

CITY OF KERMAN  
2012/2013  
BUDGET



9/11 Flag Raising Ceremony

# CITY OF KERMAN

## ANNUAL BUDGET 2012/2013

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RESOLUTION NO. 12-\_\_\_

**A RESOLUTION ADOPTING THE FISCAL YEAR 2012/2013 BUDGET AND  
APPROVING ADJUSTMENTS TO THE FISCAL YEAR 2011/2012 BUDGET FOR  
THE CITY OF KERMAN**

The City Council of the City of Kerman does resolve as follows:

**SECTION 1:** The City Council finds and declares as follows:

- A. The City Council has reviewed the proposed City of Kerman Budget ("Budget") for fiscal year 2012/2013;
- B. The Budget is based upon appropriate estimates and financial planning for the City's operations, services, and capital improvements, including adjustments to the fiscal year 2011/2012 Budget as detailed in Exhibit B, attached;
- C. This budget provides continued services at current levels to the community. This budget also includes continuation and/or completion of several projects to enhance the community.
- D. All procedural requirements for adopting the City's Budget were fulfilled and the City Council was fully informed regarding the City's current finances, projected revenue, and financial obligations; and
- E. It is in the public interest for the City Council to adopt the Budget as proposed by the City Manager.

**SECTION 2. ADOPTION.** The Budget attached to this Resolution, and incorporated by reference, is approved and adopted subject only to the authorizations set forth below. Such approval and adoption includes, without limitation, adjustments to the fiscal year 2011/2012 Budget as specified in Exhibit B, which is also attached and incorporated by reference.

**BUDGET APPROPRIATIONS.** Based upon the Budget, the total fiscal year 2012/2013 appropriation is **\$14,198,168** (see Exhibit A: City Wide Expenditures Summary, attached). The City Manager, or designee, is authorized to implement the appropriations as detailed in the Budget for City Departments.

**SECTION 3. BUDGET ADJUSTMENTS.** The Budget may be subsequently adjusted as follows:

- A. By majority vote of the City Council;
- B. By the City Manager, or designee, for all appropriation transfers between departments and activities and line items within a City fund;
- C. By Department Directors for appropriation transfers between activities and line items within a department;
- D. Line item expenditures within activities and departments are not restricted so long as

funding is available in the City fund as a whole.

The 2011/2012 City of Kerman Budget is hereby adjusted according to Exhibit B, attached, and those adjustments become a part of the 2011/2012 City of Kerman Amended Budget.

**SECTION 4.** The City Clerk is directed to certify the adoption of this Resolution; record this Resolution in the book of the City's original resolutions; and make a minute of the adoption of the Resolution in the City Council's records and the minutes of this meeting.

**SECTION 5.** This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

**SECTION 6:** The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Kerman, held on the 20th day of June, 2012, and adopted at said meeting by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Gary Yep  
Mayor

ATTEST:

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Marci Reyes  
City Clerk

**Exhibits**

'A' – FY 2012/13 City-Wide Expenditure Summaries

'B' – FY 2011/12 Budget Adjustments

Exhibit 'A'

City of Kerman  
FY 2012/13 City-Wide Expenditure Summaries

Fund	Activity	Description	Personnel	M&O	Subtotal Operations	Capital	Total
<b>General Fund</b>							
10	6001	City Council	\$16,660	\$19,100	\$35,760	\$0	\$35,760
10	6003	City Attorney	0	45,000	45,000	0	45,000
10	1002	General Administration	18,138	136,800	154,938	0	154,938
10	5005	Financial Administration	9,122	69,761	78,883	0	78,883
10	6004	Legislation	3,118	14,600	17,718	0	17,718
10	1008	Planning	17,690	9,615	27,305	0	27,305
10	4007	Engineering	0	25,800	25,800	0	25,800
10	4042	Code Enforcement/Inspection	92,485	40,789	133,274	0	133,274
10	2002	Recreation Administration	169,103	55,699	224,802	500	225,302
10	2044	Senior Center Services	127,369	24,489	151,858	0	151,858
10	2047	Swimming Pool Operations	22,272	800	23,072	0	23,072
10	2062	Planned Recreation	21,440	11,050	32,490	0	32,490
10	2065	Youth Service Bureau	40,342	5,170	45,512	0	45,512
10	2069	Kerman Community Teen Center	85,160	42,181	127,341	2,500	129,841
10	3011	Police Operations	1,942,355	468,939	2,411,294	15,000	2,426,294
10	3063	SLESF Grant	100,000	0	100,000	0	100,000
10	3999	Safety Grants, Contracts and Projects	0	6,000	6,000	0	6,000
10	4041	Animal Regulation/Code Enforcement	10,094	12,898	22,992	300	23,292
10	4011	Buildings & Park Operations	90,003	82,188	172,192	9,100	181,292
10	4024	Parks, Facilities & Equipment	0	0	0	23,200	23,200
11	4011	CIP Administration	0	4,000	4,000	0	4,000
17	4007	General Plan Updates	0	0	0	0	0
<b>Subtotal General Fund</b>			<b>2,765,350</b>	<b>1,074,879</b>	<b>3,840,229</b>	<b>50,800</b>	<b>3,890,829</b>
<b>Special Revenue Funds</b>							
73	2046	Senior Center Services	20,413	4,454	24,867	0	24,867
75	4011	Lighting & Landscaping District 1	117,248	71,310	188,558	0	188,558
80-85, 87	4011	Street Maintenance, TDA and Other	67,978	141,967	209,945	27,500	237,445
86	2049	Transportation/Farebox Match	101,714	5,608	107,322	0	107,322
88	4011	Street Maintenance, Operations & Admin	246,620	94,958	341,578	12,500	354,078
<b>Subtotal Special Revenue Funds</b>			<b>553,974</b>	<b>318,297</b>	<b>872,271</b>	<b>40,000</b>	<b>912,271</b>
<b>Internal Service Funds</b>							
50	4011	Vehicle/Equipment Operations	74,353	287,338	361,691	8,000	369,691
50	4024	Vehicle/Equipment Replacement	0	0	0	69,672	69,672
51	4011	Technology Maintenance	19,913	25,000	44,913	35,790	80,703
<b>Subtotal Internal Service Funds</b>			<b>94,266</b>	<b>312,338</b>	<b>406,604</b>	<b>113,462</b>	<b>520,066</b>
<b>Capital Project Funds</b>							
12	4024	CDBG Construction	0	0	0	184,683	184,683
14	4024	Facilities Construction	0	0	0	51,278	51,278
58, 59	4024	Parks Construction	0	0	0	40,591	40,591
78	4024	Parks Construction	0	0	0	200,000	200,000
80, 83, 88-92, 93	4024	Street Construction	0	0	0	2,623,100	2,623,100
<b>Subtotal Capital Project Funds</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>3,099,662</b>	<b>3,099,662</b>
<b>Enterprise Funds</b>							
41	5005	Water	221,772	199,363	421,135	0	421,135
41	5006	Water	0	203,870	203,870	0	203,870
41	4011	Water Operations	383,485	471,647	855,131	2,000	857,131
41, 52-54	4024	Water Construction	0	0	0	1,311,000	1,311,000
42	5005	Sewer	183,465	186,468	369,933	0	369,933
42	5006	Sewer	0	205,776	205,776	0	205,776
42	4011	Sewer Collection Operations	248,623	50,874	299,497	2,000	301,497
42	4014	Sewer WWTP Operation	176,927	327,409	504,335	0	504,335
42, 55-57	4024	Sewer Facilities Construction	0	0	0	563,592	563,592
43	5005	Solid Waste (Refuse)	154,227	811,970	966,198	0	966,198
47	4011	Storm Drain Maintenance & Operations	36,299	34,585	70,885	0	70,885
48, 49	4024	Storm Drain	0	0	0	0	0
<b>Subtotal Enterprise Funds</b>			<b>1,404,798</b>	<b>2,491,961</b>	<b>3,896,759</b>	<b>1,878,592</b>	<b>5,775,351</b>
<b>Grand Total All Funds</b>			<b>\$4,818,388</b>	<b>\$4,197,474</b>	<b>\$9,015,862</b>	<b>\$5,182,305</b>	<b>\$14,198,168</b>

**Exhibit 'B'**

**City of Kerman  
FY 2011/12 Budget Adjustments**

Fund	Activity	Object	Sub Ob	Project	Description	11/12		11/12 Amended Budget	
						Budget	Amendment		
10.0	4007	510	10	00	Professional Services	25,000	20,000	45,000	1
					Subtotal	25,000	20,000	45,000	1
11.0	4011	510	01	00	Contract Services	3,000	2,000	5,000	2
					Subtotal	3,000	2,000	5,000	2
<b>Safety Grants, Contracts and Projects Revenues:</b>									
10.0	3999	334	30	00	Avoid the 21 Grant	-	10,800	10,800	3
10.0	3999	334	32	00	Homeland Security Grant	-	12,000	12,000	3
10.0	3999	334	35	00	Special PD Project Revenue	-	2,000	2,000	3
10.0	3999	334	40	00	Res. Officer Recruitment Reimb	-	2,000	2,000	3
					Subtotal	0	26,800	26,800	3
<b>Expenditures:</b>									
10.0	3999	410	20	00	Part-Time Wages				
10.0	3999	410	30	00	Overtime	0	11,353	11,353	4
10.0	3999	420	00	00	Fringe Benefits	0	1,447	1,447	4
10.0	3999	510	11	00	Prof. Svcs - Res. Officer Hiring	0	2,000	2,000	4
10.0	3999	800	04	00	Capital Outlay - Machinery & Equipment	0	12,000	12,000	4
					Total Expenditures	0	26,800	26,800	4
					Subtotal	0	0	0	4
<b>Lease Payment Allocation Changes</b>									
41.0	5005	540	00	00	Lease Payment (PFA Bond)	37,556	5,104	42,660	5
42.0	5005	540	00	00	Lease Payment (PFA Bond)	22,533	11,595	34,128	5
43.0	5005	540	00	00	Lease Payment (PFA Bond)	7,511	9,553	17,064	5
47.0	4011	540	00	00	Lease Payment (PFA Bond)	-	1,708	1,708	5
58.0	4024	540	00	00	Lease Payment (PFA Bond)	-	20,262	20,262	5
59.0	4024	540	00	00	Lease Payment (PFA Bond)	62,593	(42,331)	20,262	5
					Subtotal	130,193	5,889	136,082	5
<b>Sewer Operations</b>									
42.0	4014	510	01	00	Contract Services	45,000	7,000	52,000	6
42.0	4014	515	01	00	Utilities	130,000	40,000	170,000	6
42.0	4014	521	02	00	Special Supplies	22,000	13,000	35,000	6
					Subtotal	197,000	60,000	257,000	6
<b>Solid Waste Operations</b>									
43.0	0000	344	31	00	Solid Waste Collection (REVENUE)	872,000	75,000	947,000	7
43.0	5005	510	01	00	Contract Svcs - MVD (EXPENSE)	739,540	16,460	756,000	7
					Subtotal	1,611,540	91,460	1,703,000	
<b>Street Operations</b>									
84.0	4011	510	03	00	Engineering	6,000	7,200	13,200	8
81.0	4011	515	01	00	Utilities-Net of Transfer in from 10.0.4011	20,000	17,600	37,600	9
					Subtotal	26,000	24,800	50,800	
<b>Capital Expenditures/Projects</b>									
10.0	4024	600	03	97	CTC Fire Sprinkler Replacement	7,500	6,500	14,000	10
10.0	4024	600	05	00	Katie's Kids Park - Design	-	7,000	7,000	11
10.0	4024	600	05	01	Katie's Kids Park - Landscaping	-	10,000	10,000	11
42.0	4024	600	03	63	GIS Mapping	-	12,000	12,000	12
42.0	4024	600	03	61	Repave WWTP Parking Lot	40,000	83,800	133,800	13
42.0	4024	600	03	62	Lift-Station Pumps - Goldenrod & CA	-	16,000	16,000	14
89.0	4024	600	04	22	(2) Electric Vehicles - CMAQ	26,500	6,755	33,255	15
89.0	4024	600	03	59	Whitesbridge Widening - CalTrans	-	18,000	18,000	16
					Subtotal	74,000	170,055	244,055	

- 1 Engineering Fee expenses exceeded budget due primarily to unforeseen litigation which required Engineering assistance in FY 11/12.
- 2 Slight increase needed to obtain the assistance needed with CIP preparations in FY 11/12.
- 3 These unbudgeted revenues were obtained by PD in FY 11/12 to be utilized for their specified expenses.
- 4 These unbudgeted expenditures were expended by PD in FY 11/12 from grants, contracts or project revenues (see 3).
- 5 Lease Revenue Bond Payment allocations were changed in FY 11/12 due to RDA dissolution and project cost reallocations.
- 6 Increases in FY 11/12 were a result of higher than expected costs related to the operation of the new Waste Water Treatment Plant.
- 7 Higher than anticipated contract costs for Mid Valley Disposal services are more than offset by higher revenues (higher activity).
- 8 Increase in Engineering costs made necessary through speed studies and increased levels of street construction activity in FY 11/12.
- 9 Cost of lighting street jumped in FY 11/12 as unbilled lights were identified by PG&E.
- 10 Cost of replacing defective fire sprinklers were higher than anticipated in FY 11/12. Additional replacements will be done in FY 12/13.
- 11 Preliminary work done on Katie's Kids Park preparing for upcoming construction project - funded primarily by donations and grants.
- 12 GIS Mapping project done in FY 11/12 with savings from other projects that were postponed or eliminated.
- 13 Paving project was more extensive and expensive than originally anticipated. Necessary and prudent for new WWTP.
- 14 Replacement of tailing pumps required this project in FY 11/12.
- 15 More CMAQ Grant funding was obtained than anticipated and utilized to purchase two Electric Vehicles.
- 16 These expenses are paid with funding from CalTrans for the City's assistance with the widening of Whitesbridge, east of town.

# CITY OF KERMAN

## DIRECTORY

		<b>Meets</b>	<b>Contact</b>	<b>Phone/email</b>
<b>City Council</b>	Term Exp.	1st & 3rd Wednesday Council Chambers @ City Hall	Marci Reyes City Clerk	(559) 846-9380 <a href="mailto:mreyes@cityofkerman.org">mreyes@cityofkerman.org</a>
Mayor, Gary Yep	2012			
Mayor Pro-Tem, Doug Wilcox	2014			
Council Member, Kanwaldeep Dhaliwal	2014			
Council Member, Richard Stockwell	2012			
Council Member, Jack Sidhu	2012			

		<b>Meets</b>	<b>Contact</b>	<b>Phone/email</b>
<b>Planning Commission</b>	Term Exp.	4th Monday Council Chambers @ City Hall	Olivia Pimentel Planning Tech.	(559) 846-9386 <a href="mailto:opimentel@cityofkerman.org">opimentel@cityofkerman.org</a>
Chairman, Robert Epperson	12/31/12			
Vice Chairman, Nathan Fox	12/31/13			
Commissioner, Jordan Harris	12/31/14			
Commissioner, Paul Brar	12/31/12			
Commissioner, Robert Bandy	12/31/13			
Commissioner, Gabe Melgoza	12/31/14			
Commissioner, Michael L. Lopez	12/31/12			

		<b>Meets</b>	<b>Contact</b>	<b>Phone/email</b>
<b>Recreation Commission</b>	Term Exp.	4th Tuesday Senior Center	Philip Gallegos Comm Svcs Director	(559) 846-9328 <a href="mailto:pgallegos@cityofkerman.org">pgallegos@cityofkerman.org</a>
Dolores Amaro	12/31/14		846-4585	<a href="mailto:thearos@aol.com">thearos@aol.com</a>
Adriana Olalde	12/31/12		842-8717	<a href="mailto:adrianaolalde@yahoo.com">adrianaolalde@yahoo.com</a>
Beatriz Alejandre	12/31/12		259-4715	<a href="mailto:balejandre@unitedwayfresno.org">balejandre@unitedwayfresno.org</a>
Richie Arredondo	12/31/13		367-1193	<a href="mailto:richiearredondo@sebastiancorp.net">richiearredondo@sebastiancorp.net</a>
Ralph McNew	12/31/13		846-6223	
Mike Teixeira	12/31/14		846-9335	<a href="mailto:miketeix@kermantel.net">miketeix@kermantel.net</a>
Glen Foth	12/31/13		846-5729	<a href="mailto:glen.foth@sccd.edu">glen.foth@sccd.edu</a>

## Departments

City Manager, Luis Patlan	846-9387	<a href="mailto:lpatlan@cityofkerman.org">lpatlan@cityofkerman.org</a>
City Clerk, Marci Reyes	846-9380	<a href="mailto:mreyes@cityofkerman.org">mreyes@cityofkerman.org</a>
Community Services Director, Philip Gallegos	846-9328	<a href="mailto:pgallegos@cityofkerman.org">pgallegos@cityofkerman.org</a>
Planning & Development, Olivia Pimentel, Planning Technician	846-9386	<a href="mailto:opimentel@cityofkerman.org">opimentel@cityofkerman.org</a>
Director of Planning & Development, Luis Patlan	846-9387	<a href="mailto:lpatlan@cityofkerman.org">lpatlan@cityofkerman.org</a>
Finance Director, Tim Przybyla	846-9382	<a href="mailto:trprzybyla@cityofkerman.org">trprzybyla@cityofkerman.org</a>
Chief of Police, Joseph Blohm	846-6672	<a href="mailto:joseph.blohm@fresnosheriff.org">joseph.blohm@fresnosheriff.org</a>
Public Works Director, Ken Moore	846-9388	<a href="mailto:kmoore@cityofkerman.org">kmoore@cityofkerman.org</a>

## Contract Services

City Attorney, Mark Blum
City Engineer, Gary Horn, Yamabe & Horn Engineering

Honorable Mayor and City Council Members,

I am pleased to present the City of Kerman operating budget for FY 2012/13. This budget reflects our ongoing commitment to fiscal responsibility while maintaining essential services.

The total adopted budget for Fiscal Year 2012/13 is \$14.1 million. This includes \$3.8 million for General Fund operations, \$5.7 million for Enterprise Funds operations, and \$3.0 million for Capital Projects and \$1.4 million for other City funds.

The General Fund continues to operate in a deficit of approximately \$35,000. The General Fund will be balanced with the use of one-time revenues from the General Fund Reserves. The projected balance in the General Fund Reserve is \$1.52 million. This balance remains above the minimum reserve of \$1.5 million set by the City Council, which is equal to 41% of operating expenditures for FY 2012/13. The reserve provides us with the needed cash in order to offset the impact of any revenue shortfalls due to economic uncertainty, state take away, or to address any unforeseen emergency during the fiscal year.

Although the state and national economic picture remains uncertain, Kerman is a thriving community. Sales tax revenue remains strong, new businesses are re-tenanting existing vacant commercial space, and the top businesses continue to perform well. The one area where growth remains tepid is in the housing sector. Aside from the construction of the Hacienda Heights 68-unit apartment complex, new housing starts for single-family units are non-existent. However, there continues to be growing interest from home builders in starting new housing projects in Kerman. Staff is optimistic that the overall economy will gradually improve.

The City has managed troubled economic times with prudent fiscal management. Now more than ever before we must keep our "eye on the ball" and remain focused on ensuring that we live within our means while continuing to provide a high-level of core services to the citizens of Kerman. Our long-term fiscal sustainability is dependent upon the decisions that we make today. This budget was prepared with this simple precept in mind.

The City of Kerman is admired for its prosperous businesses community, public safety, excellent schools, parks and high quality of life. I believe that this budget continues a strong tradition of sound fiscal planning that will allow the community to build an even greater future for our community.

Through the leadership of the City Council, professionalism of management, and commitment by all employees to deliver services efficiently I believe that Kerman lives up to its motto as a place "Where Community Comes First".

I am proud to submit this budget on behalf of the executive management and city staff.

Sincerely,

Luis Patlan  
City Manager

# GENERAL FUND BUDGET



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## FY 2012/2013

**CITY OF KERMAN**  
**FINANCE DIRECTOR'S BUDGET MESSAGE**  
**GENERAL FUND BUDGETS**  
**FISCAL YEAR 2012/2013**

The General Fund is primarily dependent upon tax revenues, which provide about 75% of the funding for the projected General Fund Revenues for 2012/2013. The balance of the General Fund revenues come from Administrative and Overhead charges to City Enterprise Funds and Internal Service Funds: (Water, Sewer, Solid Waste, Vehicle/Equipment, Technology, etc.), permits, rents, interest and other fees.

At the beginning of FY 2011/2012, the City had a General Fund Balance of \$1,562,019 per the audited financial statements. The 2011/2012 Budget that was presented to and approved by Council called for a \$107,468 deficit in the General Fund, which represented almost 3% of the projected revenues for FY 2011/2012, at that time. As FY 2011/2012 comes to an end, we anticipate that the City of Kerman will complete FY 2011/2012 with a balanced budget, i.e. revenues in excess of expenditures, rather than a \$107,468 deficit. This was accomplished by departments holding back on their expenditures, by leaving certain positions vacant and by changes in staffing. For example, the new City Manager is currently covering both that position and the Director of Planning and Development position. The Vehicle Abatement/Animal Control position became vacant through attrition and those duties are now shared among other employees. And, the Police Department has brought on several Reserve Officers, which saves the City money through less Overtime costs and lower rates of pay.

Projected General Fund Revenues for 2012/2013 are estimated to be about \$3.73 million and General Fund Expenditures are estimated to be slightly over \$3.76 million in 2012/2013, leaving a structural deficit for the fiscal year of just under \$35,000 which is 0.93% of projected revenues. These expenditure projections are down by 4.0% from the FY 2011/12 Budget and reflect a 1% increase over the estimated actual 11/12 expenditures of about \$3.73 million.

The City was able to balance revenues with expenditures in 11/12 and maintain our \$1.56 million General Fund Reserve, even though revenues are expected to come in slightly less than projected and even with the additional costs that the City had to absorb due to the dissolution of the Kerman Redevelopment Agency. We performed well in FY 11/12 and hope to perform better than budget again in FY 12/13.

Even if the entire \$35,000 deficit does come out the reserves in FY 12/13, the City will still be well above the target minimum reserve balance of \$1.5 million. However, City staff has pretty consistently come in better than budget on the General Fund and we do not anticipate using this much (if any) of General Fund Reserves.

General Fund revenues are used to fund such services as Police, Animal Control, Parks, Recreation and Senior Citizen programs. It also funds the maintenance of City facilities, the City Council and portions of administrative costs that are not funded by Enterprise Fund, Street or other non-General

Fund revenues. It is unfortunate that these critical services are dependent upon revenues that are most vulnerable to takeaways from the State and additional County charges and are the revenues over which we have the least control.

The figures being presented in this report represent departmental best estimates of their expenditure requirements and are based on the Department Heads' knowledge of their contracts, needs, historical costs and year-to-date costs for every line item within these budgets. However, as displayed in the two most costly General Fund Budgets (Police & Recreation/Senior Citizen Services), most of these costs are associated with personnel expenditures.

Below is a capsule look at the fifteen individual active General Fund budgets, as well as two budgets (Funds 73.0 and 86.0) that are related to General Fund programs but are not entirely funded by the General Fund. Below is a summary of those budget proposals:

- City Council – 6.5% Increase over 11/12 Budget, due to a \$2,200 increase in the Travel, Conference & Meetings budget which was requested to help educate new Council Members.
- City Attorney – Adjusted up to \$55,000 in FY 11/12. Left at \$45,000 in FY 12/13.
- General Administration – 19.7% Decrease from the 11/12 Budget, due primarily to Personnel cost savings created by shifting employees' costs to the administration of the Kerman RDA Successor Agency.
- Financial Administration – Only a 1% Increase. However, the increased cost of Lease Payments related to the Lease Revenue Bonds that funded the City Hall Expansion, the purchase of the 942 Madera Avenue Building and the purchase of Park Property was offset by savings in Personnel costs, which were also shifted to administration of the RDA Successor Agency.
- Legislation – 23.3% Decrease, due to shifting of Personnel costs to Successor Agency (S/A).
- Planning – 82.4% Decrease, due to City Manager handling the Planning and Development Director's duties and to the shifting of Personnel costs to S/A.
- Engineering – 0.0% Increase over the 11/12 Budget. However, an adjustment was necessary to cover higher than anticipated needs for services. This is a revenue-generating activity with services paid by development and a percentage of the fees retained by the City. So, any increased expenditures in this account should be welcomed.
- Building Inspection – 16.9% Decrease, due to the shifting of Personnel costs to S/A.
- Recreation Administration – 23.6% Increase, due primarily to the shift of one full-time City employee to assist with the maintenance of parks and facilities. This increase is largely offset by decreased Personnel costs in the Senior Center Services (10.0 2044) and Community Teen Center (10.0 2069) budgets.
- Senior Center Services – 16.0% Decrease, due to the savings related to the retirement of the Nutrition Coordinator.
- Senior Nutrition (Fund 73.0) – 21.5% Increase, due to Personnel costs increasing as part-time help is brought on. More than half of this \$4,396 increase to this budget will be offset by higher Grant Revenues from the FMAAA nutrition program.
- Swimming Pool Operations – 36.3% Decrease due to the elimination of the \$14,000 Pool Rental costs that went away after the RDA was eliminated, as those funds were coming from KUSD's RDA increments.

- Transportation/Fare Box Match (Fund 86.0) – 10.3% Increase, due primarily savings related to the retirement on the Nutrition Coordinator who also served in this budget activity.
- Planned Recreation – 2.9% Increase (\$922), mostly due to Personnel costs.
- Youth Service Bureau – 40.6% Increase, due to contract with Willow Partners that will pay the City \$11,700 for after-school program activities. That will offset most of the \$13,136 increase, which is related primarily to part-time staffing and program supplies
- Community Teen Center – 13.3% Decrease, due to slight shifting of Personnel costs related to the ordering and stocking of janitorial and other supplies for other departments.
- Police Operations – 3.5% Increase, due primarily to the addition in the budget for one full-time sworn officer and the \$15,000 budgeted for the purchase of vehicle car for that officer.
- SLESF – Reinstated in 2011/2012 and continued in 2012/2013. This \$100,000 of annual revenue is used for Police Department staffing.
- Safety Grants, Contract and Projects – This budget was created in FY 11/12 to designate additional revenues brought in by the Police Department by way of grants, contracts or projects that generate revenues for services provided by PD. The activities within this budget are paid out of those revenues and prevent PD Overtime from being over-stated within the Police Operations (10.0 3011) Budget. For example, if an officer is paid to perform duties related to D.U.I. prevention (as in the Avoid the 21 Grant), that officer's time will be charge to this budget, rather than to Police Operations and the City will be reimbursed for that officer's Overtime.
- Buildings & Park Operations – 1.1% Increase, due to Capital Improvement projects.
- Abatement/Animal Control – 39.5% Decrease, due to that position becoming vacant through attrition. Abatement has become one of the duties of the PD and removed from this budget in FY 12/13, and Animal Control is now handled by Public Works employees who take a portion of their time to handle the Animal Control activities.

While we always seek to be economical and to cut costs, it will be extremely difficult to make further General Fund cutbacks without a reduction in personnel and/or furloughs. Some reduction in personnel (if only temporary) has been made possible through attrition, as the City left certain positions vacant. Such practices have helped the City of Kerman to reduce its General Fund Operational Budget from about \$3.93 million in FY 11/12 to approximately \$3.76 million in FY 12/13. As of the time of the printing of this budget, the City had not quite reached agreements with the Employee MOU Bargaining Units for the MOU that is to become effective July 1, 2012. The outcome of those negotiations may have a positive impact on budget performance for FY 12/13. However, those potential impacts have not been incorporated into this budget.

We expect to see substantially increased Sales Tax for FY 2012/13. We saw a considerable increase in FY 11/12 Sales Tax, but did not realize the increase in Property Tax that we had anticipated. The business climate, especially in Kerman, appears to be strong and growing. Unfortunately, we do not know what the State will or may do to further reduce the taxes that support our General Fund activities.

Respectfully Submitted,

Tim Przybyla, Finance Director  
June 20, 2012

# GENERAL FUND



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## Revenue Summary

**FY 2012/2013**

General Fund Revenue Summary  
FY 2012-2013

Fund	Object	Project	Activity	Sub-Obj	Description	10/11	11/12	11/12	12/13
						Actual	Budget	Estimated	Budget
10.0	0000	311	10	00	Property Tax	474,307	515,000	443,959	460,000
10.0	0000	335	00	00	Property Tax In-Lieu of VLF Backfill	939,086	975,000	958,922	975,000
10.0	0000	313	00	00	Sales Tax - General	733,454	865,000	865,000	970,000
10.0	0000	313	01	00	Triple Flip	258,257	285,000	258,053	322,000
10.0	0000	315	00	00	Franchise Taxes	89,470	93,000	90,000	93,000
10.0	0000	319	00	00	Real Estate Prop Trans Tax	21,506	30,000	15,000	30,000
10.0	0000	321	00	00	Business License Tax	59,924	65,000	57,000	65,000
10.0	0000	322	20	00	Alcohol Use Permit	955	700	700	700
10.0	0000	322	60	00	Animal Licenses & Permits	7,183	5,400	5,000	5,400
10.0	0000	322	70	00	Other Fees and Permits	3,785	3,500	3,665	3,500
10.0	0000	325	01	00	Vehicle Code Fines	21,861	35,000	24,000	35,000
10.0	0000	325	02	00	Criminal Code Fines/ Booking Fee	2,053	3,000	3,000	3,000
10.0	0000	325	03	00	Vehicle Abatement - COG	14,189	8,000	10,000	8,000
10.0	0000	334	36	00	Dept of Justice GREAT Grant	0	0	28,658	0
10.0	0000	335	03	00	Vehicle License (Sec. 11001.5)	64,983	40,000	7,114	0
10.0	0000	335	04	00	Homeowners Prop Tax Relief	7,902	8,000	8,006	8,000
10.0	0000	335	06	00	SB90 Reimbursement	7,092	9,000	6,711	8,000
10.0	0000	341	01	00	Planning & Zoning Fees	15,498	15,000	6,855	15,000
10.0	0000	341	03	00	Reproduction Fee	343	100	250	100
10.0	0000	341	10	00	Notary Fees	201	270	100	270
10.0	0000	341	40	00	Building Permits	136,092	195,000	195,000	50,000
10.0	0000	341	41	00	Engineering Plan Chk & Insp Fees	26,575	30,000	38,123	30,000
10.0	0000	341	43	00	Building Plan Check Fees	35,262	40,000	93,832	40,000
10.0	0000	341	48	00	Const & Demo Recycle Program	1,200	0	1,050	0
10.0	0000	342	01	00	Police Department - Special Svcs	4,024	4,000	22,000	4,000
10.0	0000	342	02	00	Sales Tax - Public Safety	11,579	12,000	12,000	12,000
10.0	0000	342	03	00	Emergency Response	37	4,000	0	0
10.0	0000	342	04	00	Live Scan Fingerprint Fee	8,578	6,500	6,000	6,500
10.0	0000	342	05	00	Proof of Correction Fees (CSO)	0	0	1,000	0
10.0	0000	342	07	00	Towed Vehicle Fee	5,765	8,500	11,000	8,500
10.0	0000	342	12	00	Parking Fines	6,847	12,000	12,000	12,000
10.0	0000	342	20	00	Sale of Surplus Items	0	250	7,168	250
10.0	0000	342	40	00	POST Reimbursements	0	2,000	3,100	0
10.0	0000	342	99	00	Miscellaneous Police Revenue	324	0	584	0
10.0	0000	344	40	00	Weed Abatement Fees	0	4,000	5,688	4,000
10.0	0000	344	45	00	Foreclosure Registration	2,750	1,500	3,000	1,500
10.0	0000	347	01	00	Swimming Pool Fees	12,647	12,000	12,000	12,000
10.0	0000	347	02	00	Recreational Programs	19,038	22,000	21,000	22,000
10.0	0000	347	03	00	YSB Program Revenues	2,694	3,500	4,000	15,700
10.0	0000	360	00	00	Rental Income - Ag Leases	14,420	14,420	14,420	14,420
10.0	0000	361	01	00	Interest Revenues	21,864	20,000	12,000	12,000
10.0	0000	361	02	00	Rents - Other	19,680	18,000	18,500	37,476
10.0	0000	361	05	00	Rents - Community Teen Center	33,879	36,000	36,000	36,000
10.0	0000	361	04	00	Rent - 942 Bldg	3,000	36,000	36,000	36,060
10.0	0000	369	01	00	Miscellaneous	4,329	5,000	8,585	5,000
10.0	0000	369	03	00	WCCATV Distribution	56,257	50,000	54,000	50,000
10.0	0000	370	01	00	Self Insurance Refund	4,041	0	4,641	3,719
10.0	0000	372	04	00	RDA KUSD Pool Rental	14,000	14,000	0	0
10.0	0000	375	01	00	Admin. & Overhead - W/S	210,735	219,163	219,163	223,547
10.0	0000	375	02	00	Admin. & Overhead - Equip.	53,699	55,847	55,847	56,964
10.0	0000	375	03	00	Admin. & Overhead - Drainage	7,026	7,307	7,307	7,453
10.0	0000	375	04	00	Admin. & Overhead - Refuse	14,000	14,560	14,560	14,851
10.0	0000	375	06	00	Admin. & Overhead - L&L District	7,500	7,800	7,800	7,956
10.0	0000	375	62	00	Admin. & O/H - RDA Successor	1,947	15,011	1,518	2,025
10.0	0000	334	0	00	State Government Grant	74,520	0	0	0
<b>TOTAL GENERAL FUND REVENUE</b>						<b>3,536,357</b>	<b>3,826,328</b>	<b>3,730,879</b>	<b>3,727,891</b>

**SPECIAL REVENUES**

10.0	0000	334	34	00	SLESF Grant	101,183	0	100,000	100,000
10.0	3999	334	00	00	Safety Grants, Contracts & Projects			38,510	17,200
12.0	0000	334	00	00	CDBG	249,000	136,655		
71.0	0000	334	00	00	Senior Outreach Grant	0	0		
73.0	0000	334	00	00	Nutrition Site Mgmt	14,358	14,358		9,144
78.0	0000	334	XX	00	Grants	0	0		
86.0	0000	314	04	00	Transportation/Fair Box	103,962	0		106,362
10.0	0000	369	20	00	Katie's Park Donations	137,000	0		

Note: See page 77 of this budget for a Summary of Impact Fee Revenues.

