

CITY OF PLACERVILLE



ADOPTED OPERATING BUDGET 2011/2012

CITY OF PLACERVILLE
ADOPTED OPERATING BUDGET
2011/2012

CITY COUNCIL

Dave Machado, Mayor
Mark Acuna
Patty Borelli
Carl Hagen
Wendy Mattson

CITY CLERK

Susan Zito

CITY TREASURER

Kathy Trumbly

CITY MANAGER

M. Cleve Morris

CITY ATTORNEY

John Driscoll

DEPARTMENT HEADS

Steve Calfee, Director of Community Development
George Nielsen, Chief of Police
Randy Pesses, Director of Public Works
Dave Warren, Director of Finance
Steve Youel, Director of Community Services

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City of Placerville

3101 Center Street
Placerville, California 95667
(530) 621-CITY
Fax: (530) 642-5538

June 28, 2011

Honorable Mayor and
City Councilmembers of the
City of Placerville

Re: Fiscal Year 2011-2012 Budget Message

Dear Mayor Machado and Councilmembers:

I present to you the proposed operating budget for the City of Placerville for the Fiscal Year 2011-2012. Because this is my first year in Placerville, I have chosen to continue the current budget process with very few changes. In the coming years that may change as we look at ways to be more open, transparent and informative in our budget process. The budget document should be a tool used to educate our citizens.

The budget format is similar to last year's in that it again addresses revenues and expenditures on a departmental basis, as well as on a division/activity basis. This produces a more comprehensive document and allows the user to more readily identify revenues and expenditures on a department-by-department basis. The proposed budget continues to identify workload indicators for each department, by division thereof, as the foundation for the departmental expenditures.

The process in developing a proposed budget involves the Budget Team (comprised of the department heads) meeting as a group on several occasions and reviewing each department's ongoing annual expenditures, Capital Outlay requests and Alternative Service Levels requests. These requests are measured against each department's goals and objectives and ultimately the Council's identified goals. The requests are then prioritized, and the requests included in the proposed budget are arrived at through consensus only after lengthy and critical analysis. However, because of the severe economic times that we are and have been experiencing, many goals and objectives are just not fiscally achievable.

Priorities are established by consideration of Council directives and goals (including the results of the March Goal Setting Workshop), revenue generation, cost efficiency, health and safety, critical staffing needs, cost recovery, project delivery and improved public service and efficiency. Previous operating budget line item expenditures are reviewed with each department head and modified where warranted by past history.

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For the Fiscal Year 2011-2012 budget, staff entered the process knowing that while expenses for the Fiscal Year 2010-2011 were actually slightly under budget, revenues were also below budgeted amounts. Through conservative spending and monitoring of all revenues and expenditures, we have maintained a balanced budget and only used a minimal amount of contingency. However, again this year, there is no surplus to carry over into the 2011-2012 fiscal year. Such surpluses have been traditionally used to fund Capital Outlay requests and partially fund Capital Improvement projects.

Because there is no surplus to carry over, this year's General Fund budget expenditures include minimal Capital Outlay requests, such as a police vehicle, funded primarily by an Indian Gaming Grant. Also similar to the last fiscal year's budget, there is no funding for Community Promotions.

This year's proposed budget as presented also reflects certain assumptions. Sales tax revenues were projected to increase by 5.36% in 2010-2011. However, actual estimates to-date show an estimated .74% increase in sales tax. Based on state projections, as well as actual receipts through the first quarter of 2011, sales tax revenues are conservatively projected to increase by 4.80%, or \$140,402. The proposed budget reflects projected increases in health insurance, including medical, dental and vision. The budget continues the temporary change from full-exposure personnel cost budgeting to anticipated personnel costs based on actual employee trends. As a result, the Fiscal Year 2011-2012 General Fund Budget is \$6,361,457, or 1.26% less than the Fiscal Year 2010-2011 adopted budget.

In order to achieve a balanced budget, the proposed budget continues the 10% Mandatory Time Off personnel cost savings plan. The City also continues to realize savings through early retirements and use of Retired Annuitants to fill staffing gaps. Several new cost saving or revenue enhancement measures are also included in this year's budget. These include: elimination of rented storage space, re-amortization of PERS side funds, increase in fingerprint fee, proposed tow franchise program. Additional line item savings were realized in various areas including travel and training, which have been eliminated, except for mandatory training and reimbursable training. Mandated cost reimbursements are included in the amount of \$6,400.

Additional budget adjustments are being reviewed but are not included in the current proposed budget. These include: a new dental benefits program, changes to the chiropractic program, plan check review process, dispatch service, SRO program and janitorial services. The proposed budget also does not include any personnel salary increases either as a result of cost of living adjustments or the compensation and classification study. Finally, the budget does include a modest contingency in the amount of \$75,000.

Included with this document is the budget for both the Water Enterprise Fund and the Sewer Enterprise Fund. The budgets for these two enterprise funds are based on a full year of the recently adopted water and wastewater rates. In addition, with the passage of Measure H, changes are proposed to the Wastewater budget. A reduction in revenue from utility rates is shown with an offsetting increase in revenue from Measure J. In addition, the budget includes a minimum \$200,000 per year for Capital Improvements. This will greatly enhance our ability to complete deferred maintenance projects. Alternate Service Levels for these funds include: an Engineering Intern to assist with water and sewer mapping needs, and the transfer of a maintenance worker from the Corporation Yard to the Water Reclamation Facility to fill a need there.

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Of major concern at this time is our Measure J fund. Measure J provides funding for salary and benefits for public safety employees. A few years ago, the fund was healthy and provided sufficient revenues for the required expenditures. For the past four years, the fund has operated in a deficit, using Measure J reserves to cover the deficit. The reserve is close to being exhausted and therefore new measures must be taken to protect the fund and police services. Staff has applied for a grant to protect one police officer position that may need to be laid off if revenues do not improve. If we receive the grant, the deficit in Measure J would be reduced to approximately \$42,330. In addition, we are working with our school district partners to explore options to fund the School Resource Officer position. This funding could help to eliminate the deficit. At this time, we are monitoring the fund through October 1, 2011, and will be prepared with additional recommendations at that time. It is our hope that through these efforts we can balance the Measure J fund.

The result is a balanced budget for all funds, with the exception of Measure J, which maintains necessary and essential public services. Staff feels the proposed budget reflects a reduction in expenditures necessitated by difficult economic times without compromising essential program delivery or vital public services. However, if further cuts are necessary, services levels will probably be impacted. A lot of uncertainty still exists with the State budget. In particular are two funding sources, COPS funding and Sheriff's Booking Fees. These two funding sources amount to approximately \$175,000. Should the State not continue funding these two programs, we will need to look at additional cuts to balance the budget.

The budget process is designed to achieve a balanced budget by providing for the best use of the taxpayers' dollars while maintaining services in fiscally constrained years. This year, as in the last two years, the budget will be continually scrutinized. Because of the uncertainty of sales tax revenues, all revenues and expenses will have to be closely monitored and adjustments made accordingly throughout the fiscal year. Staff is committed to keeping the City on a fiscally sound basis while maintaining all essential services to the public.

