0	0	0	0	0
51205 Salaries - Part-time	0	0	0	0	0
52300 Deferred Comp.	0	0	0	0	0
52305 Life Insurance	0	0	0	0	0
52310 Health Insurance	0	0	0	0	0
52311 Flexible Benefits Plan	0	0	0	0	0
52315 Dental Insurance	0	0	0	0	0
52316 Employee Assist Prog	0	0	0	0	0
52318 Vision Care	0	0	0	0	0
53400 Retirement	0	0	0	0	0
53405 Survivor Benefit	0	0	0	0	0
53410 Workers Comp. Ins.	0	0	0	0	0
53415 Medicare	0	0	0	0	0
53425 LTD Insurance	0	0	0	0	0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Finance Department</b>
<b>Fund/Division Number:</b>	<b>705-7501</b>	<b>Division:</b>	<b>Central Services</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001-02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
60110 Publications, Dues, Licenses	0	0	0	0	0
70110 Equipment/Vehicle Maintenance	0	0	0	0	0
70130 Insurance	0	0	0	0	0
70140 Special Services	0	0	0	0	0
70145 Communication	0	0	0	0	0
70160 Travel, Lodging & Meals	0	0	0	0	0
70170 Training & Conferences	0	0	0	0	0
70240 Contractual Services	0	0	0	0	0
80702 Vehicle Replacement	0	0	0	0	0
80703 Information Systems	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

<b><u>CAPITAL OUTLAY:</u></b>					
90230 Equipment	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>706-7601</b>	<b>Division:</b>	<b>Maintenance Service Center</b>

**Description:**

In-house equipment repair and service was initiated when the City assumed Solid Waste collection responsibilities in 1993. Since then, the function has expanded to include all of Public Works equipment and recently to the other City departments. This program represents the first year of the transition towards full time repair and servicing of equipment for the entire City.

**Mission Statement:**

Assure timely and cost affordable equipment servicing and repair to minimize downtime and prolong the useful life of vehicles and other equipment.

	<b>1999/00 Actual</b>	<b>2000/01 Budget</b>	<b>2000/01 Projected</b>	<b>2001-02 Budget</b>	<b>2002/03 Budget</b>
<b>Personnel Services</b>	\$ 0	\$ 0	\$ 0	\$ 208,161	\$ 218,924
<b>Supplies &amp; Services</b>	0	0	0	212,932	226,352
<b>Capital Outlay</b>	0	0	0	22,749	0
<b>Total:</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 443,842</u>	<u>\$ 445,276</u>

**Commentary:**

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>706-7601</b>	<b>Division:</b>	<b>Maintenance Service Center</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001-02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>PERSONNEL SCHEDULE:</u></b>					
Senior Equipment Mechanic	0.00	0.00	0.00	1.00	1.00
Assistant Equipment Mechanic	0.00	0.00	0.00	2.00	2.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3.00</b>	<b>3.00</b>

<b><u>PERSONNEL SERVICES:</u></b>					
50100 Salary - Regular	\$ 0	\$ 0	\$ 0	\$ 149,026	\$ 155,555
51200 Overtime	0	0	0	8,267	8,598
51205 Salaries - Part-time	0	0	0	0	0
52305 Life Insurance	0	0	0	331	331
52310 Health Insurance	0	0	0	19,473	21,762
52311 Flexible Benefits Plan	0	0	0	80	80
52315 Dental Insurance	0	0	0	5,058	5,544
52316 Employee Assist Prog	0	0	0	95	95
52318 Vision Care	0	0	0	1,062	1,110
53400 Retirement	0	0	0	15,902	16,599
53405 Survivor Benefit	0	0	0	108	108
53410 Workers Comp. Ins.	0	0	0	5,381	5,616
53415 Medicare	0	0	0	2,120	2,213
53425 LTD Insurance	0	0	0	1,257	1,313
<b>Total:</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 208,161</b>	<b>\$ 218,924</b>

**Budget For Fiscal Years 2001/02 - 2002/03**

<b>Fund Title:</b>	<b>Internal Service Fund</b>	<b>Department:</b>	<b>Public Works</b>
<b>Fund/Division Number:</b>	<b>706-7601</b>	<b>Division:</b>	<b>Maintenance Service Center</b>

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001-02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>SUPPLIES AND SERVICES:</u></b>					
60100 Office Expense	\$ 0	\$ 0	\$ 0	\$ 750	\$ 773
60110 Publications, Dues, Licenses	0	0	0	500	515
60130 Clothing Expense	0	0	0	2,400	2,520
60132 Safety Supplies	0	0	0	1,000	1,050
60140 Special Supplies	0	0	0	150,000	160,000
70100 Utility Services	0	0	0	2,375	2,970
70110 Equipment/Vehicle Maintenance	0	0	0	3,500	3,605
70115 Building/Facility Maintenance	0	0	0	1,500	1,545
70125 Rental of Equipment	0	0	0	750	773
70130 Insurance	0	0	0	3,187	3,282
70142 Permits/Fees/Tolls	0	0	0	0	0
70145 Communication	0	0	0	3,000	3,150
70150 Advertising	0	0	0	250	263
70160 Travel, Lodging & Meals	0	0	0	2,500	2,625
70170 Training & Conferences	0	0	0	1,500	1,575
70200 Administration	0	0	0	0	0
70240 Contractual Services	0	0	0	30,000	31,500
80450 Leased Vehicle	0	0	0	9,720	10,206
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 212,932</u>	<u>\$ 226,352</u>

**CAPITAL OUTLAY:**

90230 Equipment	\$ 0	\$ 0	\$ 0	\$ 22,749	\$ 0
Total:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 22,749</u>	<u>\$ 0</u>

**Budget For Fiscal Year 2001/02 - 2002/03**

**DEBT SERVICE FUNDS - SUMMARY OF FUND BALANCES**

	Fund Balance & Reserves at 7/1/00	2000/01		Fund Balance & Reserves at 6/30/01	2001/02		Fund Balance & Reserves at 6/30/02	2002/03		Fund Balance & Reserves at 6/30/03
		Projected Revenues 00/01	Projected Expenditures 00/01		Budget Revenues 01/02	Budget Appropriations 01/02		Budget Revenues 02/03	Budget Appropriations 02/03	
<b><u>Debt Service Funds</u></b>										
303 Tax Allocation Bonds	<b>100,291</b>	541,537	541,537	<b>100,291</b>	540,073	540,073	<b>100,291</b>	541,730	541,730	<b>100,291</b>
447 ABAG - XXVI	<b>0</b>	330,308	317,308	<b>13,000</b>	316,000	316,160	<b>12,840</b>	319,000	318,655	<b>13,185</b>
450 Lease/Purchase Equipment	<b>56,288</b>	53,483	53,483	<b>56,288</b>	26,158	26,158	<b>56,288</b>	0	0	<b>56,288</b>
471 Roadway Bonds	<b>1,248</b>	384,550	384,550	<b>1,248</b>	389,300	389,300	<b>1,248</b>	288,525	388,525	<b>(98,752)</b>
570 Water Project Bonds	<b>874,246</b>	206,700	138,489	<b>942,457</b>	220,000	139,946	<b>1,022,511</b>	230,000	136,160	<b>1,116,351</b>
<sup>560 &amp; 590</sup> Water & Wastewater Bonds	<b>0</b>	863,216	863,216	<b>0</b>	864,196	864,196	<b>0</b>	859,536	859,536	<b>0</b>
<b><u>Assessment Districts</u></b>										
428 1993 Reassessment District	<b>770,600</b>	634,658	984,610	<b>420,648</b>	770,000	766,016	<b>424,632</b>	765,000	762,596	<b>427,036</b>
441 CIFP 94-1 Assessment District	<b>2,015,440</b>	3,431,598	3,312,671	<b>2,134,367</b>	3,235,000	3,234,479	<b>2,134,888</b>	3,235,000	3,234,604	<b>2,135,284</b>
442 CIFP 98-1 Assessment District	<b>500,489</b>	766,285	818,201	<b>448,573</b>	740,000	739,028	<b>449,545</b>	736,899	736,899	<b>449,545</b>
443 CIFP 99-1 Assessment District	<b>471,315</b>	714,802	699,855	<b>486,262</b>	663,700	663,699	<b>486,263</b>	663,000	662,800	<b>486,463</b>
444 CIFP 01 Assessment District	<b>0</b>	1,813,016	181,700	<b>1,631,316</b>	580,000	579,816	<b>1,631,500</b>	982,000	981,731	<b>1,631,769</b>
465 CIFP 92-1 Assessment District	<b>1,186,624</b>	1,691,207	1,726,408	<b>1,151,423</b>	1,768,745	1,768,745	<b>1,151,423</b>	1,767,085	1,767,085	<b>1,151,423</b>

**Budget For Fiscal Year 2001/02 - 2002/03**

**DEBT SERVICE FUNDS - SUMMARY OF REVENUES**

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>450-4101 - Lease/Purchase - Police Equipment</u></b>					
47702 Transfer from Equipment Replacement	\$ 63,442	\$ 53,484	\$ 0	\$ 0	\$ 0
<b>Total:</b>	<u>\$ 63,442</u>	<u>\$ 53,484</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<b><u>450-4102 - Lease/Purchase - Landscape</u></b>					
Transfer from General Fund	\$ 409	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total:</b>	<u>\$ 409</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<b><u>450-4104 - Lease/Purchase - Streets</u></b>					
Transfer from General Fund	\$ 56,045	\$ 34,127	\$ 34,127	\$ 26,158	\$ 0
<b>Total:</b>	<u>\$ 56,045</u>	<u>\$ 34,127</u>	<u>\$ 34,127</u>	<u>\$ 26,158</u>	<u>\$ 0</u>
<b><u>450-4105 - Lease/Purchase - Phone System</u></b>					
Transfer from General Fund	\$ 0	\$ 19,356	\$ 19,356	\$ 0	\$ 0
<b>Total:</b>	<u>\$ 0</u>	<u>\$ 19,356</u>	<u>\$ 19,356</u>	<u>\$ 0</u>	<u>\$ 0</u>
<b><u>450-4106 - Lease/Purchase - Construction Inspection</u></b>					
Transfer from General Fund	\$ 9,921	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total:</b>	<u>\$ 9,921</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget For Fiscal Year 2001/02 - 2002/03**

**DEBT SERVICE FUNDS - SUMMARY OF REVENUES**

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>303 - Tax Allocation Bonds</u></b>					
Downtown RDA Debt Service	\$ 541,408	\$ 541,537	\$ 541,537	\$ 540,073	\$ 541,730
<b>Total</b>	\$ 541,408	\$ 541,537	\$ 541,537	\$ 540,073	\$ 541,730
<b><u>447 - ABAG Loan - XXVI - COP's</u></b>					
43300 Investment Income	\$ 12,695	\$ 10,000	\$ 13,000	\$ 10,000	\$ 10,000
49900 Advance from RDA	228,360	317,308	317,308	306,000	309,000
<b>Total</b>	\$ 241,055	\$ 327,308	\$ 330,308	\$ 316,000	\$ 319,000
<b><u>471 - Roadway Bonds</u></b>					
47251 Transfer from Roadway Facility Fee	\$ 385,000	\$ 384,550	\$ 384,550	\$ 389,300	\$ 288,525
<b>Total</b>	\$ 385,000	\$ 384,550	\$ 384,550	\$ 389,300	\$ 288,525
<b><u>570 - Water Project Bonds</u></b>					
40085 Vacant Parcel	\$ 52,620	\$ 30,000	\$ 62,000	\$ 60,000	\$ 60,000
43300 Investment Income	54,012	40,000	45,000	55,000	60,000
45555 New Facility Charge	87,977	90,000	99,700	105,000	110,000
<b>Total</b>	\$ 194,609	\$ 160,000	\$ 206,700	\$ 220,000	\$ 230,000
<b><u>560 &amp; 590 - Water &amp; Wastewater Bond Series 1996</u></b>					
Water and Wastewater Enterprise	\$ 861,616	\$ 863,216	\$ 863,216	\$ 864,196	\$ 859,536
<b>Total</b>	\$ 861,616	\$ 863,216	\$ 863,216	\$ 864,196	\$ 859,536