# GENERAL FUND



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## Summary of Operational Budget

**FY 2012/2013**

**SUMMARY OF GENERAL FUND OPERATIONAL BUDGETS**

Activity Description	2009/2010		2010/11		2011/12		2012/13		% of 11/12 Estimated Actual	Incr/ (Decr)
	Actual	%	Actual	%	Budget	Estimated Actual	Request	%		
<b>LEGISLATIVE &amp; GEN. GOVT.</b>										
8001 CITY COUNCIL	\$28,403		\$31,191		\$33,565	\$33,372	\$35,780		107.2%	7.2%
6003 CITY ATTORNEY	44,720		39,940		45,000	55,000	45,000		81.8%	-18.2%
1002 GENERAL ADMINISTRATION	212,832		201,189		192,975	175,856	154,938		88.1%	-11.9%
5005 FINANCIAL ADMINISTRATION	52,208		54,207		78,106	77,025	78,883		102.4%	2.4%
8004 LEGISLATION	35,247		34,566		23,098	19,850	17,718		89.3%	-10.7%
TOTAL LEGISLATIVE & GEN GOVT.	373,209	10.5%	361,093	10.1%	372,745	381,103	332,299	8.8%	92.0%	-8.0%
<b>PLANNING &amp; DEVELOPMENT</b>										
1008 PLANNING	125,243		133,481		172,787	110,548	27,305		24.7%	-75.3%
4007 ENGINEERING	24,011		23,399		25,800	45,000	25,800		57.3%	-42.7%
4042 BUILDING INSPECTION	118,374		175,411		180,415	160,414	133,274		83.1%	-16.9%
TOTAL PLANNING & DEVELOPMENT	267,628	7.5%	332,271	9.3%	358,982	315,959	188,379	5.0%	59.0%	-41.0%
<b>REC/SOC SERVICES</b>										
2002 RECREATION ADMINISTRATION	183,139		155,120		177,295	169,296	225,302		133.1%	33.1%
2044 SENIOR CENTER SERVICES	147,399		148,930		180,805	181,180	151,658		94.2%	-5.8%
2047 SWIMMING POOL OPERATIONS	34,642		36,310		38,233	22,233	23,072		103.8%	3.8%
2062 PLANNED RECREATION	34,078		32,707		31,567	31,530	32,490		103.0%	3.0%
2065 YOUTH SERVICE BUREAU	38,813		30,551		32,378	32,230	45,512		141.2%	41.2%
2069 COMMUNITY/TEEN CENTER	148,202		142,159		149,727	139,027	129,641		93.4%	-8.8%
TOTAL REC/SOC SERVICES (* G.F. ONLY)	582,071	18.4%	545,777	15.3%	608,003	555,477	608,074	18.2%	109.5%	9.5%
<b>POLICE OPERATIONS</b>										
3011 POLICE OPERATIONS	2,101,912		2,118,433		2,344,356	2,270,033	2,428,294		106.9%	8.9%
TOTAL POLICE OPERATIONS (*G.F. ONLY)	2,101,912	59.3%	2,118,433	59.4%	2,344,356	2,270,033	2,428,294	64.5%	106.9%	8.9%
<b>PUBLIC WORKS</b>										
4011 BLDG/PARK OPERATIONS	173,393		165,583		179,231	174,580	181,292		103.8%	3.8%
4041 ANIMAL CONTROL	46,595		42,787		38,499	38,308	23,292		60.8%	-39.2%
TOTAL PUBLIC WORKS (*G.F. ONLY)	219,987	8.2%	208,350	5.8%	217,730	212,888	204,584	5.4%	96.1%	-3.9%
<b>TRANSFERS</b>										
0099 Transfer in to Transit (86.0)					13,278	13,260	5,000			
TOTAL GENERAL FUND OPERATIONS	3,544,806	100.0%	3,565,924	100.0%	3,915,094	3,728,720	3,782,629	100.0%	100.9%	0.9%
TOTAL GENERAL FUND REVENUE	3,509,830		3,536,357		3,828,328	3,730,879 (l)	3,727,891		99.9%	-0.1%
EXCESS (DEFICIT) REVENUE	(\$34,975) (a)		(\$29,568) (b)		(\$88,766)	\$2,159	(\$34,739) (e)			
			-0.84%		-2.32%	0.06%	-0.93%			

(a) - Actual Excess of Operational Expenditures over Revenues in 2009/2010. Excludes major capital expenditures (10.0 4024), grants and transfers in from other funds.

(b) - Original estimate of Operational Expenditures in Excess of Revenues for 2010/2011.

(d) - Estimate of Operational Expenditures in Excess of Revenues for 2010/2011 Amended Budget.

(e) - Projected Operational Expenditures in Excess of Revenues for 2011/2012.

(l) - Includes \$74,520 Prop 40 Grant Reimbursement for Park Improvements that were paid for out of the General Fund.

GENERAL FUND CAPITAL IMPROVEMENTS ARE DETAILED SEPARATELY UNDER THE 4024 (CIP) BUDGET

**SUMMARY OF OTHER FUNDS' OPERATIONAL BUDGETS**

Activity Description	2009/10 Actual	2010/11 Actual	2011/12 Budget	2011/12 Est. Actual	2012/13 Budget		
10.0 3065 SLESF BLOCK GRANT (STATE)	\$100,000	\$101,182	\$0	\$100,000	\$100,000	98.8%	-1.2%
10.0 3999 SAFETY GRANTS, CONTRACTS AND PROJECTS	0	0	0	38,510	17,200		
11.0 4011 CIP ADMINISTRATION	11,662	46,022	3,000	5,000	4,000	8.7%	-91.3%
17.0 4007 GENERAL PLAN UPDATE	11,054	18,791	0	0	0	0.0%	-100.0%
73.0 2046 NUTRITION SITE MGMT	27,028	25,273	20,471	19,486	24,867	98.4%	-1.6%
86.0 2049 TRANSPORTATION (SB 325 IV FUNDS)	93,350	111,480	119,640	119,822	107,322	96.3%	-3.7%
	\$243,094	\$300,726	\$143,111	\$282,818	\$253,389	84.3%	-15.7%

**EXHIBIT A**

Fund	Activity	Description	Subtotal			Capital	Total
			Personnel	M&O	Operations		
<b>General Fund</b>							
10	6001	City Council	\$16,660	\$19,100	\$35,760	\$0	\$35,760
10	6003	City Attorney	0	45,000	45,000	0	45,000
10	1002	General Administration	18,138	136,800	154,938	0	154,938
10	5005	Financial Administration	9,122	69,761	78,883	0	78,883
10	6004	Legislation	3,118	14,600	17,718	0	17,718
10	1008	Planning	17,690	9,615	27,305	0	27,305
10	4007	Engineering	0	25,800	25,800	0	25,800
10	4042	Code Enforcement/Inspection	92,485	40,789	133,274	0	133,274
10	2002	Recreation Administration	169,103	55,699	224,802	500	225,302
10	2044	Senior Center Services	127,369	24,489	151,858	0	151,858
10	2047	Swimming Pool Operations	22,272	800	23,072	0	23,072
10	2062	Planned Recreation	21,440	11,050	32,490	0	32,490
10	2065	Youth Service Bureau	40,342	5,170	45,512	0	45,512
10	2069	Kerman Community Teen Center	85,160	42,181	127,341	2,500	129,841
10	3011	Police Operations	1,942,355	468,939	2,411,294	15,000	2,426,294
10	3063	SLESF Grant	100,000	0	100,000	0	100,000
10	3999	Safety Grants, Contracts and Projects	11,200	6,000	17,200	0	17,200
10	4041	Animal Regulation/Code Enforcement	10,094	12,898	22,992	300	23,292
10	4011	Buildings & Park Operations	90,003	82,188	172,192	9,100	181,292
10	4024	Parks, Facilities & Equipment	0	0	0	23,200	23,200
11	4011	CIP Administration	0	4,000	4,000	0	4,000
17	4007	General Plan Updates	0	0	0	0	0
<b>Subtotal General Fund</b>			<b>2,776,550</b>	<b>1,074,879</b>	<b>3,851,429</b>	<b>50,600</b>	<b>3,902,029</b>
<b>Special Revenue Funds</b>							
73	2046	Senior Center Services	20,413	4,454	24,867	0	24,867
75	4011	Lighting & Landscaping District 1	117,248	71,310	188,558	0	188,558
80-85, 87	4011	Street Maintenance, TDA and Other	67,978	141,967	209,945	27,500	237,445
86	2049	Transportation/Farebox Match	101,714	5,608	107,322	0	107,322
88	4011	Street Maintenance, Operations & Admin	246,620	94,958	341,578	12,500	354,078
<b>Subtotal Special Revenue Funds</b>			<b>553,974</b>	<b>318,297</b>	<b>872,271</b>	<b>40,000</b>	<b>912,271</b>
<b>Internal Service Funds</b>							
50	4011	Vehicle/Equipment Operations	74,353	287,338	361,691	8,000	369,691
50	4024	Vehicle/Equipment Replacement	0	0	0	69,672	69,672
51	4011	Technology Maintenance	19,913	25,000	44,913	35,790	80,703
<b>Subtotal Internal Service Funds</b>			<b>94,266</b>	<b>312,338</b>	<b>406,604</b>	<b>113,462</b>	<b>520,065</b>
<b>Capital Project Funds</b>							
12	4024	CDBG Construction	0	0	0	184,683	184,683
14	4024	Facilities Construction	0	0	0	51,278	51,278
58, 59	4024	Parks Construction	0	0	0	40,591	40,591
78	4024	Parks Construction	0	0	0	200,000	200,000
80, 83, 88-92, 95	4024	Street Construction	0	0	0	2,623,100	2,623,100
<b>Subtotal Capital Project Funds</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>3,099,652</b>	<b>3,099,652</b>
<b>Enterprise Funds</b>							
41	5005	Water	221,772	199,373	421,145	0	421,145
41	5006	Water	0	203,870	203,870	0	203,870
41	4011	Water Operations	383,485	471,647	855,131	2,000	857,131
41, 52-54	4024	Water Construction	0	0	0	1,311,000	1,311,000
42	5005	Sewer	183,465	186,468	369,933	0	369,933
42	5006	Sewer	0	205,776	205,776	0	205,776
42	4011	Sewer Collection Operations	248,623	50,874	299,497	2,000	301,497
42	4014	Sewer WWTP Operation	176,927	327,409	504,335	0	504,335
42, 55-57	4024	Sewer Facilities Construction	0	0	0	563,592	563,592
43	5005	Solid Waste (Refuse)	154,227	811,970	966,198	0	966,198
47	4011	Storm Drain Maintenance & Operations	36,299	34,585	70,885	0	70,885
48, 49	4024	Storm Drain	0	0	0	0	0
<b>Subtotal Enterprise Funds</b>			<b>1,404,798</b>	<b>2,491,971</b>	<b>3,896,769</b>	<b>1,878,592</b>	<b>5,775,361</b>
<b>Grand Total All Funds</b>			<b>\$4,829,588</b>	<b>\$4,197,484</b>	<b>\$9,027,072</b>	<b>\$5,182,305</b>	<b>\$14,209,378</b>

# GENERAL FUND



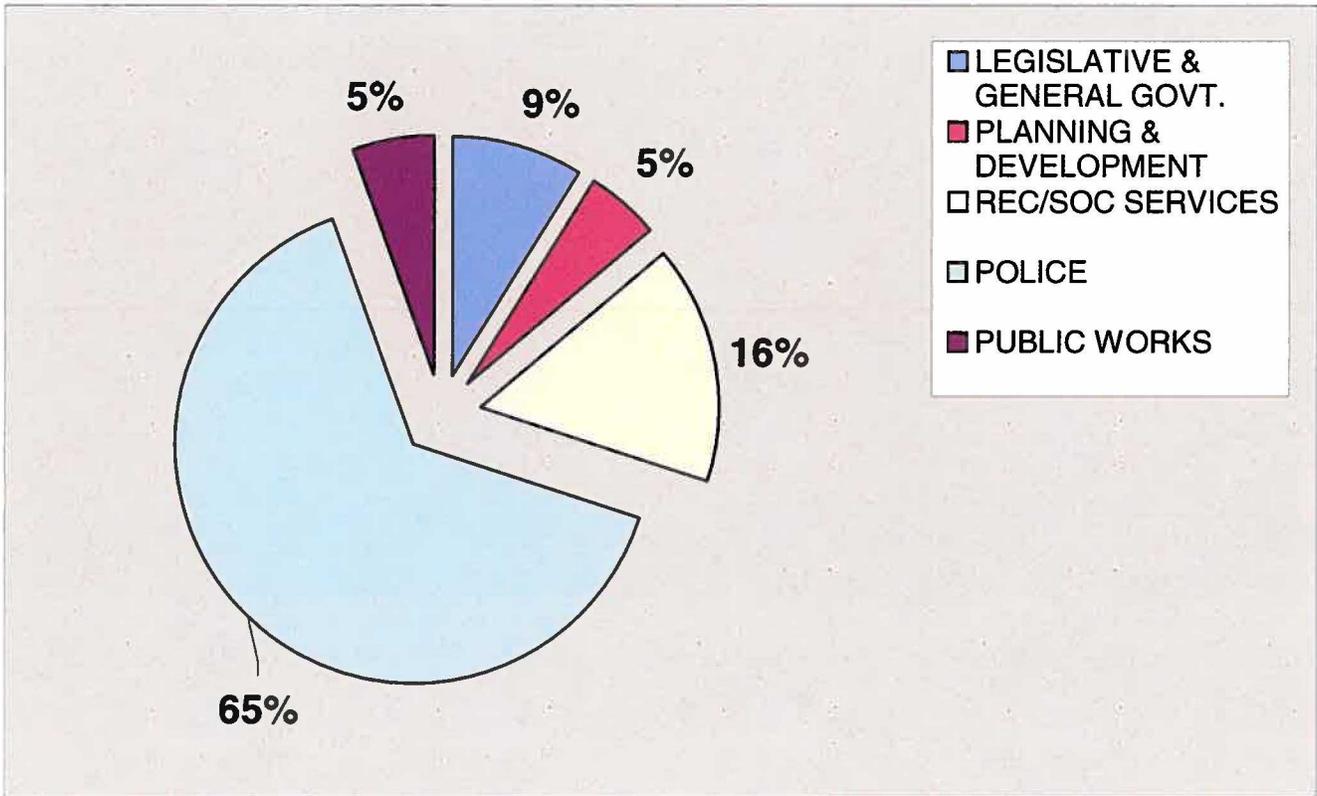
**10**

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## **Distribution of Funds Pie Charts**

**FY 2012/2013**

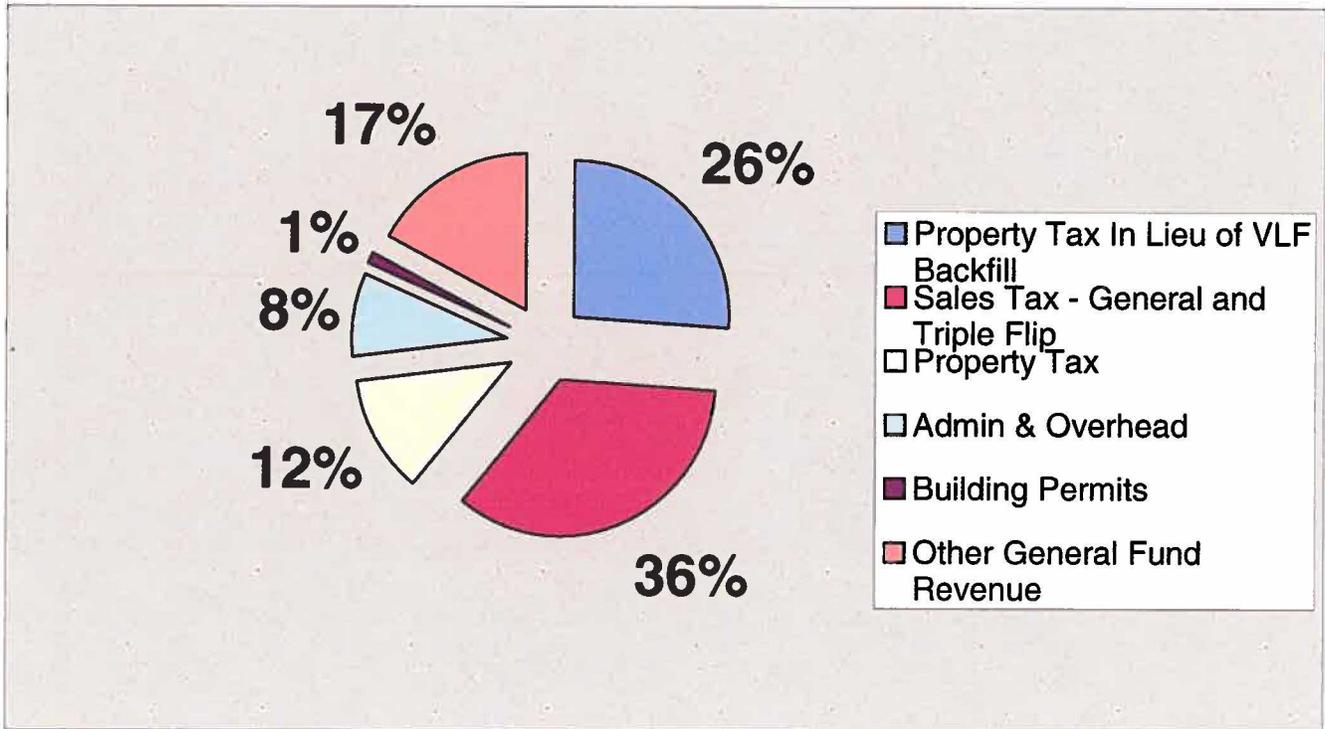
**GENERAL FUND OPERATING EXPENDITURES BREAKDOWN**



LEGISLATIVE & GENERAL GOVT.	\$332,299	8.83%
PLANNING & DEVELOPMENT	\$186,379	4.95%
REC/SOC SERVICES	608,074	16.16%
POLICE	2,426,294	64.48%
PUBLIC WORKS	204,584	5.44%
<b>TOTAL G/F OPERATIONS</b>	<b>\$3,762,629</b>	<b>99.87%</b>

City of Kerman - Municipal Budget FY 2012-13

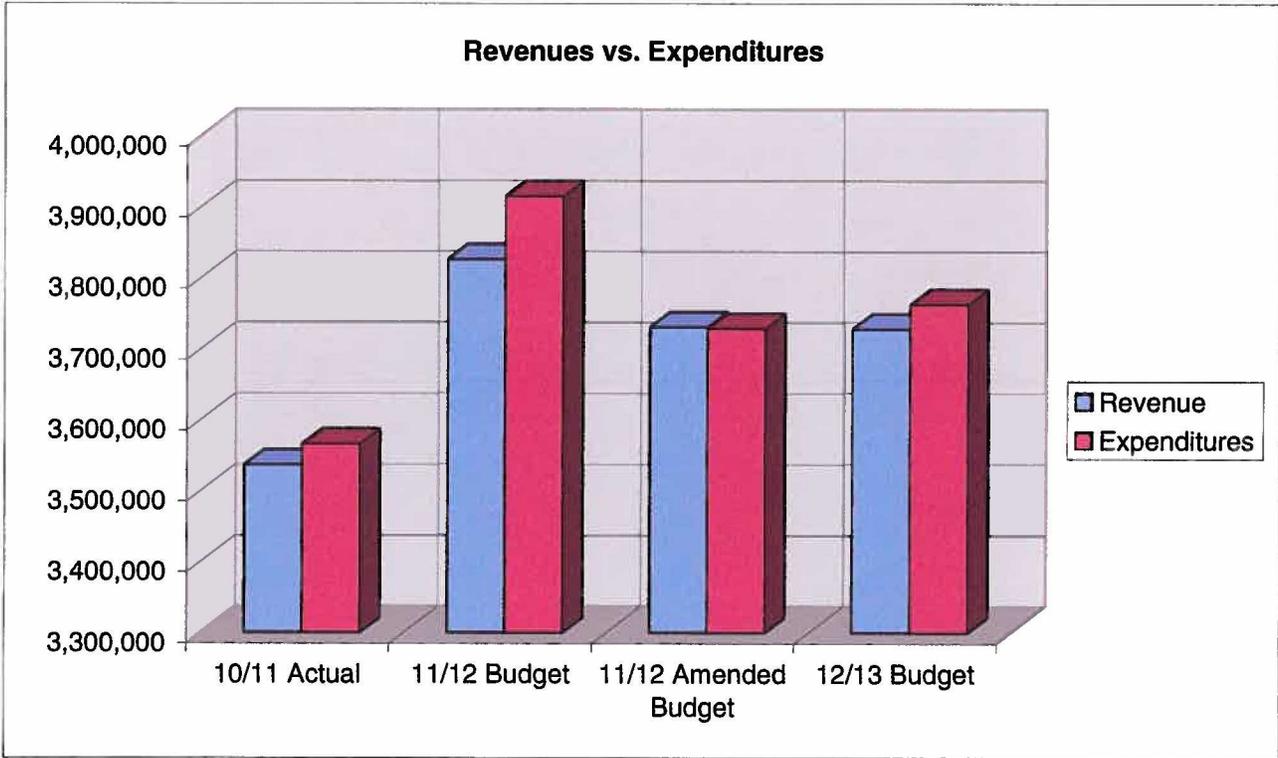
**MAJOR GENERAL FUND REVENUE SOURCES**



Property Tax In Lieu of VLF Backfill	\$975,000	26.15%
Sales Tax - General and Triple Flip	1,292,000	34.66%
Property Tax	460,000	12.34%
Admin & Overhead	312,796	8.39%
Building Permits	50,000	1.34%
Other General Fund Revenue	638,095	17.12%
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$3,727,891</b>	<b>100.00%</b>

City of Kerman - Municipal Budget FY 2012-13

**GENERAL FUND REVENUE & EXPENDITURES**



	<u>Revenue</u>	<u>Expenditures</u>	<u>Excess/(Deficit)</u>
10/11 Actual	3,536,357	3,565,924	(29,568)
11/12 Budget	3,826,328	3,915,094	(88,766)
11/12 Amended Budget	3,730,879	3,728,720	2,159
12/13 Budget	3,727,891	3,762,629	(34,739)

# GENERAL FUND



## 10

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## Legislative & General Government

<u>Dept</u>	<u>Description</u>	<u>Fund</u>	<u>Page #</u>
6001	CITY COUNCIL	10	1
6003	CITY ATTORNEY	10	2
1002	GENERAL ADMINISTRATION	10	3
5005	FINANCIAL ADMINISTRATION	10	4
6004	LEGISLATION	10	5

**FY 2012/2013**

**City of Kerman Municipal Budget  
City Council**

**FY 12/13**

**Activity: 6001  
Fund: 10.0  
Department: City Council**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	6001	410	20	00	Part Time Salaries	13,080	14,555	15,000	13,000
10.0	6001	420	00	00	Fringe Benefits	1,471	1,656	1,665	1,660
<b>Subtotal</b>					<b>14,551</b>	<b>16,211</b>	<b>16,665</b>	<b>14,500</b>	<b>16,660</b>
10.0	6001	510	11	00	Professional Svc - Hearing		5,017	4,000	9,536
10.0	6001	521	02	00	General Supplies	2,064	1,880	1,700	1,300
10.0	6001	552	01	00	Public Notice	1,720	1,392	3,000	1,500
10.0	6001	554	01	00	Travel - Conferences - Meetings	1,237	1,027	800	200
10.0	6001	555	06	00	Website Updates and Add Ons	1,155	1,060	1,200	1,200
10.0	6001	556	00	00	Community & Employee Relations	5,366	3,207	4,000	2,700
10.0	6001	570	00	00	Public Relations	2,310	1,397	2,200	2,436
<b>Subtotal M&amp;O</b>					<b>13,852</b>	<b>14,980</b>	<b>16,900</b>	<b>18,872</b>	<b>19,100</b>
<b>Subtotal Operations</b>					<b>28,403</b>	<b>31,191</b>	<b>33,565</b>	<b>33,372</b>	<b>35,760</b>
10.0	6001	600	03	00	Capital Outlay - Improvements				
10.0	6001	600	04	00	Capital Outlay - Machinery & Equipment				
<b>Subtotal</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>					<b>28,403</b>	<b>31,191</b>	<b>33,565</b>	<b>33,372</b>	<b>35,760</b>
<b>Budget to Budget Increase/(Decrease)</b>									<b>2,194</b>
									<b>6.5%</b>
<b>Amended to Budget Increase/(Decrease)</b>									<b>2,388</b>
									<b>7.2%</b>

**Remarks on Budget Request**

**I. Personnel:**

Includes only monthly stipends for City Council.

**II. M & O Costs:**

510-11 - Professional Services - This funds special hearings, litigations, ect.

554-01 - Travel/Conferences/Mtg - This funds travel & hotel stay for Council Members attending annual League of Cities conference.

555-06 - Website Updates & Add Ons - This funds maintenance and updates to the City's website.

556-00 - Community and Employee Relations -This funds Employees' Recognition Luncheon, Sober Grad Nite, Chamber Ag Exhibit and Fireworks Show, public relations activities being initiated requiring meetings, meals, etc.

570-00 - Public Relations - This funds business meeting materials and related expenses.

**III. Capital Equipment:**

None.

**Program Elements:**

City Council stipends and related expenses for special projects and activities initiated by the City Council.

**City of Kerman Municipal Budget  
City Attorney**

**FY 12/13**

Activity: **6003**  
Fund: **10.0**  
Department: **City Attorney**

Fund	Object Activity	Project Sub Obj.	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Amended Budget	12/13 Budget
10.0	6003	510 10	00 Professional Services	44,720	39,940	45,000	55,000	45,000
<b>Subtotal</b>				<b>44,720</b>	<b>39,940</b>	<b>45,000</b>	<b>55,000</b>	<b>45,000</b>
<b>Total Expenditures</b>				<b>44,720</b>	<b>39,940</b>	<b>45,000</b>	<b>55,000</b>	<b>45,000</b>
Budget to Budget Increase/(Decrease)								0
Amended to Budget Increase/(Decrease)								(10,000)
								-18.2%

**Remarks on Budget Request**

**I. Personnel:**

None

**II. M & O Costs:**

Activities requiring the City Attorney's services were greater than anticipated in FY 2011/2012.

**III. Capital:**

None

**Program Elements:**

The City Attorney provides contract legal services to City Council, City Manager and Department Heads on an as needed basis. The attorney attends regular Council meetings.

**City of Kerman Municipal Budget  
General Administration**

**FY 12/13**

**Activity: 1002  
Fund: 10.0  
Department: General Admin.**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget	
10.0	1002	410	10	00	Salaries	41,655.59	37,986	44,440	28,200	13,794
10.0	1002	410	20	00	Part Time Wages	13,132.57	8,504	0	2,609	0
10.0	1002	420	00	00	Fringe Benefits	15,319	12,070	10,289	7,045	4,344
<b>Subtotal</b>					<b>70,107</b>	<b>58,560</b>	<b>54,729</b>	<b>37,854</b>	<b>18,138</b>	
10.0	1002	510	01	00	Contract Services	7,700	13,916	12,000	12,000	12,000
10.0	1002	510	02	00	Contract Services - Grant Consultants	16,000	15,291	0	0	0
10.0	1002	510	10	00	Professional Services	516	750	700	0	700
10.0	1002	510	11	00	Prof. Services - Emp. Hiring	0	0	500	4,013	500
10.0	1002	510	13	00	EDC & EZ	6,000	7,170	9,000	9,000	9,000
10.0	1002	515	01	00	Utilities	17,791	12,728	17,000	15,000	16,000
10.0	1002	521	01	00	Office Supplies	3,224	1,827	2,500	2,000	2,000
10.0	1002	521	02	00	General Supplies	1,836	272	1,000	300	500
10.0	1002	521	07	00	Postage	1,131	1,176	1,200	1,200	1,200
10.0	1002	540	02	00	Equipment Rental - Lease	8,876	9,624	9,000	9,000	9,000
10.0	1002	545	00	00	Vehicle - Equipment Rental - Internal	2,814	1,498	2,486	2,486	100
10.0	1002	546	00	00	Computer Equipment Allocation	3,427	3,850	4,335	4,335	4,335
10.0	1002	550	00	00	Insurance	57,533	57,599	62,326	62,326	65,264
10.0	1002	551	01	00	Communications - Telephone	5,922	5,579	6,100	6,100	6,100
10.0	1002	551	02	00	Cellular Phone	771	830	900	767	900
10.0	1002	552	02	00	Public Notice	190	1,352	500	776	500
10.0	1002	554	01	00	Training/Conferences/Meetings	817	847	700	700	700
10.0	1002	555	00	00	Dues & Subscriptions	7,976	8,320	8,000	8,000	8,000
<b>Subtotal</b>					<b>142,524</b>	<b>142,629</b>	<b>138,247</b>	<b>138,003</b>	<b>136,800</b>	
10.0	1002	600	04	00	Capital Outlay - Machinery & Equipment	0	0	0	0	0
<b>Subtotal</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Expenditures</b>					<b>212,632</b>	<b>201,189</b>	<b>192,975</b>	<b>175,856</b>	<b>154,938</b>	
									<b>Budget to Budget Increase/(Decrease)</b>	<b>(38,037)</b>
										<b>-19.7%</b>
									<b>Amended to Budget Increase/(Decrease)</b>	<b>(20,918)</b>
										<b>-11.9%</b>

**Remarks on Budget Request**

**I. Personnel:**

- 5.0% City Manager (15% in Successor Agency)
- 5.0% City Manager's Secretary (21% in S/A)
- 10% City Clerk (30% in S/A)

410.20 - Part Time Wages - FY 10/11 Kept Part-time personnel on longer to delay cost of full-time staff

**II. M & O Costs:**

- 510-01 Contract Services - Sales Tax Audit; SB90 Claims for reimbursement for State mandated costs were left out of the budget in FY 10/11.
- 510-02 Contract Services/Grant Consultants - eliminate contract with Ca Consulting for grant writing.
- 510-13 Economic Dev Commission Membership & Enterprise Zone Fees
- 515-01 Utilities Includes Planning Dept. addition
- 540-02 Equip Rents/Leases - Xerox machine monthly lease payments and postage meter
- 552-02 Public Notice/Job
- 555-00 Dues & Subscriptions - Costs for League of Cities dues, Chamber membership, South San Joaquin Valley Division of League of California Cities (COG).

**III. Capital:**

None in FY 11/12

**Program Elements:**

Provide general administrative support services to the City Council and all City departments including personnel and risk management, policy formation and implementation, and clerical functions.

**City of Kerman Municipal Budget  
Financial Administration**

**FY 12/13**

**Activity: 5005  
Fund: 10.0  
Department: Finance**

Fund	Activity	Object	Sub Obj	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	5005	410	10	00	Salaries	19,728	22,463	22,243	15,000	5,785
10.0	5005	410	20	00	Part-Time Wages	71				
10.0	5005	410	30	00	Overtime	19				
10.0	5005	420	00	00	Fringe Benefits	8,067	8,862	10,193	6,500	3,337
<b>Subtotal</b>						<b>27,884</b>	<b>31,325</b>	<b>32,436</b>	<b>21,500</b>	<b>9,122</b>
10.0	5005	510	10	00	Professional Services - Audit	14,800	13,800	13,800	13,800	13,800
10.0	5005	510	14	00	Professional Services - Data Processing	4,394	4,394	4,400	4,400	4,400
10.0	5005	521	01	00	Office Supplies	1,500	1,425	1,200	1,200	1,200
10.0	5005	540	00	00	Lease Expense (PFA Bond)	2,513	2,551	25,510	35,378	49,601
10.0	5005	554	01	00	Travel/Conferences/Meetings	637	400	360	347	360
10.0	5005	555	00	00	Dues & Subscriptions	480	312	400	400	400
<b>Subtotal</b>						<b>24,323</b>	<b>22,882</b>	<b>45,670</b>	<b>55,525</b>	<b>69,761</b>
<b>Subtotal M&amp;O Costs</b>						<b>52,208</b>	<b>54,207</b>	<b>78,106</b>	<b>77,025</b>	<b>78,883</b>
10.0	5005	600	04	00	Capital Outlay - Machinery & Equipment					
<b>Subtotal Capital Costs</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>						<b>52,208</b>	<b>54,207</b>	<b>78,106</b>	<b>77,025</b>	<b>78,883</b>

Budget to Budget Increase/(Decrease) **777**  
1.0%  
Amended to Budget Increase/(Decrease) **1,858**  
2.4%

**Remarks on Budget Request**

**I. Personnel:**

0% Finance Director (6% in Successor Agency)                      4% Junior Accountant  
0% Sr Acct/Personnel Officer (15% in S/A)                      5% Account Clerk II  
4% Account Clerk (6% in S/A)

Salary reduced by allocation of costs for Successor Agency Administration in FY 11/12.

**II. M & O Costs:**

540-00 - Lease Expense (PFA Bond) - City pays 100% of the Lease on 942 Building, as it is rented out. See the \$36,000 of Rental Income in the General Fund Revenues section. We also changed the allocation percentages in FY 11/12 and 12/13, due to the dissolution of the RDA.

**III. Capital:**

No request, consistent with prior years.

**Program Elements:**

The Finance Department provides accounting, reporting and human resource services to all departments and administers the City's investing and other financial activities, under the direction of the City Manager and City Council.

**Note: Annual Bond Lease Payment Breakdown is located in the PFA Budget. (see page PFA-3)**

**City of Kerman Municipal Budget  
Legislation**

**FY 12/13**

Activity: **6004**  
Fund: **10.0**  
Department: **Legislation**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	6004	410	10	00	Salaries	11,052	11,877	8,541	2,392
10.0	6004	410	20	00	Part Time Wages	9,596	4,325	0	0
10.0	6004	420	00	00	Fringe Benefits	5,276	4,676	2,357	726
<b>Subtotal</b>					<b>25,924</b>	<b>20,878</b>	<b>10,898</b>	<b>10,000</b>	<b>3,118</b>
10.0	6004	510	01	00	Contract Services - Codes/Laserfiche	8,000	9,494	10,800	10,000
10.0	6004	510	02	00	Elections		3,038	0	3,200
10.0	6004	521	02	00	General Supplies	856	650	800	600
10.0	6004	545	00	00	Vehicle - Equipment Rental - Internal			200	
10.0	6004	554	01	00	Travel - Conferences - Meetings	21	294	300	500
10.0	6004	555	00	00	Dues & Subscriptions	335	212	300	300
<b>Subtotal M&amp;O Costs</b>					<b>9,212</b>	<b>13,688</b>	<b>12,200</b>	<b>9,850</b>	<b>14,600</b>
<b>Subtotal</b>					<b>35,136</b>	<b>34,566</b>	<b>23,098</b>	<b>19,850</b>	<b>17,718</b>
10.0	6004	600	04	00	Capital Outlay - Machinery & Equipment	111	0	0	0
<b>Subtotal Capital Costs</b>					<b>111</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>					<b>35,247</b>	<b>34,566</b>	<b>23,098</b>	<b>19,850</b>	<b>17,718</b>
<b>Budget to Budget Increase/(Decrease)</b>									<b>(5,381)</b>
									<b>-23.3%</b>
<b>Amended to Budget Increase/(Decrease)</b>									<b>(2,132)</b>
									<b>-10.7%</b>

**Remarks on Budget Request**

**I. Personnel:**

4% City Clerk (18% allocated to Successor Agency)

Salary reduced by allocation of costs for Successor Agency Administration in FY 11/12 and 12/13.