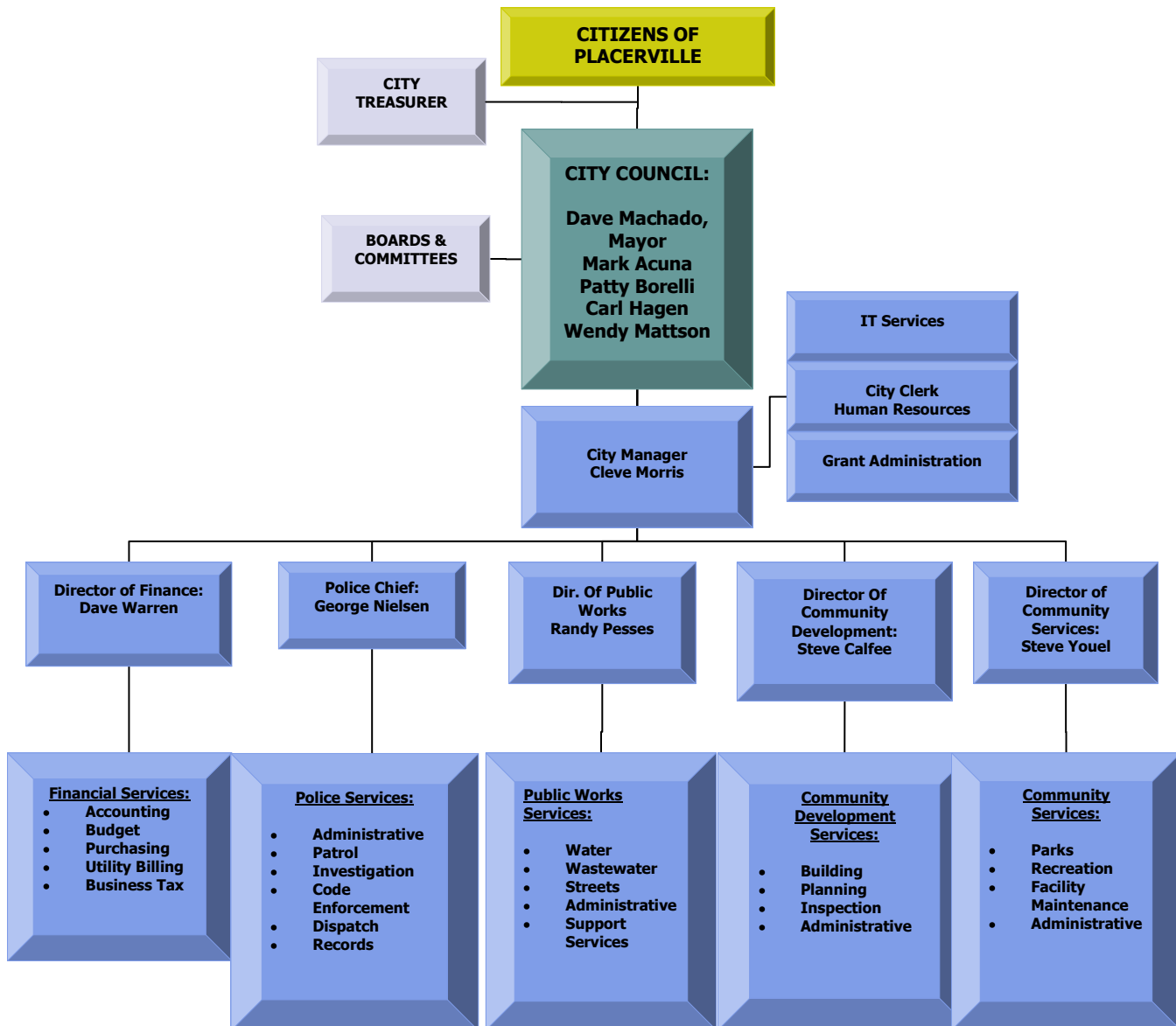
I would like to thank our Budget Team for their hard work and effort in achieving this balanced budget. I especially thank Dave Warren and his staff for their work in preparing the budget. And finally, I thank the Council for their support and continued diligence in providing quality, efficient service to the public.

Very truly yours,

M. Cleve Morris
City Manager
City of Placerville

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Organization Chart



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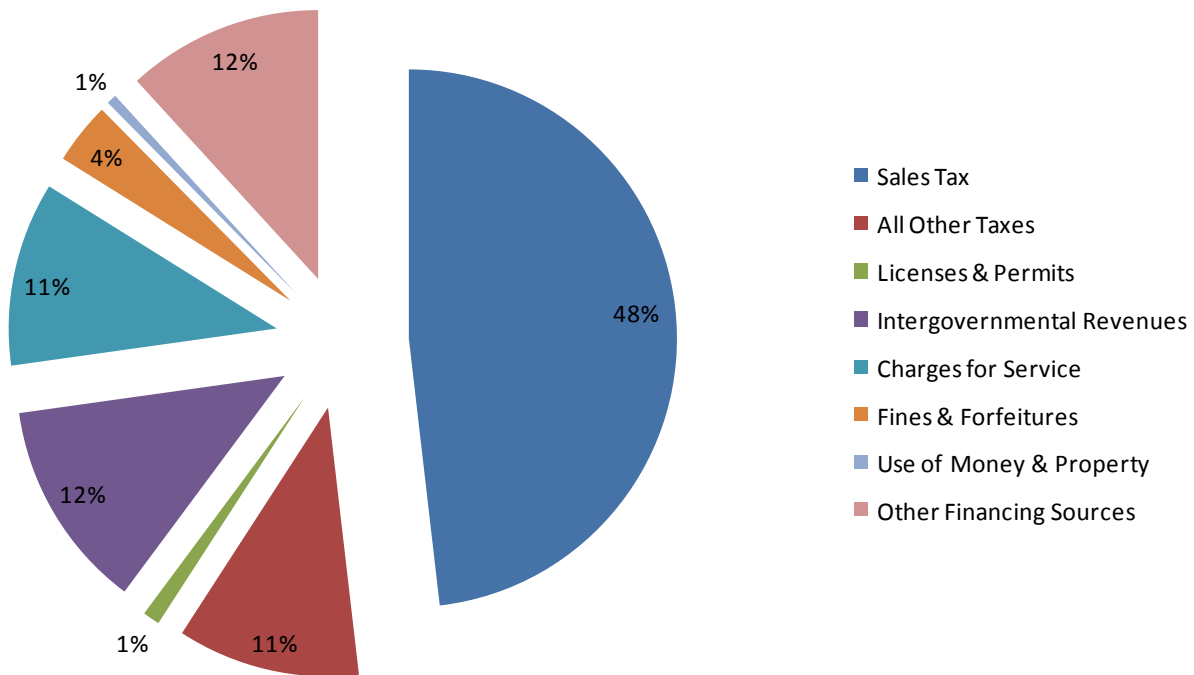