**Budget For Fiscal Year 2001/02 - 2002/03**

**DEBT SERVICE FUNDS - SUMMARY OF REVENUES**

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>Assessment Districts</u></b>					
<b><u>428 - 1993 Reassessment District</u></b>					
40065 Improvement Bond	\$ 841,781	\$ 725,000	\$ 608,658	\$ 745,000	\$ 740,000
43300 Investment Income	24,057	25,000	26,000	25,000	25,000
<b>Total</b>	<b>\$ 865,838</b>	<b>\$ 750,000</b>	<b>\$ 634,658</b>	<b>\$ 770,000</b>	<b>\$ 765,000</b>
<b><u>441 - CIFP 94-1 Assessment District</u></b>					
40065 Improvement Bond	\$ 3,288,173	\$ 2,800,000	\$ 3,231,598	\$ 3,035,000	\$ 3,035,000
43300 Investment Income	168,051	100,000	200,000	200,000	200,000
<b>Total</b>	<b>\$ 3,456,224</b>	<b>\$ 2,900,000</b>	<b>\$ 3,431,598</b>	<b>\$ 3,235,000</b>	<b>\$ 3,235,000</b>
<b><u>442 - CIFP 98-1 Assessment District</u></b>					
40065 Improvement Bond	\$ 951,067	\$ 710,000	\$ 716,285	\$ 690,000	\$ 686,899
43300 Investment Income	53,235	15,000	50,000	50,000	50,000
<b>Total</b>	<b>\$ 1,004,302</b>	<b>\$ 725,000</b>	<b>\$ 766,285</b>	<b>\$ 740,000</b>	<b>\$ 736,899</b>
<b><u>443 - CIFP 99-1 Assessment District</u></b>					
40065 Improvement Bond	\$ 721,696	\$ 700,000	\$ 659,802	\$ 608,700	\$ 608,000
43300 Investment Income	42,408	10,000	55,000	55,000	55,000
49910 Sale of Improve District Bond	711,567	0	0	0	0
<b>Total</b>	<b>\$ 1,475,671</b>	<b>\$ 710,000</b>	<b>\$ 714,802</b>	<b>\$ 663,700</b>	<b>\$ 663,000</b>
<b><u>444 - CIFP 00-1 Assessment District</u></b>					
40065 Improvement Bond	\$ 0	\$ 0	\$ 0	\$ 555,000	\$ 957,000
43300 Investment Income	0	0	25,000	25,000	25,000
49910 Sale of Improve District Bond	0	0	1,788,016	0	0
<b>Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 1,813,016</b>	<b>\$ 580,000</b>	<b>\$ 982,000</b>
<b><u>465 - CIFP 88-1 (92-1 Refinance) Assessment District</u></b>					
40065 Improvement Bond	\$ 1,656,110	\$ 1,550,000	\$ 1,621,207	\$ 1,698,745	\$ 1,697,085
43300 Investment Income	59,411	75,000	70,000	70,000	70,000
<b>Total</b>	<b>\$ 1,715,521</b>	<b>\$ 1,625,000</b>	<b>\$ 1,691,207</b>	<b>\$ 1,768,745</b>	<b>\$ 1,767,085</b>

**Budget For Fiscal Year 2001/02 - 2002/03**

**DEBT SERVICE FUNDS - SUMMARY OF EXPENDITURES**

**Description:**

This fund provides a summary of the accumulation of resources to pay debt obligations incurred by the City to finance City Capital Improvement Projects and the purchase of equipment.

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>450-4101 - Lease/Purchase - Police Equipment</u></b>					
90000 Interest	\$ 1,579	\$ 0	\$ 0	\$ 0	\$ 0
90010 Loan Principal	30,290	0	0	0	0
<b>Total:</b>	<u>\$ 31,869</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<b><u>450-4102 - Lease/Purchase - Landscape</u></b>					
90000 Interest	\$ 2	\$ 0	\$ 0	\$ 0	\$ 0
90010 Loan Principal	407	0	0	0	0
<b>Total:</b>	<u>\$ 409</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<b><u>450-4104 - Lease/Purchase - Streets</u></b>					
90000 Interest	\$ 6,259	\$ 2,913	\$ 2,913	\$ 1,312	\$ 0
90010 Loan Principal	49,786	31,214	31,214	24,846	0
<b>Total:</b>	<u>\$ 56,045</u>	<u>\$ 34,127</u>	<u>\$ 34,127</u>	<u>\$ 26,158</u>	<u>\$ 0</u>
<b><u>450-4105 - Lease/Purchase - Phone System</u></b>					
90000 Interest	\$ 0	\$ 1,080	\$ 1,080	\$ 0	\$ 0
90010 Loan Principal	0	18,276	18,276	0	0
<b>Total:</b>	<u>\$ 0</u>	<u>\$ 19,356</u>	<u>\$ 19,356</u>	<u>\$ 0</u>	<u>\$ 0</u>
<b><u>450-4106 - Lease/Purchase - Construction Inspection</u></b>					
90000 Interest	\$ 531	\$ 0	\$ 0	\$ 0	\$ 0
90010 Loan Principal	9,390	0	0	0	0
<b>Total:</b>	<u>\$ 9,921</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**Budget For Fiscal Year 2001/02 - 2002/03**

**DEBT SERVICE FUNDS - SUMMARY OF EXPENDITURES**

**Description:**

This fund provides a summary of the accumulation of resources to pay debt obligations incurred by the City to finance City Capital Improvement Projects and the purchase of equipment.

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b>EXPENDITURE SUMMARY</b>					
<b><u>303 - Tax Allocation Bonds</u></b>					
Interest	\$ 276,408	\$ 256,537	\$ 256,537	\$ 235,073	\$ 211,730
Principal	265,000	285,000	285,000	305,000	330,000
<b>Total:</b>	<u>\$ 541,408</u>	<u>\$ 541,537</u>	<u>\$ 541,537</u>	<u>\$ 540,073</u>	<u>\$ 541,730</u>
<b><u>447 - ABAG XXVI - COP's</u></b>					
90000 Interest	\$ 77,165	\$ 62,308	\$ 62,308	\$ 46,160	\$ 28,655
90010 Loan Principal	240,000	255,000	255,000	270,000	290,000
<b>Total:</b>	<u>\$ 317,165</u>	<u>\$ 317,308</u>	<u>\$ 317,308</u>	<u>\$ 316,160</u>	<u>\$ 318,655</u>
<b><u>471 - Roadway Bonds Series 1996</u></b>					
90000 Interest	\$ 289,538	\$ 284,550	\$ 284,550	\$ 279,300	\$ 273,525
90010 Loan Principal	95,000	100,000	100,000	110,000	115,000
<b>Total:</b>	<u>\$ 384,538</u>	<u>\$ 384,550</u>	<u>\$ 384,550</u>	<u>\$ 389,300</u>	<u>\$ 388,525</u>
<b><u>570 - Water Project Bonds</u></b>					
90000 Interest	\$ 50,000	\$ 55,000	\$ 55,000	\$ 60,000	\$ 60,000
90010 Principal	86,619	83,489	83,489	79,946	76,160
<b>Total:</b>	<u>\$ 136,619</u>	<u>\$ 138,489</u>	<u>\$ 138,489</u>	<u>\$ 139,946</u>	<u>\$ 136,160</u>
<b><u>560 &amp; 590 - Water &amp; Wastewater Bonds Series 1996</u></b>					
90000 Interest	\$ 651,616	\$ 643,216	\$ 643,216	\$ 634,196	\$ 624,536
90010 Loan Principal	210,000	220,000	220,000	230,000	235,000
<b>Total:</b>	<u>\$ 861,616</u>	<u>\$ 863,216</u>	<u>\$ 863,216</u>	<u>\$ 864,196</u>	<u>\$ 859,536</u>

**Budget For Fiscal Year 2001/02 - 2002/03**

**DEBT SERVICE FUNDS - SUMMARY OF EXPENDITURES**

**Description:**

This fund provides a summary of the accumulation of resources to pay debt obligations incurred by the City to finance City Capital Improvement Projects and the purchase of equipment.

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>Assessment Districts</u></b>					
<b><u>428 - 1993 Reassessment District</u></b>					
70140 Special Services	\$ 8,207	\$ 8,000	\$ 8,000	\$ 10,000	\$ 10,000
70200 Administration	5,622	5,622	5,622	6,000	6,000
90000 Interest	276,637	240,788	240,788	270,016	236,596
90010 Loan Principal	355,000	730,200	730,200	480,000	510,000
<b>Total:</b>	<u>\$ 645,466</u>	<u>\$ 984,610</u>	<u>\$ 984,610</u>	<u>\$ 766,016</u>	<u>\$ 762,596</u>
<b><u>441 - CIFP 94-1 Assessment District</u></b>					
70140 Special Services	\$ 36,546	\$ 58,000	\$ 58,000	\$ 60,000	\$ 60,000
70200 Administration	27,628	27,628	27,628	30,000	30,000
90000 Interest	2,489,552	2,432,043	2,432,043	2,369,479	2,334,604
90010 Loan Principal	377,650	795,000	795,000	775,000	810,000
<b>Total:</b>	<u>\$ 2,931,376</u>	<u>\$ 3,312,671</u>	<u>\$ 3,312,671</u>	<u>\$ 3,234,479</u>	<u>\$ 3,234,604</u>
<b><u>442 - CIFP 98-1 Assessment District</u></b>					
70140 Special Services	\$ 6,861	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
70200 Administration	8,353	8,400	8,400	10,000	10,000
90000 Interest	556,920	613,901	613,901	554,028	546,899
90010 Loan Principal	376,900	175,900	175,900	155,000	160,000
<b>Total:</b>	<u>\$ 949,034</u>	<u>\$ 818,201</u>	<u>\$ 818,201</u>	<u>\$ 739,028</u>	<u>\$ 736,899</u>