**II. M & O Costs:**

510-01 Contract Services - 'Code Publishing' yearly website hosting and updates (\$2,000) - anticipating ordinance activity requiring more pages in updates. Laserfiche records scanning yearly licensing, upgrades, and technical support/upkeep and scanner warranty (\$8,767).

510-02 Elections - Cost for 2012 Election

**III. Capital:**

None

**Program Elements:**

# GENERAL FUND



## 10

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## Planning & Development Department

<u>Dept</u>	<u>Description</u>	<u>Fund</u>	<u>Page #</u>
1008	Planning & Development Services	10	6
4007	Engineering	10	7
4042	Building Inspection	10	8

**FY 2012/2013**

**City of Kerman Municipal Budget  
Planning**

**FY 12/13**

**Activity: 1008  
Fund: 10.0  
Department: Planning and  
Development Services**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget	
10.0	1008	410	10	00	Salaries	80,181	88,537	108,718	69,500	8,735
10.0	1008	410	20	00	Part Time Salaries	3,100	2,850	4,200	4,200	4,200
10.0	1008	420	00	00	Fringe Benefits	27,142	30,046	46,324	28,500	4,755
<b>Subtotal</b>					<b>110,423</b>	<b>121,433</b>	<b>159,242</b>	<b>102,200</b>	<b>17,690</b>	
10.0	1008	510	01	00	Contract Services - LAFCo	2,851	1,861	2,750	2,750	2,750
10.0	1008	510	10	00	Professional Services	1,816	762	1,500	0	1,500
10.0	1008	515	01	00	Utilities	2,232	957	3,000	0	0
10.0	1008	521	01	00	Office Supplies	1,438	2,245	1,500	1,200	1,200
10.0	1008	545	00	00	Vehicle - Equipment Rental Internal	0	253	360	360	0
10.0	1008	546	00	00	Computer - Equipment Rental Internal	4,234	4,756	3,115	3,115	3,115
10.0	1008	551	01	00	Communications - Telephone	562	511	600	320	350
10.0	1008	551	02	00	Cellular Phone	550	210	0	0	0
10.0	1008	552	01	00	Public Notice	904	473	550	500	550
10.0	1008	554	01	00	Travel - Conferences - Meetings	233	0	150	100	150
<b>Subtotal M&amp;O Costs</b>					<b>14,820</b>	<b>12,028</b>	<b>13,526</b>	<b>8,346</b>	<b>9,615</b>	
<b>Subtotal</b>					<b>125,243</b>	<b>133,461</b>	<b>172,767</b>	<b>110,546</b>	<b>27,305</b>	
10.0	1008	600	04	00	Capital Outlay - Machinery & Equipment					0
<b>Subtotal Capital Costs</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Expenditures</b>					<b>125,243</b>	<b>133,461</b>	<b>172,767</b>	<b>110,546</b>	<b>27,305</b>	
<b>Budget to Budget Increase/(Decrease)</b>									<b>(145,462)</b>	
									<b>-84.2%</b>	
<b>Amended to Budget Increase/(Decrease)</b>									<b>(83,240)</b>	
									<b>-75.3%</b>	

**Remarks on Budget Request**

Overall, the FY 11/12 budget for the Planning Division reflects a decrease of 84.2% over the FY 10/11 adopted budget. This decrease is due to vacancy in the Director position. The City Manager is acting as the Director of Planning and Development.

**I. Personnel:**

- 2.5% City Manager (10% in Successor Agency)
  - 2.5% City Manager's Secretary
  - 9% Admn Sec/Planning Tech.
  - 75% Planning & Dev Services Dir.
  - 0% Bldg Permits Clerk Non-Cert
- Salary reduced by allocation of costs for Successor Agency Administration in FY 11/12.

410-20 - Planning Commissioner stipends are listed as part-time salaries.

**II. M & O Costs:**

- 510-01 - Contract Services: Covers Kerman's proportionate share to offset LAFCo's operating cost pursuant to AB 2838. Cities are required to fund a portion LAFCo's annual operating costs.
- 510-10 - Professional Services: Funds the use of outside consultants on special projects as needed.

**III. Capital:**

None

**Program Elements:**

The Planning Division processes all land use entitlements, is responsible for advanced planning, and manages the building and engineering functions.

**City of Kerman Municipal Budget  
Engineering**

**FY 12/13**

Activity: **4007**  
Fund: **10.0**  
Department: **Planning and  
Development Services**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Amended Budget	12/13 Budget
10.0	4007	510	01	00	Contract Services	630	1,000	800	0	800
10.0	4007	510	10	00	Professional Services	23,381	22,399	25,000	45,000	25,000
<b>Subtotal M&amp;O</b>						<b>24,011</b>	<b>23,399</b>	<b>25,800</b>	<b>45,000</b>	<b>25,800</b>
<b>Total Expenditures</b>						<b>24,011</b>	<b>23,399</b>	<b>25,800</b>	<b>45,000</b>	<b>25,800</b>
						Budget to Budget Increase/(Decrease)				0
						Amended to Budget Increase/(Decrease)				0.0%
						Amended to Budget Increase/(Decrease)				(19,200)
						Amended to Budget Increase/(Decrease)				-42.7%

**Budget Request Remarks**

The FY 2012/13 engineering budget was reduced to FY 2010/11 levels. Expenses in this account exceeded FY 11/12 budget largely due to unforeseen litigation in connection with an unfinished subdivision.

**I. M & O Costs:**

- 510 01 Contract Services - Contract out for soil testing, traffic studies, electrical engineering, etc. as needed.
- 510 10 Professional Services - General engineering services required by the City on an as needed basis not funded by local, state or federal funds and/or special grants.

**City of Kerman Municipal Budget  
Building Inspection**

**FY 12/13**

**Activity: 4042  
Fund: 10.0  
Department: Planning and  
Development Services**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget	
10.0	4042	410	10	00	Salaries	49,751	87,223	80,738	61,500	61,788
10.0	4042	410	30	00	Overtime		415		613	
10.0	4042	410	35	00	Stand By	22	283		271	
10.0	4042	420	00	00	Fringe Benefits	21,344	51,102	37,387	33,000	30,697
<b>Subtotal Personnel</b>					<b>71,116</b>	<b>139,023</b>	<b>118,125</b>	<b>95,384</b>	<b>92,485</b>	
10.0	4042	510	01	00	Contract Services - Weed Abatement	3,705	2,036	2,500	2,500	2,500
10.0	4042	510	10	00	Professional Services	29,724	23,486	25,000	49,500	25,000
10.0	4042	521	01	00	Office Supplies	1,998	2,458	2,000	2,000	2,000
10.0	4042	521	06	00	Uniforms	294	426	355	355	355
10.0	4042	545	00	00	Vehicle - Equipment Rental Internal	7,794	3,488	5,181	5,181	4,540
10.0	4042	546	00	00	Computer - Equipment Rental Internal	1,411	1,585	4,034	4,034	4,034
10.0	4042	551	01	00	Communication - Telephone	761	651	720	720	720
10.0	4042	551	02	00	Cellular Phone	723	716	750	340	340
10.0	4042	554	01	00	Travel - Conferences - Meetings	330	20	100	100	100
10.0	4042	555	00	00	Dues & Subscriptions	518	392	300	300	1,200
10.0	4042	555	01	00	State Fees	0	1,130	1,350	0	0
<b>Subtotal M&amp;O</b>					<b>47,258</b>	<b>36,388</b>	<b>42,290</b>	<b>65,030</b>	<b>40,789</b>	
<b>Subtotal Operations</b>					<b>118,374</b>	<b>175,411</b>	<b>160,415</b>	<b>160,414</b>	<b>133,274</b>	
10.0	4042	600	04	00	Capital Outlay - Machinery & Equipment	0	0	0	0	0
<b>Subtotal</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Expenditures</b>					<b>118,374</b>	<b>175,411</b>	<b>160,415</b>	<b>160,414</b>	<b>133,274</b>	
<b>Budget to Budget Increase/(Decrease)</b>									<b>(27,141)</b>	
									<b>-16.9%</b>	
<b>Amended to Budget Increase/(Decrease)</b>									<b>(27,140)</b>	
									<b>-16.9%</b>	

**Remarks on Budget Request**

Overall, the FY 11/12 budget for the Building Division reflects a decrease of 16.9% from the FY 10/11 adopted budget.

**I. Personnel:**

- 85% Building Official
- 0% Admin Sec/Planning Tech (10% in Successor Agency)
- 88% Building Inspector
- 0% Bldg Permits Clerk Non-Cert (20% in Successor Agency)
- 21% PW Maintenance Specialist

Salary and Fringe reduced by allocation of costs for Successor Agency Administration in FY 11/12.

**II. M & O Costs:**

- 510 01 00 Contract Services - Cost of contracting with private companies to abate weeds as part of annual weed abatement activities.
- 510 10 00 Professional Services - Reflects fees paid to an outside firm to review and plan check construction drawings. Applicant pays the fees for plan check at the time building permit is issued. Plan check fees are based on 25% of the building permit collected. The City then passes 75% of the plan check fees collected to the plan check firm. The City retains 25% of the fees collected.
- 555 00 00 Dues and Subscriptions - Cost for purchasing ICC code books expected to be updated in FY 12/13.

**III. Capital Items:**

None

**Program Elements:**

The Building Division is responsible for plan check, issuing building permits, collecting development impact fees, conducting inspections, weed and nuisance abatement, and administering the Construction and Demolition Recycling Program.

# GENERAL FUND



## 10

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## Community Services Department

<u>Dept</u>	<u>Description</u>	<u>Fund</u>	<u>Page #</u>
2002	Recreation Administration	10	9
2044	Senior Center Services	10	10
2046	Nutrition Site Management *	73	11
2047	Swimming Pool Operations	10	12
2049	Transportation/Fare Box Match *	86	13
2062	Planned Recreation	10	14
2065	Youth Services Bureau	10	15
2069	Community Teen Center	10	16

\* Non-General Fund Budget

## FY 2012/2013

**City of Kerman Municipal Budget  
Recreation Administration**

**FY 12/13**

Activity: **2002**  
Fund: **10.0**  
Department: **Community Services**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	2002	410	10	00	Salaries	86,076	72,428	75,359	110,350
10.0	2002	410	20	00	Part Time Salaries	4,924	4,997	13,500	11,000
10.0	2002	410	30	00	Overtime	1,106	0	500	500
10.0	2002	410	35	00	Standby Pay	384	0		
10.0	2002	420	00	00	Fringe Benefits	37,592	31,049	32,902	47,253
<b>Subtotal</b>					<b>130,082</b>	<b>108,474</b>	<b>122,261</b>	<b>118,500</b>	<b>169,103</b>
10.0	2002	515	01	00	Utilities	19,810	21,701	24,000	21,000
10.0	2002	521	01	00	Office Supplies	327	386	350	350
10.0	2002	521	02	00	General Supplies	1,010	742	1,000	1,000
10.0	2002	521	06	00	Uniforms	310	159	162	162
10.0	2002	540	02	00	Equipment Rent - Lease	3,352	3,241	3,200	3,200
10.0	2002	545	00	00	Vehicle - Equipment Rental - Internal	14,247	7,888	10,339	12,882
10.0	2002	546	00	00	Computer - Equipment Rental Internal	9,632	10,819	14,383	14,383
10.0	2002	551	01	00	Communications - Telephone	278	152	350	350
10.0	2002	551	02	00	Cellular Phone	439	287	350	350
10.0	2002	554	01	00	Travel/Conferences/Meetings	180	180	0	0
10.0	2002	555	00	00	Dues & Subscriptions	717	472	400	200
10.0	2002	555	04	00	Taxes & Assessments (Fresno Irrig. Dist)			1,822	1,822
<b>Subtotal M&amp;O</b>					<b>50,303</b>	<b>46,027</b>	<b>54,534</b>	<b>50,296</b>	<b>55,699</b>
<b>Subtotal Operations</b>					<b>180,385</b>	<b>154,501</b>	<b>176,795</b>	<b>168,796</b>	<b>224,802</b>
10.0	2002	600	03	00	Capital Outlay - Improvements	2,754	619	500	500
10.0	2002	600	04	00	Capital Outlay - Machinery & Equipment				
<b>Subtotal</b>					<b>2,754</b>	<b>619</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>Total Expenditures</b>					<b>183,139</b>	<b>155,120</b>	<b>177,295</b>	<b>169,296</b>	<b>225,302</b>

Funding	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
	Rents and Concessions	18,098	19,680	18,000	18,500	37,476
	Other General Fund Sources	165,041	146,609	164,295	150,796	187,826
	<b>Total Funding</b>	<b>183,139</b>	<b>166,289</b>	<b>182,295</b>	<b>169,296</b>	<b>225,302</b>

Budget to Budget Increase/(Decrease) **43,007**  
**23.6%**  
Amended to Budget Increase/(Decrease) **56,006**  
**33.1%**

**Remarks on Budget Request**

**I. Personnel:**

46% Comm. Services Director  
100% Parks & Facility Minc.

410 10 00 Salaries - FY 12/13 Moved Public Works Parks Worker to this department and budget. Beginning October 1, 2012 Additional expense come from retiring Nutrition Coordinator savings.

410 20 00 Part Time Wages - Weekend part-time maintenance in parks, and CSD part-time clerical help. Yr. 11/12 Savings due to utilizing the Cal Works 50/50 program revenue to offset Maintenance Worker salary Yr. 12/13: Slight increase to cover 3 months of Cal Works NEO program Parks Worker.

**II. M & O Costs:**

515 01 00 Utilities - Yr. 11/12 Saving due to projecting high for new ball field lights at new Goldenrod School. Utilities - Yr. 12/13 Projecting higher amount over last years actual for new ball field lights at new Goldenrod School.  
540 02 00 Equip Rents/Leases - Xerox machine monthly lease payments.  
551 01 00 Vehicle/Equip. Rental - Yr. 12/13 Slight Increase to reflect actual cost Yr. 12/13 Phones - Slight increase due to actual cost.

**III. Capital:**

600 03 00 Capital - funding will be utilized for eagle scout project or equipment.

**Program Elements:**

Majority of Park, Recreation & Community Services Administration costs are centralized in this budget, almost all General Fund dollars. This account administers the entire Community Services department and all of its divisions.

**City of Kerman Municipal Budget  
Senior Center Services**

**FY 12/13**

**Activity: 2044  
Fund: 10.0  
Department: Community Services**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	2044	410	10	00	Salaries	89,960	91,329	99,039	97,100	85,063
10.0	2044	420	00	00	Fringe Benefits	35,974	38,544	56,820	42,200	42,306
<b>Subtotal</b>						<b>125,934</b>	<b>129,873</b>	<b>155,859</b>	<b>139,300</b>	<b>127,369</b>
10.0	2044	515	01	00	Utilities	11,350	11,477	11,000	9,500	9,500
10.0	2044	521	02	00	Senior Center Supplies	888	106			
10.0	0099	557	00	00	City Match to Senior Nutrition Grant (73)			5,913	5,428	8,323
10.0	2044	545	00	00	Vehicle - Equipment Rental Internal	5,462	3,670	4,433	4,433	4,166
10.0	2044	551	01	00	Communications - Telephone	3,765	3,804	3,600	2,500	2,500
<b>Subtotal</b>						<b>21,465</b>	<b>19,057</b>	<b>24,946</b>	<b>21,860</b>	<b>24,489</b>
<b>Subtotal M&amp;O Costs</b>						<b>147,399</b>	<b>148,930</b>	<b>180,805</b>	<b>161,160</b>	<b>151,858</b>
10.0	2044	600	04	00	Capital Outlay - Machinery & Equipment					
<b>Subtotal Capital Costs</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>						<b>147,399</b>	<b>148,930</b>	<b>180,805</b>	<b>161,160</b>	<b>151,858</b>

**Funding**

General Fund	147,399	148,930	180,805	161,160	151,858
<b>Total Funding</b>	<b>147,399</b>	<b>148,930</b>	<b>180,805</b>	<b>161,160</b>	<b>151,858</b>
	Budget to Budget Increase/(Decrease)				(28,947)
					-16.0%
	Amended to Budget Increase/(Decrease)				(9,303)
					-5.8%

**Remarks on Budget Request**

Yr. 2010/11: City received an additional \$5,966 in grant funds for Senior Nutrition from the Fresno-Madera Area Agency on Aging (FMAAA). Resulting in a General Fund savings, which is reflected in Salaries, Benefits and 71.0 Match line items.

**I. Personnel:**

43.5% Comm. Services Director  
79.0% Information & Referral Coord.

Salaries - Yr. 12/13: Salary reduction due to retirement of Nutrition Coordinator (effective October 31, 2012).

**II. M & O Costs:**

515 01 00 Utilities - Yr. 11/12 Saving reflect actual expenses due to energy conversation. Some expense moved to Nutrition budget (Fund 73).  
521 02 00 Office Supply - Eliminated from budget as cost saving measure. Senior Center staff will fundraise to supplant these costs.  
521 02 00 General Supply - Eliminated from budget as cost saving measure.  
557 00 00 City Match for Senior Fresno Madera Area Agency on Aging Nutrition Grant (73) Nutrition Site Management  
Yr. 12/13 Slight increase due to full time Nutrition Coordinator and Part-time person in same budget year.

**III. Capital:**

None

**Program Elements:**

This division provides an organized and diversified program of services and activities to help our senior citizens i.e.; Senior Center Operations, Nutrition, Social Services, Recreation, Information and Assistance.

**City of Kerman Municipal Budget  
Senior Nutrition Site Management**

**FY 12/13**

Activity: **2046**  
Fund: **73.0**  
Department: **Community Services**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
73.0	2046	410	10	00	Salaries	17,874	17,093	10,665	6,672
73.0	2046	410	20	00	Part Time Salaries	0	0	0	10,500
73.0	2046	420	00	00	Fringe Benefits	4,743	4,721	6,445	3,242
<b>Subtotal</b>					<b>22,617</b>	<b>21,814</b>	<b>17,110</b>	<b>15,100</b>	<b>20,413</b>
73.0	2046	515	01	00	Utilities	629	510	600	1,200
73.0	2046	521	01	00	Office Supplies	51			
73.0	2046	521	02	00	General Supplies	857			
73.0	2046	521	03	00	Nutrition Site Supplies	1,677	1,391	1,450	1,550
73.0	2046	545	00	00	Vehicle - Equipment Rental Internal	627	464	536	504
73.0	2046	551	01	00	Communications - Telephone	571	1,094	775	1,200
<b>Subtotal M&amp;O Costs</b>					<b>4,411</b>	<b>3,459</b>	<b>3,361</b>	<b>4,386</b>	<b>4,454</b>
<b>Subtotal</b>					<b>27,028</b>	<b>25,273</b>	<b>20,471</b>	<b>19,486</b>	<b>24,867</b>
73.0	2046	600	04	00	Capital Outlay - Machinery & Equipment			0	0
<b>Subtotal Capital Costs</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>					<b>27,028</b>	<b>25,273</b>	<b>20,471</b>	<b>19,486</b>	<b>24,867</b>

**Funding**

727 Title III C						6,858	6,858	6,858	9,144	
727 Title III C (Stimulus)										
Meal donations						7,500	7,700	7,200	7,400	
City Match ( G F )						5,267	5,913	5,428	8,323	
<b>Total Funding</b>						<b>27,028</b>	<b>25,273</b>	<b>20,471</b>	<b>24,867</b>	
									Budget to Budget Increase/(Decrease)	4,396
										21.5%
									Amended to Budget Increase/(Decrease)	5,381
										27.6%

**Remarks on Budget Request**

Yr. 12/13 City received an additional \$2,400 in grant funds for the Fresno-Madera Area Agency on Aging.  
Additional funding reduced the General Fund match contribution to the budget.

**I. Personnel:**

15% Van Driver/Nutrit. Coord.  
5.5% Comm. Services Director

410 10 00 Salaries - YR. 12/13: Salary reduction due to retirement of Nutrition Coordinator, who only worker first quarter of year.  
Part-time Salaries: New to budget, Nutrition Coordinator Full-time benefited position has been converted to year round Part-time po

**II. M & O Costs:**

515 01 00 Utilities - Yr. 11/12 & 12/13 Increase due to necessary FMAAA match. Expense come from Senior Services budget (10.0-2044)  
521 01 00 Office Supplies has been eliminated; Senior Center staff will supplement with fundraisers.  
521 02 00 General Supplies has been eliminated; Senior Center staff will supplement with fundraisers.  
551 01 00 Telephone - Slight increase for fire & burglar alarm monitoring

**III. Capital**

None

**Program Elements:**

Budget administers the Senior Center congregate and home bound meal programs.  
Annual grant through the Fresno-Madera Area Agency on Aging - pending approval of FMAAA 2010/11 budget.  
City match is shown and expended from Senior Services 10.0.2044

**City of Kerman Municipal Budget  
Swimming Pool Operations**

**FY 12/13**

**Activity: 2047  
Fund: 10.0  
Department: Community Services**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	2047	410	10	00	Salaries	5,591	5,827	5,809	5,809	6,399
10.0	2047	410	20	00	Part Time Salaries	12,478	11,922	12,000	12,000	12,000
10.0	2047	420	00	00	Fringe Benefits	4,024	3,702	3,625	3,625	3,873
<b>Subtotal</b>						<b>22,093</b>	<b>21,451</b>	<b>21,433</b>	<b>21,433</b>	<b>22,272</b>
10.0	2047	521	02	00	Special Supplies	549	859	800	800	800
10.0	2047	540	50	00	Pool Rental (KUSD)	12,000	14,000	14,000	0	800
<b>Subtotal M&amp;O</b>						<b>12,549</b>	<b>14,859</b>	<b>14,800</b>	<b>800</b>	<b>800</b>
<b>Total Expenditures</b>						<b>34,642</b>	<b>36,310</b>	<b>36,233</b>	<b>22,233</b>	<b>23,072</b>
10.0	2047	600	04	00	Capital Outlay - Machinery & Equip.					3,500
<b>Subtotal Capital Costs</b>										<b>3,500</b>

Funding						09/10	10/11	11/12	11/12	12/13
						Actual	Actual	Budget	Estimated	Budget
Public Swim/Rentals							7,500	12,000	12,000	12,000
Other General Fund Sources						34,642	15,518	10,233	10,233	11,072
RDA Funding							14,000	14,000	-	-
<b>Total Funding</b>						<b>34,642</b>	<b>36,310</b>	<b>36,233</b>	<b>22,233</b>	<b>23,072</b>
									<b>Budget to Budget Increase/(Decrease)</b>	<b>(13,162)</b>
										<b>-36.3%</b>
									<b>Amended to Budget Increase/(Decrease)</b>	<b>838</b>
										<b>3.8%</b>

**Remarks on Budget Request**

Significant change in this budget due to the dissolution of the RDA, which previously funded \$14,000 for Pool Rental.

**I. Personnel:**

15% Recreation Coord.

410 10 00 Salaries - No Changes.

**II. M & O Costs:**

Due to the dissolution of the RDA, both the revenue from KUSD RDA and this expenditure are being eliminated in 11/12 and 12/13.

**III. Capital:**

ADA Portable Pool Lift - New 2012 Federal requirement for public pools. City will split the \$7,000 cost with KUSD.

**Program Elements:**

This budget benefits the community, particularly children who participate in swim lessons and public swimming during the seven-week summer program.

**City of Kerman Municipal Budget  
Transportation/Fare Box Match**

**FY 12/13**

**Activity: 2049  
Fund: 86.0  
Department: Community Services**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
86.0	2049	410	10	00	59,484	71,239	72,946	72,946	65,424
86.0	2049	410	20	00	300	0			3,500
86.0	2049	420	00	00	27,768	35,193	38,704	38,704	32,791
<b>Subtotal</b>					<b>87,552</b>	<b>106,432</b>	<b>111,650</b>	<b>111,650</b>	<b>101,714</b>
86.0	2049	515	02	00	2,834	2,446	2,700	2,600	2,700
86.0	2049	521	01	00	890	744	700	700	700
86.0	2049	521	02	00	147	237	200	150	200
86.0	2049	521	06	00	243	199	203	0	0
86.0	2049	545	00	00	627	422	1,437	1,437	1,408
86.0	2049	551	01	00	437	345	350	600	600
86.0	2049	551	02	00	622	635	600	330	0
<b>Subtotal M&amp;O</b>					<b>5,799</b>	<b>5,028</b>	<b>6,190</b>	<b>5,817</b>	<b>5,608</b>
<b>Subtotal Operations</b>					<b>93,350</b>	<b>111,460</b>	<b>117,840</b>	<b>117,467</b>	<b>107,322</b>
86.0	2049	600	03	19			1,800	2,155	0
86.0	2049	600	04	00					0
<b>Subtotal</b>					<b>0</b>	<b>0</b>	<b>1,800</b>	<b>2,155</b>	<b>0</b>
<b>Total Expenditures</b>					<b>93,350</b>	<b>111,460</b>	<b>119,640</b>	<b>119,622</b>	<b>107,322</b>

Funding					09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
City Fare Box Revenue					2,775	4,500	3,000	3,000	3,000
City Match (General Fund)					8,181	7,498	13,278	13,260	5,960
745 SB 325 IV					82,394	99,462	103,362	103,362	103,362
<b>Total Funding</b>					<b>93,350</b>	<b>111,460</b>	<b>119,640</b>	<b>119,622</b>	<b>107,322</b>
					<b>Budget to Budget Increase/(Decrease)</b>				<b>(12,318)</b>
									<b>-10.3%</b>
					<b>Amended to Budget Increase/(Decrease)</b>				<b>(12,300)</b>
									<b>-10.3%</b>

**Remarks on Budget Request**

Yr. 10/11 - To reduce the impact on the General Fund; the \$17,108 loss of FMAAA grant funding were applied to salaries in this budget. This \$17,108 was covered by an increase in Fresno County Rural Transit Agency funding.

**I. Personnel:**

- 5% Finance Director
- 2% Sr Acct/Personnel Officer
- 5% Comm. Services Director
- 6% Information & Referral Coord.
- 32.5% Van Driver/Nutrit. Coord.
- 100% Van Driver
- 25% Recreation Coord.

- 410 10 00 Salaries - Yr. 12/13 Savings due to retirement of Nutrition Coordinator ( back up transit driver)
- 410 20 00 Part Time Wages - New line item to budget for Part-time transit back up driver to cover to for full time driver when absent.

**II. M & O Costs: Slight changes**

**III. Capital:**

- 600 03 00 Capital Outlay - Improvements (Radios) - Portion of cost of new Radio System used to replace cell phones in FY 11/12.

**Program Elements:**

This division provides intra-City Transit service to senior citizen, young school children and the general Public. Also assist with the coordination for residents using Fresno County Rural Transit service.

\* City Fare Box match is offset by the Fare Box revenue.

City Match (General Fund) includes \$5,000 in 12/13 to reduce deficit balance in Fund 86.0 from insufficient transfers in past years.

**City of Kerman Municipal Budget  
Planned Recreation**

**FY 12/13**

**Activity: 2062  
Fund: 10.0  
Department: Community Services**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	2062	410	10	00	Salaries	9,357	9,722	9,681	9,700	10,664
10.0	2062	410	20	00	Part Time Salaries	4,709	6,130	5,500	6,200	6,000
10.0	2062	420	00	00	Fringe Benefits	5,308	6,198	4,301	4,300	4,775
<b>Subtotal</b>						<b>19,373</b>	<b>22,050</b>	<b>19,482</b>	<b>20,200</b>	<b>21,440</b>
10.0	2062	510	01	00	Contract Services	1,230	1,770	2,970	2,250	2,250
10.0	2062	515	01	00	Utilities	3,664	1,874	1,500	2,400	2,500
10.0	2062	521	01	00	Office Supplies	11	170	200	350	200
10.0	2062	521	02	00	Program Supplies	9,395	6,418	7,000	6,000	6,000
10.0	2062	551	01	00	Communications - Telephone	90	95	100	40	100
10.0	2062	551	02	00	Cellular Phone	313	330	315	290	0
<b>Subtotal M&amp;O</b>						<b>14,703</b>	<b>10,657</b>	<b>12,085</b>	<b>11,330</b>	<b>11,050</b>
<b>Subtotal Operations</b>						<b>34,076</b>	<b>32,707</b>	<b>31,567</b>	<b>31,530</b>	<b>32,490</b>
10.0	2062	600	03	00	Capital Outlay - Improvements	0	0	0	0	0
10.0	2062	600	04	00	Capital Outlay - Machinery & Equipment	0	0	0	0	0
<b>Subtotal</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>						<b>34,076</b>	<b>32,707</b>	<b>31,567</b>	<b>31,530</b>	<b>32,490</b>
<b>Funding</b>	<b>Other General Fund Sources</b>					16,953	13,407	9,567	10,530	10,490
	<b>Revenue Fees &amp; Sponsors</b>					17,123	19,300	22,000	21,000	22,000
	<b>Total Funding</b>					<b>34,076</b>	<b>32,707</b>	<b>31,567</b>	<b>31,530</b>	<b>32,490</b>
<b>Budget to Budget Increase/(Decrease)</b>										<b>922</b>
<b>Amended to Budget Increase/(Decrease)</b>										<b>960</b>
										<b>3.0%</b>

**Remarks on Budget Request**

Yr. 11/12: New programs included Zumba, Cardio Kick Boxing, Youth Tennis & Sports Camp, Punt, Pass and Kick event Budget is funded by participant fees. Expenditures beyond that of full time coordinator are balanced by revenues.

**I. Personnel:**

25% Recreation Coord.

420 20 00 Part-time Salaries - Yr. 11/12 and 12/13 Slight increase due to new programs being offered. Cost is offset with participant revenue.

**II. M & O Costs:**

510 01 00 Contracted Services - Yr. 11/12 Decrease due to lack of Adult Spring Softball League.

**III. Capital:**

None

**Program Elements:**

This division provides positive meaningful recreation outlets for the citizens utilizing organized youth and adult recreational activities, i.e. Soccer, Basketball, T-Ball, Volleyball and collaboration with local youth sports organizations.

**City of Kerman Municipal Budget  
Youth Service Bureau**

**FY 12/13**

**Activity: 2065  
Fund: 10.0  
Department: Community Services**

Fund	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget		
10.0	2065	410	10	00	Salaries	13,047	13,596	13,553	14,000	14,930
10.0	2065	410	20	00	Part Time Salanes	13,238	7,724	11,000	8,000	17,620
10.0	2065	420	00	00	Fringe Benefits	8,008	7,758	6,418	8,600	7,792
<b>Subtotal</b>					<b>34,293</b>	<b>29,078</b>	<b>30,971</b>	<b>30,600</b>	<b>40,342</b>	
10.0	2065	521	02	00	Special Supplies	1,964	1,128	1,000	1,200	5,080
10.0	2065	551	01	00	Communicallons - Telephone	46	32	90	130	90
10.0	2065	551	02	00	Cellular Phone	311	313	315	300	0
<b>Subtotal M&amp;O</b>					<b>2,321</b>	<b>1,473</b>	<b>1,405</b>	<b>1,630</b>	<b>5,170</b>	
<b>Subtotal Operations</b>					<b>36,613</b>	<b>30,551</b>	<b>32,376</b>	<b>32,230</b>	<b>45,512</b>	
10.0	2065	600	03	00	Capital Outlay - Improvements					
10.0	2065	600	04	00	Capital Outlay - Machinery & Equipment					0
<b>Subtotal</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Expenditures</b>					<b>36,613</b>	<b>30,551</b>	<b>32,376</b>	<b>32,230</b>	<b>45,512</b>	

**Funding**

Other General Fund Sources	36,613	27,857	28,876	28,230	29,812
Program Revenue	1,492	2,694	3,500	4,000	15,700
<b>Total Funding</b>	<b>36,613</b>	<b>30,551</b>	<b>32,376</b>	<b>32,230</b>	<b>45,512</b>
<b>Budget to Budget Increase/(Decrease)</b>					<b>13,136</b>
					<b>40.6%</b>
<b>Amended to Budget Increase/(Decrease)</b>					<b>13,282</b>
					<b>41.2%</b>

**Remarks on Budget Request**

FY 12/13 Willow Partners will contract with City to provide after-school and community programs for the residents of Hacienda Heights. Willows Partners will pay the City \$11,700 for personnel costs and program supplies.

This budget serves youth from K - 12th grade and reflects the operational cost for the following programs:  
 Summer Recreation Program  
 Special Events Teen Summit and Teen fest  
 Community/Special Events i.e. Lock-ins, Dances, Movies In the Park  
 Youth Commission

**I. Personnel:**

35% Recreation Coord.

410 10 00 Salaries: No change

410 20 00 Part-time Salanes: Yr. 12/13 increase of \$7,020 for Hacienda Heights after school recreation program. Increase is offset by revenue paid by Willows Partners for providing service to apartment youth.

**II. M & O Costs:**

FY 12/13 Special Supply: Increase due to Hacienda Heights after school recreation program. Increase is offset by revenue from Willows Partners

**III. Capital:**

None

**Program Elements:**

This division provides a number of different recreational activities in the evening and weekends for Kerman area teens that promote positive role models and an alternative to negative activities. Programs include Summer Recreation Program, Teen and Youth Programs, Youth Commission, Special Events i.e. Lock-ins, Dances, Peer Mentoring.

**City of Kerman Municipal Budget  
Kerman Community Teen Center**

**FY 12/13**

**Activity: 2069  
Fund: 10.0  
Department: Community Services**

Fund	Object	Project	09/10	10/11	11/12	11/12	12/13	
Activity	Sub Obj.	Description	Actual	Actual	Budget	Estimated Actual	Budget	
10.0	2069	410 10 00	53,894	53,807	54,737	50,500	42,358	
10.0	2069	410 20 00	14,280	13,286	14,500	14,500	14,500	
10.0	2069	410 30 00	58	99	250	250	250	
10.0	2069	420 00 00	27,101	28,113	33,068	29,200	28,053	
<b>Subtotal</b>			<b>95,333</b>	<b>95,305</b>	<b>102,555</b>	<b>94,450</b>	<b>85,160</b>	
10.0	2069	510 01 00	3,849	3,737	3,600	3,600	3,600	
10.0	2069	515 01 00	31,588	29,641	28,000	25,500	26,000	
10.0	2069	521 01 00	400	87	300	300	300	
10.0	2069	521 02 00	6,239	5,841	4,500	4,400	4,500	
10.0	2069	521 06 00	49	40	41	41	41	
10.0	2069	545 00 00	5,838	4,425	6,917	6,917	4,926	
10.0	2069	551 01 00	2,592	2,501	2,500	2,520	2,500	
10.0	2069	551 02 00	312	316	315	300	315	
<b>Subtotal M&amp;O</b>			<b>50,868</b>	<b>46,588</b>	<b>46,172</b>	<b>43,577</b>	<b>42,181</b>	
<b>Subtotal Operations</b>			<b>146,202</b>	<b>141,893</b>	<b>148,727</b>	<b>138,027</b>	<b>127,341</b>	
10.0	2069	600 03 00						
10.0	2069	600 04 00		266	1,000	1,000	2,500	
<b>Subtotal</b>			<b>0</b>	<b>266</b>	<b>1,000</b>	<b>1,000</b>	<b>2,500</b>	
<b>Total Expenditures</b>			<b>146,202</b>	<b>142,159</b>	<b>149,727</b>	<b>139,027</b>	<b>129,841</b>	
<b>Funding</b>								
Rental Revenue			32,365	33,879	36,000	36,000	36,000	
Other General Fund Sources			113,837	108,280	113,727	103,027	93,841	
<b>Total Funding</b>			<b>146,202</b>	<b>142,159</b>	<b>149,727</b>	<b>139,027</b>	<b>129,841</b>	
							Budget to Budget Increase/(Decrease)	(19,886)
								-13.3%
							Amended to Budget Increase/(Decrease)	(9,186)
								-6.6%

**Remarks on Budget Request**

Overall slight change to budget over last year.