Revenue and Expenditure Summaries

Projected General Fund Revenues by Source Fiscal Year 2011/2012

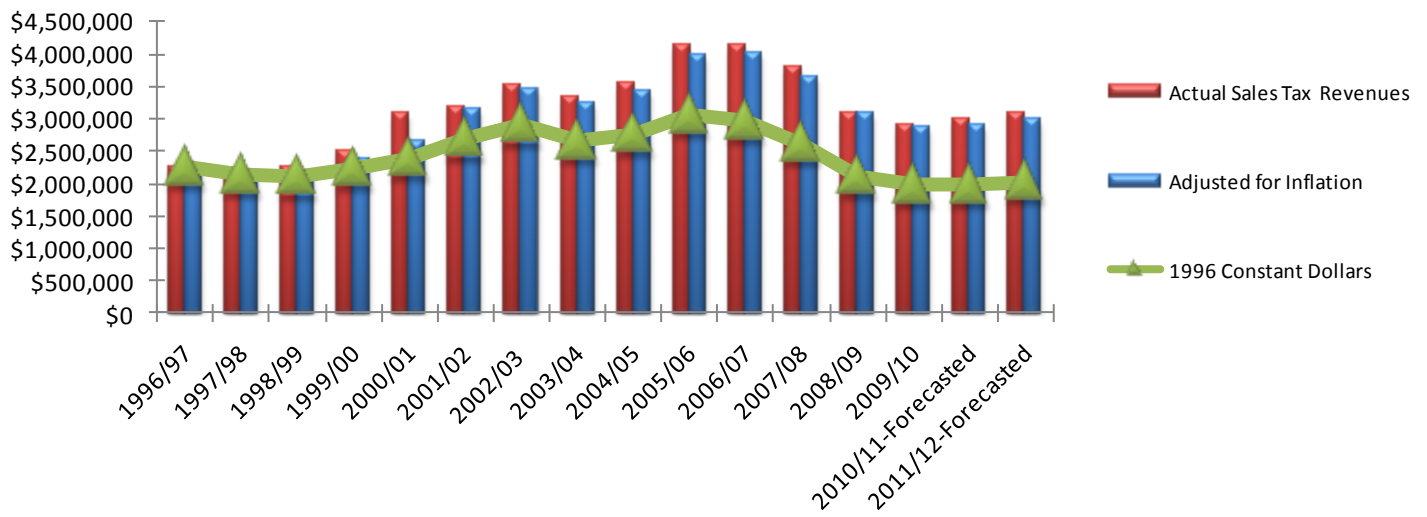
Sales Tax	\$ 3,063,490	48.16%
All Other Taxes	700,500	11.01%
Licenses & Permits	65,000	1.02%
Intergovernmental Revenues	801,393	12.60%
Charges for Service	704,420	11.07%
Fines & Forfeitures	236,500	3.72%
Use of Money & Property	38,154	0.60%
Other Financing Sources	752,000	11.82%
Total revenues	<u>\$ 6,361,457</u>	100.00%

Projected General Fund Revenues By Source Fiscal Year 2011/2012



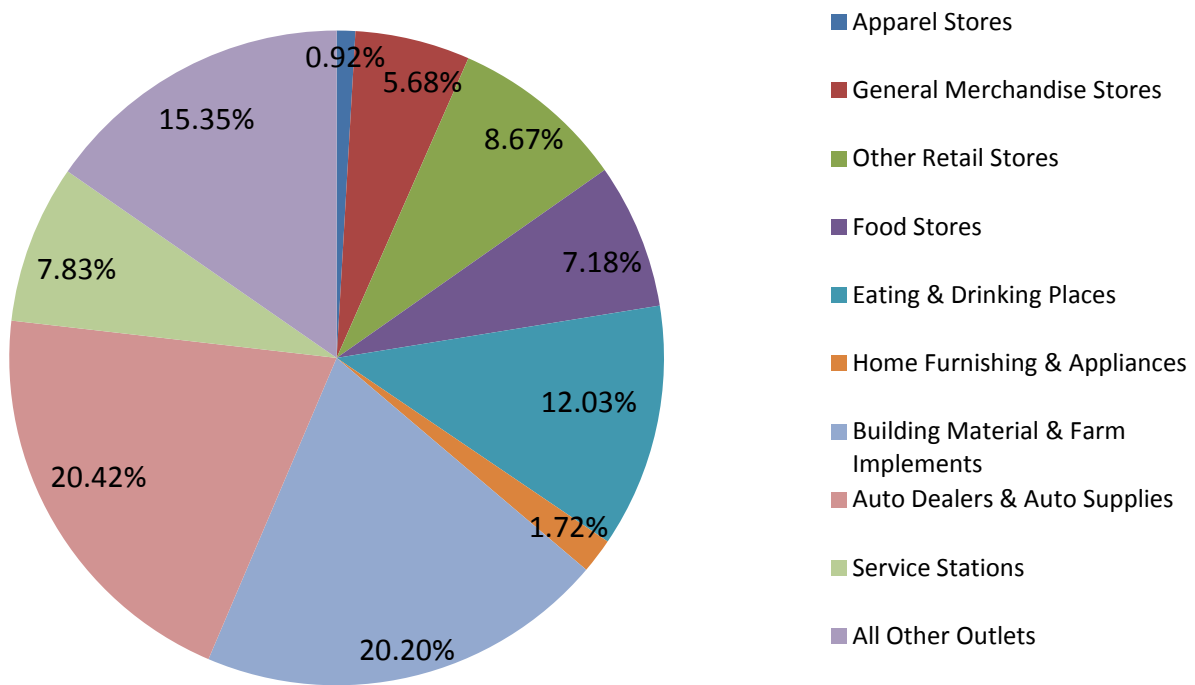
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Local Sales Tax Trend



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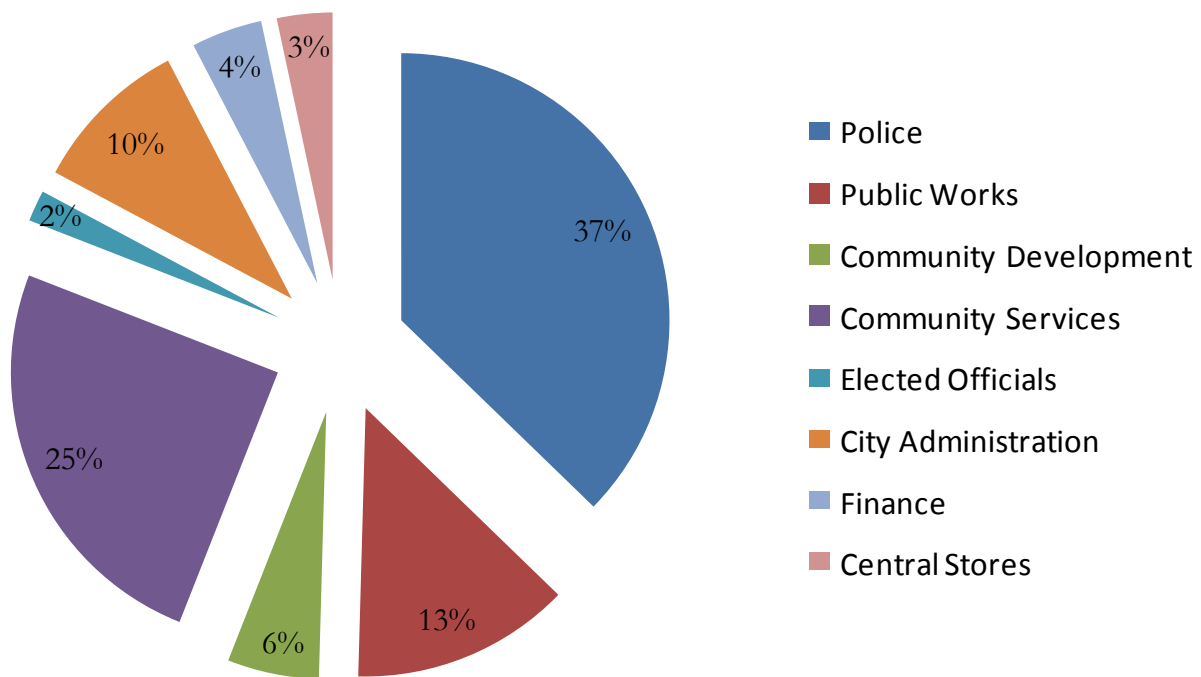
Sales Tax Revenue Sources



Adopted General Fund Operating Budget Expenditures & Net Transfers In by Department Fiscal Year 2011/2012