## DEBT SERVICE FUNDS - SUMMARY OF EXPENDITURES

	<u>1999/00</u> <u>Actual</u>	<u>2000/01</u> <u>Budget</u>	<u>2000/01</u> <u>Projected</u>	<u>2001/02</u> <u>Budget</u>	<u>2002/03</u> <u>Budget</u>
<b><u>443 - CIFP 99-1 Debt Service</u></b>					
70140 Special Services	\$ 2,435	\$ 17,000	\$ 17,000	\$ 20,000	\$ 20,000
70200 Administration	3,000	30,000	30,000	3,500	3,500
90000 Interest	327,922	512,855	512,855	510,199	504,300
90010 Loan Principal	0	140,000	140,000	130,000	135,000
<b>Total:</b>	<u>\$ 333,357</u>	<u>\$ 699,855</u>	<u>\$ 699,855</u>	<u>\$ 663,699</u>	<u>\$ 662,800</u>
<b><u>444 - CIFP 2000-1 Debt Service</u></b>					
70140 Special Services	\$ 0	\$ 12,000	\$ 12,000	\$ 15,000	\$ 15,000
70200 Administration	0	0	0	3,500	3,500
90000 Interest	0	169,700	169,700	561,316	783,231
90010 Loan Principal	0	0	0	0	180,000
<b>Total:</b>	<u>\$ 0</u>	<u>\$ 181,700</u>	<u>\$ 181,700</u>	<u>\$ 579,816</u>	<u>\$ 981,731</u>
<b><u>465 - CIFP 88-1 (92-1 Refinance) Assessment District</u></b>					
70140 Special Services	\$ 38,440	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
70200 Administration	16,397	20,000	20,000	20,000	20,000
90000 Interest	1,002,846	1,019,458	1,019,458	1,048,745	1,017,085
90010 Loan Principal	0	646,950	646,950	660,000	690,000
<b>Total:</b>	<u>\$ 1,057,683</u>	<u>\$ 1,726,408</u>	<u>\$ 1,726,408</u>	<u>\$ 1,768,745</u>	<u>\$ 1,767,085</u>

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**Brentwood Redevelopment Agency**  
**Final Budget**  
**Fiscal Years 2001/02 - 2002/03**

Michael A. McPoland, Sr.  
**Chairman**

Pete Petrovich  
**Vice-Chairman**

Wade Gomes  
Bill Hill  
Annette Beckstrand  
**Boardmembers**

Submitted by  
Jon Elam  
**Executive Director**

Pamela Ehler  
**Chief Fiscal Officer**

**Budget For Fiscal Years 2001/02 - 2002/03**

**REDEVELOPMENT BUDGET SUMMARY**

	<u>Balance at 6/30/00</u>	<u>2000/01 Revenues</u>	<u>2000/01 Expenditures</u>	<u>2000/01 Transfers</u>	<u>Balance at 6/30/01</u>	<u>2001/02 Revenues</u>	<u>2001/02 Expenditures</u>	<u>Balance at 6/30/02</u>	<u>2002/03 Revenues</u>	<u>2002/03 Expenditures</u>	<u>Balance at 6/30/03</u>
<b><u>DOWNTOWN PROJECT :</u></b>											
303 - Debt Service	636,203	1,330,519	1,085,500	0	881,222	1,396,345	1,657,376	620,191	1,465,442	1,898,176	187,457
302 - Low & Mod Housing	701,714	343,880	27,000	0	1,018,594	360,674	35,500	1,343,768	378,295	36,000	1,686,063
300 - Capital Project	637,144	337,000	324,265	0	649,879	74,000	254,000	469,879	0	0	469,879
301 - Administration Fund	<u>35,934</u>	<u>153,000</u>	<u>118,000</u>	<u>0</u>	<u>70,934</u>	<u>225,000</u>	<u>291,594</u>	<u>4,340</u>	<u>205,000</u>	<u>206,612</u>	<u>2,728</u>
<b>TOTAL</b>	<b><u>2,010,995</u></b>	<b><u>2,164,399</u></b>	<b><u>1,554,765</u></b>	<b><u>0</u></b>	<b><u>2,620,629</u></b>	<b><u>2,056,019</u></b>	<b><u>2,238,470</u></b>	<b><u>2,438,178</u></b>	<b><u>2,048,737</u></b>	<b><u>2,140,788</u></b>	<b><u>2,346,127</u></b>
<b><u>NORTH BRENTWOOD PROJECT:</u></b>											
323 - Debt Service	29,730	468,057	615,174	0	(117,387)	561,682	434,494	9,801	646,134	550,342	105,593
322 - Low & Mod Housing	109,050	115,734	132,500	0	92,284	141,921	87,000	147,205	162,909	87,000	223,114
320 - Capital Projects	0	80,000	80,000	0	0	0	0	0	0	0	0
321 - Administration Fund	<u>19,837</u>	<u>101,000</u>	<u>98,000</u>	<u>0</u>	<u>22,837</u>	<u>240,000</u>	<u>257,594</u>	<u>5,243</u>	<u>200,000</u>	<u>172,612</u>	<u>32,631</u>
<b>TOTAL</b>	<b><u>158,617</u></b>	<b><u>764,791</u></b>	<b><u>925,674</u></b>	<b><u>0</u></b>	<b><u>(2,266)</u></b>	<b><u>943,603</u></b>	<b><u>779,088</u></b>	<b><u>162,249</u></b>	<b><u>1,009,043</u></b>	<b><u>809,954</u></b>	<b><u>361,338</u></b>
<b>GRAND TOTAL</b>	<b><u>2,169,612</u></b>	<b><u>2,929,190</u></b>	<b><u>2,480,439</u></b>	<b><u>0</u></b>	<b><u>2,618,363</u></b>	<b><u>2,999,622</u></b>	<b><u>3,017,558</u></b>	<b><u>2,600,427</u></b>	<b><u>3,057,780</u></b>	<b><u>2,950,742</u></b>	<b><u>2,707,465</u></b>

**Budget For Fiscal Years 2001/02 - 2002/03**  
**Brentwood Redevelopment Agency**

**Description:**

Summarized herein are all revenues received by the Agency and expenditures associated with the Debt Service Fund, Operating Administration and Capital Project expenses of the Agency. This budget details revenues and expenditures for the two separate redevelopment project areas. Within these separate Redevelopment Project budgets, allocation to and expenditures from, the Low-Moderate Housing Fund are identified. Additionally, the budget details all debt repayments anticipated for the fiscal year as well as Capital Projects that are funded directly by the Agency. Some Agency funds are transferred to the City for funding of City Capital Improvement Projects as detailed in the City's CIP Budget.

**Mission Statement:**

It is the mission of the Brentwood Redevelopment Agency to implement the redevelopment projects adopted by the City of Brentwood and to promote, establish, develop and support economic development, business and affordable housing opportunities with the Brentwood Redevelopment Project and the North Brentwood Redevelopment Project.

	<b><u>2000/01</u></b> <b><u>Budget</u></b>	<b><u>2000/01</u></b> <b><u>Estimate</u></b>	<b><u>2001/02</u></b> <b><u>Budget</u></b>	<b><u>2002/03</u></b> <b><u>Budget</u></b>
<b><u>Expenditure Summary:</u></b>				
<b>Administration</b>	220,000	220,000	330,000	360,000
<b>Supplies &amp; Services</b>	0	0	1,188	1,224
<b>Professional Services</b>	104,200	51,500	290,500	91,000
<b>Capital Projects</b>	0	508,265	304,000	50,000
<b>Pass Thru Agreements</b>	80,000	122,084	135,000	150,000
<b>Debt Service</b>	1,768,760	1,578,590	1,956,870	2,298,518
<b>Total:</b>	<b><u>\$ 2,172,960</u></b>	<b><u>\$ 2,480,439</u></b>	<b><u>\$ 3,017,558</u></b>	<b><u>\$ 2,950,742</u></b>

**Commentary:**

The Redevelopment Agency processed an amendment to the Downtown Project and merged the Downtown and North Brentwood Redevelopment Project Areas. The amendment to the Downtown Project Area was essential to continue receipt of tax increment revenues and to reinstate the condemnation authority of the Agency to further implement the Redevelopment Plan. Merging the two Redevelopment Project Areas allows the Agency greater flexibility in implementing projects and priorities of the Agency on an annual basis.



**Budget For Fiscal Years 2001/02 - 2002/03**

**Brentwood Downtown Redevelopment Area**

	<b>DEBT SERVICE FUND (Fund 303)</b>				<b>LOW &amp; MODERATE HOUSING FUND (Fund 302)</b>				<b>CAPITAL PROJECTS FUND (Fund 300)</b>				<b>ADMINISTRATIVE FUND (Fund 301)</b>	
	<b>2000/01 Budget</b>	<b>2000/01 Estimated</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>	<b>2000/01 Budget</b>	<b>2000/01 Estimated</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>	<b>2000/01 Budget</b>	<b>2000/01 Estimated</b>	<b>2001/02 Budget</b>	<b>2002/03 Budget</b>	<b>2000/01 Budget</b>	<b>2000/01 Estimated</b>
<b>REVENUES &amp; OTHER FINANCING SOURCES:</b>														
Property Tax Increment	1,467,000	1,295,519	1,360,295	1,428,310	367,000	323,880	340,074	357,077	0	0	0	0	0	0
Interest Income	20,000	35,000	36,050	37,132	10,000	20,000	20,600	21,218	0	15,000	0	0	0	3,000
Loan proceeds from City	0	0	0	0	0	0	0	0	0	322,000	74,000	0	150,000	150,000
Rental Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES:</b>	<b>1,487,000</b>	<b>1,330,519</b>	<b>1,396,345</b>	<b>1,465,442</b>	<b>377,000</b>	<b>343,880</b>	<b>360,674</b>	<b>378,295</b>	<b>0</b>	<b>337,000</b>	<b>74,000</b>	<b>0</b>	<b>150,000</b>	<b>153,000</b>
<b>EXPENDITURES &amp; TRANSFERS:</b>														
Administration	0	0	0	0	22,000	22,000	25,000	25,000	0	0	0	0	88,000	88,000
Supplies & Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Professional Services	0	0	0	0	11,000	5,000	10,500	11,000	0	1,000	0	0	64,000	30,000
Capital Projects	0	0	0	0	0	0	0	0	0	323,265	254,000	0	0	0
Debt Service payment	1,335,460	1,085,500	1,657,376	1,898,176	8,300	0	0	0	0	0	0	0	0	0
<b>TOTAL EXPENSES:</b>	<b>1,335,460</b>	<b>1,085,500</b>	<b>1,657,376</b>	<b>1,898,176</b>	<b>41,300</b>	<b>27,000</b>	<b>35,500</b>	<b>36,000</b>	<b>0</b>	<b>324,265</b>	<b>254,000</b>	<b>0</b>	<b>152,000</b>	<b>118,000</b>
Operating Transfers In	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfers Out	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Excess Revenues (deficiency) of revenues and other sources over expenses</b>	<b>151,540</b>	<b>245,019</b>	<b>(261,031)</b>	<b>(432,735)</b>	<b>335,700</b>	<b>316,880</b>	<b>325,174</b>	<b>342,295</b>	<b>0</b>	<b>12,735</b>	<b>(180,000)</b>	<b>0</b>	<b>(2,000)</b>	<b>35,000</b>

**Fund Balance, Beginning of year**

Land Held for Resale	0	0	0	0	0	0	0	0	227,698	227,698	0	0	0	0
Reserved	636,203	636,203	881,222	620,191	701,714	701,714	1,018,594	1,343,768	409,446	409,446	649,879	469,879	35,934	35,934
Restricted Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Beg. Fund Bal.:</b>	<b>636,203</b>	<b>636,203</b>	<b>881,222</b>	<b>620,191</b>	<b>701,714</b>	<b>701,714</b>	<b>1,018,594</b>	<b>1,343,768</b>	<b>637,144</b>	<b>637,144</b>	<b>649,879</b>	<b>469,879</b>	<b>35,934</b>	<b>35,934</b>

**Fund Balance, End of year**

Land Held for Resale	0	0	0	0	0	0	0	0	227,698	227,698	227,698	227,698	0	0
Reserved	787,743	881,222	620,191	187,457	1,037,414	1,018,594	1,343,768	1,686,063	409,446	422,181	469,879	469,879	33,934	70,934
Restricted Reserve	0	0	0	0	0	0	0	0	0	0	(227,698)	(227,698)	0	0
<b>Total End. Fund Balance:</b>	<b>787,743</b>	<b>881,222</b>	<b>620,191</b>	<b>187,457</b>	<b>1,037,414</b>	<b>1,018,594</b>	<b>1,343,768</b>	<b>1,686,063</b>	<b>637,144</b>	<b>649,879</b>	<b>469,879</b>	<b>469,879</b>	<b>33,934</b>	<b>70,934</b>