**I. Personnel:**

90% Community Center Coord.  
0% Parks & Facility Mtn.

410 20 00 Part Time Salaries - as a cost saving measure we have tried to keep the Community Center closed on Mondays and Wednesday evening rentals, and limit the back to back weekend bookings. Due to community need of the facility this is difficult to do, yet staff has held the line on wages.

**II. M & O Costs:**

510 01 00 Contracted Services (Mtn.) - Annual facility maintenance and repairs.  
515 01 00 Utilities - 11/12 Decrease due to energy conservation measures.  
521 02 00 General Supply - 12/13 slight to reflect actual cost of operation.

**III. Capital:**

600 04 00 Yr. 11/12 - Increase in spending due to the need to replace broken facility equipment - Tables, Chair Carts  
Yr. 12/13 - For the replacement of broken equipment - Tables and Interior Trash Containers

**IV. Revenue:**

Revenue is estimated to remain about the same as last year.

**Program Elements:**

Overall budget shows a continued high community usage, while maintaining our high standard for facility maintenance with less dollars.  
Coordinator manages all facility scheduling, rentals, maintenance, and personnel.  
All kitchen fees are included in rental revenues.

# GENERAL FUND



## 10

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## Public Safety - Police Department

<u>Dept</u>	<u>Description</u>	<u>Fund</u>	<u>Page #</u>
3011	Police Operations	10	17
3065	SLESF Grant (State)	10	19
3999	Safety Grants, Contracts & Proj.	10	20

**FY 2012/2013**

**City of Kerman Municipal Budget  
Police Operations**

**FY 12/13**

**Activity: 3011  
Fund: 10.0  
Department: Police Department**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	3011	410	10	00	Salaries	989,351	1,041,392	1,110,278	1,024,000	1,105,365
10.0	3011	410	20	00	Part Time Salaries	2,900	21,703	43,000	76,000	94,000
10.0	3011	410	30	00	Overtime	90,105	75,384	73,000	39,000	50,000
10.0	3011	410	35	00	Court Standby	1,434	1,713	2,500	2,000	2,500
10.0	3011	410	36	00	FTO	298	2,223	1,000	1,800	1,000
10.0	3011	410	38	00	Uniform Allowance	21,083	19,250	22,000	22,000	22,100
10.0	3011	410	40	00	Holiday Pay	35,976	34,973	38,119	38,119	38,495
10.0	3011	420	00	00	Fringe Benefits	512,949	555,899	599,227	583,000	628,895
<b>Subtotal</b>						<b>1,654,096</b>	<b>1,752,537</b>	<b>1,889,124</b>	<b>1,785,919</b>	<b>1,942,355</b>
10.0	3011	510	11	00	Prof. Services - Emp. Hiring	8,152	10,534	4,000	17,500	4,000
10.0	3011	510	12	00	Prof. Services - Lab Criminal	9,945	5,233	6,000	6,000	6,000
10.0	3011	510	13	00	Prof. Services - Lab Employees	870	645	900	900	900
10.0	3011	510	15	00	Sex Assault/Child Abuse Med.	11,850	1,900	4,000	3,000	3,000
10.0	3011	510	28	00	Dispatch	125,451	148,124	160,000	164,000	184,000
10.0	3011	510	29	00	RMS-CAD	1,969	2,013	2,200	2,200	2,200
10.0	3011	510	30	00	Booking Fees	1,949	2,598	22,500	1,000	1,000
10.0	3011	510	31	00	Parking Citations	2,321	2,205	2,400	3,600	3,600
10.0	3011	510	32	00	Live Scan Fingerprints	5,735	4,841	4,500	3,500	3,500
10.0	3011	515	01	00	Utilities	21,075	15,940	18,000	15,000	16,000
10.0	3011	521	01	00	Office Supplies	6,189	5,900	6,000	6,000	6,000
10.0	3011	521	02	00	General Supplies	3,480	2,748	3,500	3,500	3,500
10.0	3011	521	10	00	Uniform Supplies	2,504	8,173	3,000	5,000	4,000
10.0	3011	521	12	00	Bullet Resistant Vests	1,515	590	1,500	1,500	1,500
10.0	3011	521	15	00	Flares - Batteries	101	139	300	350	350
10.0	3011	521	25	00	Evidence and Property	482	364	400	400	400
10.0	3011	521	30	00	Film - ID Supplies	90	0	90	90	90
10.0	3011	521	35	00	Firearms Purchase	650	1,187	1,200	1,200	1,200
10.0	3011	521	40	00	Range Supplies	0	173	200	200	200
10.0	3011	521	41	00	Range Maintenance	42	8	200	200	200
10.0	3011	521	42	00	Crime Prevention	325	110	600	300	1,200
10.0	3011	530	01	00	Equipment Maintenance - Repair	3,271	2,330	2,500	2,500	2,500
10.0	3011	540	02	00	Equipment Rental	4,209	4,449	4,200	4,000	4,200
10.0	3011	545	00	00	Vehicle - Equipment Rental Internal	165,998	107,955	163,972	163,972	180,229
10.0	3011	546	00	00	Computer - Equipment Rental Internal	27,813	6,035	12,070	12,070	12,070
10.0	3011	551	01	00	Communications - Telephone	2,193	2,153	2,200	2,200	2,200
10.0	3011	551	02	00	Communications - Cell Phone	5,863	5,528	5,500	3,400	2,400
10.0	3011	551	05	00	Live Scan Line	7,972	8,258	8,000	8,000	8,000
10.0	3011	551	06	00	MDT Monthly Access	2,943	2,743	4,000	3,200	3,200
10.0	3011	552	02	00	Public Notice	684	791	500	500	500
10.0	3011	554	01	00	Travel - Meetings	6,690	8,033	6,000	6,000	6,000
10.0	3011	554	05	00	Training Supplies	927	1,708	3,000	3,000	3,000
10.0	3011	554	10	00	Training Library	65	214	150	150	150
10.0	3011	555	02	00	Professional Dues	740	880	900	900	900
10.0	3011	555	03	00	Professional Codes	622	632	650	650	650
10.0	3011	577	01	00	Explorer Program	29	145	100	100	100
<b>Subtotal M&amp;O</b>						<b>434,716</b>	<b>365,279</b>	<b>455,232</b>	<b>446,082</b>	<b>468,939</b>
<b>Subtotal Operations</b>						<b>2,088,812</b>	<b>2,117,816</b>	<b>2,344,356</b>	<b>2,232,001</b>	<b>2,411,294</b>
10.0	3011	600	03	00	Capital Outlay - Improvements	0	0	0	0	0
10.0	3011	600	04	00	Capital Outlay - Machinery & Equip.	13,099	617	0	38,032	15,000
<b>Subtotal</b>						<b>13,099</b>	<b>617</b>	<b>0</b>	<b>38,032</b>	<b>15,000</b>
<b>Total Expenditures</b>						<b>2,101,912</b>	<b>2,118,433</b>	<b>2,344,356</b>	<b>2,270,033</b>	<b>2,426,294</b>
Budget to Budget Increase/(Decrease)										<b>81,938</b>
										<b>3.5%</b>
Amended to Budget Increase/(Decrease)										<b>156,261</b>
										<b>6.9%</b>

**Budget Request Remarks**

**I. Personnel: Reflects 18 Sworn Officers and 3 Administrative Positions**

410. 10 This includes the addition of 1 full time officer.

410. 20 This cost increase reflects the increased number of Level 1 Reserves from 3 to 7. The increased number/availability of Level 1 Reserves allows the PD to significantly reduce the overtime hours of full time officers.

410. 30 Overtime - This amount has been significantly reduced through the use of Reserve Officers.

**II. M & O Costs:**

510. 11 Professional Services/Hiring - The PD exceeded this budget line in 11/12 due to their efforts to increase the number of reserve officers. This budget line should return to normal this year as we reach the desired number of reserves.

510. 28 Dispatch - Increase of \$24,000. Fresno Sheriff Department is implementing an incremental increase over the three years beginning in 10/11.

**III. Capital:**

600.04 The purchase of one additional patrol vehicle for the additional full time officer added to the budget this year.

**Program Elements:**

To provide law enforcement services to the City of Kerman, and ensure that department resources are adequate to meet the reasonable needs of the community.

**City of Kerman Municipal Budget  
SLESF Grant**

**FY 12/13**

**Activity: 3065  
Fund: 10.0  
Department: Police Department**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	3065	410	10	00	Salaries	65,446	61,874		64,426	69,270
10.0	3065	410	20	00	Part-Time Wages					
10.0	3065	410	30	00	Overtime					
10.0	3065	410	38	00	Uniform Allowance		2,109			2,200
10.0	3065	410	40	00	Holiday Pay		808			1,868
10.0	3065	420	00	00	Fringe Benefits	34,554	36,391		35,574	26,662
<b>Subtotal</b>						<b>100,000</b>	<b>101,182</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>
10.0	3065	521	10	00	Equipment & Uniforms					
<b>Subtotal</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
10.0	3065	600	04	00	Capital Outlay - Machinery & Equipment					
<b>Subtotal Capital Costs</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>						<b>100,000</b>	<b>101,182</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>
<b>Total Revenue</b>						<b>100,000</b>	<b>100,000</b>		<b>100,000</b>	<b>100,000</b>
<b>Excess (Deficit) Revenue</b>						<b>0</b>	<b>(1,182)</b>	<b>0</b>	<b>0</b>	<b>0</b>
						<b>Budget to Budget Increase/(Decrease)</b>				<b>100,000</b>

Amended to Budget Increase/(Decrease) (0)  
0.0%

**Budget Request Remarks**

- I. Personnel:** The State of California eliminated funding for the SLESF Grant program in 2011/2012, then reinstated it after the 11/12 Budget was prepared. This \$100,000 annual funding is continued in FY 12/13 also.
- II. M & O Costs:** None
- III. Capital:** None

**Program Elements:**

**City of Kerman Municipal Budget  
Safety Grants, Contracts and Projects**

**FY 12/13**

**Activity: 3999  
Fund: 10.0  
Department: Police Department**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
<b>Revenues:</b>										
10.0	3999	334	30	00	Avoid the 21 Grant				12,720	11,200
10.0	3999	334	32	00	Homeland Security Grant				20,790	
10.0	3999	334	35	00	Special PD Project Revenue				3,000	6,000
10.0	3999	334	40	00	Res. Officer Recruitment Reimb.				2,000	
						<b>0</b>	<b>0</b>	<b>0</b>	<b>38,510</b>	<b>17,200</b>
<b>Expenditures:</b>										
10.0	3999	410	20	00	Part-Time Wages					
10.0	3999	410	30	00	Overtime				11,273	10,000
10.0	3999	420	00	00	Fringe Benefits				1,447	1,200
<b>Subtotal</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>12,720</b>	<b>11,200</b>
10.0	3999	510	11	00	Prof. Svcs - Res. Officer Hing				2,000	
10.0	3999	521	40	00	Range Supplies					
10.0	3999	554	01	00	Travel - Meetings				3,000	6,000
10.0	3999	554	05	00	Training Supplies					
<b>Subtotal</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>6,000</b>
10.0	3999	600	04	00	Capital Outlay - Machinery & Equipment				20,790	
<b>Subtotal Capital Costs</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>20,790</b>	<b>0</b>
<b>Total Expenditures</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>38,510</b>	<b>17,200</b>
<b>Total Revenue</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>38,510</b>	<b>17,200</b>
<b>Excess (Deficit) Revenue</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>

**Budget Request Remarks**

**I. Personnel:**

Overtime and Fringe Benefits are for PD participation in projects that are funded by Grants, such as the Avoid the 21 Grant which paid for officers to assist with sobriety checks on overtime hours.

**II. M & O Costs:**

554 01 00

Travel - Meetings - This line item is for non-POST Training for Safety personnel, to be paid from revenues from the Housing Authority which is received for PD monitoring of Housing Authority apartments.

**III. Capital:**

None

**Program Elements:**

This budget was set up by Chief Blohm to be used for activities that are funded by sources outside of the typical General Fund Revenues that typically fund Police operations. These activities may come up in the middle of the fiscal year and are funded by outside agencies, such as KUSD or the Housing Authority or the Department of Justice. The monies from these agencies are used to fund any activities within this budget, and none of the activities require an additional demand on the General Fund.

# GENERAL FUND



## 10

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### Public Works

<u>Dept</u>	<u>Description</u>	<u>Fund</u>	<u>Page #</u>
4011	Building & Parks Operations	10	21
4041	Abatement/Animal Control	10	22

**FY 2012/2013**

**City of Kerman Municipal Budget  
Buildings & Park Operations**

**FY 12/13**

**Activity: 4011  
Fund: 10.0  
Department: Public Works**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
10.0	4011	410	10	00	Salaries	55,043	57,968	59,688	56,213	55,313
10.0	4011	410	30	00	Overtime	1,978	1,896	3,000	3,000	3,000
10.0	4011	410	35	00	Stand By	1,005	1,077	1,087	1,087	1,013
10.0	4011	420	00	00	Fringe Benefits	27,124	29,449	30,876	30,200	30,677
<b>Subtotal</b>						<b>85,149</b>	<b>90,390</b>	<b>94,651</b>	<b>90,500</b>	<b>90,003</b>
10.0	4011	510	01	00	Contract Services	6,224	4,536	5,000	7,500	5,000
10.0	4011	515	01	00	Utilities	4,250	4,396	4,500	4,500	4,500
10.0	4011	515	02	00	Utilities - Old Town "LME"	15,054	15,054	15,054	15,054	15,054
10.0	4011	521	01	00	Office Supplies	1,082	513	400	400	400
10.0	4011	521	03	00	Janitorial Supplies	15,901	16,244	14,000	16,000	15,500
10.0	4011	521	04	00	Building Maintenance Supplies	7,865	5,150	8,000	6,000	8,000
10.0	4011	521	05	00	Park Supplies	15,505	15,802	16,000	13,000	16,000
10.0	4011	521	06	00	Uniforms	657	307	307	307	307
10.0	4011	545	00	00	Vehicle - Equipment Rental Internal	16,066	9,767	17,269	17,269	16,477
10.0	4011	551	01	00	Communications - Telephone	401	343	325	325	325
10.0	4011	551	02	00	Cellular Phone	451	313	375	375	375
10.0	4011	554	01	00	Training / Meetings	184	587	250	250	250
<b>Subtotal M&amp;O</b>						<b>83,639</b>	<b>73,012</b>	<b>81,480</b>	<b>80,980</b>	<b>82,188</b>
<b>Subtotal Operations</b>						<b>168,789</b>	<b>163,402</b>	<b>176,131</b>	<b>171,480</b>	<b>172,192</b>
10.0	4011	600	03	00	Cap. Outlay/Improve.	4,604	2,161	3,100	3,100	9,100
<b>Subtotal</b>						<b>4,604</b>	<b>2,161</b>	<b>3,100</b>	<b>3,100</b>	<b>9,100</b>
<b>Total Expenditures</b>						<b>173,393</b>	<b>165,563</b>	<b>179,231</b>	<b>174,580</b>	<b>181,292</b>
						Budget to Budget Increase/(Decrease)				<b>2,061</b>
										<b>1.1%</b>
						Amended to Budget Increase/(Decrease)				<b>6,712</b>
										<b>3.8%</b>

**Notes:**

**I. Personnel:**

2% Public Works Director	40% PW Lead Supervisor
2% PW Admin. Secretary	20% PW Maintenance Tech.
5% PW Operations Coord.	5% Maintenance Worker
5% PW Lead Supervisor	30% Maintenance Worker
5% PW Lead Supervisor	12.5% PW Maintenance Tech.

**II. M & O Costs:**

515 02 00 Street Lights not in L & L  
551 02 00 Three Cell Phones

**III. Capital:**

600 03 00 In Yr. 11/12 Capital Projects included: \$2,000 for the Rotary Park restroom interior wall material replacement. \$1,095 for Coleman Field dugout roof replacement

Capital Outlay/Improvements 12-13 - \$6,000 Plaza Park clock repair; \$2,000 Skate Park ramp material; \$1,200 paint for facilities and Rock for Soroptimist shelter columns

**Program Elements:**

**City of Kerman Municipal Budget  
Animal Control**

**FY 12/13**

**Activity: 4041  
Fund: 10.0  
Department: Public Works**

Fund	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget		
10.0	4041	410	10	00	Salaries	18,301	15,211	14,650	16,500	6,007
10.0	4041	410	30	00	Overtime	554	11	650	5	650
10.0	4041	410	35	00	Stand By	361	0	0	0	0
10.0	4041	420	00	00	Fringe Benefits	9,295	7,475	7,998	8,300	3,438
				<b>Subtotal</b>	<b>28,511</b>	<b>22,697</b>	<b>23,298</b>	<b>24,805</b>	<b>10,094</b>	
10.0	4041	510	01	00	Contract Services	5,017	7,256	6,000	4,600	5,000
10.0	4041	521	01	00	Office Supplies	573	124	400	500	400
10.0	4041	521	02	00	General Supplies	2,247	3,007	2,000	2,400	2,000
10.0	4041	521	06	00	Uniforms	196	150	153	200	153
10.0	4041	521	07	00	Postage	462	322	500	200	500
10.0	4041	545	00	00	Vehicle - Equipment Rental Internal	3,548	2,255	4,903	4,903	4,360
10.0	4041	546	00	00	Computer - Equipment Rental Internal	5,645	6,341	385	400	385
10.0	4041	551	02	00	Cellular Phone	320	337	360	300	0
10.0	4041	554	01	00	Travel - Conferences - Meetings	75	0	200	0	100
				<b>Subtotal M&amp;O</b>	<b>18,083</b>	<b>19,792</b>	<b>14,901</b>	<b>13,503</b>	<b>12,898</b>	
				<b>Subtotal Operations</b>	<b>46,595</b>	<b>42,489</b>	<b>38,199</b>	<b>38,308</b>	<b>22,992</b>	
10.0	4041	600	04	00	Capital Outlay - Machinery & Equipment		298	300	0	300
				<b>Subtotal</b>	<b>0</b>	<b>298</b>	<b>300</b>	<b>0</b>	<b>300</b>	
				<b>Total Expenditures</b>	<b>46,595</b>	<b>42,787</b>	<b>38,499</b>	<b>38,308</b>	<b>23,292</b>	
								<b>Budget to Budget Increase/(Decrease)</b>	<b>(15,207)</b>	
									<b>-39.5%</b>	
								<b>Amended to Budget Increase/(Decrease)</b>	<b>(15,016)</b>	
									<b>-39.2%</b>	

**Remarks on Budget Request**

Vehicle Abatement activities have been transferred to Police Department mid FY 11/12. Animal Control will be handled by Public Works and this position will remain vacant in FY 2012/2013.

**I. Personnel:**

10% Maintenance Worker  
5% Mechanic

**II. M & O Costs:**

510-01-00 - Contract Services reflects costs for transportation of animals to SPCA and disposal of deceased animals. This activity fluctuates.  
521-02-00 - General Supplies represent expenditures for food and other supplies for the care of animals at the shelter.  
545-00-00 - Vehicle Equipment Rental Internal - Updated Vehicle schedule in 11/12 and returned funding for Capital which was waived in 10/11.  
546-00-00 - Computer Equipment Rental Internal formula was corrected in 11/12 to reflect smaller allocation to Abatement/Animal Control.

**III. Capital Items:**

Miscellaneous equipment for kennels.

**Program Elements:**

Code Enforcement - The Code Enforcement Division is responsible for enforcing the zoning ordinance and other regulations of the Kerman Municipal Code, such as vehicle abatement, weed abatement, public nuisance abatement, and the annual tire amnesty program. Code Enforcement is also responsible for animal control activities, which involves impoundment of stray animals, maintaining the kennel, transporting animals to the SPCA and keeping records of animal control activities.

# ENTERPRISE FUNDS



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**FY 2012/2013**

# CITY OF KERMAN

## FINANCE DIRECTOR'S BUDGET MESSAGE ENTERPRISE FUNDS FISCAL YEAR 2012/2013

The Enterprise Funds consist of Water, Sewer, Refuse, Storm Drain and Lighting and Landscaping. These are self-supporting funds financed by customer "User Fees" (or L&L district assessments) and operate as "stand alone enterprises". These Enterprise Funds make payments to the General Fund for certain overhead/administrative support services including: City Council, Attorney, Planning services, overhead costs for space, utilities, etc. These "payment for services" are shown in line item 560 "Administration & Overhead" in the respective Enterprise Budgets. For 2012/2013, the amount for each of these budgets in line item 560 has been increased by 2% over the amount budgeted in fiscal year 2011/12.

A Public Hearing was scheduled and held at a regular City Council meeting on June, 6, 2012 for consideration of adjusted Utility Rates for the City of Kerman Enterprise Accounts. This hearing is scheduled in accordance with the public notification process in compliance with Proposition 218. At the hearing, Council approved the 2012/2013 Utility Rates, which will become effective July 1, 2012.

### FUND - REVENUES/EXPENDITURES

**WATER (FUND 41)** – Annually, the Enterprise Budgets should strive to have revenues exceed expenditures by approximately 5%. For fiscal year 12/13, revenues are projected to exceed expenditures by 4% of total Water revenues.

**Rate Increase:** 2% - This represents a \$0.55 increase from \$27.67 to \$28.22 for non-metered residential customers. Metered customers will be charged a base rate of \$13.40 (for ¾" meters) plus a volumetric rate of 78 cents per thousand gallons of water. The 2% increase is applied evenly across the flat rates, the base rates (meter charge) and the volumetric rate.

### Water Budgets

- **Finance/Accounting (41 5005)** – With an overall increase of 2.0%, costs remain about the same. The increase is related primarily to the Lease Payments on the Lease Revenue Bonds, Personnel costs and the 2% increase in Administration and Overhead rates.
- **Debt Service (41 5006)** - Annual Debt Service on 1988 California Safe Drinking Water Bond. Twenty-Five (25) year loan, final payment due in October of 2013 (\$39,000 approximate, annual debt service). Also, payment of the annual debt service of \$165,000 for the Water State Revolving Fund (SRF) loan.
- **Water Operations (41 4011)** - Overall decrease of 0.5%, due primarily to decreased Internal Vehicle/Equipment Rental cost allocations to this department.

### SEWER BUDGETS FUND (42)

Council had previously authorized a series of Sewer Rate increases to qualify for the State Revolving Fund Loan. At the June 6, 2012 Public Hearing, City Council approved a 10% increase to Sewer Rates for fiscal year 2012/2013. As we gather better data on the actual costs of running the new Waste Water Treatment Plant, we will be better able to determine how much more of the previously-authorized rate increases will become necessary. The City is attempting to control costs and prevent

further Sewer Rate increases by seeking proposals from solar energy companies, to help reduce electricity costs at the newly expanded Waste Water Treatment Plant.

**Rate Increase:** A 10% increase in Sewer Rates. This equates to a \$2.45 increase from \$24.50 to \$26.95 for single family residence (SFR) customers.

### **Sewer Budgets**

- **Finance/Accounting (42 5005)** – This budget reflects an overall increase of 4.5%, which is primarily due to reallocation of Lease Payments on the Lease Revenue Bonds and to slightly increased Administration and Overhead charges and Personnel costs.
- **Debt Service (42 5006)** – 1981 Sewer Bonds issued to construct current treatment plant expansion (\$65,415 in 10/11); a forty (40) year loan with final payment due 2021. This budget also includes the first year of debt service on the SRF loan. In 2010/2011, we began building up a reserve for the annual payments on the Wastewater Treatment Plant expansion SRF loan. As originally planned, only 30% of the actual SRF Loan payments were scheduled to come from the Sewer Operational Funds. The balance (70%) of the payment amounts were to come from Sewer Major Facilities Development Impact Fees (DIF). However, this year we determined that the DIF would not likely be able to sustain that percentage of the debt service over the next several years, as growth and DIF revenue has slowed considerably. Therefore, we have changed to allocation to 50% for Fund 42 and 50% for the DIF. In FY 12/13, 30% will be funded from Operational Revenues and 20% will come from Reserves. The funding of 50% of the SRF Loan debt service creates the 200.8% increase in this budget over FY 11/12.
- **Sewer Collection/Operations (42 4011)** – Overall increase of 0.2%.
- **Wastewater Plant Operations (42 4014)** – Overall budget increase of 6.9% due to a projected \$50,000 increase in Utilities to operate the new plant.

### **REFUSE/SOLID WASTE (43)**

#### **Solid Waste (Refuse) Budget - 43 5005**

The 2012/2013 Solid Waste Budget calls for a 2.65% overall increase in the Solid Waste Budget, due primarily to the 3% increase in the rates paid to Mid Valley Disposal and the \$4,500 increase in Street Sweeping Transfer. Other than that and the elimination of Legal Fee costs, there is little change in this budget.

The Street Sweeping fee is charged within the Refuse rate and then is transferred to the Street Budget (80 4011) and expensed. The funds currently generated by Street Sweeping fees only cover about 42% of the \$80,000 Street sweeping contract costs.

**Rate Adjustment:** Solid Waste Charges are to increase by 2.65% for residential customers and a 2.8% increase for commercial customers. For Single Family Residence (SFR) customers, the rate will increase from \$15.04 to \$15.44 per month.

**Street Sweeping:** No increase in FY 12/13.

#### **STORM DRAINAGE FUND 47 (4011)**

Staff did not recommend any rate changes for Storm Drain Fees in FY 12/13.

**Rate Increase:** None.

**TOTAL RECOMMENDED UTILITY RATE INCREASE FOR FY 12/13, EFFECTIVE JULY 1, 2012:**

Utility rates for a standard non-metered residential customer will increase by 4.9% from \$69.46 to \$72.86. Fees for metered customers will vary according to their monthly water consumption. However, metered SFR customers that use 16,000 gallons of water per month would realize an increase of 5.0% on their average monthly City utility bill. Staff did prepare and distribute the required Proposition 218 notifications for these rate changes prior to the public hearing that was held on June 6, 2012 and no comments (written or verbal) were received from the public.

**LIGHTING & LANDSCAPE (L & L) DISTRICT – FUND 75 (4011)**

The L& L District (Fund 75) receives its revenues from property tax assessment and not from user fees. The L&L assessment figures are presented annually by the City Engineer and approved by the Council. Approximately \$187,300 is expected to be collected in fiscal year 2012/2013. Anticipated expenditures for the year are \$188,558.

These budgets present the best picture of City Enterprise Budget revenues and expenditures at the time of this Final Enterprise Fund Budgets presentation. These budgets are based upon anticipated revenue increases per the recommendations staff has made (as outlined above) and upon the recommendations, calculations and certain assumptions that our Water and Sewer Rates Consultants have made in their Rates Study. Because the Water and Sewer user fee revenues for metered customers will be based on actual water usage and we cannot predict the actual affect these rates will have on water consumption, further adjustments to the metered rates and their methodology will be necessary over time.

**Respectfully submitted,**

**Tim L. Przybyla, Finance Director**  
June 20, 2012

# ENTERPRISE FUNDS



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## UTILITY RATES

**FY 2012/2013**

**ENTERPRISE ACCOUNTS  
CITY OF KERMAN  
UTILITY RATES - FY 2012 - 2013**

<b>FY 2011/12</b>	<b>RATES PER MONTH</b>	<b>\$ CHANGE</b>	<b>JULY 2012 RATES</b>	<b>% CHANGE</b>
<b>Unmetered (Flat Rate) Customers</b>				
<u>\$ 27.67</u>	WATER	<u>0.55</u>	<u>\$ 28.22</u>	2.0%
	<i>*Based on estimated 19,000 gallons average household usage*</i>			
<u>\$ 24.50</u>	SEWER	<u>2.45</u>	<u>\$ 26.95</u>	10.0%
<u>\$ 15.04</u>	REFUSE	0.40	<u>\$ 15.44</u>	2.65%
<u>\$ 0.85</u>	STREET SWEEPING	<u>0.00</u>	<u>\$ 0.85</u>	0.0%
<b>\$ 15.89</b>	<b>TOTAL SOLID WASTE</b>	<b>0.40</b>	<b>\$ 16.29</b>	2.5%
<u>\$ 1.40</u>	STORM DRAIN	0.00	<u>\$ 1.40</u>	0.0%
<b><u>\$ 69.46</u></b>	<b>TOTAL</b>	<b><u>3.40</u></b>	<b><u>\$ 72.86</u></b>	4.9%

*Total increase \$3.41 monthly (4.9%), which is \$40.92 annually for flat rate utility customers.*

**Metered Customers (Depends on Usage)**

<u>\$ 25.38</u>	WATER	<u>0.50</u>	<u>\$ 25.88</u>	2.0%
	<i>*Based on usage of 16,000 gallons average household usage*</i>			
<u>\$ 24.50</u>	SEWER	<u>2.45</u>	<u>\$ 26.95</u>	10.0%
<u>\$ 15.04</u>	REFUSE	0.40	<u>\$ 15.44</u>	2.65%
<u>\$ 0.85</u>	STREET SWEEPING	<u>0.00</u>	<u>\$ 0.85</u>	0.0%
<b>\$ 15.89</b>	<b>TOTAL SOLID WASTE</b>	<b>0.40</b>	<b>\$ 16.29</b>	2.5%
<u>\$ 1.40</u>	STORM DRAIN	0.00	<u>\$ 1.40</u>	0.0%
<b><u>\$ 67.17</u></b>	<b>TOTAL</b>	<b><u>3.35</u></b>	<b><u>\$ 70.52</u></b>	5.0%

*Total increase \$3.35 monthly (5.0%), which is \$40.20 annually for metered utility customers.*

*NOTE: Actual Water bills will vary monthly and between customers, based on water usage.*

The affect of the above rate changes for **unmetered** customers is very straight-forward and easy to predict. The impact that will be felt by **metered** customers, will depend upon the amount of water that these customers use. To better understand the potential impact these rates may have on metered customers, please review the examples below:

<u>Meter Size</u>	<u>Fixed Cost Meter Charge</u>	<u>Gallons of Water Used</u>	<u>Variable Cost at \$0.78 per 1,000</u>	<u>Total Cost</u>	<u>Comparison to Flat Rate</u>
3/4"	13.40	10,000	7.80	\$ 21.20	\$ (7.02)
3/4"	13.40	16,000	12.48	\$ 25.88	\$ (2.34)
3/4"	13.40	19,000	14.82	\$ 28.22	\$ 0.00
3/4"	13.40	36,000	28.08	\$ 41.48	\$ 13.26
3/4"	13.40	50,000	39.00	\$ 52.40	\$ 24.18
1"	20.87	10,000	7.80	\$ 28.67	
1"	20.87	16,000	12.48	\$ 33.35	
1"	20.87	24,000	18.72	\$ 39.59	
1"	20.87	36,000	28.08	\$ 48.95	
1"	20.87	50,000	39.00	\$ 59.87	
2"	91.74	16,000	12.48	\$ 104.22	
2"	91.74	24,000	18.72	\$ 110.46	
2"	91.74	36,000	28.08	\$ 119.82	
2"	91.74	50,000	39.00	\$ 130.74	
2"	91.74	100,000	78.00	\$ 169.74	
4"	282.01	24,000	18.72	\$ 300.73	
4"	282.01	50,000	39.00	\$ 321.01	
4"	282.01	100,000	78.00	\$ 360.01	
4"	282.01	200,000	156.00	\$ 438.01	
4"	282.01	1,000,000	780.00	\$ 1,062.01	

Please note that water consumption levels will be seasonal and will fluctuate from month to month. The proposed rate structure allows for considerable fluctuation in water usage with relatively little fluctuation in total cost to the customers. While this approach does little to encourage conservation of water, it does provide for rate stability and is considered a good starting point for metered billing of residential water customers. Over time as the City gathers better water usage information, we may want to move toward lower fixed cost (meter charge) rates and higher variable (per gallon) rates, to allow for greater savings to conservative water customers and to encourage water conservation.

# **ENTERPRISE FUNDS**



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## **SUMMARY OF ENTERPRISE BUDGET REVENUES**

**FY 2012/2013**

**Enterprise Funds' Revenue Summary**  
FY 2012-2013

Fund	Object	Project		10/11	11/12	11/12	12/13
Activity	Sub-Obj	Description		Actual	Budget	Estimated	Budget
<b>WATER FUND REVENUE</b>							
41.0	0000	344 10 00	User Charges	1,275,307	1,474,200	1,475,000	1,504,500
41.0	0000	361 01 00	Interest Earnings	22,333	15,000	16,000	10,000
41.0	0000	361 10 00	Penalties	27,541	26,000	24,000	24,000
41.0	0000	344 15 00	Meters	10,600	5,000	5,000	10,000
41.0	0000	369 01 00	Miscellaneous	72			
				<u>1,335,853</u>	<u>1,520,200</u>	<u>1,520,000</u>	<u>1,548,500</u>
<b>SEWER FUND REVENUE</b>							
42.0	0000	344 20 00	User Charges	1,066,458	1,128,630	1,115,000	1,226,500
42.0	0000	344 25 00	Septic Dumping Fee		70,000	0	50,000
42.0	0000	361 01 00	Interest Earnings	8,817	8,000	12,000	9,000
42.0	0000	361 10 00	Penalties	22,468	23,000	21,000	21,000
42.0	0000	361 02 00	Property Rental	8,272	8,000	19,716	19,716
				<u>1,106,015</u>	<u>1,237,630</u>	<u>1,167,716</u>	<u>1,326,216</u>
<b>SOLID WASTE FUND REVENUE</b>							
43.0	0000	344 31 00	Solid Waste Collection	888,120	872,000	947,000	972,569
43.0	0000	361 01 00	Interest Earnings	4,374	3,000	4,000	2,000
43.0	0000	361 10 00	Penalties	22,468	20,000	20,000	21,000
43.0	0000	344 33 00	Waste Bin Charges	4,973	4,640	5,000	5,000
43.0	0000	344 32 00	Grant				5,000
43.0	0000	345 00 00	Street Sweeping	32,889	34,000	34,000	38,522
				<u>952,824</u>	<u>933,640</u>	<u>1,010,000</u>	<u>1,044,091</u>
<b>STORM DRAINAGE FUND REVENUE</b>							
47.0	0000	344 70 00	User Charges	63,380	61,000	64,000	66,368
47.0	0000	361 01 00	Interest Earnings	91	0	50	0
47.0	0000	362 07 00	Sale of Dirt	13,998	3,000	13,998	7,500
47.0	0000	361 10 00	Penalties				
				<u>77,469</u>	<u>64,000</u>	<u>78,048</u>	<u>73,868</u>
<b>LANDSCAPING &amp; LIGHTING DISTRICT FUND REVENUE</b>							
75.0	0000	350 00 00	Assessments	183,351	184,700	184,700	194,128
				<u>183,351</u>	<u>184,700</u>	<u>184,700</u>	<u>194,128</u>

**Note:**

42.0.0000.344.25.00 Septic Dumping was suspended due to the WWTP construction, cutting off Fee revenue for FY 10/11 and FY 11/12. However, revenues will return in FY 12/13.