Police	\$ 2,369,200	37.24%
Public Works	839,489	13.20%
Community Development	352,566	5.54%
Community Services	1,586,047	24.93%
Elected Officials	119,701	1.88%
City Administration	608,492	9.57%
Finance	272,071	4.28%
Central Stores	213,891	3.36%
Total	<u>\$ 6,361,457</u>	100.00%

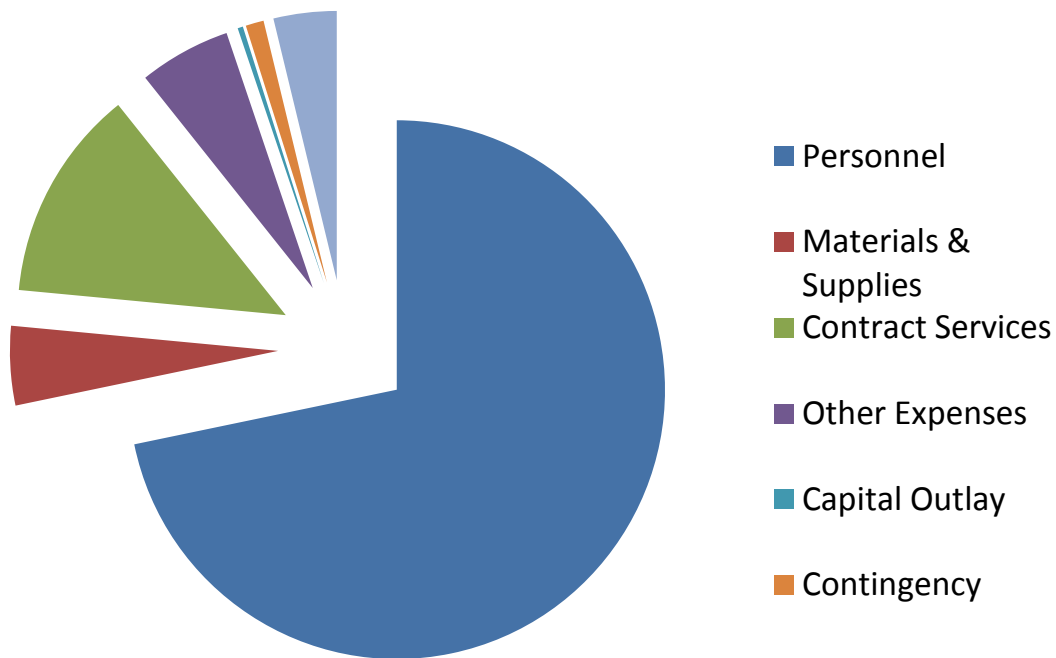
Adopted General Fund Operating Budget Expenditures & Net Transfers In by Department Fiscal Year 2011/2012



Adopted General Fund Operating Expenditures & Net Transfers In by Category Fiscal Year 2011/2012

Personnel	\$ 4,939,466	77.65%
Materials & Supplies	326,949	5.14%
Contract Services	878,470	13.81%
Other Expenses	381,245	5.99%
Capital Outlay	21,966	0.35%
Contingency	75,000	1.18%
Subtotal expenditures	<u>6,623,096</u>	
Net Transfers In	<u>261,639</u>	-4.11%
Total expenditures & transfers in	<u><u>\$ 6,361,457</u></u>	100.00%

Adopted General Fund Operating Budget Expenditures and Net Transfers In by Category Fiscal Year 2011/2012



Fiscal Year 2011/2012 Adopted Operating Budget

Summary of Revenues – All Funds

	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Forecast 2010/2011	Adopted 2011/2012
GENERAL FUND					
Sales Tax	\$ 3,079,890	\$ 2,901,570	\$ 3,065,025	\$ 2,982,801	\$ 3,063,490
Taxes - All Other	810,317	688,939	782,701	717,169	700,500
Licenses and Permits	98,187	99,622	65,000	65,000	65,000
Intergovernmental Revenues	889,898	854,067	916,710	831,354	801,393
Charges for Services	870,186	735,581	620,449	712,822	704,420
Fines and Forfeitures	252,830	244,336	263,200	244,209	236,500
Use of Money and Property	137,481	70,371	52,523	49,024	38,154
Other Financing Sources	546,761	578,957	677,000	749,750	752,000
Subtotal	<u>\$ 6,685,550</u>	<u>\$ 6,173,443</u>	<u>\$ 6,442,608</u>	<u>\$ 6,352,129</u>	<u>\$ 6,361,457</u>
GAS TAX FUND					
Gas Tax	\$ 280,054	\$ 286,030	\$ 291,576	\$ 291,576	\$ 306,048
Intergovernmental Revenues	9,711	205,460	-	-	-
Use of Money and Property	136	-	200	100	900
Subtotal	<u>\$ 289,901</u>	<u>\$ 491,490</u>	<u>\$ 291,776</u>	<u>\$ 291,676</u>	<u>\$ 306,948</u>
MEASURE J					
Sales Tax	\$ 781,735	\$ 730,224	\$ 769,364	\$ 753,093	\$ 797,322
Intergovernmental Revenues	-	-	-	-	-
Use of Money and Property	11,130	4,414	2,000	300	-
Subtotal	<u>\$ 792,865</u>	<u>\$ 734,638</u>	<u>\$ 771,364</u>	<u>\$ 753,393</u>	<u>\$ 797,322</u>
WATER ENTERPRISE FUND					
Charges for Services	\$ 1,504,504	\$ 1,541,267	\$ 1,931,670	\$ 1,685,429	\$ 1,699,335
Grants	161,747	-	-	90,000	-
Use of Money and Property	30,994	7,946	2,000	14,275	1,500
Subtotal	<u>\$ 1,697,245</u>	<u>\$ 1,549,213</u>	<u>\$ 1,933,670</u>	<u>\$ 1,789,704</u>	<u>\$ 1,700,835</u>
SEWER ENTERPRISE FUND					
Charges for Services	\$ 2,978,680	\$ 4,580,573	\$ 6,365,757	\$ 5,442,080	\$ 4,913,100
Grants	-	-	-	-	-
Use of Money and Property	85,238	91,423	2,000	39,457	2,900
Subtotal	<u>\$ 3,063,918</u>	<u>\$ 4,671,996</u>	<u>\$ 6,367,757</u>	<u>\$ 5,481,537</u>	<u>\$ 4,916,000</u>
MEASURE H					
Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ 797,322
Intergovernmental Revenues	-	-	-	-	-
Use of Money and Property	-	-	-	-	-
Subtotal	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 797,322</u>
PARKING DISTRICT FUND					
	\$ 120,155	\$ 107,705	\$ 118,206	\$ 118,206	\$ 120,942
GRANT FUNDS					
	\$ 157,121	\$ 156,815	\$ 210,510	\$ 210,510	\$ 214,684
LLMD FUNDS					
	\$ 31,292	\$ 33,238	\$ 35,719	\$ 35,719	\$ 35,519
BA/CFD DISTRICT FUNDS					
	\$ 156,827	\$ 44,173	\$ 27,594	\$ 27,594	\$ 27,594
GENERAL RESERVE FUNDS					
	\$ 54,633	\$ 63,879	\$ -	\$ -	\$ 3,900
TOTAL REVENUE SOURCES	<u><u>\$ 13,049,507</u></u>	<u><u>\$ 14,026,590</u></u>	<u><u>\$ 16,199,204</u></u>	<u><u>\$ 15,060,468</u></u>	<u><u>\$ 15,282,523</u></u>
Operating Expenditures					
	\$ 14,321,255	\$ 12,873,286	\$ 15,849,195	\$ 13,793,742	\$ 14,632,972
Capital Improvement					
	-	1,153,304	43,100	466,726	468,576
Reserves and Contingencies					
	(1,271,748)	-	306,909	800,000	180,975
TOTAL EXPENDITURE USES	<u><u>\$ 13,049,507</u></u>	<u><u>\$ 14,026,590</u></u>	<u><u>\$ 16,199,204</u></u>	<u><u>\$ 15,060,468</u></u>	<u><u>\$ 15,282,523</u></u>