ACTIVE FUND 1301)		TOTALS			
<u>2001/02 Budget</u>	<u>2002/03 Budget</u>	<u>2000/01 Budget</u>	<u>2000/01 Estimated</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
0	0	1,834,000	1,619,399	1,700,369	1,785,387
0	0	30,000	73,000	56,650	58,350
225,000	205,000	150,000	472,000	299,000	205,000
0	0	0	0	0	0
<u>225,000</u>	<u>205,000</u>	<u>2,014,000</u>	<u>2,164,399</u>	<u>2,056,019</u>	<u>2,048,737</u>
140,000	155,000	110,000	110,000	165,000	180,000
594	612	0	0	594	612
151,000	51,000	75,000	36,000	161,500	62,000
0	0	0	323,265	254,000	0
0	0	1,343,760	1,085,500	1,657,376	1,898,176
<u>291,594</u>	<u>206,612</u>	<u>1,528,760</u>	<u>1,554,765</u>	<u>2,238,470</u>	<u>2,140,788</u>
0	0	0	0	0	0
0	0	0	0	0	0
<u>(66,594)</u>	<u>(1,612)</u>	<u>485,240</u>	<u>609,634</u>	<u>(182,451)</u>	<u>(92,052)</u>

0	0	227,698	227,698	0	0
70,934	4,340	1,783,297	1,783,297	2,620,629	2,438,178
0	0	0	0	0	0
<b>70,934</b>	<b>4,340</b>	<b>2,010,995</b>	<b>2,010,995</b>	<b>2,620,629</b>	<b>2,438,178</b>
0	0	227,698	227,698	227,698	227,698
4,340	2,728	2,268,537	2,392,931	2,438,178	2,346,127
0	0	0	0	(227,698)	(227,698)
<b>4,340</b>	<b>2,728</b>	<b>2,496,235</b>	<b>2,620,629</b>	<b>2,438,178</b>	<b>2,346,127</b>

**Budget For Fiscal Years 2001/02 - 2002/03**  
**Brentwood Redevelopment Agency - Downtown Projects**

<b><u>Downtown Redevelopment Fund:</u></b>	<b>1999/00</b>	<b>2000/01</b>	<b>2001/02</b>	<b>2002/03</b>	<b><u>Funding Source</u></b>
	<b><u>Expenditures</u></b>	<b><u>Estimates</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	
<b><u>Agency Projects</u></b>					
First Street Parking Lot	125,000		180,000		Water Facility Loan
Brentwood Boulevard Parking Lot		322,000			Water Facility Loan
Senior Community Center			74,000		Water Facility Loan
<b><u>Capital Improvement Projects</u></b>					
<hr/>					
<b>Sub-Total Downtown Redevelopment Fund:</b>	<b>125,000</b>	<b>322,000</b>	<b>254,000</b>	<b>0</b>	
<b><u>Downtown L/M Housing Fund:</u></b>					
<b><u>Agency Projects</u></b>					
Downtown Senior Apartments					
<hr/>					
<b>Sub-Total Downtown Housing Fund:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><u>Total Capital Projects Budget:</u></b>	<b><u>125,000</u></b>	<b><u>322,000</u></b>	<b><u>254,000</u></b>	<b><u>0</u></b>	

**Budget For Fiscal Years 2001/02 - 2002/03**

**North Brentwood Redevelopment Area**

	DEBT SERVICE FUND (Fund 323)				LOW & MODERATE HOUSING FUND (Fund 322)				CAPITAL PROJECTS FUND (Fund 320)				ADMINISTR. (Fund	
	2000/01 <u>Budget</u>	2000/01 <u>Estimated</u>	2001/02 <u>Budget</u>	2002/03 <u>Budget</u>	2000/01 <u>Budget</u>	2000/01 <u>Estimated</u>	2001/02 <u>Budget</u>	2002/03 <u>Budget</u>	2000/01 <u>Budget</u>	2000/01 <u>Estimated</u>	2001/02 <u>Budget</u>	2002/03 <u>Budget</u>	2000/01 <u>Budget</u>	2000/01 <u>Estimated</u>
<b>REVENUES &amp; OTHER FINANCING SOURCES:</b>														
Property Tax Increment	496,000	452,935	559,682	643,634	124,000	113,234	139,921	160,909	0	0	0	0	0	0
Interest Income	7,000	2,000	2,000	2,500	5,000	2,500	2,000	2,000	0	5,500	0	0	0	1,000
Loan proceeds from City	0	13,122	0	0	0	0	0	0	0	74,500	0	0	100,000	100,000
Bond Proceeds	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Advance from City	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES:</b>	<b>503,000</b>	<b>468,057</b>	<b>561,682</b>	<b>646,134</b>	<b>129,000</b>	<b>115,734</b>	<b>141,921</b>	<b>162,909</b>	<b>0</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>101,000</b>
<b>EXPENDITURES &amp; TRANSFERS:</b>														
Administration	0	0	0	0	22,000	22,000	25,000	25,000	0	0	0	0	88,000	88,000
Supplies & Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Professional Services	0	0	0	0	12,200	5,500	12,000	12,000	0	0	0	0	17,000	10,000
Capital Projects	0	0	0	0	0	105,000	50,000	50,000	0	80,000	0	0	0	0
Pass-Thru Agreements	80,000	122,084	135,000	150,000	0	0	0	0	0	0	0	0	0	0
Debt Service payment	425,000	493,090	299,494	400,342	0	0	0	0	0	0	0	0	0	0
<b>TOTAL EXPENDITURES:</b>	<b>505,000</b>	<b>615,174</b>	<b>434,494</b>	<b>550,342</b>	<b>34,200</b>	<b>132,500</b>	<b>87,000</b>	<b>87,000</b>	<b>0</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>105,000</b>	<b>98,000</b>
Operating Transfers In	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operating Transfers Out	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Excess Revenues (deficiency) of revenues and other sources over expendit</b>	<b>(2,000)</b>	<b>(147,117)</b>	<b>127,188</b>	<b>95,792</b>	<b>94,800</b>	<b>(16,766)</b>	<b>54,921</b>	<b>75,909</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(5,000)</b>	<b>3,000</b>

<b>Fund Balance, Beginning of year</b>														
Reserved	29,730	29,730	(117,387)	9,801	109,050	109,050	92,284	147,205	0	0	0	0	19,837	19,837
Restricted Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Beginning Fund Balance:</b>	<b>29,730</b>	<b>29,730</b>	<b>(117,387)</b>	<b>9,801</b>	<b>109,050</b>	<b>109,050</b>	<b>92,284</b>	<b>147,205</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,837</b>	<b>19,837</b>
<b>Fund Balance, End of year</b>														
Reserved	27,730	(117,387)	9,801	105,593	203,850	92,284	147,205	223,114	0	0	0	0	14,837	22,837
Restricted Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Ending Fund Balance:</b>	<b>27,730</b>	<b>(117,387)</b>	<b>9,801</b>	<b>105,593</b>	<b>203,850</b>	<b>92,284</b>	<b>147,205</b>	<b>223,114</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,837</b>	<b>22,837</b>

ACTIVE FUND d 321)		TOTAL			
<u>2001/02 Budget</u>	<u>2002/03 Budget</u>	<u>2000/01 Budget</u>	<u>2000/01 Estimated</u>	<u>2001/02 Budget</u>	<u>2002/03 Budget</u>
0	0	620,000	566,169	699,603	804,543
0	0	12,000	11,000	4,000	4,500
240,000	200,000	100,000	187,622	240,000	200,000
0	0	0	0	0	0
0	0	0	0	0	0
<u>240,000</u>	<u>200,000</u>	<u>732,000</u>	<u>764,791</u>	<u>943,603</u>	<u>1,009,043</u>
140,000	155,000	110,000	110,000	165,000	180,000
594	612	0	0	594	612
117,000	17,000	29,200	15,500	129,000	29,000
0	0	0	185,000	50,000	50,000
0	0	80,000	122,084	135,000	150,000
0	0	425,000	493,090	299,494	400,342
<u>257,594</u>	<u>172,612</u>	<u>644,200</u>	<u>925,674</u>	<u>779,088</u>	<u>809,954</u>
0	0	0	0	0	0
0	0	0	0	0	0
<u>(17,594)</u>	<u>27,388</u>	<u>87,800</u>	<u>(160,883)</u>	<u>164,515</u>	<u>199,089</u>



22,837	5,243	158,617	158,617	(2,266)	162,249
0	0	0	0	0	0
<b>22,837</b>	<b>5,243</b>	<b>158,617</b>	<b>158,617</b>	<b>(2,266)</b>	<b>162,249</b>
<hr/>					
5,243	32,631	246,417	(2,266)	162,249	361,338
0	0	0	0	0	0
<b>5,243</b>	<b>32,631</b>	<b>246,417</b>	<b>(2,266)</b>	<b>162,249</b>	<b>361,338</b>
<hr/>					

**Budget For Fiscal Years 2001/02 - 2002/03**  
**North Brentwood Redevelopment Agency Projects**

<b><u>North Brentwood Redevelopment Fund:</u></b>	<b><u>1999/00</u></b>	<b><u>2000/01</u></b>	<b><u>2001/02</u></b>	<b><u>2002/03</u></b>	<b><u>Funding Source</u></b>
<b><u>Agency Projects</u></b>	<b><u>Expenditures</u></b>	<b><u>Estimates</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	
Water/Sewer Lines Lone Treet		80,000			Water Facility Fees
<b><u>Capital Improvement Projects</u></b>					
<b>Sub-Total North Brentwood Redevelopment Fund:</b>	<b>0</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	
<b><u>North Brentwood L/M Housing Fund:</u></b>					
<b><u>Agency Projects</u></b>					
Davis Camp Sewer		25,000			
Village Drive Street Lighting		85,000			
Utility Assistance Program			50,000	50,000	
Sycamore Property	240,000				
<b>Sub-Total North Brentwood Housing Fund:</b>	<b>240,000</b>	<b>110,000</b>	<b>50,000</b>	<b>50,000</b>	
<b><u>Total Capital Projects Budget:</u></b>	<b><u>240,000</u></b>	<b><u>190,000</u></b>	<b><u>50,000</u></b>	<b><u>50,000</u></b>	

**RESOLUTION NO. RA-32**

**A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF BRENTWOOD ADOPTING THE FISCAL YEAR 2001/02 BUDGET AND ACCEPTING A LOAN FROM THE CITY OF BRENTWOOD IN THE AMOUNT OF \$465,000 TO THE REDEVELOPMENT AGENCY ADMINISTRATIVE FUNDS**

**WHEREAS**, The City Council of the City of Brentwood, authorized the advance of funds to the Redevelopment Administrative fund as a loan for the implementation of the Fiscal Year 2001-02 Budget for the Redevelopment Agency of the city of Brentwood.

Brentwood (“Downtown”) Redevelopment Project	\$225,000
North Brentwood Redevelopment Project	\$240,000
<b>TOTAL 2001/02 Administrative Loan</b>	<b>\$465,000</b>

**NOW, THEREFORE THE REDEVELOPMENT AGENCY OF THE CITY OF BRENTWOOD, DOES RESOLVE AS FOLLOWS:**

Section 1. The Agency Board hereby adopts the Fiscal Year 2001/02 Budget for the Redevelopment Agency of the City of Brentwood.