43.0 0000 344 31 00 Solid Waste Collection amended in FY 11/12 due to higher than anticipated demand for services by the community.

# ENTERPRISE FUNDS



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## SUMMARY OF ENTERPRISE FUND OPERATIONAL BUDGETS

**FY 2012/2013**

## SUMMARY OF ENTERPRISE FUND OPERATIONAL BUDGETS

Activity	Description	2010/11	2011/12	2011/12	2012/13	%
		Actual	Budget	Amended Budget	Request	
<b>WATER FUND (41.0)</b>						
	Total Water Fund Revenues	1,335,853	1,520,200	1,520,000	1,548,500	
	5005 Water Administration & Accounting	\$379,894	\$412,872	\$412,791	\$421,145	
	5006 Water - Debt Service	6,330	203,870	203,870	203,870	
	4011 Water Operations	773,150	861,495	844,434	857,131	
	Total Water Fund Operations	1,159,374	1,478,237	1,461,095	1,482,146	
	Revenue in Excess of Expenditures	176,479	41,963	58,905	66,354	4%
<b>SEWER FUND (42.0)</b>						
	Total Sewer Fund Revenues	1,106,015	1,237,630	1,167,716	1,326,216	
	5005 Sewer Administration & Accounting	\$327,409	\$354,160	\$365,554	\$369,933	
	5006 Sewer - Debt Service	113,768	68,414	68,414	205,776	
	4011 Sewer Collection Operations	247,007	300,898	299,098	301,497	
	4014 Sewer WWTP Operations	348,076	471,771	525,771	504,335	
	Total Sewer Fund Operations	1,036,260	1,195,243	1,258,837	1,381,541	
	Revenue in Excess of Expenditures	69,755	42,387	(91,121)	(55,325)	-4%
<b>SOLID WASTE (43.0)</b>						
	Total Solid Waste Fund Revenues	952,824	933,640	1,010,000	1,044,091	
	5005 Solid Waste Administration & Accounting	\$939,061	\$969,466	\$995,479	\$1,004,720	
	Total Solid Waste Fund Operations	939,061	969,466	995,479	1,004,720	
	Revenue & Transfer in Excess of Expenditures	13,763	(35,826)	14,521	39,371	4%
<b>STORM DRAIN OPERATIONS FUND (47.0)</b>						
	Total Storm Drain Operation Revenues	77,469	64,000	78,048	73,868	
	4011 Storm Drain Maintenance & Operations	63,698	68,971	69,680	70,885	
	Total Sewer Fund Operations	63,698	68,971	69,680	70,885	
	Revenue in Excess of Expenditures	13,771	(4,971)	8,368	2,983	4%
	<b>TOTAL ENTERPRISE FUND REVENUE</b>	<b>3,472,161</b>	<b>3,755,470</b>	<b>3,775,764</b>	<b>3,992,675</b>	
	<b>TOTAL ENTERPRISE FUND EXPENDITURES</b>	<b>3,198,393</b>	<b>3,711,916</b>	<b>3,785,091</b>	<b>3,939,291</b>	
	<b>EXCESS (DEFICIT) REVENUE</b>	<b>\$ 273,768</b>	<b>\$ 43,554</b>	<b>\$ (9,327)</b>	<b>\$ 53,384</b>	1.3%

CAPITAL IMPROVEMENTS ARE DETAILED SEPARATELY UNDER THE 4024 (CIP) BUDGET

## SUMMARY OF L&L DISTRICT OPERATIONAL BUDGET

Activity	Description	2010/11	2011/12	2011/12	2012/13	%
		Actual	Budget	Estimated Actual	Request	
<b>LANDSCAPE &amp; LIGHTING DISTRICT (75.0)</b>						
	Total L&L Revenues	183,351	184,700	184,700	194,128	
	4011 L&L Maintenance & Operations	178,250	187,733	199,156	188,558	
	Total L&L Fund Operations	178,250	187,733	199,156	188,558	
	Revenue in Excess of Expenditures	\$ 5,101	\$ (3,033)	\$ (14,456)	\$ 5,570	3%

CAPITAL IMPROVEMENTS ARE DETAILED SEPARATELY UNDER THE 4024 (CIP) BUDGET

# ENTERPRISE FUND



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## Water Fund - 41

<u>Activity</u>	<u>Description</u>	<u>Page #</u>
5005	Water Administration & Accounting	30
5006	Water Debt Service 1988 Bond	31
4011	Water Operations	32

**FY 2012/2013**

**City of Kerman Municipal Budget  
Water Administration & Accounting**

**FY 12/13**

**Activity: 5005  
Fund: 41.0  
Department: Finance/Accounting**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Amended Budget	12/13 Budget	
41.0	5005	410	10	00	Salaries	135,472	140,769	156,807	152,000	152,154
41.0	5005	410	20	00	Part Time Salaries	3,972	0		2,100	
41.0	5005	410	30	00	Overtime	109	0		100	
41.0	5005	420	00	00	Fringe Benefits	80,435	52,862	62,065	60,000	69,618
<b>Subtotal</b>					<b>219,989</b>	<b>193,631</b>	<b>218,872</b>	<b>214,200</b>	<b>221,772</b>	
41.0	5005	510	01	00	Contract Services	4,430	4,048	4,000	4,000	4,000
41.0	5005	510	10	00	Professional Services - Audit	4,123	4,200	4,300	4,300	4,300
41.0	5005	510	13	00	Professional Services - Rates Study	22,000				
41.0	5005	521	01	00	Office Supplies	4,310	3,439	4,000	3,500	4,000
41.0	5005	521	06	00	Uniforms		17	23	10	10
41.0	5005	521	07	00	Postage	4,725	5,500	6,000	6,000	6,000
41.0	5005	540	00	00	Lease Payment (PFA Bond)	37,697	38,266	37,556	42,660	42,731
41.0	5005	540	02	00	Equipment Rent - Lease	1,472	2,417	2,000	2,000	2,000
41.0	5005	545	00	00	Vehicle - Equipment Rental Internal	4,553	2,473	3,548	3,548	859
41.0	5005	546	00	00	Computer - Equipment Rental Internal	3,249	3,650	4,852	4,852	4,852
41.0	5005	550	00	00	Insurance	12,755	12,769	13,882	13,882	14,536
41.0	5005	551	02	00	Communications - Cellular Phone	310	312	300	300	300
41.0	5005	554	01	00	Travel - Conferences - Meetings	294	390	350	350	350
41.0	5005	555	04	00	Taxes & Assessments (Fresno Irrig. Dist.)	616	616	700	700	700
41.0	5005	555	05	00	Property Taxes - Fresno County		242	250	250	250
41.0	5005	560	00	00	Administration & Overhead	103,772	107,923	112,240	112,240	114,485
<b>Subtotal M&amp;O</b>					<b>204,306</b>	<b>186,263</b>	<b>194,000</b>	<b>198,591</b>	<b>199,373</b>	
<b>Subtotal Operations</b>					<b>424,295</b>	<b>379,894</b>	<b>412,872</b>	<b>412,791</b>	<b>421,145</b>	
41.0	5005	600	04	00	Capital Outlay - Machinery & Equipment		0	0	0	0
<b>Subtotal</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>					<b>424,295</b>	<b>379,894</b>	<b>412,872</b>	<b>412,791</b>	<b>421,145</b>	
									<b>Budget to Budget Increase/(Decrease)</b>	<b>8,273</b>
									<b>Amended to Budget Increase/(Decrease)</b>	<b>2.0%</b>

**Remarks on Budget Request**

**Amended to Budget Increase/(Decrease)**  
**8,354**  
**2.0%**

**I. Personnel:**

24% City Manager	32% Junior Accountant
22% City Manager's Secretary	35% Account Clerk II
17% City Clerk	15% PW Admin. Secretary
32% Finance Director	5% Building Inspector
30% Sr Acct/Personnel Officer	
32% Account Clerk II	

**II. M & O Costs:**

540 00 00 Lease Payment (PFA Bond)-Lease pmt. to Kerman Public Finance Authority for 2007 Lease Revenue Bonds. See PFA-3.

560 00 00 Administration and Overhead - costs increased by 2 percent from prior year.

510 13 00 Professional Services - Water and Sewer Rate Studies were completed in 2009/2010.

**III. Capital Items:**

None.

**Program Elements:**

**City of Kerman Municipal Budget  
Water - Debt Service**

**FY 12/13**

**Activity: 5006  
Fund: 41.0  
Department: Finance/Debt Service**

Fund	Object	Project	Description		09/10	10/11	11/12	11/12	12/13	
Activity	Sub Obj.				Actual	Actual	Budget	Estimated	Budget	
								Actual		
41.0	5006	700	10	00	Debt Service - DWR Principal	16,972	0	36,638	36,638	36,638
41.0	5006	700	20	00	Debt Service - DWR Interest	2,466	6,330	2,232	2,232	2,232
41.0	5006	700	11	00	Debt Service - SRF Loan	165,000		165,000	165,000	165,000
<b>Subtotal</b>					<b>184,438</b>	<b>6,330</b>	<b>203,870</b>	<b>203,870</b>	<b>203,870</b>	<b>203,870</b>
<b>Total Expenditures</b>					<b>184,438</b>	<b>6,330</b>	<b>203,870</b>	<b>203,870</b>	<b>203,870</b>	<b>203,870</b>
					Budget to Budget Increase/(Decrease)					0
										0.0%
					Amended to Budget Increase/(Decrease)					0
										0.0%

**Notes:**

**Note Payable - Department of Water Resources (DWR).** The City entered into a contract with the State of California Dept. of Water Resources in 1993. The loan was for a construction project under the auspices of the California Safe drinking Water Bond Law. Terms of the note call for semi-annual payments of \$19,435 each including interest at 3.41%, which began October 1, 1994 and will mature in 2013. The outstanding balance as of June 30, 2011 was \$75,152. The second payment that should have been made in FY 09/10 was not paid until July of 2010. Therefore, the actual 09/10 DWR Principal and Interest payments were low and the 10/11 payments were higher than budgeted. We are on track for FY 11/12 and 12/13.

**State Revolving Fund (SRF) Loan.** The City entered into another contract with the State of California Department of Water Resources in 2003, which allowed the City to borrow up to approximately \$3,300,000 for a major water project and repay the loan over 20 years without interest. Terms of the note now call for semi-annual payments of \$82,500 beginning January 1, 2011 and the final payment to be made on January 1, 2028.

**City of Kerman Municipal Budget  
Water Operations**

**FY 12/13**

**Activity: 4011  
Fund: 41.0  
Department: Public Works**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget	
41.0	4011	410	10	00	Salaries	182,168	218,625	235,503	235,503	233,487
41.0	4011	410	20	00	Part Time Salaries	1,936	942			8,016
41.0	4011	410	30	00	Overtime	4,385	7,555	6,000	6,000	6,000
41.0	4011	410	35	00	Stand By	6,793	7,578	5,293	5,293	5,620
41.0	4011	420	00	00	Fringe Benefits	112,137	113,100	121,648	121,648	130,362
<b>Subtotal</b>						<b>307,419</b>	<b>347,800</b>	<b>368,444</b>	<b>368,444</b>	<b>383,485</b>
41.0	4011	510	01	00	Contract Services	9,592	8,178	35,000	32,000	35,000
41.0	4011	510	10	00	Professional Services	15,591	10,673	20,000	10,800	20,000
41.0	4011	510	12	00	Professional Services - Lab Services	28,406	9,680	17,000	12,000	17,000
41.0	4011	515	01	00	Utilities	280,630	271,621	275,000	275,000	275,000
41.0	4011	521	01	00	Office Supplies	2,832	1,096	2,600	2,500	2,600
41.0	4011	521	02	00	Special Supplies	17,317	30,317	22,000	28,000	26,000
41.0	4011	521	02	01	Water Meters	0	11,941	10,000	8,000	10,000
41.0	4011	521	06	00	Uniforms	1,284	1,104	1,283	1,283	1,283
41.0	4011	540	02	00	Equipment Rental - Lease	1,442	1,414	1,500	1,500	1,500
41.0	4011	545	00	00	Vehicle - Equipment Rental Internal	50,355	31,088	60,842	60,842	40,437
41.0	4011	546	00	00	Computer - Equipment Rental Internal	3,064	3,443	4,576	4,576	4,576
41.0	4011	551	01	00	Communications - Telephone	5,496	4,561	5,000	2,500	2,500
41.0	4011	551	02	00	Communications - Cellular Phone	2,098	3,089	3,000	2,000	1,500
41.0	4011	552	01	00	Public notices/Consumer Conf. Report	134	1,711	2,500	2,500	2,500
41.0	4011	554	01	00	Travel - Conferences - Meetings	3,727	1,113	4,000	3,000	4,000
41.0	4011	555	00	00	Dues & Subscriptions	418	2,630	2,500	2,500	2,500
41.0	4011	555	01	00	State Fees	5,699	19,691	12,000	12,000	12,000
41.0	4011	555	02	00	Upper Kings Basin Water Forum	12,000	12,000	12,000	13,000	13,000
41.0	4011	555	05	00	Property Taxes - Fresno County		0	250	989	250
<b>Subtotal M&amp;O</b>						<b>440,084</b>	<b>425,350</b>	<b>491,052</b>	<b>474,991</b>	<b>471,647</b>
<b>Subtotal Operations</b>						<b>747,504</b>	<b>773,150</b>	<b>859,495</b>	<b>843,434</b>	<b>855,131</b>
41.0	4011	600	03	00	Cap. Outlay/Improvements			2,000	1,000	2,000
<b>Subtotal</b>						<b>0</b>	<b>0</b>	<b>2,000</b>	<b>1,000</b>	<b>2,000</b>
<b>Total Expenditures</b>						<b>747,504</b>	<b>773,150</b>	<b>861,495</b>	<b>844,434</b>	<b>857,131</b>

Budget to Budget Increase/(Decrease) (4,364)  
-0.5%  
Amended to Budget Increase/(Decrease) 12,697  
1.5%

**Notes:**

**Remarks on Budget Request**

**I. Personnel:**

- |                                 |                                    |
|---------------------------------|------------------------------------|
| 29% Public Works Director       | 5% Maintenance Worker              |
| 15% PW Admin. Secretary         | 50% Maintenance Worker             |
| 25% PW Operations Coord.        | 20% Maintenance Worker             |
| 25% PW Lead Supervisor          | 35% Water & WWTP Manager           |
| 14% PW Maintenance Tech.        | 35% WWTP & Water Op. II            |
| 10% PW Lead Supervisor          | 50% Maintenance Specialist         |
| 15% PW Lead Supervisor          | 50% WWTP & Water Op. I in Training |
| 10% Mechanic                    | 25% WWTP & Water Op. II            |
| 15% PW Maintenance Specialist   | 100% Water Conservation Tech.      |
| 70% Bldg Permits Clerk Non-Cert |                                    |

Two new positions created, Water Conservation Tech (100%) and WWTP Operator in Training (25%)

**II. M & O Costs:**

- |     |    |    |                                                                                                                                           |
|-----|----|----|-------------------------------------------------------------------------------------------------------------------------------------------|
| 510 | 01 | 00 | Contract Services - Water Tank Inspection \$6,000 - Calibration and Repair of Water Well Meters \$9,000 - Scada System Expansion \$10,000 |
| 521 | 02 | 01 | Water Meters - This budget line item is used for the replacement of broken meters. Actual replacement needs and costs fluctuate.          |
| 545 | 00 | 00 | Vehicle/Equip Rental - Increased mileage costs plus 100% cost of vehicles charged this year.                                              |
| 555 | 02 | 00 | Membership Costs for JPA is \$12,000 per year for the first six years (beginning in 2009) and \$7,000 per year thereafter.                |

**III. Capital Items:** 50% of cost for new Tough Book Lap Top Computer. Other 50% in Sewer Fund (42.0 4011).

**Program Elements:**

# ENTERPRISE FUND



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## Sewer Fund - 42

<u>Activity</u>	<u>Description</u>	<u>Page #</u>
5005	Administration & Accounting	33
5005	1974/1981 Sewer Bond Debt Service	34
4011	Collection Operations	35
4014	Waste Water Treatment Plant Operation	36

**FY 2012/2013**

**City of Kerman Municipal Budget  
Sewer Administration & Accounting**

**FY 12/13**

**Activity: 5005  
Fund: 42.0  
Department: Finance/Accounting**

Fund	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Amended Budget	12/13 Budget		
42.0	5005	410	10	00	Salaries	108,764	120,262	129,028	129,028	126,222
42.0	5005	410	20	00	Part Time Salaries	198				
42.0	5005	410	30	00	Overtime	97				
42.0	5005	420	00	00	Fringe Benefits	53,694	45,299	50,256	50,256	57,243
				<b>Subtotal</b>	<b>162,752</b>	<b>165,561</b>	<b>179,284</b>	<b>179,284</b>	<b>183,465</b>	
42.0	5005	510	01	00	Contract Services	4,893	5,146	5,500	5,500	5,500
42.0	5005	510	10	00	Professional Services - Audit	2,923	2,800	3,000	3,000	3,000
42.0	5005	510	13	00	Professional Services - Rates Study	20,000	0			
42.0	5005	521	01	00	Office Supplies	3,112	4,876	5,000	5,000	5,000
42.0	5005	521	06	00	Uniforms			9	0	0
42.0	5005	521	07	00	Postage	3,794	45	5,000	5,000	5,000
42.0	5005	540	00	00	Lease Payment (PFA Bond)	22,618	22,960	22,533	34,128	34,185
42.0	5005	540	02	00	Equipment Rent - Lease	883	1,450	1,200	1,200	1,200
42.0	5005	545	00	00	Vehicle - Equipment Rental Internal	3,333	2,123	3,026	3,026	103
42.0	5005	546	00	00	Computer - Equipment Rental Internal	3,249	3,650	4,852	4,852	4,852
42.0	5005	550	00	00	Insurance	14,316	14,333	15,581	15,390	16,316
42.0	5005	551	01	00	Communications - Telephone	228	142	250	250	250
42.0	5005	552	01	00	Public Notice	0	270	500	500	500
42.0	5005	554	01	00	Travel - Conferences - Meetings	0	0	250	250	250
42.0	5005	555	04	00	Taxes & Assessments (Fresno Irrig. Dist.)	763	1,000	1,000	1,000	1,000
42.0	5005	555	05	00	Property Taxes - Fresno County		242	250	250	250
42.0	5005	560	00	00	Administration & Overhead	99,856	102,811	106,923	106,923	109,062
				<b>Subtotal M&amp;O</b>	<b>178,969</b>	<b>161,848</b>	<b>174,875</b>	<b>186,269</b>	<b>186,468</b>	
				<b>Subtotal Operations</b>	<b>341,721</b>	<b>327,409</b>	<b>354,160</b>	<b>365,554</b>	<b>369,933</b>	
42.0	5005	600	04	00	Capital Outlay - Machinery & Equipment					
				<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
				<b>Total Expenditures</b>	<b>341,721</b>	<b>327,409</b>	<b>354,160</b>	<b>365,554</b>	<b>369,933</b>	
								Budget to Budget Increase/(Decrease)	15,773	
								Amended to Budget Increase/(Decrease)	4,379	
									1.2%	

**Remarks on Budget Request**

**I. Personnel**

24% City Manager	31% Account Clerk II
3.5% Planning & Dev Services Dir.	30% Junior Accountant
12% City Clerk	30% Account Clerk II
18% Finance Director	8% PW Admin. Secretary
30% Sr Acct/Personnel Officer	21% City Manager's Secretary

**II. M & O Costs:**

510 01 00 Contract Services - Anticipated increases in 2010/2011 did not happen. Budgeting \$5,500 in 11/12 to match 10/11 Final.  
 540 00 00 Lease Payment (PFA Bond) - Lease payment to Kerman Public Finance Authority for 2007 Lease Revenue Bonds.  
 See PFA-3  
 560 00 00 Administration and Overhead - costs increased by 2 percent from prior year.

**III. Capital Items:**

600 04 00 None

**Program Elements:**

**Note: Annual Bond Lease Payment Breakdown is located in the PFA Budget**

**City of Kerman Municipal Budget  
Sewer - Debt Service**

**FY 12/13**

Activity: **5006**  
Fund: **42.0**  
Department: **Finance/Debt Service**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget	
42.0	5006	700	16	00	Debt Service - Rev. Bonds Principal	40,000	0	45,000	45,000	
42.0	5006	700	26	00	Debt Service - Rev. Bonds Interest	33,767	31,268	23,414	23,414	
42.0	0000	250	02	00	SRF Loan Set-Aside/Payment (30%)	41,250	82,500		0	
42.0	5006	700	17	00	Debt Service - SRF Loan Principal				112,578	
42.0	5006	700	27	00	Debt Service - SRF Loan Interest				24,783	
<b>Subtotal</b>					<b>115,017</b>	<b>113,768</b>	<b>68,414</b>	<b>68,414</b>	<b>205,776</b>	
<b>Total Expenditures</b>					<b>115,017</b>	<b>113,768</b>	<b>68,414</b>	<b>68,414</b>	<b>205,776</b>	
									Budget to Budget Increase/(Decrease)	137,362
									Amended to Budget Increase/(Decrease)	137,362
									<b>200.8%</b>	<b>200.8%</b>

**Notes:**

**Revenue Bonds Payable.** In 1981, the City of Kerman issued \$1,200,000 of revenue bonds to construct additional sewer facilities. The City has pledged the revenue derived from these facilities to pay the debt service. Bond principal payments are made each April. Interest at 5.0% is paid semi-annually, each April and October. The outstanding principal balance at June 30, 2011 was \$468,285. The bonds will be paid off in 2021.

250 02 00 **SRF Loan Set-Aside** - This represents one-half of the 30% portion of the annual SRF Loan payment, which will begin in September of 2012. 50% of the loan payments will come from Fund 57.0 - Sewer Major Facilities Impact Fees and the other 20% will come from reserves in the Sewer Fund (42.0). See the note below for further explanation of the debt service. At the end of FY 2011/2012, one year worth of debt service funds will be set aside as reserves (both here and in Fund 57) to ensure that funds are available to service the debt on the WWTP Expansion Project.

**SRF Loan** - In 2011, the City of Kerman will complete the expansion of its Waste Water Treatment Plant. This project is funded by \$2 million of ARRA Grant money and a State Revolving Fund (SRF) Loan of nearly \$5 million. The first annual loan payment is scheduled to be paid in September of 2012. Fund 42 will pay 30% of the loan from operations and 20% from Fund 42's reserves, 50% will be paid out of the Sewer Major Facilities Impact Fee Fund (Fund 57.0). The total annual loan payment is estimated to be approximately \$274,720, which would result in annual debt service payments of \$137,360 from Fund 42 and \$137,360 coming from Fund 57.0.

**City of Kerman Municipal Budget  
Sewer Collection Operations**

**FY 12/13**

**Activity: 4011  
Fund: 42.0  
Department: Public Works**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
42.0	4011	410	10	00	Salaries	94,472	136,362	157,715	157,715
42.0	4011	410	20	00	Part Time Salaries	1,936	941		4,008
42.0	4011	410	30	00	Overtime	2,460	3,958	3,600	3,600
42.0	4011	410	35	00	Stand By	3,760	3,807	2,951	2,934
42.0	4011	420	00	00	Fringe Benefits	80,381	66,844	79,486	83,193
<b>Subtotal</b>					<b>183,010</b>	<b>211,912</b>	<b>243,752</b>	<b>243,752</b>	<b>248,623</b>
42.0	4011	510	01	00	Contract Services	288	880	3,000	2,500
42.0	4011	510	10	00	Professional Services	815	0	1,000	600
42.0	4011	515	01	00	Utilities	2,675	1,994	3,000	3,000
42.0	4011	521	02	00	Special Supplies	3,788	2,959	4,000	5,000
42.0	4011	521	06	00	Uniforms	606	653	624	624
42.0	4011	540	00	00	Equipment Rent - Lease	1,442	1,413	1,500	1,500
42.0	4011	545	00	00	Vehicle - Equipment Rental Internal	33,663	21,697	34,828	34,828
42.0	4011	546	00	00	Computer - Equipment Rental Internal	766	861	1,144	1,144
42.0	4011	551	01	00	Communications - Telephone	1,977	2,192	2,400	2,800
42.0	4011	551	02	00	Communications - Cellular Phone	2,193	2,240	2,400	1,600
42.0	4011	555	01	00	State Fees	481	206	1,000	500
42.0	4011	555	05	00	Property Taxes - Fresno County	0	0	250	250
<b>Subtotal M&amp;O</b>					<b>48,695</b>	<b>35,095</b>	<b>55,146</b>	<b>54,346</b>	<b>50,874</b>
<b>Subtotal Operations</b>					<b>231,705</b>	<b>247,007</b>	<b>298,898</b>	<b>298,098</b>	<b>299,497</b>
42.0	4011	600	04	00	Capital Outlay - Machinery & Equipment			2,000	1,000
<b>Subtotal</b>					<b>0</b>	<b>0</b>	<b>2,000</b>	<b>1,000</b>	<b>2,000</b>
<b>Total Expenditures</b>					<b>231,705</b>	<b>247,007</b>	<b>300,898</b>	<b>299,098</b>	<b>301,497</b>
<b>Budget to Budget Increase/(Decrease)</b>									<b>598</b>
<b>Amended to Budget Increase/(Decrease)</b>									<b>2,398</b>
<b>Remarks on Budget Request</b>									<b>0.8%</b>

**I. Personnel:**

- 20% Public Works Director
- 15% PW Admn. Secretary
- 25% PW Operations Coord.
- 22% PW Lead Supervisor
- 10% PW Lead Supervisor
- 10% PW Lead Supervisor
- 16% PW Maintenance Tech.
- 5% Bldg Permits Clerk Non-Cert
- 5% Mechanic
- 20% Maintenance Worker
- 25% Water & WWTP Manager
- 25% WWTP & Water Op. II
- 25% Maintenance Specialist
- 25% WWTP & Water Op. I in Training
- 25% WWTP & Water Op. II
- 15% PW Maintenance Specialist

Additional position created for WWTP Operator in Training (25%)

**Part Time Personnel:**

None

**II. M & O Costs:**

- 510 01 00 Contract Services - additional \$1,000 added in 11/12 and \$500 in 12/13 for Engineering Services for State-required reports.
- 555 01 00 State Fees - SSO (Sanitary Sewer Overflow) fees.
- 545 00 00 Vehicle/Equip Rental - Increased mileage costs plus 100% cost of vehicles charged this year.

**III. Capital Items:**

50% of cost for new Tough Book Lap Top Computer. Other 50% in Water Fund (41.0 4011).

**Program Elements:**

**City of Kerman Municipal Budget  
Sewer WWTP Operations**

**FY 12/13**

**Activity: 4014  
Fund: 42.0  
Department: Public Works**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Amended Budget	12/13 Budget	
42.0	4014	410	10	00	Salaries	85,816	85,870	116,740	116,740	106,720
42.0	4014	410	20	00	Part Time Salanes					4,008
42.0	4014	410	30	00	Overtime	1,553	2,133	3,000	3,000	3,000
42.0	4014	410	35	00	Stand By	3,133	2,741	2,491	2,491	2,662
42.0	4014	420	00	00	Fringe Benefits	46,716	38,508	61,820	61,820	60,537
<b>Subtotal</b>					<b>137,217</b>	<b>129,252</b>	<b>184,051</b>	<b>184,051</b>	<b>176,927</b>	
42.0	4014	510	01	00	Contract Services	62,633	9,792	45,000	52,000	45,000
42.0	4014	510	10	00	Professional Services	11,031	9,545	12,000	7,000	12,000
42.0	4014	510	12	00	Laboratory Testing	14,215	7,070	10,000	10,000	10,000
42.0	4014	515	01	00	Utilities	87,723	101,023	130,000	170,000	180,000
42.0	4014	515	02	00	Diesel Fuel	17,971	14,480	10,000	6,500	4,000
42.0	4014	521	01	00	Office Supplies	627	48	400	400	400
42.0	4014	521	02	00	Special Supplles	16,306	17,826	22,000	35,000	22,000
42.0	4014	521	06	00	Uniforms	367	268	483	483	483
42.0	4014	545	00	00	Vehicle - Equipment Rental Internal	16,162	12,655	20,223	20,223	15,505
42.0	4014	546	00	00	Computer - Equipment Rental Internal	3,531	1,632	5,273	5,273	5,273
42.0	4014	550	00	00	Insurance	7,939	7,948	8,641	8,641	9,048
42.0	4014	551	01	00	Communications - Telephone	502	388	500	500	500
42.0	4014	551	02	00	Communications - Cellular Phone	0	201	200	200	200
42.0	4014	554	01	00	Travel - Conferences - Meetings	422	2,857	5,000	5,000	5,000
42.0	4014	555	01	00	State Fees, Dues & Subscriptions	14,702	33,091	18,000	20,500	18,000
<b>Subtotal M&amp;O</b>					<b>254,130</b>	<b>218,824</b>	<b>287,720</b>	<b>341,720</b>	<b>327,409</b>	
<b>Subtotal Operations</b>					<b>391,347</b>	<b>348,076</b>	<b>471,771</b>	<b>525,771</b>	<b>504,335</b>	
42.0	4014	600	03	00	Cap. Outlay/Improvements	14,395				
<b>Subtotal</b>					<b>14,395</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Expenditures</b>					<b>405,742</b>	<b>348,076</b>	<b>471,771</b>	<b>525,771</b>	<b>504,335</b>	
<b>Budget to Budget Increase/(Decrease)</b>									<b>32,564</b>	
<b>Amended to Budget Increase/(Decrease)</b>									<b>(21,436)</b>	
<b>Remarks on Budget Request</b>									<b>-4.1%</b>	

**I. Personnel:**

- 10% Public Works Director
- 15% PW Admin. Secretary
- 10% Maintenance Worker
- 25% Maintenance Worker
- 40% Water & WWTP Manager
- 40% WWTP & Water Op. II
- 25% WWTP & Water Op. I in Training
- 50% WWTP & Water Op. II

Additional position created for WWTP Operator in Training (50%)

**II. M & O Costs:**

- 510 01 00 Contract Serv - \$30,000 for State required Sludge Hauling. Balance of \$15,000 for ongoing SCADA and other services.
- 510 12 00 Lab Testing - Added two new monitoring wells to our testing schedule and \$2,000 per sludge test.
- 515 01 00 Utilities - Increased for 2011/2012 to allow for the additional cost of running the new Waste Water Treatment Plant.
- 515 02 00 Diesel Fuel - Decreased \$10,000 by eliminating diesel powered reclamation pump.
- 521 02 00 Special Supplies - Includes unexpected repairs on compressors and pumps, plus about \$10,000 for annual polymer costs in 11/12.
- 545 00 00 Vehicle/Equip Rental - Increased mileage costs plus 100% cost of vehicles charged this year.
- 555 01 00 State Fees, Dues & Subscriptions - increase in 10/11 primarily due to State billing us of two years in FY 10/11.

**III. Capital Items:**

None

**Program Elements:**

# ENTERPRISE FUND



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## Solid Waste Fund - 43

<u>Activity</u>	<u>Description</u>	<u>Page #</u>
5005	Solid Waste Administration & Accounting	37

**FY 2012/2013**

**City of Kerman Municipal Budget  
Solid Waste Administration & Accounting**

**FY 12/13**

**Activity: 5005  
Fund: 43.0  
Department: Finance/Accounting**

Fund	Activity	Object	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Amended Budget	12/13 Budget
43.0	5005	410	10	00	Salaries	88,007	101,302	103,101	102,959
43.0	5005	410	20	00	Part Time Salaries	1,704	753		
43.0	5005	410	30	00	Overtime	189	93		
43.0	5005	410	35	00	Standby Pay	70	83	66	66
43.0	5005	420	00	00	Fringe Benefits	47,370	42,557	46,392	51,202
<b>Subtotal</b>					<b>137,340</b>	<b>144,788</b>	<b>149,559</b>	<b>149,559</b>	<b>154,227</b>
43.0	5005	510	01	00	Contract Srv. (Mid Valley Disposal)	706,091	719,556	739,540	761,726
43.0	5005	510	06	00	Contract Services - (Utility Billing)	935	1,200	1,200	1,200
43.0	5005	510	09	00	Professional Services-Legal Expenses	27,405	3,614		
43.0	5005	510	10	00	Professional Services-Audit & AVR	2,900	3,000	3,000	3,000
43.0	5005	521	01	00	Office Supplies	733	167	700	700
43.0	5005	521	02	00	General Supplies - Recycling Grant	0	3,085	5,000	5,000
43.0	5005	521	06	00	Uniforms	14	12	12	12
43.0	5005	521	07	00	Postage	1,897	2,000	2,200	2,200
43.0	5005	540	00	00	Lease Payment (PFA Bond)	7,539	7,653	7,511	17,064
43.0	5005	540	02	00	Equipment Rent - Lease	589	967	1,000	1,000
43.0	5005	545	00	00	Vehicle - Equipment Rental Internal	2,767	1,631	2,438	883
43.0	5005	546	00	00	Computer - Equipment Rental Internal	1,624	1,824	2,426	2,426
43.0	5005	550	00	00	Insurance	1,562	1,564	1,700	1,780
43.0	5005	552	01	00	Public Notice	0	0	100	100
43.0	5005	560	00	00	Administration & Overhead	5,905	14,000	14,560	14,851
<b>Subtotal M&amp;O</b>					<b>759,960</b>	<b>760,273</b>	<b>781,384</b>	<b>807,397</b>	<b>811,970</b>
<b>Subtotal Operations</b>					<b>897,300</b>	<b>905,061</b>	<b>930,944</b>	<b>956,957</b>	<b>966,198</b>
43.0	5005	600	03	00	Cap. Outlay - Carts				
43.0	5005	600	04	00	Capital Outlay - Machinery & Equipment				
<b>Subtotal</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>					<b>897,300</b>	<b>905,061</b>	<b>930,944</b>	<b>956,957</b>	<b>966,198</b>
43.0	0099	557	80	00	Transfer to Street Fund - St. Sweeping		34,000	38,522	38,522
<b>Total Expenditures &amp; Transfers</b>					<b>897,300</b>	<b>939,061</b>	<b>969,466</b>	<b>995,479</b>	<b>1,004,720</b>
<b>Budget to Budget Increase/(Decrease)</b>									<b>35,254</b>
<b>Remarks on Budget Request</b>									<b>3.6%</b>
									<b>Amended to Budget Increase/(Decrease)</b>
									<b>9,241</b>
									<b>0.9%</b>

**I. Personnel:**

10% City Manager	25% Junior Accountant
0.5% Planning & Dev Services Dir.	25% Account Clerk II
14% City Clerk	15% Information & Referral Coord.
16% Finance Director	6% Public Works Director
8% Sr Acct/Personnel Officer	15% PW Admin. Secretary
25% Account Clerk II	5% PW Maintenance Tech.
5% Bldg Permits Clerk Non-Cert	10% City Manager's Secretary

**II. M & O Costs:**

510 01 01 Contract Services cost Mid Valley 3% increase (includes increase @ landfill for HHW)  
 510 09 00 FY 09/10 & 10/11 refuse related legal claim charged Fund 43 (Solid Waste)  
 540 00 00 Lease Payments on PFA Bond - 5% of Bond Debt Service on City Hall Expansion project. See page PFA-3  
 560 00 00 Administration and Overhead - costs increased by 2 percent from prior year.