Fiscal Year 2011/2012 Adopted Operating Budget

Summary of Expenditures by Division and Funding Source

	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Forecast</u> <u>2010/2011</u>	<u>Adopted</u> <u>2011/2012</u>
OPERATING EXPENDITURES					
Patrol Services	\$ 2,297,464	\$ 1,941,780	\$ 2,047,796	\$ 1,995,001	\$ 2,124,060
Investigations	148,185	129,284	147,507	140,369	151,764
Police Records / Dispatch	612,320	593,074	578,511	569,765	585,535
Police Administration	691,810	640,373	678,767	683,363	670,295
Engineering	793,711	575,739	550,399	538,133	524,784
Street & Roads	472,351	468,092	500,570	443,540	505,930
Water & Sewer Lines	1,029,632	825,916	913,760	851,942	868,116
Water Acquisition & Delivery	480,976	466,302	729,142	602,453	644,678
Water Redamation Facility	2,035,909	1,823,082	2,229,093	2,031,698	2,219,811
Downtown Parking	152,665	138,550	128,203	128,203	133,956
Planning	134,741	108,950	117,409	117,083	120,147
Building Inspection	229,237	159,762	105,881	128,637	116,645
CDD Administration	227,919	207,387	140,092	145,425	115,774
Parks	522,906	476,189	439,056	441,076	458,725
Recreation	889,775	690,159	648,737	667,210	701,000
Facility Maintenance	330,566	303,099	248,811	274,294	277,325
CSD Administration	215,292	190,250	203,428	189,893	181,646
City Council and City Treasurer	130,212	90,641	120,789	126,628	119,701
City Attorney	240,175	185,209	99,939	184,983	86,948
City Management	364,260	293,963	310,615	334,925	248,896
Information Services	376,333	309,522	358,484	350,975	351,695
Human Resources	117,391	107,512	104,910	107,847	105,141
Grant Administration	105,581	104,598	68,231	68,231	35,790
City Clerk	11,269	6,212	10,616	8,605	4,941
Financial Management	285,311	260,174	268,113	263,383	272,071
Utility Billing	355,358	343,992	362,298	349,688	360,165
Central Stores	1,069,906	1,433,475	3,738,038	2,050,392	2,647,433
Total Operating Expenditures	<u>\$ 14,321,255</u>	<u>\$ 12,873,286</u>	<u>\$ 15,849,195</u>	<u>\$ 13,793,742</u>	<u>\$ 14,632,972</u>
FUNDING SOURCES					
General Fund	\$ 7,231,497	\$ 6,074,508	\$ 6,442,608	\$ 6,387,837	\$ 6,361,457
Gas Tax Fund	216,140	216,773	189,341	189,341	306,048
Transportation Fund	-	-	100,000	-	-
Measure J Fund	1,180,644	963,452	922,655	913,692	955,744
Downtown Parking Fund	135,261	121,146	117,799	117,799	120,942
Grant Funds	931,191	260,587	278,740	280,569	214,683
General CIP Fund	-	82,909	-	-	-
LLMD Funds	41,008	39,621	36,047	36,047	40,419
BAD Funds	1,628	5,290	27,594	11,984	27,594
CFD Funds	153,724	938	-	-	-
Water Enterprise Fund	1,423,711	1,277,886	1,750,829	1,455,362	1,622,259
Sewer Enterprise Fund	3,230,790	3,392,979	5,971,998	4,277,310	4,181,526
Measure H Fund	-	-	-	-	741,300
General Liability Fund	34,466	(16,803)	18,584	130,801	-
Economic Impact Reserve Fund	(258,805)	454,000	(7,000)	(7,000)	61,000
Total Funding Sources	<u>\$ 14,321,255</u>	<u>\$ 12,873,286</u>	<u>\$ 15,849,195</u>	<u>\$ 13,793,742</u>	<u>\$ 14,632,972</u>

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Public Safety Police

Provide the City's general law enforcement services using sound police administration practices within the guidelines of current law.

Provide community crime awareness by establishing a partnership with the community and working in a collective effort to solve problems to improve our quality of life while promoting a safer living environment.

Special emphasis shall be placed on enhancing community policing and problem solving strategies including emphasis on effective tactics and planning, rapid deployment to chronic problems and relentless assessment and follow-up to all public safety issues.

Fiscal Year 2011/2012 Annual Operating Budget

Department: Police

All Divisions

Workload Indicators	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Council Approved 2011/2012
Patrol Services				
Arrests	655	536	600	700
Citations	*1218	*511	*600	*700
Calls for service	14,230	14,260	14,000	14,500
Crime / incident	1,926	1,514	2,000	2,000
Shield hours	3,800	3,800	3,800	3,800
Community Oriented Policing Hours	2,300	2,000	2,000	2,000
Investigations				
Abuse	11	7	12	12
Robberies	9	5	9	7
Reports	240	240	240	240
Administrative Investigations	4	4	4	4
Background	5	4	1	2
Arson	6	1	1	1
Homicide	-	-	1	-
Narcotics	65	65	65	65
Records / Support				
Calls	40,000	40,000	40,000	40,000
Customers	6,500	6,500	6,500	6,500
Crime reports	1,926	1,514	2,000	2,000
Abatement reports	13	9	15	15
*excludes any parking citations				

Department Staff by Position	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Chief of Police	1.0	1.0	1.0	1.0	1.0	0%
Police Captain	1.0	1.0	1.0	1.0	1.0	0%
Police Lieutenant	1.0	1.0	1.0	1.0	1.0	0%
Police Sergeant	4.0	3.0	3.0	3.0	3.0	0%
Police Officer	13.0	11.0	11.0	11.0	11.0	0%
Traffic Enforcement Officer	1.0	1.0	1.0	1.0	1.0	0%
Police Support Services Supervisor	1.0	1.0	1.0	1.0	1.0	0%
Police Services Assistant	1.5	1.5	1.5	1.5	1.5	0%
Senior Police Dispatcher /Records Tech.	1.0	1.0	1.0	1.0	1.0	0%
Police Dispatcher /Records Technician	6.0	4.0	4.0	4.0	4.0	0%
Community Services Officer	1.0	0.0	0.0	0.0	0.0	0%
Police Property/Evidence Officer	1.0	1.0	1.0	1.0	1.0	0%
Executive Assistant to the Chief of Police	1.0	1.0	1.0	1.0	1.0	0%
Total	33.5	27.5	27.5	27.5	27.5	0%

Fiscal Year 2011/2012 Annual Operating Budget

Department Budget

Police

Department Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012
Personnel	3,492,004	3,084,938	3,162,256	3,128,615	3,256,421	3,256,421
Materials and supplies	86,866	75,758	92,990	78,796	92,690	92,690
Contract Services	132,533	122,638	151,914	137,430	126,950	126,950
Overhead	-	-	-	-	-	-
Other expense	12,850	7,336	14,421	10,828	23,593	23,593
Capital outlay	25,526	13,841	31,000	32,829	32,000	32,000
Total	3,749,779	3,304,511	3,452,581	3,388,498	3,531,654	3,531,654