Section 2. The Agency Board hereby accepts the 2001/02 Administrative Loan, in the amount as herein specified, to the Redevelopment Administrative Funds from the City of Brentwood and agrees to be bound by the terms of the resolution with respect to the repayment thereof, including, without limitation, the payment of interest (if any) on the unpaid principal balance of said loan.

**PASSED, APPROVED AND ADOPTED** by the Redevelopment Agency of the City of Brentwood at a regular meeting held June 12, 2001 by the following vote:

- AYES:** Members Beckstrand, Gomes, Hill, Petrovich, Chairman McPoland
- NOES:** None
- ABSENT:** None

\_\_\_\_\_  
Michael A. McPoland  
Chairman

ATTEST:

\_\_\_\_\_  
Karen Diaz, CMC  
Secretary

**Budget For Fiscal Years 2001/02 and 2002/03**

**Adopted Equipment List 2001/02**

Qty.	Item	Administration	Economic Development	Police	PW Operations Streets & Storm Drain	Capital Improvements Program	Parks and Recreation	Solid Waste
	Office Furniture	2,200	5,000		625	5,000		2,588
	Office Machines			15,900				
10	Portable Radios/Charger/Batteries			5,000				
10	Glock Model 22 w/night sights			5,000				
1	Evidence Refrigerator			500				
10	Flashlights			500				
2	Enduro Motorbikes			10,000				
	Enduro Motorbike Riding Equipment			3,000				
4	Automated External Defibrillator			14,600				
	TRAK System			6,500				
	Photo Lineup Software (PictureLink.Net)			1,000				
	Computers/Printers	5,000					8,500	2,250
1	Automobile						25,000	
3	Park Signage						19,500	
	Equipment				14,585	5,000	4,550	
	Carts, Front Loader Bins, Drop Boxes							250,000
	Computer Programs/Upgrades					10,000		25,000
2	Generators							
	Trailerred Arrow Board							
	<b>TOTAL</b>	<b>\$ 7,200</b>	<b>\$ 5,000</b>	<b>\$ 62,000</b>	<b>\$ 15,210</b>	<b>\$ 20,000</b>	<b>\$ 57,550</b>	<b>\$ 279,838</b>



Water

4,000

16,800

25,000

250,000

5,500

**\$ 301,300**

**Budget For Fiscal Years 2001/02 and 2002/03**

**Adopted Equipment List 2001/02**

Qty.	Item	Wastewater	City Rentals	Community Development	Engineering	Youth & Family Services	Finance / Purchasing	Replacement Funds
	Office Furniture		2,500	18,830	3,600			10,000
	Office Machines						3,500	
1	Bar Code Gun/Printer						1,500	
1	Truck Box						650	
	Computers/Printers					3,600		
	Computer Programs/Upgrades	25,000						
	Tractor	60,000						
	Electric Carts	12,000						
	Interior Signs			10,250				
	Inspector Vehicle			22,000				
	Field and Office Equipment				1,000			
	Traffic Counter Supplies				5,000			
	Replacement Equipment							400,000
	Equipment (Truck & Miscellaneous Tools)							22,000
	15,000 lbs Twin Post Vehicle Lift							6,800
	Brake rotor - drum lathe							5,800
	Automatic transmission flusher-recycler							2,750
	Anti-freeze recycler							1,899
	Forklift, 6,000 lbs (used)							2,500
	A Frame hoist							3,000
	<b>TOTAL</b>	<b>\$ 97,000</b>	<b>\$ 2,500</b>	<b>\$ 51,080</b>	<b>\$ 9,600</b>	<b>\$ 3,600</b>	<b>\$ 5,650</b>	<b>\$ 454,749</b>

**Budget For Fiscal Years 2001/02 and 2002/03**

**Adopted Equipment List 2002/03**

Qty.	Item	Administration	Economic Development	Police	Capital Improvements Program	Parks & Recreation	Solid Waste
	Office Furniture		5,100		5,250		100
	Office Machines			16,200			
10	Portable Radios/Charger/Batteries			5,000			
10	Glock Model 22 w/night sights			5,000			
	PC, Phone, Desk - New Admin Clerical Position			2,000			
10	Flashlights			500			
3	Patrol Cars			150,000			
	Field Equipment				5,250		
	Computer Programs/upgrades				10,500		
1	Pick-up Truck					18,000	
	Computers /Printers	5,000				5,500	750
3	Park Signage					19,500	
	Carts, Front Loader Bins, Drop Boxes						275,000
	<b>TOTAL</b>	<b>\$ 5,000</b>	<b>\$ 5,100</b>	<b>\$ 178,700</b>	<b>\$ 21,000</b>	<b>\$ 43,000</b>	<b>\$ 275,850</b>

**Budget For Fiscal Years 2001/02 and 2002/03**

**Adopted Equipment List 2002/03**

Qty.	Item	Water	City Rentals	Community Development	Engineering	Finance	Replacement Funds
	Office Furniture		2,500	13,830	3,150		6,000
	Office Machines					3,000	
	185 CFM Portable Compressor	17,000					
	Interior Signs			12,900			
	Field and Office Equipment				1,050		
	Traffic Counter Supplies				5,250		
	Equipment						706,000
	<b>TOTAL</b>	<b><u>\$ 17,000</u></b>	<b><u>\$ 2,500</u></b>	<b><u>\$ 26,730</u></b>	<b><u>\$ 9,450</u></b>	<b><u>\$ 3,000</u></b>	<b><u>\$ 712,000</u></b>



**Budget For Fiscal Years 2001/02 and 2002/03**

**Vehicle Replacement Fund List 2001/02**

Qty.	Item	Police	Capital Improvement Program	Solid Waste	Water	Sewer	Parks and Recreation - Landscape	Construction Inspection
1	Chevrolet Tahoe	60,000						
1	Ford Crown Victoria	30,400						
1	Chevrolet Truck						14,960	
1	Jeep Cherokee		24,000					
1	Jeep Cherokee							24,000
2	Ford F-250 Pick-ups				53,434			
1	Ford F-150 Pick-up					23,333		
1	GMC Garbage Truck			160,000				
1	Ford F-150 Pick-up			20,000				

**TOTAL**                    \$ 90,400   \$ 24,000   \$ 180,000   \$ 53,434   \$ 23,333   \$ 14,960   \$ 24,000

**Budget For Fiscal Years 2001/02 and 2002/03**

**Vehicle Replacement Fund List 2002/03**

Qty.	Item	Police	Parks & Recreation	Parks and Recreation - Landscape	Solid Waste	Water	Wastewater	Streets	Building
5	Ford Crown Victorias	135,168							
1	Toyota Corolla	4,000							
1	Ford Ranger	23,333							
1	Kustm Utility Trailer - Radar	21,600							
2	Kawasaki KZ-1000-P15	40,000							
1	Johnston Sweeper - V4000SP							136,395	
1	Ford Ranger							20,417	
1	Dodge Pick-Up 3500							19,688	
1	Chevrolet 3500 Superduty							19,688	
1	Ford Ranger Pick-Up			13,333					
2	Ford Escorts								43,200
1	Yanmar Tractor		12,650						
1	Ford Ranger					21,356			
1	Ford 4x4 Ranger						36,167		
2	GMC Garbage Truck				320,000				
<b>TOTAL</b>		<b>\$ 224,101</b>	<b>\$ 12,650</b>	<b>\$ 13,333</b>	<b>\$ 320,000</b>	<b>\$ 21,356</b>	<b>\$ 36,167</b>	<b>\$ 196,188</b>	<b>\$ 43,200</b>

**Budget For Fiscal Year 2001/02**

**Summary of Positions**

<b><u>AUTHORIZED REGULAR POSITIONS:</u></b>	<b><u>1999/00</u></b>	<b><u>2000/01</u></b>	<b><u>2000/01</u></b>	<b><u>2001/02</u></b>	<b><u>2002/03</u></b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Estimated</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
<b><u>Administration</u></b>					
Administration	4.80	4.80	4.90	2.95	2.95
City Clerk	1.60	1.60	2.00	3.00	3.00
Human Resources	3.00	3.00	3.00	3.00	3.00
Building Maintenance	1.00	1.00	1.00	2.00	2.00
<b><u>Attorney</u></b>	1.00	1.00	1.00	1.60	1.60
<b><u>Economic Development</u></b>	0.50	1.25	1.25	3.75	4.25
<b><u>Finance and Information Systems</u></b>					
Finance	8.30	8.30	7.64	6.00	6.00
Purchasing	0.00	0.00	0.00	1.75	1.75
Information Services	2.20	2.20	3.20	3.90	3.90
Non-Departmental	0.25	0.25	0.25	0.00	0.00
Water Utility Billing	1.40	1.40	1.40	1.40	1.40
Wastewater Utility Billing	1.30	0.30	1.30	1.30	1.60
Solid Waste Utility Billing	1.30	1.30	1.30	1.30	1.30
<b><u>Police Department</u></b>					
Sworn	31.00	31.00	36.00	39.00	41.00
Non-Sworn	8.00	8.00	11.00	11.00	11.00
<b><u>Community Development Department</u></b>					
Building Division	11.50	12.50	16.00	13.40	12.90
Planning Division	6.10	6.10	6.70	7.70	7.70
<b><u>Engineering</u></b>					

**Budget For Fiscal Year 2001/02**

**Summary of Positions**

<b><u>AUTHORIZED REGULAR POSITIONS:</u></b>	<b><u>1999/00</u></b>	<b><u>2000/01</u></b>	<b><u>2000/01</u></b>	<b><u>2001/02</u></b>	<b><u>2002/03</u></b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Estimated</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
Development Engineering	6.30	6.30	7.30	6.15	6.15
Transportation Division	1.50	1.50	1.50	2.05	2.05
Construction Inspection Division	2.50	2.50	4.40	4.30	4.30
NPDES Division	0.95	0.95	1.05	1.05	1.05
Capital Improvements Program	13.65	13.65	15.25	14.95	14.95
<b><u>Public Works Department</u></b>					
Administration	0.20	0.20	0.20	0.00	0.00
Maintenance Service Center	0.00	0.00	0.00	3.00	3.00
Streets Division	6.45	6.45	9.70	10.25	10.25
Water Division	9.55	9.55	10.84	12.00	12.00
Polybutylene	2.00	2.00	2.00	0.00	0.00
Wastewater Division	6.55	6.55	7.91	7.00	7.00
Solid Waste Division	10.05	10.05	11.10	9.50	9.50
<b><u>Parks</u></b>					
Park Maintenance Assessment District	4.50	4.50	3.66	5.00	5.00
Park Enterprise	3.70	3.70	8.93	7.40	7.40
Landscape Division	1.95	1.95	2.77	3.00	3.00
Park Planning Division	1.40	1.40	3.90	4.80	4.80
<b>TOTAL REGULAR EMPLOYEES</b>	<b><u>154.50</u></b>	<b><u>155.25</u></b>	<b><u>188.45</u></b>	<b><u>193.50</u></b>	<b><u>195.80</u></b>
<b><u>ELECTED &amp; APPOINTED EMPLOYEES</u></b>					
Legislative	5.00	5.00	5.00	5.00	5.00