**III. Capital Items:**

600 03 00 Capital Outlay-Carts. Per contract with Mid Valley, City purchases carts for new homes and customers pay at sign-up. The funds from those new customers go into reserves for future cart purchases. Carts purchased in 10/11, N/A to 11/12.

**Program Elements:**

# ENTERPRISE FUND



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## Storm Drain Fund - 47

<u>Activity</u>	<u>Description</u>	<u>Page #</u>
4011	Storm Drain Maintenance & Operation	38

**FY 2012/2013**

**City of Kerman Municipal Budget  
Storm Drain Maintenance & Operations**

**FY 12/13**

**Activity: 4011  
Fund: 47.0  
Department: Public Works**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Amended Budget	12/13 Budget
47.0	4011	410	10	00	Salaries	20,244	20,410	21,961	21,961	21,656
47.0	4011	410	30	00	Overtime	811	1,365	1,400	1,400	1,400
47.0	4011	410	35	00	Stand By	1,309	1,199	891	1,100	925
47.0	4011	420	00	00	Fringe Benefits	9,877	10,965	11,816	11,816	12,318
<b>Subtotal</b>						<b>32,241</b>	<b>33,939</b>	<b>36,069</b>	<b>36,278</b>	<b>36,299</b>
47.0	4011	510	01	00	Contract Services	709	676	1,000	500	1,000
47.0	4011	515	01	00	Utilities	824	796	1,000	800	1,000
47.0	4011	521	01	00	Office Supplies	0	116	100	100	100
47.0	4011	521	02	00	General Supplies	3,077	4,032	3,000	2,500	3,000
47.0	4011	521	06	00	Uniforms	151	116	116	116	116
47.0	4011	521	07	00	Postage	566	600	750	750	750
47.0	4011	540	00	00	Lease Payment (PFA Bond)	0	0	0	1,706	1,709
47.0	4011	545	00	00	Vehicle - Equipment Rental Internal	8,449	5,102	8,319	8,319	8,820
47.0	4011	546	00	00	Computer - Equipment Rental Internal	766	1,380	1,144	1,144	1,144
47.0	4011	550	00	00	Insurance	4,425	4,430	4,816	4,816	5,043
47.0	4011	551	02	00	Communications - Cellular Phone	938	779	1,000	795	1,000
47.0	4011	555	04	00	Taxes & Assessments (Fresno Irrig. Dist.)	2,880	4,484	3,200	3,200	3,200
47.0	4011	555	05	00	Property Taxes - Fresno County		242	250	250	250
47.0	4011	560	01	00	Administrative & Overhead	6,755	7,026	7,307	7,307	7,453
<b>Subtotal M&amp;O</b>						<b>29,540</b>	<b>29,759</b>	<b>32,002</b>	<b>32,303</b>	<b>34,585</b>
<b>Subtotal Operations</b>						<b>61,780</b>	<b>63,698</b>	<b>68,071</b>	<b>68,580</b>	<b>70,885</b>
47.0	4011	600	03	19	Radio System			900	1,100	0
<b>Subtotal</b>						<b>0</b>	<b>0</b>	<b>900</b>	<b>1,100</b>	<b>0</b>
<b>Total Expenditures</b>						<b>61,780</b>	<b>63,698</b>	<b>68,971</b>	<b>69,680</b>	<b>70,885</b>
<b>Budget to Budget Increase/(Decrease)</b>										<b>1,914</b>
<b>Amended to Budget Increase/(Decrease)</b>										<b>1,204</b>
<b>Remarks on Budget Request</b>										<b>1.7%</b>

**I. Personnel:**

- 2% Public Works Director
- 10% Maintenance Worker
- 12.5% PW Maintenance Tech.
- 25% Maintenance Specialist
- 1% Planning & Dev Services Dir.

**II. M & O Costs:**

- 560 00 00 Administration and Overhead - costs increased by 2 percent from prior year.

**III. Capital Items:**

- 600 03 17 Radio System - This amount represents this budgets portion of the approximately \$30,000 total cost of new Radio System.

**Program Elements:**

**Notes:**

# ENTERPRISE FUND



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## Lighting and Landscape District - 75

<u>Activity</u>	<u>Description</u>	<u>Page #</u>
4011	Lighting & Landscape District 1	39

**FY 2012/2013**

**City of Kerman Municipal Budget  
Lighting & Landscaping District 1  
Maintenance & Operations**

**FY 12/13**

Activity: **4011**  
Fund: **75.0**  
Department: **Public Works**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
75.0	4011	410	10	00	Salaries	66,461	71,869	71,390	71,390	68,372
75.0	4011	410	20	00	Part Time Salaries	14	9,216	9,000	9,000	9,000
75.0	4011	410	30	00	Overtime	2,943	2,883	3,000	3,000	3,000
75.0	4011	410	35	00	Stand By	1,996	1,937	2,141	2,141	2,235
75.0	4011	420	00	00	Fringe Benefits	33,056	33,757	32,611	32,611	34,640
					<b>Subtotal</b>	<b>104,470</b>	<b>119,662</b>	<b>118,142</b>	<b>118,142</b>	<b>117,248</b>
75.0	4011	510	01	00	Contract Services	0	0	500	500	500
75.0	4011	510	10	00	Professional Services	3,040	4,500	3,500	3,500	3,500
75.0	4011	515	01	00	Utilities	24,935	27,238	28,000	36,800	30,000
75.0	4011	521	02	00	General Supplies	7,016	2,851	5,000	5,000	5,000
75.0	4011	521	06	00	Uniforms	551	300	319	319	319
75.0	4011	540	00	00	Lease Payment (PFA Bond)				2,560	2,564
75.0	4011	545	00	00	Vehicle - Equipment Rental Internal	20,465	11,376	16,998	16,998	15,594
75.0	4011	546	00	00	Computer - Equipment Rental Internal	1,399	1,572	2,090	2,090	2,090
75.0	4011	550	00	00	Insurance	2,603	2,606	2,833	2,833	2,967
75.0	4011	551	02	00	Communications - Cellular Phone	622	645	750	750	750
75.0	4011	555	04	00	Taxes & Assessments (Fresno Irrig. Dist.)				63	70
75.0	4011	560	00	00	Administrative & Overhead	4,723	7,500	7,800	7,800	7,956
					<b>Subtotal M&amp;O</b>	<b>65,354</b>	<b>58,588</b>	<b>67,791</b>	<b>79,214</b>	<b>71,310</b>
					<b>Subtotal Operations</b>	<b>169,824</b>	<b>178,250</b>	<b>185,933</b>	<b>197,356</b>	<b>188,558</b>
75.0	4011	600	03	19	Radio System			1,800	1,800	0
					<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>	<b>0</b>
					<b>Total Expenditures</b>	<b>169,824</b>	<b>178,250</b>	<b>187,733</b>	<b>199,156</b>	<b>188,558</b>
									Budget to Budget Increase/(Decrease)	825
										0.4%
									Amended to Budget Increase/(Decrease)	(10,598)
										-5.3%

**Notes:**

Revenue: L & L assessments will generate approximately \$194,128 of revenue in FY 12/13.

**Remarks on Budget Request**

**I. Personnel:**

2% City Manager	2% City Manager's Secretary
2% Finance Director	4% Public Works Director
2% Junior Accountant	6% PW Admin. Secretary
2% Account Clerk II	40% PW Lead Supervisor
5% Account Clerk II	15% Maintenance Worker
21% PW Maintenance Specialist	20% Maintenance Worker
3% PW Operations Coord.	40% PW Maintenance Tech.

410 20 00 Part-Time Salaries - Temporary summer workers to be hired if Proteus workers are not available.

**II. M & O Costs:**

510 10 00 City Engineer annual addition to L & L Tax Levy.  
 515 01 00 Utilities - Increase in FY 11/12 due to PG&E audit that identified lights that were not billed for. This one-time charge-back will not affect the FY 12/13 budget, other than for the on-going charges for identified lights that are now being billed for.  
 540 00 00 Lease Payment (PFA Bond) - This allocation was added during FY 11/12 and represents 1.5% of the Lease cost related to the City Hall Expansion.  
 560 00 00 Administration and Overhead - costs increased by 2 percent from prior year.

**III. Capital Items:**

Radio System - This amount represents this budgets portion of the approximately \$30,000 total cost of new Radio System.

**Program Elements:**

# INTERNAL SERVICE FUNDS AND STREET MAINTENANCE



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	<u>Page #</u>
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<b>Internal Service Funds Revenue Summary</b>	<b>42</b>
<b>Vehicle &amp; Equipment Maintenance – Fund 50</b>	<b>43</b>
<b>Finance Director's Budget Message - Technology</b>	<b>46</b>
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<b>Street Maintenance – Fund 88</b>	<b>51</b>
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**FY 2012/2013**

# INTERNAL SERVICE FUNDS



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## Vehicle & Equipment Maintenance - 50

<u>Activity</u>	<u>Description</u>	<u>Page #</u>
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	Internal Service Fund Revenue Summary	42
4011	Vehicle & Equipment Operations	43
4024	Vehicle & Equipment Replacement Fund	44
	Vehicle & Equipment Replacement and Maintenance Schedule	45

**FY 2012/2013**

# CITY OF KERMAN

## FINANCE DIRECTOR'S BUDGET MESSAGE

### VEHICLE EQUIPMENT OPERATIONS & REPLACEMENT

#### FISCAL YEAR 2012/2013

#### Vehicle/Equipment Operations 50 – 4011

##### REVENUE

Fund 50 is an Internal Service Fund that provides for the operation, maintenance and replacement of vehicles and equipment for all City Funds. The Operations Budget (50 4011) deals with operation and maintenance costs, and is funded by all other City budgets per line item (545) - Internal Vehicle/Equipment Rental. This revenue supports a majority of the Mechanic's costs and a small percentage of related support staff. Personnel costs, Fuel (515.02) and Vehicle Supplies - Parts (521.03) are major costs in this budget. General Supplies includes major Preventative Maintenance items. Insurance costs (550) and Administration & Overhead (560) are also large budget line items.

The 50 Fund Reserve is set aside to replace "rolling stock" equipment per a specific timeframe or mileage schedule. Therefore, we schedule to have the funds available to replace equipment when necessary five (5), ten (10) or fifteen (15) years from now.

Because this account has been managed so well; over the past two years we have been able to substantially reduce the rental rate (545) charged to each affected budget. This is especially true in the Police Dept (3011) operational budget. Police Patrol Units, which we purchase as used vehicles with 50,000 or more miles are now placed in service for 10 years because of the excellent care provided by the mechanic and the personal pride officers take with a patrol unit assigned to each officer. Following is a summary of the balances and costs for Fund 50:

• <b>Fund's Cash Balance as of June 30, 2011</b>	<b>\$177,887</b>
• FY 11/12 Revenues Collected (545)	\$418,952
• Est. Interest Income	\$2,100
• Est. Operational Exp. (50 4011)	\$360,247
• Replacement Exp. (50 4024)	\$19,000
• <b>Est. Cash Balance June 30, 2012</b>	<b>\$219,692</b>
• Est. FY 12/13 Revenues (545)	\$382,443
• Est. Interest Income	\$1,500
• Est. FY 12/13 Operational Exp (50 4011)	\$369,691
• Est. FY 12/13 Replacement Exp (50 4024)	\$69,672
• <b>Est. Cash Balance June 30 2013</b>	<b>\$164,272</b>

## **EXPENDITURES**

### **Vehicle/Equipment Maintenance - 50 4011**

**Significant increase in line item 545 "rental" rates per overall reductions (see above)**

### **Vehicle/Equipment Replacement - 50 4024**

In FY 07/08 we began to slow down and postponed some of the vehicle replacements. We have continued to prolong the lives of our vehicles. However, as more vehicles lives are extended, it becomes more likely that we may have to replace more cars that break down in any given year. Therefore, it is important for us to maintain an adequate balance of cash to provide for such replacements, should they be required.

#### **Replacement Purchases scheduled for FY 12/13**

- Three (3) Patrol Unit Vehicles - \$69,672

**Respectfully Submitted,**

Tim Przybyla, Finance Director  
June 20, 2012

**Internal Service Funds' Revenue Summary**  
**FY 2012-2013**

Fund	Object	Project	10/11	11/12	11/12	12/13	
Activity	Sub-Obj	Description	Actual	Budget	Estimated	Budget	
<b>VEHICLE OPERATIONS AND REPLACEMENT FUND REVENUE</b>							
50.0	0000	364 00 00	Charges to Departments (545)	331,989	421,988	418,952	382,443
50.0	0000	361 01 00	Interest Earnings	3,000	2,500	2,100	1,500
				334,989	424,488	421,052	383,943
<b>TECHNOLOGY MAINTENANCE FUND REVENUE</b>							
51.0	0000	364 00 00	Charges to Departments (546)	74,084	71,569	70,891	71,388
51.0	0000	361 01 00	Interest Earnings	500	500	600	500
				74,584	72,069	71,491	71,888

**City of Kerman Municipal Budget  
Vehicle/Equipment Operations**

**FY 12/13**

**Activity: 4011  
Fund: 50.0  
Department: Public Works**

Fund	Object	Project	Description		09/10	10/11	11/12	11/12	12/13	
Activity	Sub Obj.				Actual	Actual	Budget	Estimated	Budget	
								Actual		
50.0	4011	410	10	00	Salaries	39,040	41,545	46,284	46,284	46,471
50.0	4011	410	30	00	Overtime	1,753	1,488	3,500	3,500	2,000
50.0	4011	410	35	00	Stand By	1,160	1,102	1,386	1,386	1,386
50.0	4011	420	00	00	Fringe Benefits	17,496	19,016	22,936	22,936	24,497
<b>Subtotal</b>						<b>59,449</b>	<b>63,151</b>	<b>74,105</b>	<b>74,105</b>	<b>74,353</b>
50.0	4011	510	01	00	Contract Services	9,236	5,906	12,000	6,000	11,500
50.0	4011	515	01	00	Utilities	7,941	7,855	11,000	10,000	10,000
50.0	4011	515	02	00	Fuel	86,091	98,854	100,000	120,000	120,000
50.0	4011	521	01	00	Office Supplies	357	590	500	500	500
50.0	4011	521	03	00	Vehicle Supplies - Parts	73,737	61,760	75,000	60,000	60,000
50.0	4011	521	06	00	Uniforms	198	165	170	170	170
50.0	4011	545	00	00	Vehicle - Equipment Rental Internal	5,362	2,931	4,306	4,306	3,414
50.0	4011	546	00	00	Computer - Equipment Rental Internal	1,399	1,572	2,090	2,090	2,090
50.0	4011	550	00	00	Insurance	17,570	17,590	19,123	19,123	20,024
50.0	4011	551	01	00	Communications - Telephone	1,427	2,228	2,000	2,000	2,000
50.0	4011	551	02	00	Communications - Cellular Phone	788	775	900	450	325
50.0	4011	554	01	00	Travel - Conferences - Meetings	159	308	500	500	350
50.0	4011	560	00	00	Administrative & Overhead	51,633	53,699	55,847	55,847	56,964
<b>Subtotal M&amp;O</b>						<b>255,898</b>	<b>254,233</b>	<b>283,436</b>	<b>280,986</b>	<b>287,338</b>
<b>Subtotal Operations</b>						<b>315,347</b>	<b>317,384</b>	<b>357,541</b>	<b>355,091</b>	<b>361,691</b>
50.0	4011	600	04	19	Radio System			1,800	2,156	
50.0	4011	600	04	13	Small Equipment Replacement	3,581	2,729	5,000	3,000	3,000
50.0	4011	600	04	14	Portable Generator	0	1,003	0	0	0
50.0	4011	600	04	15	A/C Freon Recovery/Recharge System	0	0	0	0	5,000
<b>Subtotal</b>						<b>3,581</b>	<b>3,732</b>	<b>6,800</b>	<b>5,156</b>	<b>8,000</b>
<b>Total Expenditures</b>						<b>318,927</b>	<b>321,116</b>	<b>364,341</b>	<b>360,247</b>	<b>369,691</b>

Budget to Budget Increase/(Decrease) **5,351**  
1.5%  
Amended to Budget Increase/(Decrease) **9,445**  
2.6%

**Remarks on Budget Request**

**I. Personnel:**

- 5% Finance Director
- 5% Sr Acct/Personnel Officer
- 3% Public Works Director
- 3% PW Admin. Secretary
- 5% PW Maintenance Tech.
- 65% Mechanic
- 2% PW Operations Coord.

**II. M & O Costs:**

- 510 01 00 Contract Services - Includes Fire Inspection, County Permits, On Line Repair Manuals and Smog Checks.
- 521 03 00 Vehicle Supplies/Parts - Combined Supplies, Parts, Consumable Accounts and Small Tools
- 560 00 00 Administration and Overhead - costs increased by 2 percent from prior year.

**III. Capital Items:**

- 600 04 13 Replacement of small equipment
- 600 04 15 Radio System - This amount represents this budgets portion of the approximately \$30,000 total cost of new Radio System.

**Program Elements:**

**City of Kerman Municipal Budget  
Vehicle/Equipment Replacement**

**FY 12/13**

**Activity: 4024  
Fund: 50.0  
Department: Public Works**

Fund	Object	Project			09/10	10/11	11/12	11/12	12/13
Activity	Sub Obj.	Description			Actual	Actual	Budget	Estimated Actual	Budget
50.0	4024	600	04	33	Patrol Vehicles (3 in 2012/2013)	18,561	44,000	-	69,672
50.0	4024	600	04	34	PW Pickup	34,926	15,757	19,000	-
50.0	4024	600	04	35	CS Pickup			19,000	-
50.0	4024	600	04	32	Replacement Forklift		13,000		-
<b>Subtotal</b>					<b>53,487</b>	<b>72,757</b>	<b>38,000</b>	<b>19,000</b>	<b>69,672</b>
<b>Total Expenditures</b>					<b>53,487</b>	<b>72,757</b>	<b>38,000</b>	<b>19,000</b>	<b>69,672</b>

Budget to Budget Increase/(Decrease) **31,672**  
83.3%

**I. Personnel:**

None

Amended to Budget Increase/(Decrease) **50,672**  
266.7%

**II. M & O Costs:**

None

**III. Capital Items:**

- 600 04 33 3 Patrol Vehicle slated for replacement in 12/13.
- 600 04 35 Replaced 1 Community Service Pickup with an existing Public Works Pickup in 11/12.

# VEHICLE AND EQUIPMENT REPLACEMENT AND MAINTENANCE SCHEDULE

Equip. No.	Equip. Cat.	Mod. Year	Equipment Type	Original Capital Cost	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	Mar-11 Road	Mar-12 Road	Annual Mileage	Adj Miles at 0.85 per Mile	Annual Replacement Cost Based on 10 years	OAM plus Fuel Replacement Cost
1365	AV	1988	Ford Crown Vic	23,000											177,288	179,385	2,109	2,004	\$	2,004
1366	CSV	2006	Chevy Silverado PU	20,000											177,286	179,385	2,109	2,004	\$	2,004
1391	CSV	2004	Chevy Passenger Van	20,000			25,335	26,095							59,029	66,800	6,971	6,622	\$	8,953
1413	PW HE	2006	Cat. Backhoe	64,000			43,070	26,095							84,126	97,669	13,543	12,888	\$	18,009
1290	PW HE	86	Ford MDL 4600	34,000			88,591								14,163	14,163	1,000	950	\$	8,859
1257	PW HE	1980	Ford Dump Truck	23,000			6,501								6,501	6,501	250	238	\$	4,545
1295	PW HE	1984	Chevy 1 Ton Tilt Bed Pickup	18,000													2,500	238	\$	238
1295	PW HE	1973	Chevy Bucket Truck	18,000													2,000	1,900	\$	1,900
1341	PW HE	1978	Ford F7000 Vector Truck	18,000													500	475	\$	475
1412	PW HE	1988	Ford F-Super Duty	30,000													1,000	475	\$	475
1288	PW HE	1986	Backhoe	30,000													1,000	950	\$	950
1332	PW HE	91	Ford F350 Water Truck	30,312			40,317								108,837	109,224	387	368	\$	4,399
1425	PW HE	2004	Case Tractor	14,000			41,959								108,837	109,224	387	475	\$	4,399
1452	PW HE	2002	Ford Transit	14,000											108,837	109,224	387	475	\$	4,399
1278	PW HE	2004	Mowers - 60" Toro Gasoline	16,000			40,317								129,501	129,886	1,887	8,443	\$	21,324
1277	PW HE	2005	Mowers - 72" Toro Gasoline	16,000			20,876								129,501	129,886	1,887	1,140	\$	3,167
1278	PW HE	2006	Mowers - 72" Toro Diesel	16,000			20,876								129,501	129,886	1,887	1,140	\$	3,167
1440	PW HE	2008	Mower - John Deere (Reel)	25,001			17,735								21,503		1,200	1,140	\$	2,068
1240	PW PU	2007	Chevy Silverado PU	14,000			17,735								21,503		1,200	1,140	\$	2,068
1339	PW PU	1988	Dodge 1/2 Ton w/ Camper (Shop)	14,000			20,876								25,318	30,641	5,325	5,058	\$	2,068
1397	PW PU	2006	Chevy Silverado PU	14,000			18,815								29,951	35,196	5,245	4,983	\$	1,881
1444	PW PU	2007	Chevy Silverado Pickup	16,851			38,003								57,055	62,447	5,392	3,962	\$	2,285
1373	PW PU	2002	Chevy 3500 Truck	30,000			40,317								57,055	62,447	5,392	5,122	\$	3,800
1374	PW PU	2002	Chevy 3500 Truck	30,000			40,317								57,055	62,447	5,392	5,206	\$	4,032
1392	PW PU	2004	Chevy Colorado pickup	14,000			17,033								32,218	35,563	3,345	3,178	\$	1,703
1393	PW PU	2004	Chevy Colorado pickup	14,000			17,735								45,455	48,212	2,757	2,619	\$	1,773
1394	PW PU	2004	Chevy Colorado pickup	14,000			18,267								51,927	55,765	3,838	3,646	\$	1,827
1395	PW PU	2004	Chevy Colorado pickup	14,000			18,267								51,927	55,765	3,838	3,840	\$	1,827
1402	PW PU	2007	Ford Escape	19,000			27,089								20,503	24,950	4,447	4,225	\$	2,709
1403	PW PU	2007	Ford Escape	19,000			27,089								20,503	24,950	4,447	4,225	\$	2,709
1404	PW PU	2007	Ford Escape	19,000			27,089								20,503	24,950	4,447	4,225	\$	2,709
1407	PW PU	2007	Ford F205 PU	18,000			28,739								27,845	32,418	4,471	4,247	\$	2,874
1408	PW PU	2007	Chevy Equinox	21,000			31,784								18,983	22,479	3,496	3,321	\$	3,176
1424	PW PU	2007	Chevy Silverado PU	18,000			24,918								22,823	33,728	11,106	2,638	\$	2,492
1446	PW PU	2007	GMC PU	17,500			35,990								18,989	22,479	3,496	854	\$	3,599
1451	PW PU	2008	Chevy Silverado PU	17,500			35,990								18,989	22,479	3,496	4,505	\$	2,352
1458	PW PU	2009	Chevy Silverado	20,164			23,519								34,522	46,350	11,828	11,237	\$	2,352
1459	PW PU	2007	Chevy Silverado	16,924			22,847								25,732	32,498	6,766	4,505	\$	2,352
1461	PW PU	2007	Chevy Silverado	16,924			22,847								25,732	32,498	6,766	4,505	\$	2,352
1309	Pvan	1991	Chevy Astro Van	18,700			25,681								139,445	139,080	635	603	\$	603
1356	PPV	1997	Ford Crown Vic	18,700			25,681								165,721	168,002	261	267	\$	267
1377	PPV	2001	Ford Crown Vic	18,700			25,592								151,459	155,361	3,902	3,707	\$	2,368
1378	PPV	2000	Ford Crown Vic	18,700			25,592								106,956	108,218	1,262	1,292	\$	2,368
1379	PPV	2000	Ford Crown Vic	18,700			25,592								121,707	130,132	8,425	8,004	\$	2,559
1447	PPV	2001	Ford Crown Vic	18,500			21,014								97,088	99,608	2,518	2,392	\$	2,461
1383	PPV	2002	Ford Crown Vic	18,700			21,014								78,381	89,365	10,984	10,435	\$	2,101
1384	PPV	2002	Ford Crown Vic	18,700			21,014								81,780	90,241	8,461	8,038	\$	2,500
1385	PPV	2002	Ford Crown Vic	18,700			21,014								72,167	82,023	9,856	9,363	\$	2,559
1386	PPV	2002	Ford Crown Vic	18,700			21,014								84,841	91,888	7,045	6,883	\$	2,461
1387	PPV	2002	Ford Crown Vic	18,700			26,618								88,650	94,760	6,100	5,795	\$	2,662
1388	PPV	2003	Ford Crown Vic	18,700			26,618								84,872	92,086	7,214	7,983	\$	2,662
1389	PPV	2003	Ford Crown Vic	18,700			26,618								78,446	81,658	3,212	12,551	\$	2,768
1390	PPV	2003	Ford Crown Vic	18,700			26,618								78,446	81,658	3,212	12,551	\$	2,768
1400	PPV	2003	Ford Crown Vic	18,700			26,618								91,853	99,400	7,548	7,171	\$	2,768
1396	AV	2002	Ford Crown Vic (Prev City Mgr Veh)	23,000			21,608								89,630	100,340	10,510	9,885	\$	2,768
1401	PPV	2003	Ford Crown Vic	18,700			21,608								117,777	130,651	13,074	2,400	\$	3,150
1410	Motorcycle	2007	BMW Motorcycle	18,000			31,495								90,385	97,614	7,229	6,888	\$	2,461
1420	PPV	2005	Ford Crown Vic	17,272			28,788								11,272	12,101	829	788	\$	788
1421	PPV	2005	Ford Crown Vic	17,272			28,788								11,272	12,101	829	8,874	\$	3,011
1422	PPV	2005	Ford Crown Vic	20,545			28,788								61,905	62,714	1,454	1,381	\$	2,878
1454	PPV	2007	Ford Crown Vic	22,000			32,565								71,257	75,549	4,292	4,077	\$	2,878
1455	PPV	2007	Ford Crown Vic	22,000			32,565								54,759	57,502	2,739	2,602	\$	3,257
							85,131								54,811	62,637	7,826	7,435	\$	3,257
							2,058,035								2,181,059	146,074		128,703	\$	51,528
							89,672								73,823	51,184		90,744	\$	62,672
							17,033								93,741	46,365		114,056	\$	89,109
							163,147								104,382	46,365		114,056	\$	89,109
							191,456								87,778	46,365		114,056	\$	89,109
							111,249								72,571	1,228,651		114,056	\$	89,109
							89,749								821,699	103,849		114,056	\$	

# INTERNAL SERVICE FUNDS



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## Technology Maintenance - 51

<u>Activity</u>	<u>Description</u>	<u>Page #</u>
	Finance Director's Budget Message	46
4011	Technology Maintenance	47
	Technology Deferred Maintenance Schedule	48

**FY 2012/2013**

# CITY OF KERMAN

## FINANCE DIRECTOR'S BUDGET MESSAGE

### TECHNOLOGY MAINTENANCE

#### FISCAL YEAR 2012/2013

#### **Fund (51) Technology Maintenance Budget 51 4011**

This budget funds the replacement of existing desktop computers, printers and the annual maintenance contract with Real-Time Information Services for the upkeep of our equipment and computer network. In the same fashion that we fund the Vehicle/Equipment (Fund 50) Budgets, Fund 51 charges the various City department Technology services and equipment (see expenditure budget line item 546 in the respective departments' budgets).

• <b>Cash Balance as of June 30, 2011</b>	<b>\$44,784</b>
• Est. Revenues for FY 11/12	\$71,469
• Est. Expenses for FY 11/12	\$66,170
• <b>Est. Cash Balance as of June 30, 2012</b>	<b>\$50,083</b>
• Est. Revenues for FY 12/13	\$72,069
• Est. Expenses for FY 12/13	\$80,703
• <b>Est. Cash Balance as of June 30, 2012</b>	<b>\$41,449</b>
•	

**The budget expenditures in Technology Maintenance (51 4011) are:**

- **\$19,913** - Personnel allocation for City employees that manage technology issues.
- **\$25,000** – Contract (Real Time) for equipment and system network maintenance and trouble shooting. As our data processing system increases this amount will increase. Since PD is now on the County computer system and paying the County for maintenance of their computer system, PD has not being allocated any of the cost relating to Real Time's services since the beginning of fiscal year 2010/2011.
- **\$35,790** – Scheduled replacement of existing computer and printer equipment. While it is possible that we may not spend this full amount, it is important to be prepared to replace computers, printers and related support systems if we find that equipment breaks down or is less efficient.

**Respectfully Submitted,**

Tim Przybyla, Finance Director  
June 20, 2012

**City of Kerman Municipal Budget  
Technology Maintenance**

**FY 12/13**

**Activity: 4011  
Fund: 51.0  
Department: Finance**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget	
51.0	4011	410	10	00	Salaries	7,108	7,256	13,438	13,438	13,674	
51.0	4011	420	00	00	Fringe Benefits	2,574	2,551	5,812	5,812	6,239	
<b>Subtotal</b>						<b>9,682</b>	<b>9,807</b>	<b>19,250</b>	<b>19,250</b>	<b>19,913</b>	
51.0	4011	510	01	00	Contract Services	23,654	45,840	30,000	20,000	25,000	
<b>Subtotal M&amp;O</b>						<b>23,654</b>	<b>45,840</b>	<b>30,000</b>	<b>20,000</b>	<b>25,000</b>	
<b>Subtotal Operations</b>						<b>33,336</b>	<b>55,647</b>	<b>49,250</b>	<b>39,250</b>	<b>44,913</b>	
51.0	4011	600	04	00	Capital Outlay - Computers	31,493	23,191	39,100	26,920	35,790	
<b>Subtotal</b>						<b>31,493</b>	<b>23,191</b>	<b>39,100</b>	<b>26,920</b>	<b>35,790</b>	
<b>Total Expenditures</b>						<b>64,829</b>	<b>78,838</b>	<b>88,350</b>	<b>66,170</b>	<b>80,703</b>	
						Budget to Budget Increase/(Decrease)				<b>(7,647)</b>	
										-8.7%	
						Amended to Budget Increase/(Decrease)				<b>14,533</b>	
										22.0%	

**I. Personnel:**

410 00 00 Allocated staff time spent on technology (increased from 5% in 10/11 to 7% in 11/12, and Finance Director increased to 10% in 12/13).  
10% Finance Director  
7% Junior Accountant

**II. M & O Costs:**

510 01 01 Contract Services - Costs held down in 11/12. \$25,000 budgeted again in 12/13 to pay for services provided by Real-Time consultants.

**III. Capital Items:**

600 04 00 Capital Outlay - Computers - This budget covers the scheduled replacement of existing computers and related equipment. Actual outlay for computers and equipment may be less, if they are functioning properly and replacement is pushed out to next fiscal year.

**Program Elements:**

Deferred Maintenance Schedule

<b>Total Annual Fund</b>	<b>71,184</b>	<b>41,800</b>	<b>112,510</b>	<b>51,960</b>	<b>60,790</b>	<b>99,570</b>	<b>46,783</b>
<b>Less Yrly Service/Support</b>	<b>(30,000)</b>	<b>(30,000)</b>	<b>(30,900)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,750)</b>	<b>(26,523)</b>
<b>Capital Outlay - Computers</b>	<b>41,184</b>	<b>11,800</b>	<b>81,610</b>	<b>26,960</b>	<b>35,790</b>	<b>73,820</b>	<b>20,260</b>

	% of Equip	Shared Allocation	Equipment Allocation	Total Allocation	Formula Check
Water Op	7.74%	3,246	1,330	4,576	4,576
Sewer Collectn	1.94%	812	333	1,144	1,144
WWTP	8.92%	3,741	1,533	5,273	5,273
Storm Drain	1.94%	812	333	1,144	1,144
Vehicle/Equip	3.54%	1,483	608	2,090	2,090
L&L	3.54%	1,483	608	2,090	2,090
Street	3.54%	1,483	608	2,090	2,090
Building Inspctn	6.90%	2,894	1,139	4,034	4,034
Planning & Bldg	4.60%	1,930	1,186	3,115	3,115
PD	N/A		12,070	12,070	12,070
Animal Control	N/A		385	385	385
Comm Svc/Rec	24.33%	10,203	4,180	14,383	14,383
Water Admin	8.21%	3,442	1,410	4,852	4,852
Sewer Admin	8.21%	3,442	1,410	4,852	4,852
Refuse Admin	4.10%	1,721	705	2,426	2,426
Gen Admin	7.33%	3,075	1,260	4,335	4,335
RDA Successor	5.17%	2,168	360	2,528	2,528
RDA Successor	61.0.9092				
	100.00%	41,933	29,455	71,388	71,388

# STREET MAINTENANCE



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<b><u>Activity</u></b>	<b><u>Description</u></b>	<b><u>Fund</u></b>	<b><u>Page #</u></b>
	Finance Director's Budget Message		49
	Revenue Summary – Streets Various		50
4011	Streets Maintenance Operations/Admin	88	51
4011	Streets Maintenance Operations	80-85, 87	52

**FY 2012/2013**

# **CITY OF KERMAN**

## **FINANCE DIRECTOR'S BUDGET MESSAGE**

### **STREET MAINTENANCE OPERATIONS & ADMINISTRATION**

**FISCAL YEAR 2012/2013**

#### **Street Maintenance Operations & Administration 80's - 4011**

This is the largest Maintenance and Operation (4011) Budgets in Public Works and is funded by Measure C (88 4011) and TDA and Other Street Funds (Funds 80 through 85 and 87, Activity 4011). This budget includes costs for the maintenance and repair of local streets, curbs and sidewalks, street lights and tree trimming along the streets.

Most of this budget is used to cover Personnel costs of City employees who perform most of these duties. It also includes the Street Sweeping contract for \$83,000 which is funded in part by Street Sweeping fees paid by City Utility customers and funds from CalTrans for street sweeping along State Routes 145 & 180.