Budget by Division	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012
Patrol Services	2,297,464	1,941,780	2,047,796	1,995,001	2,124,060	2,124,060
Investigations	148,185	129,284	147,507	140,369	151,764	151,764
Records and Dispatch	612,320	593,074	578,511	569,765	585,535	585,535
Police Administrative Support	691,810	640,373	678,767	683,363	670,295	670,295
Total	3,749,779	3,304,511	3,452,581	3,388,498	3,531,654	3,531,654

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012
General Fund						
Discretionary Revenues	2,131,275	1,865,145	1,993,549	1,975,838	2,052,715	2,052,715
Measure J	1,172,651	956,124	914,961	903,361	947,771	947,771
Grants	99,800	155,989	210,509	219,090	214,683	214,683
Booking Fees	-	-	-	-	-	-
Fines and Forfeitures	252,830	244,336	263,200	244,209	236,500	236,500
POST Reimbursement	4,582	160	12,362	1,000	12,485	12,485
Police Services Revenues	88,641	82,757	58,000	45,000	67,500	67,500
Total	3,749,779	3,304,511	3,452,581	3,388,498	3,531,654	3,531,654

Fiscal Year 2011/2012 Annual Operating Budget

Department: Police

Division: Patrol

2010/11 REVIEW

- Made 495 physical arrests (excluding cited and released). 391 arrests were billable bookings. (Calendar year 2010).
- Wrote approximately 637 citations for moving and non-moving violations. (Calendar year 2010 – note: excludes any parking citations -parking enforcement conducted via contract).
- Responded to 13,391 calls for service and wrote 1,893 crime/incident reports. (Calendar year 2010).
- Average response time to Priority “A” calls for 2010 was approximately 5:21 minutes.
- Experienced increase in injury related traffic collisions from 30 (2009) to 37 (2010). There were no fatal collisions for 2010.
- Maintained School Resource Officer presence at El Dorado High School for the later part of the year.
- Continued very successful National Night Out program with participation from 21 venues and approximately 3,500 people for 2010.
- Average officer experience level has remained stable at approximately 8-9 years as compared to 2 to 3 years experience 9-10 years ago.
- Patrol staff continued progress on directed community policing projects with the Historic Downtown, Transients, the Skatepark/Fairgrounds, Ivy House Lot and Placerville Drive/Gangs. These issues and future efforts will continue in to next year.
- The popular and successful K-9 Program has continued for a tenth year in a row. The Bloodhound program continues as a pilot program funded by community donations.
- Trained all Officers to use Bennelli shotguns, Armalite AR15 rifles, Glock 22 handguns and the Taser device. Taser X26 devices have been obtained and issued to all patrol personnel.
- Handled significant, high profile incidents. These cases have included the Schnell School shooting/homicide of Principal Sam LaCara, a death case, several robberies, several sexual assault cases, and several child abuse cases.

2011/12 BUDGET

- Continue to promote our COPPS philosophy in our neighborhoods and business areas. We intend to place special emphasis on problem oriented policing including use of effective tactics and planning, rapid deployment to identified chronic problems, and relentless assessment and follow-up to all public safety issues.
- Continue focus on four chronic problem areas/issues – Historic Downtown/Center Street Garage/Ivy House Lot, Transients/Vagrants, Skatepark/Fairgrounds, Placerville Drive and Gangs.
- Continue to strengthen our volunteer programs and our crime prevention outreach programs.
- Work to reduce area burglaries and to reduce average response time to Priority “A” calls to 5:00 minutes or less.
- Institute 2 Problem Oriented Policing (POP) Officers to concentrate on chronic problems and vacation relief. This will assist with efficiency in our public safety responses and cost savings.

	Actual	Actual	Estimated	Proposed	Council	% Change
Department Staff by Position	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Police Sergeant	4.0	3.0	3.0	3.0	3.0	0%
Police Officer	11.0	10.0	10.0	10.0	10.0	0%
Traffic Enforcement Officer	1.0	1.0	1.0	1.0	1.0	0%
Community Services Officer	1.0	0.0	0.0	0.0	0.0	0%
Police Property/Evidence Officer	1.0	1.0	1.0	1.0	1.0	0%
Total	18.0	15.0	15.0	15.0	15.0	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Patrol

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	2,162,188	1,838,309	1,902,793	1,863,452	1,968,421	1,968,421	3%
Materials and supplies	72,237	61,750	76,440	64,263	76,140	76,140	0%
Contract Services	29,782	24,255	33,800	33,800	33,800	33,800	0%
Overhead	-	-	-	-	-	-	0%
Other expense	7,731	3,633	3,763	657	13,699	13,699	264%
Capital outlay	25,526	13,833	31,000	32,829	32,000	32,000	3%
Total	2,297,464	1,941,780	2,047,796	1,995,001	2,124,060	2,124,060	4%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Patrol Services	2,172,451	1,864,260	1,987,369	1,937,188	2,062,734	2,062,734	4%
Community Services	71,112	25,092	5,091	3,187	5,360	5,360	5%
Property / Evidence	53,901	52,428	55,336	54,626	55,966	55,966	1%
Total	2,297,464	1,941,780	2,047,796	1,995,001	2,124,060	2,124,060	4%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	973,384	766,189	848,906	842,483	911,714	911,714	7%
Measure J	878,227	692,349	654,819	643,219	681,178	681,178	4%
Grants	99,800	155,989	210,509	219,090	214,683	214,683	2%
Booking Fees	-	-	-	-	-	-	0%
Fines and Forfeitures	252,830	244,336	263,200	244,209	236,500	236,500	-10%
POST Reimbursement	4,582	160	12,362	1,000	12,485	12,485	1%
Police Services Revenues	88,641	82,757	58,000	45,000	67,500	67,500	16%
Total	2,297,464	1,941,780	2,047,796	1,995,001	2,124,060	2,124,060	4%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Police

Division: Investigations

2010/11 REVIEW

- Experienced burglary clearance rate for 2010 was 19%, down from 33% in 2009 and 31% in 2008. There were 77 burglaries reported for 2010, up 60% from the 48 burglaries reported in 2009.
- Estimated dollar value amount of property reported stolen for 2010 was \$367,765. This statistic continues to be a decrease from the 2005 figure of \$662,701. The recovery rate was 26%, (\$93,856).
- Conducted primary investigation responsibilities for the Schnell School shooting/homicide of Principal Sam LaCara.
- Investigated 21 cases involving suspected child abuse/neglect and child molestation.
- Investigated 5 reported cases of sexual assault in 2010. This was an increase from the 4 reports in 2009.
- Monitored approximately 20 registered sex offenders during 2010, which resulted in an approximate 95% compliance rate.
- Continued to update our crime scene investigation equipment and provided advanced training to CSI personnel.
- Completed some renovation of the interview room via asset forfeiture funds to include audio and video upgrades.
- Continued to use the TRAK System that was purchased through grant funding and Measure J funds.

2011/12 BUDGET

- Continue conducting thorough investigations on all serious criminal offenses.
- Maintain our burglary clearance rate at a minimum of 20%.
- Continue our involvement in the Domestic Violence Coordinating Council and the El Dorado County Child Abuse Prevention Council to increase public awareness and education.
- Continue our involvement in the El Dorado County Elder Abuse Task Force and the Mental Health MDT to coordinate investigations and increase public awareness.
- Increase our effectiveness with surveillance efforts for all types of reported crimes.
- Continue to aggressively investigate cases involving narcotics and gang related crimes.