**Budget For Fiscal Year 2001/02**

**Summary of Positions**

<b><u>AUTHORIZED REGULAR POSITIONS:</u></b>	<b><u>1999/00</u></b>	<b><u>2000/01</u></b>	<b><u>2000/01</u></b>	<b><u>2001/02</u></b>	<b><u>2002/03</u></b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Estimated</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
Planning Commission	5.00	5.00	5.00	5.00	5.00
Park and Recreation Commission	0.00	0.00	5.00	5.00	5.00
Youth Commission	0.00	0.00	5.00	5.00	5.00
Art Commission	0.00	0.00	5.00	5.00	5.00
Total	10.00	10.00	25.00	25.00	25.00
<b><u>Grant Funded Employees</u></b>					
Youth Diversion Program	1.00	1.00	1.00	1.00	1.00
<b><u>Part-time Employees</u></b>					
Police Reserves	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
<b>GRAND TOTAL</b>	<b><u>169.50</u></b>	<b><u>170.25</u></b>	<b><u>218.45</u></b>	<b><u>223.50</u></b>	<b><u>225.80</u></b>

**Budget For Fiscal Year 2001/02**

**COMPENSATION PLAN**

<b><u>BARGAINING UNIT &amp; POSITION</u></b>	<b><u>STEP A</u></b>	<b><u>STEP B</u></b>	<b><u>STEP C</u></b>	<b><u>STEP D</u></b>	<b><u>STEP E</u></b>
<b><u>MANAGEMENT &amp; MID-MANAGEMENT:</u></b>					
Accountant I	3,974	4,173	4,381	4,600	4,830
Accountant II	4,383	4,602	4,832	5,074	5,327
Administrative Program Analyst	3,691	3,875	4,069	4,272	4,486
Assistant City Engineer	6,957	7,305	7,670	8,053	8,456
Assistant Engineer	4,822	5,063	5,316	5,582	5,861
Assistant Finance Director	6,785	7,124	7,480	7,854	8,247
Assistant Planner	4,372	4,591	4,820	5,062	5,315
Associate Engineer	5,318	5,583	5,863	6,156	6,464
Associate Planner	4,822	5,063	5,316	5,582	5,861
Chief Bldg. Official	6,611	6,941	7,288	7,653	8,035
Chief of Planning	6,611	6,941	7,288	7,653	8,035
City Attorney	8,799	9,239	9,700	10,185	10,695
City Clerk	5,185	5,444	5,716	6,002	6,302
City Engineer	8,046	8,448	8,870	9,314	9,779
City Manager	9,749	10,236	10,748	11,286	11,850
Director of Community Development	8,046	8,448	8,870	9,314	9,779
Director of Finance and Info. Systems	8,046	8,448	8,870	9,314	9,779
Director of Parks and Recreation	7,662	8,045	8,447	8,870	9,313
Director of Public Works	7,662	8,045	8,447	8,870	9,313
Economic Development Manager	6,309	6,624	6,956	7,303	7,669
Engineering Admin Supervisor	4,825	5,067	5,320	5,586	5,865
Facilities Manager	4,825	5,067	5,320	5,586	5,865
Grants Coordinator	3,691	3,875	4,069	4,272	4,486
Human Resources Manager	5,793	6,083	6,387	6,706	7,042
Information Systems Manager	6,313	6,629	6,960	7,308	7,674
Neighborhood Preservation Specialist	4,389	4,608	4,839	5,081	5,335
Park Planner	4,822	5,063	5,316	5,582	5,861
Parks Services Manager	5,453	5,726	6,012	6,313	6,628
Police Chief	8,461	8,884	9,328	9,795	10,285

**Budget For Fiscal Year 2001/02**

**COMPENSATION PLAN**

<b><u>BARGAINING UNIT &amp; POSITION</u></b>	<b><u>STEP A</u></b>	<b><u>STEP B</u></b>	<b><u>STEP C</u></b>	<b><u>STEP D</u></b>	<b><u>STEP E</u></b>
Police Lieutenant	6,788	7,127	7,484	7,858	8,251
Purchasing Agent	4,383	4,602	4,832	5,074	5,327
Redevelopment/Economic Devel Analyst	5,518	5,793	6,083	6,387	6,707
Right-of-Way Agent	5,727	6,014	6,314	6,630	6,961
Senior Associate Engineer	5,585	5,864	6,157	6,465	6,788
Senior Financial Analyst	5,727	6,014	6,314	6,630	6,961
Senior Engineer	5,861	6,154	6,462	6,785	7,124
Senior Planner	5,453	5,726	6,012	6,313	6,628
Solid Waste Manager	5,453	5,726	6,012	6,313	6,628
Supervising Engineer	6,462	6,785	7,124	7,481	7,855
Water/Wastewater Operations Manager	5,453	5,726	6,012	6,313	6,628
<b><u>OFFICE EMPLOYEES:</u></b>					
Accounting Assistant I	2,683	2,817	2,957	3,105	3,261
Accounting Assistant II	2,960	3,108	3,263	3,426	3,597
Accounting Technician I	3,035	3,187	3,346	3,514	3,689
Accounting Technician II	3,349	3,516	3,692	3,877	4,071
Administrative Assistant I	2,434	2,556	2,684	2,818	2,959
Administrative Assistant II	2,684	2,818	2,959	3,107	3,263
Administrative Secretary	3,344	3,512	3,687	3,872	4,065
Code Enforcement Officer	3,979	4,178	4,386	4,606	4,836
Combination Building Inspector I	3,979	4,178	4,386	4,606	4,836
Combination Building Inspector II	4,386	4,605	4,836	5,077	5,331
Construction Inspector I	3,979	4,178	4,386	4,606	4,836
Construction Inspector II	4,386	4,605	4,836	5,077	5,331
Department Financial Analyst	3,687	3,871	4,065	4,268	4,481
Engineering Services Specialist I	3,688	3,873	4,067	4,270	4,483
Engineering Services Specialist II	4,057	4,260	4,473	4,696	4,931
Engineering Technician I	3,346	3,514	3,689	3,874	4,067
Engineering Technician II	3,688	3,873	4,067	4,270	4,483

**Budget For Fiscal Year 2001/02**

**COMPENSATION PLAN**

<b><u>BARGAINING UNIT &amp; POSITION</u></b>	<b><u>STEP A</u></b>	<b><u>STEP B</u></b>	<b><u>STEP C</u></b>	<b><u>STEP D</u></b>	<b><u>STEP E</u></b>
Executive Assistant to the City Manager	4,064	4,267	4,480	4,704	4,940
Executive Secretary to the Police Chief	3,872	4,065	4,269	4,482	4,706
Geographic Info. Systems Coordinator	5,098	5,353	5,621	5,902	6,197
Human Resources Assistant	3,687	3,871	4,065	4,268	4,481
Human Resources Specialist	4,055	4,258	4,471	4,694	4,929
Information Systems Specialist I	5,185	5,445	5,717	6,003	6,303
Information Systems Specialist II	5,718	6,004	6,304	6,619	6,950
Information Technician I	3,035	3,187	3,346	3,514	3,689
Information Technician II	3,347	3,514	3,690	3,875	4,068
Juvenile Diversion Coordinator	2,815	2,956	3,104	3,259	3,422
Payroll Specialist	3,687	3,871	4,065	4,268	4,481
Permits Technician I	3,113	3,268	3,432	3,603	3,783
Permits Technician II	3,431	3,603	3,783	3,972	4,171
Plans Examiner	3,112	3,267	3,431	3,602	3,782
Planning Technician I	3,431	3,603	3,783	3,972	4,171
Planning Technician II	4,384	4,604	4,834	5,075	5,329
Purchasing Assistant	3,346	3,514	3,689	3,874	4,067
Receptionist	2,438	2,560	2,688	2,823	2,964
Recreation Services Coordinator	3,448	3,620	3,801	3,991	4,191
Recreation Services Supervisor	3,992	4,191	4,401	4,621	4,852
Right-of-Way Technician	3,431	3,603	3,783	3,972	4,171
Senior Combination Building Inspector	4,833	5,075	5,329	5,595	5,875
Senior Permits Technician	3,783	3,972	4,171	4,379	4,598
Senior Planning Technician	3,783	3,972	4,171	4,379	4,598
Supervising Construction Inspector	4,837	5,079	5,333	5,599	5,879
Utility Billing Supervisor	3,968	4,167	4,375	4,594	4,823
<b><u>PUBLIC WORKS-MAINTENANCE:</u></b>					
Assistant Equipment Mechanic	3,239	3,401	3,571	3,750	3,937
Cross-Connection Control Specialist	3,665	3,848	4,041	4,243	4,455
Parks/Landscape Maint. Worker I	2,940	3,087	3,241	3,403	3,573
Parks/Landscape Maint. Worker II	3,243	3,405	3,575	3,754	3,942



**Budget For Fiscal Year 2001/02**

**COMPENSATION PLAN**

<b><u>BARGAINING UNIT &amp; POSITION</u></b>	<b><u>STEP A</u></b>	<b><u>STEP B</u></b>	<b><u>STEP C</u></b>	<b><u>STEP D</u></b>	<b><u>STEP E</u></b>
Parks/Landscape Specialist	3,570	3,749	3,936	4,133	4,340
Parks/Landscape Supervisor	3,773	3,961	4,159	4,367	4,586
Public Works Maintenance Lead Worker	3,751	3,939	4,136	4,342	4,559
Public Works Maintenance Worker I	2,940	3,087	3,241	3,403	3,573
Public Works Maintenance Worker II	3,243	3,405	3,575	3,754	3,942
Senior Equipment Mechanic	4,027	4,229	4,440	4,662	4,895
Solid Waste Equipment Operator I	3,318	3,484	3,659	3,841	4,034
Solid Waste Equipment Operator II	3,659	3,842	4,034	4,236	4,447
Street Sweeper Operator	4,136	4,343	4,560	4,788	5,027
Streets and Collection System Supv.	3,403	3,573	3,751	3,939	4,136
Wastewater Treatment Plant Supv.	3,470	3,643	3,825	4,016	4,217
Wastewater Treatment Plant Operator I	3,825	4,016	4,217	4,428	4,649
Wastewater Treatment Plant Operator II	4,110	4,315	4,531	4,758	4,995
Wastewater Treatment Plant Operator III	4,521	4,747	4,984	5,233	5,495
Water Customer Service Technician	3,572	3,751	3,938	4,135	4,342
Water Distribution Supervisor	4,136	4,343	4,560	4,788	5,027
Water Production Supervisor	4,136	4,343	4,560	4,788	5,027
Water Quality Specialist	3,664	3,847	4,040	4,242	4,454
Water Service Worker I	3,014	3,164	3,322	3,489	3,663
Water Service Worker II	3,323	3,489	3,663	3,847	4,039
<b><u>POLICE:</u></b>					
Community Service Officer I	2,911	3,057	3,209	3,370	3,538
Community Service Officer II	3,211	3,371	3,540	3,717	3,903
Police Records Clerk I	3,033	3,185	3,344	3,512	3,687
Police Records Clerk II	3,345	3,513	3,688	3,873	4,066
Police Records Clerk III	3,687	3,871	4,065	4,268	4,481
Police Officer	4,469	4,693	4,928	5,174	5,433
Sergeant	5,304	5,569	5,848	6,140	6,447

**Budget For Fiscal Years 2001/02 – 2002/03**

**City of Brentwood  
Basic Data**

Area of City (Square Miles).....	13.73
Assessed Valuation (8/93) .....	\$ 1,077,120,129
Fire Insurance Classification .....	6
Population (1/1/00) .....	23,100
Registered Voters (11/7/00).....	11,137
Housing Units (1/01/01) .....	8,497
Percentage of Units Vacant.....	5.83%
Retail and Trade Outlets .....	451
Miles of City Streets (Total).....	118.58
Arterial .....	27.55
Local .....	91.03

**Development Potential**

	<b><u>Developed or Pending</u></b>	<b><u>Undeveloped</u></b>	<b><u>Total Authorized</u></b>
Residential (Units)	9,043	3,264	12,307
Commercial (Acres)	143	384	527
Industrial (Acres)	44	261	305
Public & Other (Acres)	225	1,569	1,794

Library .....	1
Newspaper.....	1
Clubs and Organizations.....	24
Churches .....	12

**Public Schools**

Elementary .....	4
Intermediate .....	2
High School .....	1



# COMMUNITY SERVICES

## Location Map



NO.	FACILITY / SITE ADDRESS*	
1	Administration / Finance / Engineering	708 Third Street
2	Community Development	104 Oak Street
3	Council Chambers	734 Third Street
4	Delta Community Center	730 Third Street
5	Library	781 Third Street
6	Chamber of Commerce	240 Oak Street
7	Police Department	800 Chestnut Street
8	Police Department - Annex	8440 Brentwood Boulevard
9	Post Office	18 Oak Street
10	Public Works/Maintenance	181 Sycamore Avenue
11	Water Treatment Plant	2000 Homecoming Way
12	Wastewater Treatment Plant	325 Sunset Road
13	Solid Waste Transfer Facility	375 Sunset Road

\* Site addresses specified herein are intended only for locating the facility and not for mailing purposes.