This budget is under the direction of the Public Works Director and his staff, with assistance from the City Engineer.

**Respectfully Submitted,**

Tim Przybyla, Finance Director  
June 20, 2012

## Street Fund Revenue Summary

FY 2012-2013

Fund	Object	Project	Activity	Sub-Obj	Description	10/11	11/12	11/12	12/13
						Actual	Budget	Estimated Actual	Budget
81.0	4011	515 01 00			Trans from GF-Util. Old Town LME	15,054	15,100	15,054	15,054
80.0	0099	334 43 00			Trans from Solid Waste	34,000	34,000	34,000	34,680
80.0	0000	334 00 00			Caltrans Street Sweeping Share	22,687	17,366	22,687	22,687
81.0	0000	335 20 00			2105 Gas Tax	73,780	76,092	60,132	62,000
81.0	0000	361 01 00			Interest	1,491	900	799	500
82.0	0000	335 20 00			2106 Gas Tax	43,883	46,002	38,900	46,922
82.0	0000	361 01 00			Interest	1,497	0	1,582	0
83.0	0000	335 20 00			2107 Gas Tax	98,538	101,184	89,721	93,000
83.0	0000	361 01 00			Interest	5,337	2,500	4,034	2,500
84.0	0000	335 20 00			2107.5 Gas Tax	3,000	3,000	0	3,000
84.0	0000	361 10 00			Interest	12	0	6	0
85.0	0000	314 03 00			SB 325 III Bicycle & Ped. Improv.	7,197	9,800	7,274	7,419
85.0	0000	361 01 00			Interest	41	300	39	300
87.0	0000	314 08 00			SB 325 VIII	315,201	234,200	328,435	335,004
87.0	0000	361 01 00			Interest	14,182	5,000	8,721	5,000
88.0	0000	314 88 00			Measure C - Street Maintenance	137,421	133,849	134,266	150,906
88.0	0000	315 88 00			Measure C - ADA	4,618	4,685	4,516	5,282
88.0	0000	316 88 00			Measure C - Flexible Funding	161,156	156,169	157,428	178,527
88.0	0000	361 01 00			Interest	151	500	69	500
89.0	0000	334 XX 00			Federal & State Street Grants	725,737	435,897	169,463	759,300
89.0	0000	361 01 00			Interest	0	0	0	0
95.0	0000	335 20 00			Traffic Congestion Relief - Prop 42	136,157	117,800	168,431	159,343
95.0	0000	361 01 00			Interest	747	1,830	247	200
						<b>1,801,887</b>	<b>1,396,174</b>	<b>1,245,804</b>	<b>1,882,124</b>

**City of Kerman Municipal Budget**  
**Street Maintenance, Operations & Administration - Measure C**  
(Previously Budgeted as Fund 80.0)

**FY 12/13**

**Activity: 4011**  
**Fund: 88.0**  
**Department: Public Works**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
<b>Street Maintenance:</b>										
88.0	4011	410	10	00	Salaries		153,492	174,805	174,805	173,983
88.0	4011	410	30	00	Overtime		3,901	4,500	4,500	4,500
88.0	4011	410	35	00	Stand By		2,650	732	732	2,668
88.0	4011	420	00	00	Fringe Benefits		70,340	57,541	57,541	65,469
<b>Subtotal</b>							<b>230,383</b>	<b>237,578</b>	<b>237,578</b>	<b>246,620</b>
88.0	4011	510	01	00	Contract Services			25,000	5,000	5,000
88.0	4011	521	01	00	Office Supplies		303	800	800	800
88.0	4011	521	02	00	General Supplies		45,258	45,000	45,000	45,000
88.0	4011	521	06	00	Uniforms		732	669	669	669
88.0	4011	545	00	00	Vehicle - Equipment Rental Internal		24,448	38,131	38,131	36,082
88.0	4011	546	00	00	Computer - Equipment Rental Internal		1,582	2,090	2,090	2,090
88.0	4011	550	00	00	Insurance		2,606	2,833	2,833	2,967
88.0	4011	551	01	00	Communications - Telephone		432	400	1,300	1,300
88.0	4011	551	02	00	Communications - Cellular Phone		393	350	350	350
88.0	4011	552	02	00	Public Notice		0	200	200	200
88.0	4011	554	01	00	Travel/Conf/Meetings		600	500	500	500
<b>Subtotal M&amp;O</b>							<b>76,354</b>	<b>115,974</b>	<b>96,874</b>	<b>94,958</b>
<b>Subtotal Operations</b>							<b>306,737</b>	<b>353,551</b>	<b>334,451</b>	<b>341,578</b>
88.0	4011	600	03	02	Material bunkers (slabs & casons)		950			
88.0	4011	600	03	17	Solar Stop Signs		0	8,000	8,000	8,000
88.0	4011	600	03	19	Radio System			900	900	
88.0	4011	600	03	20	200 Gal. Spray Tank w/ Gun					4,500
<b>Subtotal</b>							<b>950</b>	<b>8,900</b>	<b>8,900</b>	<b>12,500</b>
<b>Total Operational Expenditures</b>							<b>307,687</b>	<b>362,451</b>	<b>343,351</b>	<b>354,078</b>
									Budget to Budget Increase/(Decrease)	(8,373)
										-2.3%
									Amended to Budget Increase/(Decrease)	10,727
										3.1%

**Remarks on Budget Request**

**I. Personnel:**

- |                              |                                 |
|------------------------------|---------------------------------|
| 6% City Manager              | 38.4% PW Lead Supervisor        |
| 3.2% City Clerk              | 24% PW Lead Supervisor          |
| 4.8% Finance Director        | 32% PW Lead Supervisor          |
| 8% Sr Acct/Personnel Officer | 32% PW Maintenance Tech.        |
| 19.2% Public Works Director  | 28% Maintenance Worker          |
| 32% PW Operations Coord.     | 36% Maintenance Worker          |
| 12% Mechanic                 | 28% PW Maintenance Tech.        |
| 6% City Manager's Secretary  | 22% PW Maintenance Specialist   |
| 4.8% PW Admin. Secretary     | 2% Planning & Dev Services Dir. |

80% of Streets payroll costs are being charged to Measure C. 20% is being charged to Article VIII (Fund 87.0).

**II. M & O Costs:**

- 510 01 00 Contract Services - Public Works Director requested \$25,000 for street projects requiring outside services in 11/12. Reduced to \$5,000 in 12/13, due to lack of use of budget in 11/12.
- 551 01 00 Communications - Telephone - Higher percentage of phone costs were allocation to Streets than anticipated in 11/12.

**III. Capital Items:**

- 600 03 12 Solar Stop Signs for one four-way intersection - four signs total.
- 600 03 18 Radio System - This amount represents this budgets portion of the approximately \$30,000 total cost of new Radio System.

**City of Kerman Municipal Budget**  
**Street Maintenance, Operations & Administration - TDA and Other**

**FY 12/13**

**Activity: 4011**  
**Fund: 80 through 85 and 87**  
**Department: Public Works**

Fund	Object	Project	09/10	10/11	11/12	11/12	12/13	
Activity	Sub Obj.	Description	Actual	Actual	Budget	Amended Budget	Budget	
87.0	4011	410 10 00		49,617	43,701	43,701	43,714	
87.0	4011	410 30 00		1,136	2,000	2,000	2,000	
87.0	4011	410 35 00		638	661	661	674	
87.0	4011	420 00 00		20,420	19,490	19,490	21,590	
<b>Subtotal</b>				<b>71,811</b>	<b>65,852</b>	<b>65,852</b>	<b>67,978</b>	
80.0	4011	510 01 00		78,015	80,000	80,000	83,000	
84.0	4011	510 03 00		2,256	6,000	13,200	6,000	
83.0	4011	510 04 00		2,000	2,000	2,000	2,000	
81.0	4011	510 05 00		7,000	7,000	7,000	7,000	
81.0	4011	510 06 00		1,827	6,000	6,000	6,000	
81.0	4011	515 01 00		38,344	20,000	37,800	37,800	
87.0	4011	521 06 00			167	167	167	
<b>Subtotal M&amp;O</b>				<b>129,442</b>	<b>121,167</b>	<b>146,167</b>	<b>141,967</b>	
<b>Subtotal Operations</b>				<b>201,253</b>	<b>187,019</b>	<b>212,019</b>	<b>209,945</b>	
82.0	4011	600 03 04		7,500	7,500	7,500	7,500	
85.0	4011	600 03 14		14,291	10,000	10,000	10,000	
82.0	4011	600 03 05			10,000	10,000	10,000	
<b>Subtotal</b>				<b>21,791</b>	<b>27,500</b>	<b>27,500</b>	<b>27,500</b>	
<b>Total Expenditures</b>				<b>223,044</b>	<b>214,519</b>	<b>239,519</b>	<b>237,445</b>	
							Budget to Budget Increase/(Decrease)	22,926
								10.7%
							Amended to Budget Increase/(Decrease)	(2,074)
								-0.9%

**Remarks on Budget Request**

**f. Personnel:**

- |                               |                                   |
|-------------------------------|-----------------------------------|
| 1.5% City Manager             | 9.6% PW Lead Supervisor           |
| 0.8% City Clerk               | 6% PW Lead Supervisor             |
| 1.2% Finance Director         | 8% PW Lead Supervisor             |
| 2% Sr Acct/Personnel Officer  | 8% PW Maintenance Tech.           |
| 4.8% Public Works Director    | 7% Maintenance Worker             |
| 8% PW Operations Coord.       | 9% Maintenance Worker             |
| 3% Mechanic                   | 7% PW Maintenance Tech.           |
| 1.5% City Manager's Secretary | 6% PW Maintenance Specialist      |
| 1.2% PW Admin. Secretary      | 0.5% Planning & Dev Services Dir. |

20% of the Streets payroll costs are being charged to Fund 87.0. The balance is charged to Measure C (Fund 88.0)

**II. M & O Costs:**

- 510 01 00 No increase in Street Sweeping contract for 2010/2011, based on CPI and street miles remaining virtually the same.
- 510 03 00 Exceeded 11/12 Budget due to Speed Studies (\$4,640) and Applications (\$8,054) for \$850,000 of RSTP & CMAQ Funding.
- 510 05 00 Tree Trimming - Trimming of palm trees is done bi-annually. Did not get to this in 10/11. Delayed until 11/12.
- 515 01 00 Utilities-Net of Transfer in from 10.0.4011 - \$15,054 is transferred in from 10.0 4011. Net cost should be about \$37,800.

**III. Capital Items:**

- 82.0 4011 600 03 04 Construct Shade structure, concrete slab and lighting for yard south of railroad. Moved from 10/11 to 11/12.
- 85.0 4011 600 03 14 Sidewalk Repair = \$10,000. Another \$35,000 is being funded by Article VIII (87.0 4024) and \$5,000 from Fund 95.0.
- 82.0 4011 600 03 05 Upgrade landscape in Kearney Avenue median West of Del Norte
- 84.0 4011 510 03 00 Engineering costs were high in 11/12 due to Traffic Studies, which were requested by PD.

**FISCAL YEAR 2012/2013  
PRELIMINARY BUDGET PRESENTATION  
CAPITAL IMPROVEMENT BUDGETS ALL FUNDS - 4024**

**FINANCE DIRECTOR'S BUDGET MESSAGE**

The Five Year – Capital Improvement Plan (CIP) for fiscal years 2011/12 to 2015/16 will be presented to Council for consideration of approval at the July 18, 2012 Council meeting. As will be documented in the Five Year Capital Improvement Plan, many of the planned projects and equipment items planned for 2011/12 were either eliminated or moved out for consideration in future years. This Preliminary CIP “action plan” was used to develop the 2012/13 Capital Improvement Budget for each of the respective City Funds.

Following are brief summaries of each of the City's Capital Improvement budgets. Although Funds 11 and 17 presented in this section of the budget, they are not capital expenditure budgets and will be included grouped with the General Fund in future presentations. However, they both relate to the management of capital projects and are included in the Five-Year CIP. And, like many of the capital expenditure budgets, Funds 11 and 17 are also funded by development impact fees.

**11 4011 Administration & Accounting (CIP & Development Impact Fees (DIF))**

Contract Services were amended to \$5,000 in FY 11/12 and \$4,000 is budgeted for 12/13. No Salaries or other expenses are included in this budget since the 11/12 Budget was prepared.

**17 4007 General Plan Updates**

No expenditures will be included in this budget until it has a positive cash balance.

**10 4024 Parks, Facilities & Equipment (Construction & Equipment) - General Fund**

This budget includes \$23,200 for CTC repairs in fiscal year 2012/2013.

**58 and 59 Parks Acquisition and Construction**

In FY 2012/2013, we are only budgeting for debt service on the Kerman PFA Bond funds which were used to purchase approximately 39 acres of property to be used for a future park. This debt service is now being split 50/50 between Funds 58 and 59.

## **78 Park Grants**

The only item in this budget for FY 2012/2013 is \$200,000 of funding from the Stewardship Council, for the construction of Katie's Kids Park.

## **12 CDBG Construction**

In FY 2012/2013, \$184,683 is budgeted for the Del Norte Sewer Main project.

## **14 Facilities Development Impact Fees**

In FY 2012/2013, we are budgeting \$51,278 for debt service on the Kerman PFA Bond funds which were used toward the City Hall Expansion project.

## **Fire 18 (No Budget/No Pages)**

The City collects the Development Impact Fees for North Central Fire District. When North Central has reached the point where a new station is necessary, those impact fees will be used for the construction of the new station. No expenditures are planned for several years.

## **41, 52, 53 and 54 4024 Water Construction**

The Water construction budget is funded principally from DIF (52, 53 and 54). However, Water Operational Reserves (41) will also finance the matching percentages of a number of improvements and equipment. California Consulting is helping the City seek grant funding for the \$600,000 that is budgeted in 2012/2013 for water meter installations in older parts of town. Another \$700,000 is budgeted to be paid from Major Facilities Impact Fees for the construction of Well 18, which will be located behind the shopping center on the northwest corner of Whitesbridge and Madera Avenues.

## **42, 55, 56 and 57 4024 Sewer Facilities Construction**

New Sewer Construction is funded principally from DIF. The Wastewater Treatment Plant Expansion project has been completed. This project was funded with a low interest loan from the State Revolving Loan Fund. We also received \$2 million in Stimulus Funds for this project in prior fiscal years. This fiscal year, the annual debt service of about \$274,724 on the SRF Loan begins. Half of this debt will be funded from fund 57 (Major Sewer Facilities DIF). The other half is included in Sewer Operations. An additional \$416,230 worth of projects will be funded from DIF for Sludge-Drying Beds and the Del Norte Sewer Main. Another \$10,000 is budgeted in Fund 42 for VHAC Repairs at the WWTP.

**48 and 49 4024 Storm Drain**

No Capital Project activity is budgeted in Storm Drain in FY 2012/2013.

**80, 81, 88, 91 and 95 4024 Street Construction**

Street Construction is funded from a variety of sources including funding through COG both of a competitive nature and County wide allocations. Other sources include: Gas Tax, Measure "C", Major Street Fees and Caltrans Cooperative Agreements, grants and development impact fees. The 2012/2013 Budget calls for \$2,623,100 of Street Construction Expenditures, which includes \$27,000 of reimbursements in each year.

**Respectfully Submitted,**

**Tim Przybyla, Finance Director**  
**June 20, 2012**



# CAPITAL IMPROVEMENT PROJECTS (C.I.P.) Budgets



<u>Fund</u>	<u>Activity</u>	<u>Description</u>	<u>Page #</u>
<b><u>PLANNING &amp; DEVELOPMENT</u></b>			
11	4011	Admin & Acct (CIP/Impact Fees)	57
17	4007	General Plan Updates (CIP/Impact Fees)	58
<b><u>PARKS</u></b>			
10	4024	Parks Acquisition & Construction	59
58, 59	4024	Parks Acquisition & Construction (Impact Fees)	60
78	4024	Parks Construction	61
<b><u>CDBG</u></b>			
12	4024	CDBG Construction	62
<b><u>FACILITIES CONSTRUCTION</u></b>			
14	4024	Facilities Construction	63
<b><u>WATER CONSTRUCTION</u></b>			
41, 52-54	4024	CIP Other Than "SRF"	64
<b><u>SEWER FACILITIES CONSTRUCTION</u></b>			
42, 55-57	4024	Sewer Facilities Construction	65
<b><u>STORM DRAIN</u></b>			
48 & 49	4024	Facilities Construction	66
<b><u>STREET CONSTRUCTION</u></b>			
Various	4024	Street Construction	67
		Street Projects	68
<b><u>DEVELOPMENT IMPACT FEE REVENUE SUMMARY</u></b>			
		Summary of Revenues, Expenditures and Fund Balances	69

## FY 2012/2013

**City of Kerman Municipal Budget  
CIP Administration**

**FY 12/13**

**Activity: 4011  
Fund: 11.0  
Department: Planning and  
Development Services**

Fund	Object	Project	Description		09/10	10/11	11/12	11/12	12/13
Activity	Sub Obj.				Actual	Actual	Budget	Amended Budget	Budget
11.0	4011	410	10	00	27,235	19,513	0	0	0
11.0	4011	420	00	00	9,611	6,757	0	0	0
<b>Subtotal Personnel</b>					<b>36,846</b>	<b>26,270</b>	<b>0</b>	<b>0</b>	<b>0</b>
11.0	4011	510	01	00	8,967	19,257	3,000	5,000	4,000
11.0	4011	545	00	00	1,710	495	0		0
<b>Subtotal M&amp;O</b>					<b>10,677</b>	<b>19,752</b>	<b>3,000</b>	<b>5,000</b>	<b>4,000</b>
<b>Total Expenditures</b>					<b>47,523</b>	<b>46,022</b>	<b>3,000</b>	<b>5,000</b>	<b>4,000</b>

**Funding**

CIP Admin. - Impact Fees					47,523	46,022	3,000	5,000	4,000
<b>Total Funding</b>					<b>47,523</b>	<b>46,022</b>	<b>3,000</b>	<b>5,000</b>	<b>4,000</b>
								Budget to Budget Increase/(Decrease)	1,000
									33.3%
								Amended to Budget Increase/(Decrease)	(1,000)
									-20.0%

**Remarks on Budget Request**

Note: This Fund started off the 11/12 fiscal year with a Cash Deficit balance of (\$134,282). As of June 1, 2012, that deficit has been reduced to (\$106,450). We will continue to minimize expenses to this fund until such time that there is a positive Cash balance in this Fund.

**I. Personnel :**

0% City Manager	0% Comm. Services Director
0% City Clerk	0% Planning & Dev Services Dir.
0% Finance Director	0% Public Works Director
0% Sr Acct/Personnel Officer	0% City Manager's Secretary

Salaries budget decreased for 10/11 due to slow down in development and less time being devoted to the development of the Five-Year Capital Improvement Program and management of Development Impact Fees. Due to deficit fund balance and diminished fee income, salaries are not being allocated to this fund and Contract Services budget has been slashed in 11/12.

**II. M&O Costs:**

Contract Services for CIP Administration are provided by the City Engineer, Gary Horn.

**III. Capital Items:**

None

**Program Elements:**

The CIP Administration Fund provides funding from Impact Fees for the preparation and administration of the Capital Improvement Plan (CIP).

**City of Kerman Municipal Budget  
General Plan Updates**

**FY 12/13**

**Activity: 4007  
Fund: 17.0  
Department: Planning and  
Development Services**

Fund	Object	Project	Description		09/10	10/11	11/12	11/12	12/13	
Activity	Sub Obj.				Actual	Actual	Budget	Estimated	Budget	
								Actual		
17.0	4007	410	10	00	Salaries	12,318	12,369	0	0	0
17.0	4007	410	30	00	Overtime	0	0	0	0	0
17.0	4007	420	00	00	Fringe Benefits	4,088	4,169	0	0	0
<b>Subtotal</b>					<b>16,406</b>	<b>16,538</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
17.0	4007	510	02	00	Sphere of Influence/App - LAFCo	0	0	0	0	0
17.0	4007	510	10	01	General Plan - Professional Svcs	203	0	0	0	0
17.0	4007	545	00	00	Vehicle - Equipment Rental Internal	462	253	0	0	0
<b>Subtotal M&amp;O</b>					<b>665</b>	<b>253</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>					<b>17,071</b>	<b>16,791</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Notes:** Due to deficit Fund Balance, diminished fee income and lack of activity in this program, no expenses are being charged to Fund 17 in 2011/2012. See City Engineer's Table 9 below to see what proposed expenses are not being included in this budget in 11/12, due to deficit fund balance. This Fund started off the 11/12 fiscal year with a Cash Deficit balance of (\$81,355). As of June 1, 2012, that deficit has been reduced to (\$71,242). We will continue to minimize expenses to this fund until such time that there is a positive Cash balance in this Fund.

**Remarks on Budget Request**

**I. Personnel:**

- 0% City Manager
- 0% Admin Sec/Planning Tech.
- 0% Planning & Dev Services Dir.
- 0% City Manager's Secretary

**II. M & O Costs:**

**III. Capital:**

None

**City of Kerman Municipal Budget  
Parks, Facilities & Equipment - General Fund**

**FY 12/13**

**Activity: 4024  
Fund: 10.0  
Department: Parks & Public Works**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Amended Budget	12/13 Budget
<b>Construction</b>										
<b>Facilities</b>										
10.0	4024	600	03	96	South Wing City Hall Improvement		64,231			
10.0	4024	600	03	97	CTC Fire Sprinkler Replacement			7,500	14,000	7,200
10.0	4024	600	03	11	CTC Banquet Chair Replacement					16,000
<b>Subtotal</b>						-	<b>64,231</b>	<b>7,500</b>	<b>14,000</b>	<b>23,200</b>
<b>Katie's Kids Park</b>										
10.0	4024	600	05	00	Katie's Kids Park - Design		2,611		7,000	
10.0	4024	600	05	01	Katie's Kids Park - Landscaping				10,000	
<b>Subtotal</b>						-	<b>2,611.00</b>	-	<b>17,000</b>	-
<b>Equipment</b>										
10.0	4024	600	03	19	New City Radio System (50%)			6,750	8,264	
<b>Subtotal</b>						-	-	<b>6,750</b>	<b>8,264</b>	-
<b>Total Expenditures</b>						-	<b>66,842</b>	<b>14,250</b>	<b>39,264</b>	<b>23,200</b>
									<b>Budget to Budget Increase/(Decrease)</b>	<b>8,950</b>
										<b>62.8%</b>
									<b>Amended to Budget Increase/(Decrease)</b>	<b>(16,064)</b>
										<b>-40.9%</b>

**Notes:**

Parks & Facility Construction Budgets are spread out over four capital budgets, in order to improve accounting for expenditures and revenues. Projects in this budget are funded through General Fund reserves (Fund 10.0) or Donations (as is the case with the Katie's Kids Park).

Yr. 11/12 projects are reflected in the 5-year Parks, Facilities & Equipment CIP.

**Remarks on Budget Request**

4024	600	03	96	South Wing City Hall Improvements - These costs were approved by Council and incurred during FY 10/11 to move the Planning and Development Department into City Hall in preparation for the lease of the 942 S. Madera Ave. building to Valley Health Team. A long-term lease agreement has been executed for this property.
4024	600	03	97	CTC Fire Sprinkler Replacement - 50% of the \$15,000 cost to replace defective fire-suppression sprinkler in the CTC. The project is to be 50% completed in June and 50% in July - funded by the General Fund (not from Fund 14.0 - DIFs).
4024	600	03	98	New Radio System - The City's radio system was expanded and updated in 11/12 to improve communication between City employees and to reduce monthly service costs paid to Nextel. The total cost for the radio system is slightly over budget, but is saving the City money on on-going cell phone costs.
4024	600	03	99	CTC Banquet Chair Replacement - 50% of the \$16,000 cost to replace 400 old folding chairs in the Community Teen Center. The other 50% is budgeted to come from Fund 14.0 - Facility & Equipment Impact Fees.

**City of Kerman Municipal Budget  
Parks Acquisition & Construction**

**FY 12/13**

**Activity: 4024  
Fund: 58.0, 59.0  
Department: Parks**

Fund	Object	Project	Description		09/10 Actual	10/11 Actual	11/12 Budget	11/12 Amended Budget	12/13 Budget
Activity	Sub Obj.								
<b>ACQUISITION</b>									
59.0	4024	540	00	00	62,829	63,777	62,593	20,262	20,296
59.0	4024	599	00	00					
59.0	4024	600	01	91					
59.0	4024	600	01	92					
59.0	4024	600	01	94					
<b>Subtotal</b>					<b>62,829</b>	<b>63,777</b>	<b>62,593</b>	<b>20,262</b>	<b>20,296</b>
<b>CONSTRUCTION</b>									
<b>Subtotal</b>					<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
58.0	4024	540	00	00				20,262	20,296
<b>Subtotal</b>					<b>-</b>	<b>-</b>	<b>-</b>	<b>20,262</b>	<b>20,296</b>
<b>Total Expenditures</b>					<b>62,829</b>	<b>63,777</b>	<b>62,593</b>	<b>40,524</b>	<b>40,591</b>
					<b>Budget to Budget Increase/(Decrease)</b>				<b>(22,001)</b>
									<b>-35.1%</b>
					<b>Amended to Budget Increase/(Decrease)</b>				<b>67</b>
									<b>0.2%</b>

**Notes:** Annual Bond Lease Payment Breakdown is located in the PFA Budget. (see page PFA-3) Allocation was changed in FY 11/12 to reflect the actual use of Bond Proceeds to purchase park property and expand the City Hall. Allocations changes were also necessary due to the dissolution of Redevelopment Agencies throughout California. Prior year adjustments were also done in FY 11/12 to reflect the actual use of Bond Proceeds for the respective Bond projects. These prior year adjustments resulted in a \$66,702 debit (expense) to Fund 58.0 and a \$123,377 credit (increase in Cash) to Fund 59.0.

**City of Kerman Municipal Budget  
Parks Construction**

**FY 12/13**

**Activity: 4024  
Fund: 78.0  
Department: Parks**

**GRANTS**

Fund	Object	Project	Description		09/10	10/11	11/12	11/12	12/13
Activity	Sub Obj.				Actual	Actual	Budget	Estimated Actual	Budget
<b>Construction</b>									
78.0	4024	600	05	01	CIWMB Tire Derivative Grant	99,552	0	0	0
					Katie's Kids Park Construction	0	0	0	200,000
<b>Subtotal</b>					<b>99,552</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>200,000</b>
<b>Equipment</b>									
<b>Subtotal</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>					<b>99,552</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>200,000</b>

**Notes:**

**Construction**

4024 600 03 99 Katie's Kids Park Construction - This portion of the project is funded by \$200,000 from the Stewardship Council Grant.

**City of Kerman Municipal Budget  
CDBG Construction**

**FY 12/13**

**Activity: 4024  
Fund: 12.0  
Dept: Administration**

Expenditures:						09/10	10/11	11/12	11/12	12/13
						Actual	Actual	Budget	Estimated	Budget
12.0	4024	600	03	01	Westside Curb Ramp Project (CDBG)					
12.0	4024	600	03	03	First Street Storm Drain (CDBG)	49,337	0	0	0	0
12.0	4024	600	03	05	Del Norte Sewer Main (CDBG)	159,327		216,655	55,000	184,683
<b>Total Expenditures</b>						<b>208,664</b>	<b>0</b>	<b>216,655</b>	<b>55,000</b>	<b>184,683</b>
						Budget to Budget Increase/(Decrease)				(31,972)
						Amended to Budget Increase/(Decrease)				129,683
										235.8%

**Notes:**

600 03 05 Del Norte Sewer Main (CDBG) - This project and amount only had engineering costs in FY 11/12. The project went out to bid in June of 2012. So, most of the project costs are being moved to FY 12/13.

**City of Kerman Municipal Budget  
Facilities Construction**

**FY 12/13**

**Activity: 4024  
Fund: 14.0  
Department: Public Works**

Fund	Object	Project	Description		09/10	10/11	11/12	11/12	12/13	
Activity	Sub Obj.				Actual	Actual	Budget	Estimated	Budget	
								Actual		
<b>Construction</b>										
14.0	4024	540	00	00	Lease Payment (PFA Bond)	60,316	61,226	60,089	60,089	51,278
					<b>Subtotal</b>	<b>60,316</b>	<b>61,226</b>	<b>60,089</b>	<b>60,089</b>	<b>51,278</b>
<b>Equipment</b>										
14.0	4024	600	04	19	New City Radio System (50%)	0	0	6,750	8,264	0
14.0	4024	600	04	37	PD Weapons & Less Lethal Tech	0	0	5,500	5,500	0
14.0	4024	600	04	18	PD Computer/Printers	0	3,700	0	0	0
14.0	4024	600	04	22	(2) Electric Vehicles - City Match	0	0	4,000	4,000	0
14.0	4024	600	03	97	CTC Fire Sprinkler Replacement	0	0	7,500	2,169	0
					<b>Subtotal</b>	<b>0</b>	<b>3,700</b>	<b>23,750</b>	<b>19,933</b>	<b>0</b>
					<b>Total Expenditures</b>	<b>60,316</b>	<b>64,926</b>	<b>83,839</b>	<b>80,022</b>	<b>51,278</b>
									<b>Budget to Budget Increase/(Decrease)</b>	<b>(32,561)</b>
										<b>-38.8%</b>
									<b>Amended to Budget Increase/(Decrease)</b>	<b>(28,744)</b>
										<b>-35.9%</b>

**Notes:**

These projects reflect the 5-year Facilities & Equipment Parks CIP approved on April 7, 2010. They are primarily funded by Facility & Equipment Development Impact Fees (DIF). However, some projects are also partially funded by other funds. For example, the Equipment Replacement Fund, Water & Sewer reserves and General Fund reserves, etc. In the final budget presentation the funds will be defined.

600 04 22 (2) Electric Vehicles - City Match - Moved to 2011/2012.

600 03 97 CTC Fire Sprinkler Replacement - 50% of the \$15,000 cost to replace defective fire-suppression sprinkler in the Community Teen Center shifted to 10.0 4024 (Gen. Fund) in FY 11/12 since Fund 14.0 is in a deficit Cash Balance Position. However, \$2,169 of the 11/12 budget for this line item was used for repairs to the partition walls in the CTC.

600 04 36 New Radio System - The City's radio system was expanded and updated to improve communication between City employees and to reduce monthly service costs paid to Nextel. The total project costs went slightly over budget, but the City is now saving on its on-going costs for cell phone services, as the radios require no such monthly costs.

**Note: Annual Bond Lease Payment Breakdown is located in the PFA Budget. Allocation was changed in FY 11/12 to reduce the allocation to Fund 14.0, which has a negative Cash Balance.**

City of Kerman Municipal Budget  
Water Construction

FY 12/13

Activity: 4024  
Fund: 41.0, 52.0, 53.0, 54.0  
Department: Public Works

Fund	Object	Project	Description		09/10	10/11	11/12	11/12	12/13	
Activity	Sub Obj.				Actual	Actual	Budget	Estimated	Budget	
								Actual		
<b>REIMBURSEMENTS</b>										
52.0	4024	600	03	01						
53.0	4024	600	03	01						
					0	16,465	0	0	0	
					-	16,465	-	-	-	
<b>CONSTRUCTION</b>										
<b>Operations</b>										
41.0	4024	600	03	16						
					0	0	12,500	12,500	0	
41.0	4024	600	03	19						
					0	0	5,400	5,400	0	
41.0	4024	600	04	00						
					14,283	0	15,256	15,256	0	
41.0	4024	600	04	23						
					0	0	0	6,754	0	
41.0	4024	600	04	37						
					39,336	0	600,000	0	600,000	
41.0	4024	600	04	39						
					415	4,240	0	0	0	
41.0	4024	600	04	46						
					0	0	0	0	0	
41.0	4024	600	04	47						
					0	0	0	0	0	
41.0	4024	600	04	48						
					0	0	0	0	6,000	
					<b>Subtotal</b>	<b>54,034</b>	<b>4,240</b>	<b>633,156</b>	<b>39,910</b>	<b>606,000</b>
<b>Water Oversize</b>										
53.0	4024	599	00	00						
					41,255	0	0	0	0	
					<b>Subtotal</b>	<b>41,255</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Water Major Facilities</b>										
54.0	4024	600	03	35						
					0	0	138,000	118,799	0	
54.0	4024	600	03	36						
					0	0	700,000	0	700,000	
54.0	4024	600	03	01						
					0	0	19,000	17,269	0	
54.0	4024	600	04	01						
					0	0	5,000	0	5,000	
					<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>862,000</b>	<b>136,068</b>	<b>705,000</b>
					<b>Total Expenditures</b>	<b>95,289</b>	<b>20,705</b>	<b>1,495,156</b>	<b>175,978</b>	<b>1,311,000</b>
								<b>Budget to Budget Increase/(Decrease)</b>	<b>(184,156)</b>	
									<b>-12.3%</b>	
								<b>Amended to Budget Increase/(Decrease)</b>	<b>1,135,022</b>	
									<b>645.0%</b>	

Notes:

- 41.0 4024 600 04 37 Water Meter System Completion - Project will not likely happen in FY 12/13, unless grant funding becomes available.
- 54.0 4024 600 03 35 Well 18 Test Well
- 54.0 4024 600 03 36 Well 18 Drilling, Pump & Motor for new well
- 54.0 4024 600 04 01 Secondary Water System Agreement - delayed until FY 12/13

**City of Kerman Municipal Budget  
Sewer Facilities Construction**

**FY 12/13**

**Activity: 4024  
Fund: 42.0, 55.0, 56.0, 57.0  
Department: Public Works**

Fund	Object	Project	09/10	10/11	11/12	11/12	12/13	
Activity	Sub Obj.	Description	Actual	Actual	Budget	Amended Budget	Budget	
<b>REIMBURSEMENTS &amp; FEE CREDITS</b>								
<b>Sewer Major Facilities</b>								
55.0	4024	599 00 00			57,000	-	100,540	
56.0	4024	599 00 00	8,046		120,000	-	35,690	
56.0	4024	599 00 00	38,975					
56.0	4024	599 00 00						
56.0	4024	599 00 00						
			<b>47,021</b>	<b>-</b>	<b>177,000</b>	<b>-</b>	<b>136,230</b>	
<b>CONSTRUCTION</b>								
<b>Sewer Major Facilities</b>								
57.0	4024	600 03 01			19,000	21,156		
57.0	4024	600 03 24	70,757	435,540	139,243	139,243		
57.0	4024	600 03 48	1,527,043	(59,040)	1,200,000	1,200,000		
57.0	0000	250 02 00			96,152	96,152		
57.0	4024	700 17 00					112,578	
57.0	4024	700 27 00					24,783	
57.0	4024	600 03 58	29,237	32,980				
57.0	4024	600 03 59	35,047	59,040				
57.0	4024	600 03 60					260,000	
			<b>1,662,084</b>	<b>468,520</b>	<b>1,454,395</b>	<b>1,456,551</b>	<b>417,362</b>	
<b>Sewer Operations</b>								
42.0	4024	600 03 63		0		12,000		
42.0	4024	600 03 46	9,039	0	15,000	0		
42.0	4024	600 03 58	7,972	0				
42.0	4024	600 03 59	5,782	32,155				
42.0	4024	600 03 60		6,000	8,000	8,000		
42.0	4024	600 03 61		15,000	40,000	133,800		
42.0	4024	600 03 62				16,000		
42.0	4024	600 03 63					10,000	
42.0	4024	600 03 19			3,600	3,600		
			<b>Subtotal</b>	<b>22,793</b>	<b>53,155</b>	<b>66,600</b>	<b>173,400</b>	<b>10,000</b>
			<b>Total Expenditures</b>	<b>1,731,898</b>	<b>521,675</b>	<b>1,697,995</b>	<b>1,629,951</b>	<b>563,592</b>
							<b>Budget to Budget Increase/(Decrease)</b>	<b>(1,134,403)</b>
								<b>-66.8%</b>
							<b>Amended to Budget Increase/(Decrease)</b>	<b>(1,066,359)</b>
								<b>-65.4%</b>

**Notes:**

- 55.0 4024 599 00 00 City match to CDBG funding for the Del Norte Sewer Main
- 56.0 4024 599 00 00 City match to CDBG funding for the Del Norte Sewer Main
- 57.0 4024 600 03 46 Irrigation Line to Nord property east of WWTP, \$15,000 carried over to 2011/2012.
- 57.0 4024 600 03 24 Balance of the \$500,000 cost of the Pump and Pipe project carried over to 2011/2012.
- 42.0 4024 600 03 02 New Roof for WWTP Control Room - Required in 2010/2011 to protect new electrical equipment in Control Room.
- 42.0 4024 600 03 46 Irrigation Line to Nord property, \$15,000 carried over to 2011/2012.
- 42.0 4024 600 03 60 Trailer for Portable Generator - to make generator that was removed from WWTP mobile.
- 42.0 4024 600 03 61 Repave WWTP Parking Lot - to replace deteriorated paving at WWTP.
- 42.0 4024 600 03 62 Radio System - This amount represents this budgets portion of the approximately \$30,000 total cost of new Radio System.
- 57.0 250 02 00 **SRF Loan Set-Aside** - This represents one-half of the 70% portion of the annual SRF Loan payment, which will begin in September of 2012. 30% of the loan payments will come from Fund 42.0 - Sewer Operations. As of the end of FY 11/12 one year worth of debt service funds will be set aside as reserves ( both here and in Fund 42) to ensure that funds are available to service the debt on the WWTP Expansion Project.
- 57.0 4024 700 17 00 Debt Service - SRF Loan Principal - In FY 12/13, 50% of the WWTP Expansion debt service will come from Fund 57.0
- 57.0 4024 700 27 00 Debt Service - SRF Loan Interest - In FY 12/13, 50% of the WWTP Expansion debt service will come from Fund 57.0

SRF Loan - In 2011, the City of Kerman completed the expansion of its Waste Water Treatment Plant. This project is funded by \$2 million of ARRA Grant money and a nearly \$5 million State Revolving Fund (SRF) Loan. The first annual loan payment is scheduled to be paid in September of 2012. Fund 42.0 will pay 50% of the loan and 50% will be paid out of the Sewer Major Facilities Impact Fee Fund (Fund 57.0). The total annual loan payment is estimated to be approximately \$274,720, which would result in annual debt service payments of \$137,360 coming from Fund 42 and \$137,360 coming from Fund 57.