Department Staff by Position	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Police Sergeant	0.0	0.0	0.0	0.0	0	0%
Police Officer	2.0	1.0	1.0	1.0	1.0	0%
Total	2.0	1.0	1.0	1.0	1.0	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Investigations

<u>Division Budget by Category</u>	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Estimated</u> <u>Actual</u> <u>2010/2011</u>	<u>Proposed</u> <u>2011/2012</u>	<u>Council</u> <u>Approved</u> <u>2011/2012</u>	<u>% Change</u> <u>from 10/11</u> <u>Budget</u>
Personnel	140,123	125,581	137,607	134,931	142,006	142,006	3%
Materials and supplies	780	1,994	1,850	1,850	1,850	1,850	0%
Contract Services	7,152	1,659	7,500	3,525	7,500	7,500	0%
Overhead	-	-	-	-	-	-	0%
Other expense	130	50	550	63	408	408	-26%
Capital outlay	-	-	-	-	-	-	0%
Total	148,185	129,284	147,507	140,369	151,764	151,764	3%

<u>Division Budget by Program</u>	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Estimated</u> <u>Actual</u> <u>2010/2011</u>	<u>Proposed</u> <u>2011/2012</u>	<u>Council</u> <u>Approved</u> <u>2011/2012</u>	<u>% Change</u> <u>from 10/11</u> <u>Budget</u>
Crime Scene Investigations	148,185	129,284	147,507	140,369	151,764	151,764	3%
Total	148,185	129,284	147,507	140,369	151,764	151,764	3%

<u>Source of Funds:</u>	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Estimated</u> <u>Actual</u> <u>2010/2011</u>	<u>Proposed</u> <u>2011/2012</u>	<u>Council</u> <u>Approved</u> <u>2011/2012</u>	<u>% Change</u> <u>from 10/11</u> <u>Budget</u>
General Fund							
Discretionary Revenues	97,057	82,519	98,130	90,992	100,447	100,447	2%
Measure J	51,128	46,765	49,377	49,377	51,317	51,317	4%
Total	148,185	129,284	147,507	140,369	151,764	151,764	3%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Police

Division: Records and Dispatch

2010/11 REVIEW

- Received a high volume of customer service telephone calls, each taking several minutes to handle.
- Responded to over 6,500 customers at our front counter consuming several minutes per contact.
- Processed approximately 1,893 crime/incident reports.
- Purged appropriate records and property in accordance with state law and retention procedures.
- Processed 15 vehicle abatement reports, resulting in 14 voluntary and 1 mandatory removals.
- Conducted approximately 1,282 (1,224 billable) live scan sessions involving arrest bookings, youth league coaches and employment background checks.
- Dispatched approximately 14,000 calls for service from our 9-1-1 dispatch center.
- Continued implementation of an alternative work schedule in the Dispatch Center to help reduce overtime.
- Continued implementation of the new RMS/CAD mainframe server, the Citrix document server, the dispatch printer and the records office copy machine.
- Made progress towards a paperless records system.
- Coordinated another citywide effort to get surplus property to an auction company.
- Continued implementation of the false alarm billing process.
- Continued implementation of the wireless E911 call taking and related geographic mapping.

2011/12 BUDGET

- Continue to work with department staff in an effort to comply with on-going training requirements for our dispatchers.
- Create and maintain a perpetually current eligibility list for dispatch/records technicians in an effort to expedite the hiring process when an opening exists.
- Continue efforts toward total automation of our records handling process to become nearly paperless.
- Continue the process of auctioning surplus property.
- Continue implementation of annually revising the general orders and loading the manual onto network computers.
- Continue efforts to achieve compliance with our alarm permit ordinance.

	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual	2011/2012	Approved	from 10/11
Department Staff by Position			2010/2011		2011/2012	Budget
Police Support Services Supervisor	1.0	1.0	1.0	1.0	1.0	0%
Police Services Assistant	1.5	1.5	1.5	1.5	1.5	0%
Senior Police Dispatcher/Records Tech.	1.0	1.0	1.0	1.0	1.0	0%
Police Dispatcher/Records Tech.	6.0	4.0	4.0	4.0	4.0	0%
Total	9.5	7.5	7.5	7.5	7.5	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Records and Dispatch

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	581,034	562,625	538,213	535,612	548,431	548,431	2%
Materials and supplies	4,904	4,090	6,300	4,283	6,300	6,300	0%
Contract Services	25,264	25,600	27,200	23,072	27,700	27,700	2%
Overhead	-	-	-	-	-	-	0%
Other expense	1,118	751	6,798	6,798	3,104	3,104	-54%
Capital outlay	-	8	-	-	-	-	0%
Total	612,320	593,074	578,511	569,765	585,535	585,535	1%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Records Management	95,681	90,071	82,698	93,763	79,623	79,623	-4%
Dispatch	516,639	503,003	495,813	476,002	505,912	505,912	2%
Total	612,320	593,074	578,511	569,765	585,535	585,535	1%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	612,320	593,074	578,511	569,765	585,535	585,535	1%
Total	612,320	593,074	578,511	569,765	585,535	585,535	1%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Police

Division: Police Administration

2010/11 REVIEW

- Continued efforts to recruit, test and train sworn and civilian personnel in an attempt to maintain staffing.
- Worked with community members in an effort to develop alternatives for our youth.
- Continued to participate and work with the West Slope Boys and Girls Club and New Morning Youth and Family Services.
- Continued participation with community outreach serving with Marshall Foundation for Community Health and the Sierra Law Enforcement Chaplaincy.
- Conducted comprehensive monthly staff meetings to provide continued growth and progress toward our organizational goals and objectives.
- Continued the comprehensive and detailed updates to the Department General Policy Manual. Continued use of Daily Training Bulletin program – “everyday is a training day” philosophy.
- Utilized the Byrne JAG funds to obtain a patrol vehicle.
- Obtained the Indian Gaming LCBC grant for funding of another patrol vehicle.
- Submitted the USDOJ COPS CHP grant for potential funding of a police officer position.
- Utilized Homeland Security (HLS) grant funding for new desktop office and mobile in-car computers integrated in to the MDT system – This is an on-going mobile data project.
- Obtained approval for future HLS funds for in-car mobile video.
- Actively participated in regional disaster preparedness including pandemic flu preparations, evacuation and shelter planning and revision of the regional Emergency Operations Plan.

2011/12 BUDGET

- Continue with the recruitment, testing, hiring and training of sworn and civilian personnel.
- Continue with submitting various grants and/or other funding opportunities that might become available.
- Continue to streamline and improve our Community Oriented Policing and Problem Solving (COPPS) practices. This will include continuation of a Community Survey and use of random Customer Satisfaction Surveys.
- Continue involvement with the Police Chief's Associations both on the regional and State levels in an effort to learn/share ideas and enhance administrative effectiveness.
- Continue involvement in both the County and Regional Law Enforcement Manager's Associations.
- Continue professional growth of Command Staff by using the Upward Appraisal/Feedback process and written Command Staff expectations.
- Continue implementing staff deployment and scheduling plans for allocation and assignment of all positions with an approach towards balance of service, efficiency and cost savings as the current primary goal.
- Continue if possible collaboration with El Dorado High School to provide a School Resource Officer presence.
- Complete a training plan for all sworn and non-sworn personnel in an effort to maintain POST compliance and satisfy State mandated training requirements.
- Continue to manage the Citizen's Option for Policing (COPS) grant and the Federal Homeland Security grant programs that we have received over the past few years.
- Consider coordinating and implementing a Team Building Workshop as authorized by POST on a biennial basis – provided funding might allow.
- Continue to research information to address the police building facility needs and carry out recommendations made in the Public Safety Building Needs Assessment/Master Plan.