# Glossary

**Absorption Rate:** An estimate of the expected annual sales or new occupancy of a particular type of land use.

**Account:** A subdivision within a fund for the purpose of classifying transactions.

**Accounting System:** The total set of records and procedures that are used to record, classify, and report information on an entity's financial status and operations.

**Accrual basis of accounting:** The method of accounting under which revenues are recorded when they are earned (regardless of when cash is received) and expenditures are recorded when goods and services are received (regardless if disbursements are actually made at that time).

**Activity:** A function or a group of related functions for which the budgetary unit is responsible; for Brentwood's budgeting purposes, an activity is the same as a program.

**Actual Cost:** The amount paid for asset; not its market value, insurable value, or retail value. It generally includes freight-in and installation costs, but not interest on the debt to acquire it.

**Administrative Expense:** Often grouped with General Expenses, expenses that are not as easily associated with a specific function as are direct costs of providing services.

**Adjusting Entry:** A journal entry posted to the accounting records at the end of an accounting period to record a transaction or event which was not properly posted during the accounting period for various reasons.

**Adopted Budget:** A budget which typically has been reviewed by the public and "Adopted" (approved) by the City Council prior to the start of the fiscal year.

**Allocation:** A distribution of funds or an expenditure limit established for an organizational unit.

**Appropriation:** An authorization by the City Council to make expenditures and to incur obligations for specific amounts and purposes. All annual appropriations lapse at fiscal year end.

# Glossary

**Appropriations Limit:** As defined by Section 8 of Article XIII B of the California Constitution, enacted by the passage of Proposition 4 at the November 6, 1979, general election, the growth in the level of certain appropriations from tax proceeds are generally limited to the level of the prior year's appropriation limit as adjusted for changes in cost of living and population. Other adjustments may be made for such reasons as the transfer of services from one government entity to another.

**Appropriation Resolution:** The official enactment by the City Council to establish legal authority for City officials to obligate and expend resources.

**Assessed Valuation:** An official value established for real estate or other property as a basis for levying property taxes.

**Arbitrage:** The simultaneous purchase and sale of the same or an equivalent security in order to profit from price discrepancies. In government finance, the most common occurrence of arbitrage involves the investment of the proceeds from the sale of tax-exempt securities in a taxable money market instrument that yields a higher rate, resulting in interest revenue in excess of interest costs.

**Assessments:** Charges made to parties for actual services or benefits received.

**Assets:** Government-owned property that has monetary value.

**Audit:** A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations.

**Audit Trail:** Documentation which permits the sequence of financial transactions to be followed.

**Authorized Positions:** Those ongoing positions approved in the final budget of the preceding year.

**Balance Available:** The amount of money available for appropriation or encumbrance. It is the excess of cash and near-cash assets of a fund over its liabilities and reserves; or commonly called surplus available for appropriation. It is also the unobligated balance of an appropriation which may be encumbered for the purposes of the specific appropriation.

# Glossary

**Baseline Budget:** A baseline budget reflects the anticipated costs of carrying out the current level of service or activities as authorized by the City Council in the current budget. It includes an adjustment for cost increases, but does not include changes in service or authorized positions over that authorized by the City Council.

**Bond:** A municipal bond is a written promise from a local government to repay a sum of money on a specific date at a specified interest rate. Bonds are most frequently used to finance capital improvement projects such as buildings, streets, and bridges.

**Budget:** A plan of financial operation, for a set time period, which identifies specific types and levels of services to be provided, proposed appropriations or expenses, and the recommended means of financing them.

**Budget Amendments:** The Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption by majority vote. The City Manager has the authority to approve line item budgetary transfers between expenditure objects of the budget as long as it is in the same fund and within the same division.

**Budget Calendar:** The schedule of key dates which City departments follow in the preparation, revision, adoption, and administration of the budget.

**Budget Detail:** A support document to the published budget that details the line item expenditures.

**Budget Document:** The financial plan report, reviewed and adopted by the City Council.

**Budget Message:** The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years, and presents recommendations made by the City Manager.

**Budget Year:** Is the fiscal year for which the budget is being considered; fiscal year following the current year.

**Budgetary Unit:** An organizational component budgeted separately; usually a department or a division.

**Capital Improvement Budget:** A financial plan of authorized expenditures for tangible, long-term construction of, or improvements to, public physical facilities.

## **Glossary**

**Capital Improvement Plan (CIP):** A long-term plan (usually five or more years) for multi-year projects such as street or park improvements, building construction, and various kinds of major facility maintenance. The projects set out in the plan usually require funding beyond the one-year period of the annual budget and the plan details funding sources and expenditure amounts.

**Capital Outlay:** Expenditures which result in the acquisition of, or addition to, fixed assets. A capital item is tangible, durable, non-consumable, costs \$500 or more, and has a useful life of more than one year.

**Capital Project Fund:** A governmental fund used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

**Certificate of Participation (COP):** Obligations of a public entity based on a lease or installment sale agreement.

**Comprehensive Annual Financial Report (CAFR):** An official annual financial report of a government.

**Consumer Price Index (CPI):** Measure of change in consumerism as determined by a monthly survey of the U.S. Bureau of Labor Statistics. Many pension and employment contracts are tied to changes in the consumer prices as protection against inflation and reduced purchasing power. Among the CPI components are the costs of housing, food, transportation, and electricity. Also known as the Cost-of-Living Index.

**Contingency:** An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as flood emergencies, Federal mandates, shortfalls in revenue, and similar events.

**Contingency Fund:** Amount reserved for a possible loss.

**Contractual Services:** A series of object codes, which include the expense of custodial, janitorial, and other services procured independently by contract or agreement with an individual, firm, corporation or other governmental units.

**Cost Allocation Plan:** The documentation identifying, accumulating, and distributing allowable costs under grants and contracts together with the allocation method used.

# Glossary

**Cost of Living Allowance (COLA):** Adjustment of wages designed to offset changes in the cost of living, usually as measured by the consumer price index. COLA's are key bargaining issues in labor contracts and are politically sensitive elements of Social Security payments and Federal Pensions because they affect millions of people.

**Debt Service:** The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

**Debt Service Fund:** A governmental fund used to account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies when the government is obligated in some manner for the payment.

**Deficit:** (1) Insufficiency in the account or number, whether as the result of defaults and misappropriations or of mistakes or shrinkage in value. (2) Excess of the government's spending over its revenues.

**Department:** A basic organizational unit of government which is functionally unique in its delivery of services. It's components are organizationally arranged as follows: Department (such as Public Works), Division (such as Parks Maintenance) and Program (such as Tree Replacement).

**Depreciation:** The process of allocating the cost of a capital asset to the periods during which the asset is used.

**Designated Fund Balance:** A portion of unreserved fund balance designed by city policy for a specific future use.

**Development:** In real estate, process of placing improvements on or to a parcel of land; projects where such improvements are being made. Such improvements may include drainage, utilities, subdividing, access, buildings, and any combination of these elements.

**Division:** An organizational component of a department, which may be further subdivided into Programs.

**Division Overhead:** The cost of the division's indirect labor and material/supplies divided by the division's direct salary and wages cost. The result is expressed as a percentage to be applied to direct salary and wages.

**Encumbrance:** The commitment of appropriated funds to purchase goods or services. An encumbrance is not an expenditure. An encumbrance reserves funds to be expended.



# Glossary

**Enterprise Fund:** A proprietary fund used to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the legislative body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The rate schedule for these services are established to insure that revenues are adequate to meet all necessary expenditures.

**Equity:** The difference between fund assets and fund liabilities.

**Expenditure/Expense:** The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expenditure is actually paid. This term applies to Governmental Funds. The term expense is used for Enterprise and Internal Service Funds. (An encumbrance is not an expenditure).

**Expenditure Object Code:** Unique identification number and title for a minor expenditure category. Represents the most detailed level of budgeting and recording of expenditures, referred to as a "line item."

**Fiscal Year:** The 12-month period for recording financial transactions specified by the City of Brentwood as beginning July 1, 1998 and ending June 30, 1999.

**Fixed Assets:** Assets of long-term character such as land, buildings, machinery, equipment, and furniture.

**Fixed Asset Management:** Tagging and preparing asset ledgers for plant, facilities, and equipment; recording changes in asset status; and conducting periodic inventories of assets.

**Forecasts:** Estimates of the future impact of current revenue and expenditure policies based on specific assumptions about future conditions such as inflation or population growth. Forecasts are neither predictions about the future nor a statement of policy intentions.

**Fringe Benefits:** Compensation that an employer contributes to its employees such as social security, retirement, life/health insurance, or training supplements. Fringe benefits can be either mandatory, such as PERS contributions, or voluntary, such as health insurance benefits.

**Full-time Equivalent (FTE):** Positions or fractions there-of based on full-time definition of forty hours of work per week.

# Glossary

**Function:** An activity or a group of related activities for which the budgetary unit is responsible; in Brentwood, a function is the same as a program.

**Fund:** A separate accounting entity with a self-balancing set of accounts to record all financial transactions (revenues and expenditures) for specific activities or government functions. Funds are classified into three categories: governmental, proprietary, and fiduciary. Commonly used funds in governmental accounting are: General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Enterprise Funds, Internal Service Funds, Agency Funds, and Special Assessment Funds.

**Fund Balance:** The excess of assets over liabilities and reserves; also known as surplus funds. This term applies to governmental funds only.

**Gas Tax Fund:** A fund to account for receipts and expenditures of money apportioned under Street and Highway Code section 2105, 2106, 2107, and 2107.5 of the State of California.

**General Fund:** A governmental fund used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

**Generally Accepted Accounting Principles (GAAP):** Conventions, rules and procedures that define accepted accounting practice, including broad guidelines as well as detailed procedures.

**General Obligation Bond:** Or GO Bonds are usually limited by state law as to the amount as well as the length of indebtedness that a government can have. These “Full Faith and Credit” bonds are secured by all of the financial assets of the local government, including property taxes.

**Goal:** A general statement of broad direction, purpose, or intent which describes the essential reason for existence and which is not limited to a one-year time frame. Generally, a goal does not change from year to year.