**City of Kerman Municipal Budget  
Storm Drain Acquisition & Construction**

**FY 12/13**

**Activity: 4024  
Fund: 48.0 & 49.0  
Department: Public Works**

Fund	Activity	Object	Sub Obj	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
<b>BASIN ACQUISITION</b>										
48.0	4024	599	00	00	Impact Fee Reimbursements					
48.0	4024	600	01	01	Acquisition Basin B					
48.0	4024	600	01	02	Goldenrod Basin					
48.0	4024	600	01	03	Stanislaus Basin					
<b>Subtotal</b>						-	-	-	-	-
<b>REIMBURSEMENTS</b>										
49.0	4024	600	03	21	Tract No. 5222 (Boyd)		14,530			
49.0	4024	600	03	22	Panoche Creek Packing		0			
49.0	4024	600	03	23	Crossroads (Kashian)		10,000			
49.0	4024	600	03	15	Tract No. 5244 (Westco)					
<b>Subtotal</b>						0	24,530	0	0	0
<b>CONSTRUCTION</b>										
49.0	4024	599	00	00	Impact Fee Reimbursements					
49.0	4024	600	03	04	Sunset Ave. Storm Drain					
49.0	4024	600	03	09	Portable Water Pump (50%)					
<b>CONSTRUCTION BY DEVELOPERS</b>										
Tract No. 5928 (Covington)										
<b>Subtotal</b>						-	-	-	-	-
<b>Total</b>						0	24,530	0	0	0

**City of Kerman Municipal Budget  
Street Construction**

**FY 12/13**

**Activity: 4024  
Funds: 81, 83, 88 - 92, 95  
Department: Public Works**

Fund	Activity	Object	Sub Obj.	Project	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
<b>CITY PROJECTS</b>										
88.0	4024	600	03	03	Local Street Overlay - D St. & Alleys	258,391	-	-	-	-
87.0	4024	600	03	04	Local Street Sealing - Article 8	-	1,987	80,000	80,000	80,000
83.0	4024	600	03	32	Wooten Park Street Lighting Project	-	-	-	-	72,000
87.0	4024	600	03	31	Local Street Recon. - 7th Street	-	-	100,000	24,000	302,300
93.0	4024	600	03	01	Goldenrod @ UP Railroad	-	1,207	277,000	277,000	270,000
87.0	4024	600	03	29	Sidewalk Repair	-	65	35,000	35,000	-
95.0	4024	600	03	29	Sidewalk Repair	-	-	5,000	-	-
XX.0	4024	600	03	XX	Local Street Recon. - 4th, E & G	-	-	-	-	480,000
87.0	4024	600	03	33	Madera Ave. Crosswalk at San Joaquin	-	-	-	-	53,600
XX.0	4024	600	03	XX	Madera - Median L/S Design/Estimate	-	-	-	-	5,000
<b>Sub-Total</b>						<b>258,391</b>	<b>3,259</b>	<b>497,000</b>	<b>416,000</b>	<b>1,262,900</b>
<b>EQUIPMENT</b>										
83.0	4024	600	04	01	Asphalt Crack-Filling Equipment	48,134	-	-	-	-
89.0	4024	600	04	22	(2) Electric Vehicles - CMAQ	-	3,003	26,500	33,255	-
<b>Sub-Total</b>						<b>48,134</b>	<b>3,003</b>	<b>26,500</b>	<b>33,255</b>	<b>-</b>
<b>LOCAL MATCH FOR STATE &amp; FEDERAL PROJECTS</b>										
60.0	9091	600	03	01	Streetscape Master Plan Madera Ave.	-	-	7,500	7,732	-
88.0	4024	600	03	58	CDBG - First Street Storm Drain Overlay	-	-	-	-	-
87.0	4024	600	03	26	RSTP Kearney Blvd Medians	45,474	-	-	-	-
88.0	4024	600	03	27	RSTP Whitesbridge at Vineland	82,692	-	-	-	-
81.0	4024	600	03	29	RSTP - Stanislaus Ave. Recon.	-	-	54,000	14,500	49,500
81.0	4024	600	03	02	RSTP - First & Middleton	-	-	5,100	-	5,100
92.0	4024	600	03	15	CMAQ W/B & Vin. Signal Study	-	10,363	28,000	28,000	-
92.0	4024	600	03	16	CMAQ Whitesbridge & Vineland Signal	-	-	100,000	100,000	226,700
87.0	4024	600	03	32	CMAQ Bike Lanes & Sidewalk	-	53,330	201,600	169,000	152,600
88.0	4024	600	03	29	Congestion Mitg. & Air Quality (CMAQ)	-	20,200	-	-	-
<b>Sub-Total</b>						<b>128,166</b>	<b>83,893</b>	<b>396,200</b>	<b>319,232</b>	<b>433,900</b>
<b>STATE &amp; FEDERAL PROJECTS</b>										
89.0	4024	600	03	01	Streetscape Master Plan Madera Ave.	-	-	157,500	157,500	-
89.0	4024	600	03	58	First Street Storm Drain - ARRA	-	-	-	-	-
90.0	4024	600	03	68	Proposition 1B - Commerce Way	45,270	-	-	-	-
89.0	4024	600	03	28	Congestion Mitg. & Air Quality (CMAQ)	-	155,900	-	-	-
89.0	4024	600	03	26	RSTP Kearney Blvd Medians	19,554	369,929	-	-	-
89.0	4024	600	03	24	Stimulus - Kearney Blvd Medians	-	258,800	-	-	-
89.0	4024	600	03	27	RSTP Whitesbridge at Vineland	146,898	-	-	-	-
89.0	4024	600	03	16	CMAQ Whitesbridge & Vineland Signal	-	-	320,300	320,300	320,300
89.0	4024	600	03	29	RSTP - Stanislaus Ave. Recon.	-	20,171	253,000	253,000	253,000
89.0	4024	600	03	02	RSTP First & Middleton	-	-	38,500	-	43,600
89.0	4024	600	03	59	Whitesbridge Widening - Cal Trans	-	-	-	18,000	140,000
95.0	4024	600	03	02	Prop 42 Traffic Congestion Relief Project	-	285,355	-	-	-
90.0	4024	600	03	69	Prop 1B - Kearney & Madera	-	15,437	-	-	-
89.0	4024	600	03	XX	CMAQ Bike Lanes & Sidewalk	-	-	-	-	142,400
<b>Sub-Total</b>						<b>211,722</b>	<b>1,085,592</b>	<b>769,300</b>	<b>748,800</b>	<b>899,300</b>
<b>MAJOR STREETS - REIMBURSEMENTS</b>										
91.0	4024	600	03	30	Reimb. - Tract No. 5043 - Boyd	-	15,673	-	-	-
91.0	4024	600	03	31	Reimb. - Tract No. 5160 - Covington	-	-	-	-	-
91.0	4024	600	03	32	Reimb. - Tract No. 5244 - Westco	-	35,000	41,939	41,939	27,000
91.0	4024	600	03	33	Reimb. - Tract No. 5191 - Covington	-	-	16,383	16,383	-
91.0	4024	600	03	34	Reimb. - Tract No. 5329 - Jonathan	-	-	21,000	21,000	-
<b>Sub-Total</b>						<b>-</b>	<b>50,673</b>	<b>79,322</b>	<b>79,322</b>	<b>27,000</b>
<b>Total Expenditures</b>						<b>646,413</b>	<b>1,226,420</b>	<b>1,768,322</b>	<b>1,596,609</b>	<b>2,623,100</b>
						<b>Budget to Budget Increase/(Decrease)</b>				<b>854,778</b>
										<b>48.3%</b>
						<b>Amended to Budget Increase/(Decrease)</b>				<b>1,026,491</b>
										<b>64.3%</b>

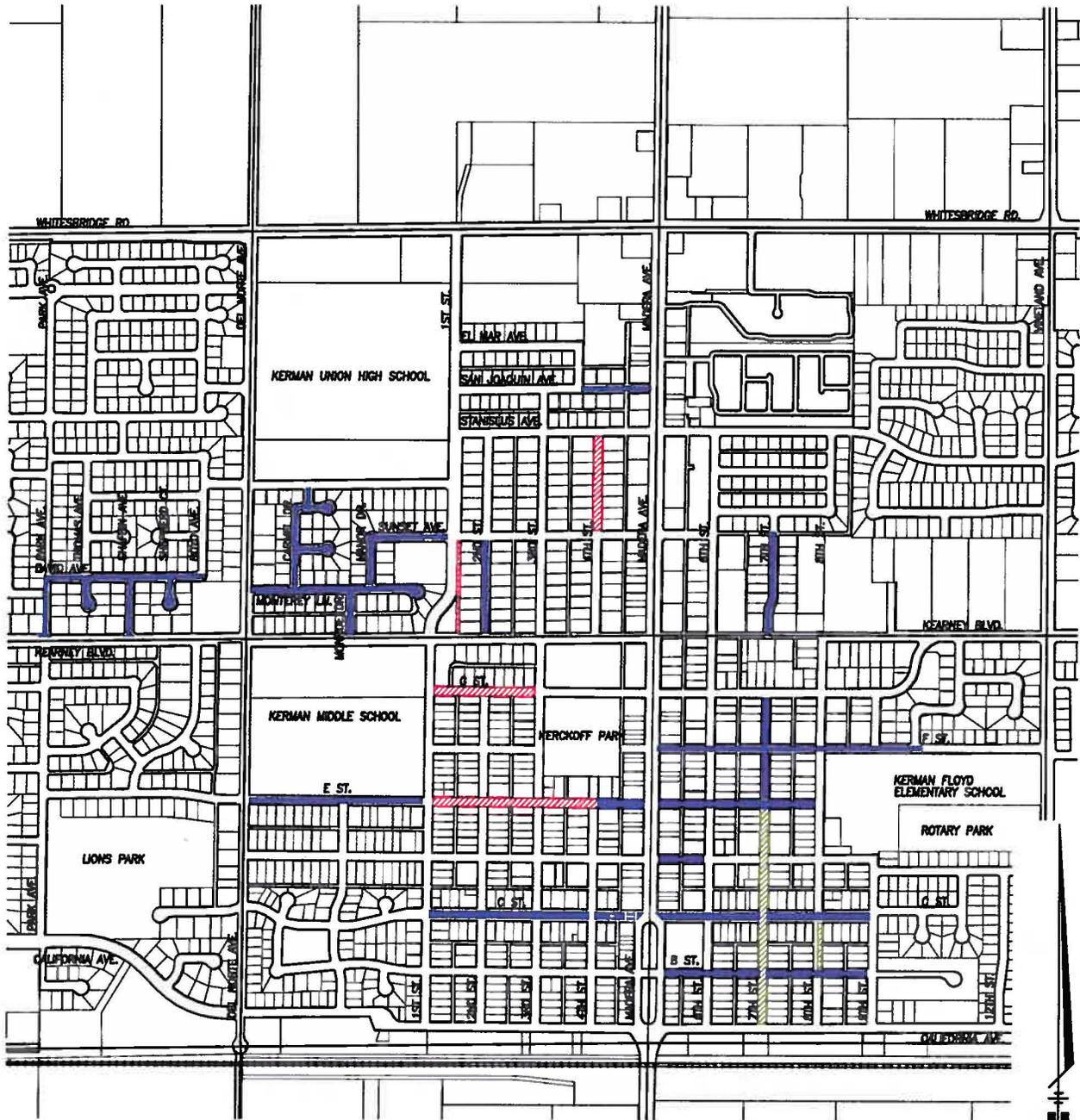
**Notes:**

Funding for Street Construction comes from numerous sources. Per our auditors, this year we are showing the projects' cost and the operational cost (see Measure C, TDA and Other budgets) instead of charging everything to streets (fund 80).

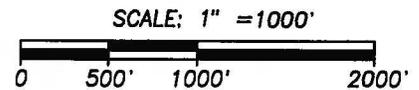
- 89.0 4024 600 03 26 RSTP Project requires 11.5% local match. However, estimated project cost is \$833,000 - Grant amount is \$546,600
- 91.0 4024 600 03 XX Fee credits given for construction of major streets. Amounts past current year are unknown. Actual reimbursements subject to funds available.
- 95.0 4024 600 03 28 CMAQ Project requires 11.5% local match

**Funds:**

- 12 Community Development Block Grant (CDBG)
- 81 Gas Tax - 2105
- 83 Gas Tax - 2107
- 87 Article 8
- 88 Measure C
- 89 Federal Grants
- 90 State Grants
- 91 Development Impact Fees - Major Streets
- 92 Development Impact Fees - Signals
- 95 Traffic Congestion Relief



-  CRACK FILL & SEAL
-  12/13 RECONSTRUCTION
-  11/12 RECONSTRUCTION



 <p><b>YAMABE &amp; HORN ENGINEERING, INC.</b></p> <p>1300 EAST SHAW AVE. SUITE 178 FRESNO, CA 93710</p> <p>TEL (559) 244-3123 FAX (559) 244-3120</p>	<p><b>Ref. &amp; Rev.</b></p> <p>6/14/12</p>	<p><b>CITY OF KERMAN</b></p> <p>2012 STREET PROJECTS</p> <p><b>STREET SEALING LOCATIONS AND RECONSTRUCTION</b></p>	<p>Dr. By: <u>JP</u></p> <p>Ch. By: <u>GH</u></p> <p>Date: <u>12/09/2011</u></p> <p>YH Job No. <u>11-307</u></p> <p>Sheet No. <u>1</u></p> <p>of <u>1</u> Sheets</p>

## Impact Fee Revenue Summary FY 2012-2013

Fund	Object	Project	Description	10/11 Actual	11/12 Budget	11/12 Estimated Actual	12/13 Budget
<b>General Impact Fees</b>							
11.0	0000	344 50 00	CIP Administration Impact Fees	12,600	12,600	18,347	20,000
14.0	0000	344 50 00	Facilities Impact Fees	45,600	45,600	44,200	40,000
17.0	0000	344 50 00	General Plan Update Impact Fees	17,600	17,600	10,458	10,000
18.0	0000	344 50 00	Fire Station Impact Fees	36,360	36,360	22,775	33,330
58.0	0000	344 50 00	Park Development Impact Fees	86,805	86,805	82,596	20,000
59.0	0000	344 50 00	Park Development - Qulmby I/F	33,525	33,525	11,061	20,000
91.0	0000	344 50 00	Major Street Impact Fees	89,593	89,593	12,507	40,000
92.0	0000	344 50 00	Street Signals Impact Fees	15,658	15,658	6,800	10,000
93.0	0000	344 50 00	Railroad Crossing Impact Fees	18,930	18,930	8,680	12,000
Subtotal				356,671	356,671	217,424	205,330
<b>Enterprise Impact Fees</b>							
<b>WATER</b>							
52.0	0000	344 50 00	Water Front Footage Impact Fees	30,240	30,240	215	3,000
53.0	0000	344 50 00	Water Oversize Impact Fees	17,808	17,808	9,205	12,000
54.0	0000	344 50 00	Water Major Facility Impact Fees	123,480	123,480	90,394	80,000
Subtotal				171,528	171,528	99,814	95,000
<b>SEWER</b>							
55.0	0000	344 50 00	Sewer Front Footage Impact Fees	32,184	32,184	437	3,000
56.0	0000	344 50 00	Sewer Oversize Impact Fees	35,128	35,128	8,176	20,000
57.0	0000	344 50 00	Sewer Major Facility Impact Fees	122,280	122,280	61,628	70,000
Subtotal				189,592	189,592	70,241	93,000
<b>STORM DRAIN</b>							
48.0	0000	344 50 00	Storm Drain Facilities Impact Fees	67,530	67,530	9,071	30,000
49.0	0000	344 50 00	Storm Drain Basin Impact Fees	15,689	15,689	6,385	10,000
Subtotal				83,219	83,219	15,456	40,000
Total Enterprise Impact Fees				444,339	444,339	185,511	228,000
Grand Total - All Impact Fees				801,010	801,010	402,935	433,330

**Note: See the City of Kerman Five-Year Capital Improvement Program for further Impact Fee Information.**

# STAFFING

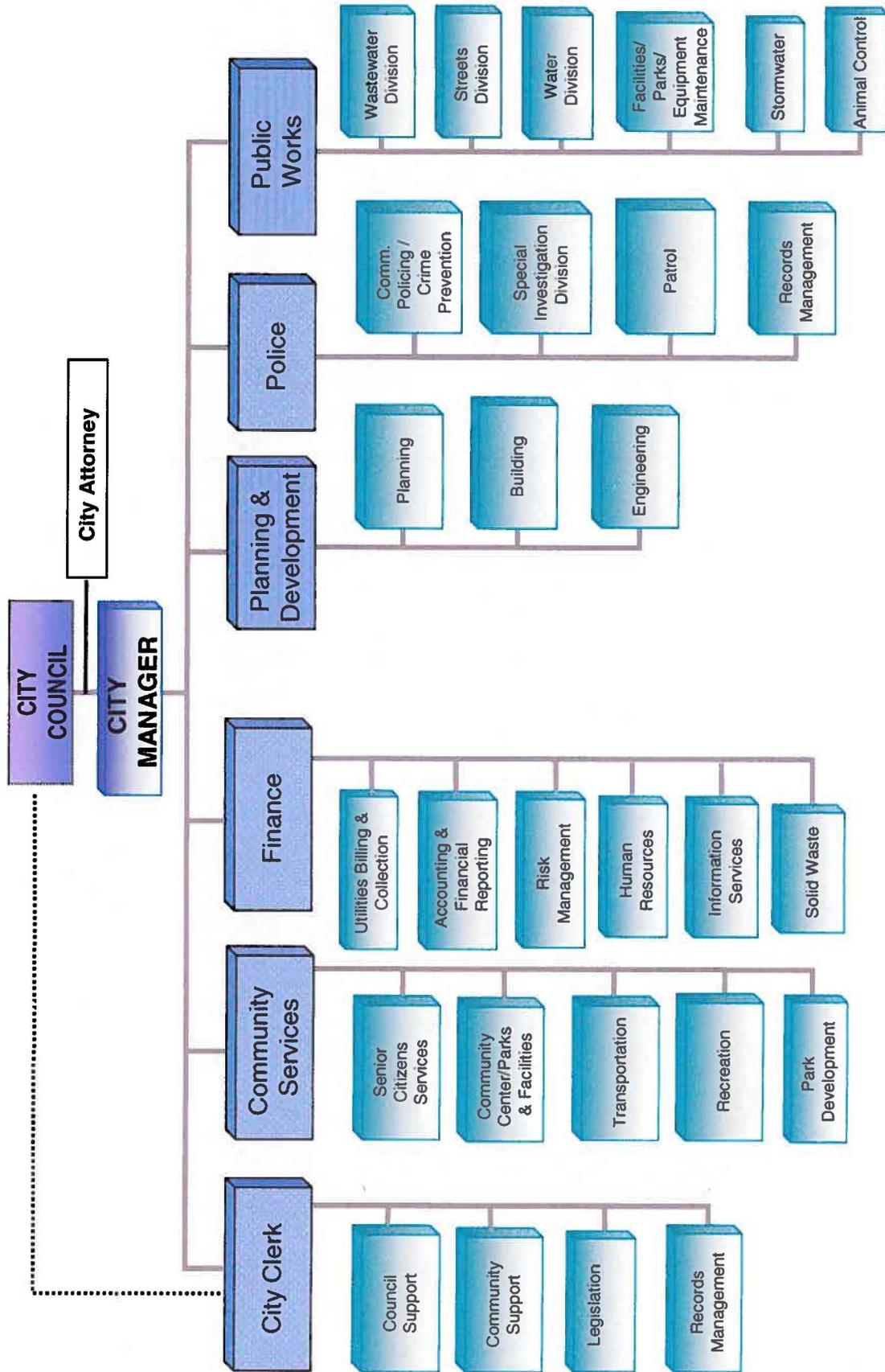


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	<u>Page #</u>
<b>ORGANIZATION CHART</b>	<b>70</b>
<b>PAYROLL ALLOCATION (All Funds)</b>	<b>71</b>

**FY 2012/2013**

# City of Kerman Organizational Chart



# PAYROLL ALLOCATION SUMMARY

General Admin.	Planning	Com. Svc. Admin.	Senior Svc. Admin.	Com. Svc. Svc. Ctr.	Pool Operations	Planned Rac	Youth Svc. Bar	Comm. Teen Ctr.	Buildings & Parks	Weed Abatement	Animal Control	Bldg. Inspct.	Sr. Ctr. Service	Finance Admin.	City Council	Legis. Admin.	Impact Admin.	Gen. Plan Update	Police Dept.	SLESF Grant	
1002	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	11.0	17.9	3011	3063	
1 City Manager	5.0%	2.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
2 City Clerk	10.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
3 City Managers Secretary	5.0%	2.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
4 Finance Director	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
5 Sr. Accy/Personnel Officer	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
6 Junior Accountant	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
7 Account Clerk II	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
8 Account Clerk II	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
9 A/R Receptionist	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
10 Comm. Services Director	0.0%	0.0%	46.0%	43.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
11 Community Center Coord.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	90.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
12 Recreation Coord.	0.0%	0.0%	0.0%	0.0%	0.0%	25.0%	35.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
13 Information & Referral Coord.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
14 Van Driver/Nutrit. Coord.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
15 Parks & Facility Mtrc.	0.0%	0.0%	100.0%	52.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
16 General Maint. Worker	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
17 Van Driver	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
18 CS Secretary	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
19 Planning & Dev. Services Dir.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
20 Admin. Sec/Planning Tech.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
21 Bldg. Permits Clerk Non-Cart	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
22 Building Official	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
23 Building Inspector	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
24 Abatement/Animal Control	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
25 Public Works Director	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
26 PW Admin. Secretary	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
27 PW Operations Coord.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
28 PW Lead Supervisor	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
29 PW Lead Supervisor	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
30 PW Lead Supervisor	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
31 Mechanic	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
32 PW Maintenance Tech.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
33 Maintenance Worker	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
34 Maintenance Worker	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
35 Maintenance Worker	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
36 PW Maintenance Tech.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
37 PW Maintenance Specialist	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
38 Water & WWTP Manager	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
39 WWTP & Water Op. II	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
40 Maintenance Specialist	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
41 WWTP & Water Op. I in Training	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
42 WWTP & Water Op. II	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
43 Water Conservation Tech.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
44 Chief of Police (1)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
48 Sergeants (4)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
49 Corporals (1)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
61 Police Officers (12)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
64 Support Staff - Non Sworn (3)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
65 SLESF Officer (State Grant)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%

NOTE: With 65 full-time authorized positions and 5 of them vacant, this budget funds 58 full-time positions (plus several part-time employees that are not included in this allocation).



# PUBLIC FINANCING AUTHORITY FUND 13



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## Description

## Page #

Revenue Summary

PFA-1

Expense Summary

PFA-2

Bond Lease Payment Breakdown

PFA-3

**FY 2012/2013**

# Public Finance Authority (PFA) Fund Revenue Summary

FY 2012/2013

Fund	Object Activity	Project Sub-Obj	Description	09/10 Actual	10/11 Actual	11/12 Budget	11/12 Final Budget	12/13 Budget
13.0	0000	361 02	00 Lease Income	238,749	242,352	239,352	239,352	237,853
13.0	0000	361 01	00 Interest Income	18				
				238,767	242,352	239,352	239,352	237,853

**Notes:**

Lease Income is collected from various City and RDA funds to service their portion of the debt. The breakdown of those cost allocations can be seen on page PFA-3. In October of 2007, the Kerman Public Finance Authority (PFA) issued the Lease Revenue Bonds in the amount of \$3,930,000. The principal payments are made every October 1, beginning in 2008 and terminating in 2037. Interest is paid semi-annually each April and October, with interest rates ranging from 3.5% to 4.75%.

**City of Kerman Municipal Budget  
Public Financing Authority**

**FY 2012/2013**

Activity: **4024**  
Fund: **13.0**  
Department: **Public Finance Authority**

Fund	Object	Project			Description	09/10	10/11	11/12	11/12	12/13
Activity	Sub Obj.	Sub Obj.				Actual	Actual	Budget	Final Budget	Budget
<b>Acquisition</b>										
13.0	4024	600	01	96	Community Park	644,037	1,360		85	
<b>Sub-Total</b>						<b>644,037</b>	<b>1,360</b>	<b>-</b>	<b>85</b>	<b>-</b>
<b>Maintenance and Operations</b>										
13.0	5005	510	10	00	Professional Services-Admin Fee	1,500	1,500	1,500	1,500	1,500
<b>Sub-Total</b>						<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
<b>Construction and Equipment</b>										
13.0	4024	600	03	14	City Hall Parking Lot	128,758				
13.0	4024	600	03	18	City Hall Expansion Project (Bonds)	69,571				
13.0	4024	600	03	19	Planning Building Improvements	1,296				
13.0	4024	600	03	88	Master Plan Design (Regional Park)	16,826		9,000	-	9,000
13.0	4024	600	04	01	Finance Desks/Modules & Shelves	1,914				
13.0	4024	600	04	35	Council Chambers Furn & Equip					
13.0	4024	600	04	36	Video Conference Equipment	5,214				
13.0	4024	600	04	37	Projector for Council Chamber		1,325	4,800		
<b>Sub-Total</b>						<b>223,579</b>	<b>1,325</b>	<b>13,800</b>	<b>-</b>	<b>9,000</b>
<b>Debt Service</b>										
13.0	5005	700	01	00	Debt Service - Principal	70,000	75,000	75,000	75,000	80,000
13.0	5005	700	02	00	Debt Service - Interest	168,753	165,852	165,853	162,852	159,753
<b>Sub-Total</b>						<b>238,753</b>	<b>240,852</b>	<b>240,853</b>	<b>237,852</b>	<b>239,753</b>
<b>Total Expenditures</b>						<b>1,106,369</b>	<b>245,036</b>	<b>256,153</b>	<b>239,437</b>	<b>250,253</b>

**Notes:**

The balance of the bond proceeds and related interest earnings have dwindled down to approximately \$16,000 as of June 30, 2011. The only non-recurring expenditure in 2011/2012 is \$9,000 which is budgeted for Master Plan Design of the Regional Park, which is to be located near the northeast corner of California and Goldenrod Avenues. Once the balance of approximately \$16,000 has been expended, the only activity in this fund will be the annual debt service payments and administrative fees which are paid to Wells Fargo Bank for administering the payments to bondholders.

City of Kerman  
Annual Bond Lease Payment Breakdown

FY 12/13

Project	Annual Lease Pmt Allocations	Fund 10	Fund 14	Parks DIF Fund 58	Quimby Fund 59	Fund 60	Fund 41	Fund 42	Fund 43	Fund 47	Fund 75	Check Total
<b>City Hall Expansion</b>	170,926	21,366	51,278				42,731	34,185	17,093	1,709	2,564	170,926
	\$ 2,824,951	12.5%	30.0%				25.0%	20.0%	10.0%	1.0%	1.5%	100.0%
	2012/2013 Budget											
<b>Community Park</b>	40,591			20,296	20,296							40,591
	\$ 670,870			50.0%	50.0%							100.0%
	2012/2013 Budget											
<b>Bruno Property</b>	28,235	28,235										28,235
	\$ 466,655	100.0%										100.0%
	2012/2013 Budget											
<b>Total</b>	239,753	49,601	51,278	20,296	20,296		42,731	34,185	17,093	1,709	2,564	239,753
	3,962,476											
	239,753											

Total Bond  
Fiscal Yr 12/13 Payment

Total Bond	3,962,476
City Hall	71.28%
Park	16.93%
Bruno	11.78%
	100%
FY 12/13 Payment - Prin & Int	239,753

# SUCCESSOR AGENCY ADMINISTRATION



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## Description

## Page #

Revenue Summary & Highlights

SAA-1

Successor Agency Administration

SAA-2

**FY 2012/2013**

KERMAN REDEVELOPMENT SUCCESSOR AGENCY

RDA

FISCAL YEAR 2012-2013

Revenue:

The Successor Agency to the Kerman RDA is funded with \$250,000 to administer the winding-down of the RDA and its obligations. It also receives funding to pay debt and other recognized obligations of the former RDA. Because we are not sure how the funds that remain in the former RDA will be collected or allowed to be spent, we are not reporting on any such balances or projecting balances at this time. However, the anticipated revenues for fiscal year 2012/2013, which cover the anticipated expenditures are as follows:

					12/13	
					<u>Budget</u>	
66.0	0000	360	01	00	S/A Administration Fees	\$ 250,000
66.0	0000	360	02	00	ROPS Payments	\$ 246,671
Total						<u>\$ 496,671</u>

**RDA Successor Agency Budget 2012/13**  
**Successor Agency Administration**

Activity: 9091  
Fund: 66.0  
Department: Successor Agency

Fund	Object	Project		Description	12/13 Budget	
Activity	Sub Obj.					
66.0	9091	410	10	00	Salaries	
66.0	9091	410	20	00	Part-time Wages (Board)	138,464
66.0	9091	410	30	00	Overtime	
66.0	9091	410	35	00	Standby Pay	
66.0	9091	420	00	00	Fringe Benefits	
					<b>Subtotal</b>	<b>63,052</b>
						<b>\$ 201,516</b>
66.0	9091	510	03	00	Contract Services	
66.0	9091	510	10	00	Professional Services	14,831
66.0	9091	521	02	00	General Supplies	13,000
66.0	9091	521	06	00	Uniforms	
66.0	9091	540	00	00	Lease Payment (PFA Bond)	
66.0	9091	545	00	00	Vehicle - Equip Rental Internal	-
66.0	9091	546	00	00	Computer Replacement	501
66.0	9091	550	00	00	Insurance - Liability	2,528
66.0	9091	552	01	00	Public Notice	10,383
66.0	9091	554	01	00	Travel/Conferences	
66.0	9091	595	00	00	Supplemental ERAF Shift	
66.0	9091	560	00	00	Admin & Overhead	2,025
66.0	9091	570	00	00	Abatement	989
66.0	9091	590	00	00	Pass Through Agreements	
66.0	9091	599	00	00	Alternative Voluntary RDA Program Opt-In	
					<b>Subtotal M &amp; O</b>	<b>\$ 44,257</b>
						<b>\$ 245,773</b>
66.0	9091	600	03	03	Special Projects - Hacienda Heights	58,039
66.0	9091	700	01	00	USDA Loan - Principal	36,000
66.0	9091	700	02	00	USDA Loan - Interest	15,000
66.0	9091	600	03	08	New School Park Construction/Improv's	125,000
66.0	9091	700	02	00	Debt Service - Principal/State REDIP Loan	12,632
					<b>Subtotal</b>	<b>\$ 246,671</b>
					<b>Total Expenditures</b>	<b>\$ 492,444</b>

**Remarks on Budget Request**

**I. Personnel:**

**II. M & O Costs:**

- 510 03 00 Contract Services: County Admin Fees.
- 510 10 00 Professional Services: \$10,000 for Successor Agency Attorney services and \$3,000 for Auditor.

**III. Capital Items:**

**IV. Debt Service:**

- 600 03 03 Special Projects - Hacienda Heights - Commitment to pay Development Impact Fees on behalf of LMI Housing Project over six years.
- 700 01 00 USDA Loan - Principal on Community Pool Loan
- 700 02 00 USDA Loan - Interest on Community Pool Loan
- 600 03 08 New School Park Construction/Improv's - Commitment to pay for Park Improvements at Goldenrod Ball Fields.
- 700 02 00 Annual Debt Service on REDIP Loan. The original \$186,498 loan was for the design of and improvements to the Kerman Industrial Park Infrastructure Project. The loan will be paid off in 2019.