**Grant:** Contributions or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is the Community Development Block Grant awarded by the Federal Government.

## Glossary

**Infrastructure:** The physical assets of the City, i.e., streets, water, wastewater, public buildings, and parks, and the support structures within a development.

**Interest Revenues:** Revenues received as interest from the investment of funds not immediately required to meet cash disbursements obligations.

**Internal Audit:** The review of financial transactions in both the finance department and in operating departments for compliance with local policy and Generally Accepted Accounting Principles.

**Internal Service Fund:** A proprietary fund used to account for the financing of goods and services provided by one department to another department on a cost-reimbursement basis.

**Investment:** Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals, or base payments.

**Landscape and Lighting Maintenance District Funds:** Funds to account for revenues derived from annual assessments which are used to pay the cost incurred by the City for landscape maintenance and street lighting maintenance.

**Liability:** Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. Encumbrances are not considered to be liabilities.

**Line-item Budget:** A budget that lists detailed expenditures categories (personnel, operating, contractual, internal services and capital outlay) separately, along with the amount budgeted for each specific category.

**Modified Accrual Basis or Modified Accrual Method:** An accounting method whereby income and expense items are recognized as they are available and measurable.

**Object Codes:** Specific numerical classifications for which money is allocated for disbursements. The City of Brentwood uses object codes as the last five characters of the account number and represents the lowest level of classification within the General Ledger accounting system.

# Glossary

**Objective:** Measurable statement of the intended beneficial and tangible effects of a program's activities. An objective is a specific target toward which a manager can plan, schedule work activities, and make staff assignments. An objective is stated in quantifiable terms such that it is possible to know when it has been achieved, i.e., to increase an activity by a specific amount by a certain date, to maintain a service level, to reduce the incidence of something by a specific amount by a given date, or to eliminate a problem by a set date. The emphasis is on performance and its measurability.

**Operating Expense:** A series of object codes which include expenditures for items which primarily benefit the current period and are not defined as personnel services, contractual services or capital outlays.

**Ordinance:** The laws of a municipality.

**Organization Chart:** A chart showing the interrelationships of positions within an organization in terms of authority and responsibilities. There are basically three patterns of organization: line organization, functional organization and line and staff organization.

**Overtime:** Time worked in excess of an agreed upon time for normal working hours by an employee. Hourly or non exempt employees must be compensated at the rate of one and one-half their normal hourly rate for overtime work beyond 40 hours in a workweek. Working on holidays or weekends is sometimes referred to as overtime work.

**Performance Measures:** Specific quantitative measures of work performed within a program (i.e., miles of streets cleaned). Also, specific quantitative measures of results obtained through a program (i.e., percent reduction in response time compared to previous year).

**PERS:** Public Employees Retirement System, a mandatory fringe benefit for City employees.

**Personnel Years:** The actual or estimated portion of a position expended for the performance of work. For example, a full-time position which was filled by an employee for half of a year would result in an expenditure of 0.5 personnel years. Generally, one personnel year equals 2,080 hours of compensated work and leave-time.

**Program:** An organized self-contained set of related work activities within a department or division which are directed toward common objectives and represent a well-defined expenditure of City resources.

## Glossary

**Purchase Order:** An order issued by the Purchasing Department which authorizes the delivery of specific goods or services, and incurrence of a debt for them.

**Purchase Requisition:** The initial purchase request document that, if approved, is the basis for the preparation of the official purchase order.

**Redevelopment Fund:** A fund to account for transactions related to proceeds from bonds and other resources and their use to perform redevelopment activities within specific project areas.

**Reserve:** That portion of a fund's balance legally restricted for a specific purpose and, therefore, not available for general appropriation.

**Reserved Fund Balance:** For governmental funds and expendable trust funds, the portion of fund balance that is not available for appropriation because it is either legally restricted or not spendable.

**Resolution:** (1) in general, expression of desire or intent. (2) legal order by a government entity.

**Retained Earnings:** The accumulated earnings of an Enterprise or Internal Service Fund which have been retained in the fund and are not reserved for any specific purpose.

**Revenues:** Funds received from various sources and treated as income to the City which are used to finance expenditures. Examples are tax payments, fees for services, receipts from other governments, fines, grants, licenses, permits, shared revenue, and interest income.

**Salary & Wages:** An employee's monetary compensation for employment.

**Salary Savings:** Salary savings reflect personnel cost savings resulting from vacancies and as a result of employee turnover. The amount of budgeted salary savings is generally based upon experience.

**Special District:** A designated geographic area established to provide a specialized service (e.g., Landscape Maintenance District).

# **Glossary**

**Special Revenue Fund:** A governmental fund type used to account for specific revenues that are legally restricted to expenditures for particular purposes.

**Subventions:** That portion of revenues collected by other government agencies on the City's behalf.

**Transient Occupancy Tax:** This tax is collected from the operators of hotels and motels located within the City. A percentage of this tax is then remitted to the City.

**Trust and Agency Fund:** Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies.

**Unreserved Fund Balance:** In a governmental or expendable trust fund, the balance of net financial resources that are spendable or available for appropriation.

**User Charge:** Charges or fees levied to recipients of a particular service.

## Acronyms

This document includes numerous abbreviations and acronyms in need of explanation. Thus, a list of acronyms is provided to aid the reader when the context does not define the meaning.

**ACAP** - Apartment Communities Assisting Progress is a program designed to enhance the quality of life in, specifically, multi-family residential development.

**ADA** - New Federal legislation for the American Disabilities Act requires the accessibility of public facilities for handicapped persons.

**AQMD** - The Air Quality Maintenance District program has been established to reduce air pollution through community based transportation sources.

**BAAQMD** - Bay Area Air Quality Management District

**BACUP** - Brentwood Active Citizen Uniform Patrol; police volunteers

**BART** - Bay Area Rapid Transit

**BEDC** - Brentwood Economic Development Committee

**BLA** - Bicycle Lane Account

**BMP** – Best Management Practice

**CAFR** - The Comprehensive Annual Financial Report is prepared in conformity with Generally Accepted Account Principals (GAAP) as set forth by the Governmental Accounting Standards Boards (GASB).

## Acronyms

**CALTRANS** -This is the Transportation Department for the State of California.

**CAPS** - Cycle and Pedestrian Safety Program is a grant program designed to reduce the number of traffic collisions involving bicyclists and pedestrians.

**CCC** - Contra Costa County

**CCCMRMIA** - Contra Costa County Municipal Risk Management Insurance Authority

**CCO** - Contract Change Order

**CCTA** - Contra Costa Transportation Authority

**CDBG** - The Community Development Block Grant program is funded by the Department of Housing and Urban Development of the Federal Government.

**CEQA** - California Environmental Quality Act

**CFD** - A Community Facilities District is established as a funding mechanism for capital improvements for a specific area of development.

**CHPR-O** - The California Housing Rehabilitation Program provides deferred rehabilitation loans to eligible income occupant homeowners.

**CIFP** - Capital Improvement Financing Program



## Acronyms

**CIP** - Capital Improvements Program outlining the infrastructure needs for the City of Brentwood.

**COP** - Certificate of Participation - Obligations of a public entity based on a lease or installment sale agreement.

**CPI** - Consumer Price Index

**CMP** - The Congestion Management Plan is required for consideration of Measure “I” funding of transportation improvements.

**CPM** - Critical Path Method (Scheduling)

**CSMFO** - California Society of Municipal Finance Officers. The purpose of this organization is to promote professional administration of municipal finance and to strive for the attainment of professional status of all those responsible for the conduct of the activities of the field.

**COPS** - Implementation of Community Oriented Problem Solving bringing all City Departments together as a team.

**CTC** - California Transportation Commission

**CUP** - Conditional Use Permit

**DIA** - Deferred Improvement Agreement

**EBMUD** - East Bay Municipal Utility District

## Acronyms

**EBRPD** - East Bay Regional Park District

**ECCID** - East Contra Costa Irrigation District

**EDU** - Equivalent Dwelling Unit

**ERAF** - Educational Revenue Augmentation Fund is a state mandated property tax shift to schools.

**FAU** - The Federal Aid Urban program provides for funding of transportation improvements in urbanized areas and regional agencies allocate monies to local governments based on population.

**FEMA** - Federal Emergency Management Agency is the governing agency for emergency services nationwide.

**FM** - Final Map

**FTE** - The designation of staffing based on the Full Time Equivalent for personnel using a guideline of 2,080 hours per year (1.0 FTE) or for 1,040 hours (0.5 FTE).

**GAAP** - Generally Accepted Accounting Principles

**GFOA** - Government Finance Officers Association is a non-profit professional association serving 9,500 government finance professionals throughout North America. Over 11,000 governments participate actively in the associations' activities.

**GIS** - A computer based Geographic Information System is being established by the Information Services Division for the tracking and monitoring of development projects.

## **Acronyms**

**GP** -General Plan

**GPA** - General Plan Amendment

**HCD** - Department of Housing and Community Development sets the standards for quality and workmanship in the rehabilitation of rental properties.

**HCM** - Highway Capacity Manual

**HVAC** - Heating, Ventilation and Air Conditioning System

**IRNET** - Inland Regional Narcotics Enforcement Team is a program designed to enhance law enforcement's ability by using monies seized from drug offenders.

**ISTEA** - Intermodal Surface Transportation Efficiency Act was created to administer those monies the City has secured for various street and traffic signal projects from the Federal government.

**K & B** - Kaufman and Broad (Developer)

**LAIF** - Local Agency Investment Fund. State pool of municipal funds.

**LIS** - A computer based Land Information System is being established for the automation of Building Permits and Inspections.

**L.F.** - Linear foot/feet. Measurement term different from cubic foot and square foot

## Acronyms

**MDT** - The Mobile Data Terminal Program set up for direct communication between the police officer and the dispatcher.

**MGD** - Millions of gallons per day. Rating used in infrastructure projects (water).

**MOE** - The Maintenance of Effort criteria that must be met in street improvements mandated by the State.

**MTC** - Metropolitan Transportation Commission

**NBCA** - North Brentwood Citizens Advisory

**OES** - The Office of Emergency Services is responsible for disaster/emergency response.

**POST** - Peace Officer Standards and Training Act regulates law enforcement standards.

**RAD Cop** - The Resource and Direction Officer Program places an officer on an alternate education campus to provide a positive and approachable role model for delinquent and at-risk youth.

**RCHC** - Rural California Housing Corporation (Developer)

**RDA** - The Redevelopment Agency of the City of Brentwood is a major funding source for many of the capital projects.

**RFP** - Request for Proposal

**ROW** - A Right-of-Way is the public designation for space needed to accommodate streets, public utilities and other public facilities.

## Acronyms

**R/R** - Railroad

**RTIP** - Regional Transportation Improvement Program

**RTPC** - Regional Transportation Planning Committee

**SOI** - Sphere of Influence

**SPPR** - Southern Pacific Railroad

**SPTCo** - Southern Pacific Transportation Company

**STP-CALTRANS** - Reviews all street and traffic projects according to the State Transportation Program which outlines the long term capital needs for local government.

**STIP** - State Transportation Improvement Program

**SWPPP** – Storm Water Pollution Prevention Plan

**TDA** - Transportation Development Act

**TI** - Tax Increment

**TIP** - Transportation Improvement Program

**TOPO** - Topography, map or exhibit depicting elevations, contours and land form configurations.

## Acronyms

**TSM** - Transportation Systems Management

**UP** - Union Pacific

**WTP** - Water Treatment Plant