	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Department Staff by Position						
Chief of Police	1.0	1.0	1.0	1.0	1.0	0%
Police Captain	1.0	1.0	1.0	1.0	1.0	0%
Police Lieutenant	1.0	1.0	1.0	1.0	1.0	0%
Executive Assitant to the Chief of Police	1.0	1.0	1.0	1.0	1.0	0%
Total	4.0	4.0	4.0	4.0	4.0	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Police Administration

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	608,659	558,423	583,643	594,620	597,563	597,563	2%
Materials and supplies	8,945	7,924	8,400	8,400	8,400	8,400	0%
Contract Services	70,335	71,124	83,414	77,033	57,950	57,950	-31%
Overhead	-	-	-	-	-	-	0%
Other expense	3,871	2,902	3,310	3,310	6,382	6,382	93%
Capital outlay	-	-	-	-	-	-	0%
Total	691,810	640,373	678,767	683,363	670,295	670,295	-1%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Police Department Admin	691,810	640,373	678,767	683,363	670,295	670,295	-1%
Total	691,810	640,373	678,767	683,363	670,295	670,295	-1%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	448,514	423,363	468,002	472,598	455,019	455,019	-3%
Measure J	243,296	217,010	210,765	210,765	215,276	215,276	2%
Total	691,810	640,373	678,767	683,363	670,295	670,295	-1%

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Public Works

Provide the City's streets, parking facilities, water distribution and wastewater collection/storm drainage systems maintenance and operation in a manner that is consistent with sound practices and legal requirements, and that are applicable and responsive to the long-term and current needs and interests of the City within limits of current economic constraints. Included in the activities of the Public Works Department are street sweeping, sewer line flushing program, removal of sewer blockages, street and parking lot striping, street repairs including the Durapatcher program, sewer line installation and repairs, and water line installation and repairs.

Fiscal Year 2011/2012 Annual Operating Budget

Department: Public Works

All Divisions

	Actual	Actual	Estimated	Council		
Workload Indicators	2008/09	2009/10	2010/11	Approved		
2011/12						
Engineering						
Capital Improvement Projects	16	9	6	7		
Speed Surveys	3	-	-	0		
Development Permits	19	15	5	5		
Development Plan Checks	25	15	17	14		
Grading Permits			2	2		
USA Dig Notices	356	350	431	400		
Calls for Service/ Engineering	43	50	593/77	200		
Certificate of Compliance			1	0		
Certificate of Merge			1	0		
Summary Vacation			1	0		
Parcel / Subdivision Map Review	9	10	-	0		
Building/Grading Inspections	100	50	50	20		
Construction Inspection	540	500	500	500		
Encroachment Permits	42	50	59	30		
Transportation Permits	88	80	82	78		
Streets and Roads						
Calls for service	237	250	304	300		
Maintenance hours	9,440	9,440	9,440	9440		
Miles of streets maintained	52	52	52	52		
Green waste diverted (tons)	100	100	100	100		
Water / Sewer						
Calls for service	101	150	212	300		
Meter replacement	66	50				
Water Applications	6	10	6	0		
Sewer Applications			3	2		
Gallons sewer treated/per day	1.3m	1.3m	1.3m	1.3m		
Miles of sewer lines	54	54	54	54		
	Actual	Actual	Estimated	Proposed	Council	% Change
Department Staff by Position	2008/2009	2009/2010	Actual	2011/2012	Approved	from 10/11
			2010/2011		2011/2012	Budget
Director of Public Works	1.0	1.0	1.0	1.0	1.0	0%
City Engineer	1.0	0.0	0.0	0.0	0.0	0%
Assistant Engineer	1.0	0.0	0.0	0.0	0.0	0%
Associate Engineer	1.0	1.5	1.5	1.5	1.5	0%
Administrative Secretary	1.0	1.0	1.0	1.0	1.0	0%
Engineering Specialist	2.0	1.0	1.0	1.0	1.0	0%
Engineering Technician	1.0	1.0	1.0	1.0	1.0	0%
Office Assistant II	0.5	0.0	0.0	0.0	0.0	0%
Public Works Superintendent	1.0	1.4	1.4	1.4	1.4	0%
Senior Maintenance Worker	3.0	0.4	0.4	0.4	0.4	0%
Maintenance Worker II	5.4	2.2	2.2	3.2	3.2	45%
Maintenance Worker I	6.0	5.0	5.0	4.0	4.0	-20%
Traffic Maintenance Worker	1.0	1.0	1.0	1.0	1.0	0%
Water Reclamation Facility Supervisor	1.0	1.0	1.0	1.0	1.0	0%
Water Reclamation Facility Operator IV	0.0	0.0	1.0	1.0	1.0	0%
Water Reclamation Facility Operator III	2.0	2.5	1.5	2.5	2.5	67%
Electronic/Electrical Technician	0.0	0.0	1.0	0.0	0.0	0%
Lab Director	1.0	1.0	1.0	1.0	1.0	0%
Senior Maintenance Mechanic	1.0	1.0	1.0	1.0	1.0	0%
Water Reclamation Facility Operator II	2.0	2.0	3.0	3.0	3.0	0%
Water Plant Supervisor	0.0	0.0	0.0	0.0	0.0	0%
Water Meter Technician	1.0	1.0	1.0	1.0	1.0	0%
Water Services Specialist	1.0	1.0	2.0	2.0	2.0	0%
Maintenance Mechanic	0.0	0.0	0.0	0.0	0.0	0%
Total	33.9	25.0	28.0	28.0	28.0	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Public Works

Department Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	2,669,435	2,225,729	2,450,001	2,170,681	2,471,375	2,471,375	1%
Materials and supplies	885,144	787,479	943,725	895,880	855,875	855,875	-9%
Contract Services	901,110	747,013	993,970	947,419	955,530	955,530	-4%
Overhead	451,920	473,399	472,000	472,000	472,000	472,000	0%
Other expense	47,701	52,019	77,328	44,913	85,800	85,800	11%
Capital outlay	9,934	12,042	114,143	65,076	56,695	56,695	-50%
Total	4,965,244	4,297,681	5,051,167	4,595,969	4,897,275	4,897,275	-3%

Budget by Division	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Engineering	793,711	575,739	550,399	538,133	524,784	524,784	-5%
Streets and Roads	472,351	468,092	500,570	443,540	505,930	505,930	1%
Downtown Parking	152,665	138,550	128,203	128,203	133,956	133,956	4%
Water/Sewer Lines	1,029,632	825,916	913,760	851,942	868,116	868,116	-5%
Water Acquisition & Delivery	480,976	466,302	729,142	602,453	644,678	644,678	-12%
Water Redamation Facility	2,035,909	1,823,082	2,229,093	2,031,698	2,219,811	2,219,811	0%
Total	4,965,244	4,297,681	5,051,167	4,595,969	4,897,275	4,897,275	-3%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	707,690	528,092	437,751	407,488	301,455	301,455	-31%
Engineering Fees	67,257	67,626	70,000	70,000	70,000	70,000	0%
Gas Tax Fund	216,140	216,773	189,341	189,341	306,048	306,048	62%
Transportation Fund	-	-	100,000	-	-	-	-100%
Daily Parking Revenues	26,307	23,845	35,646	40,302	40,302	40,302	13%
Leased Parking Revenues	93,944	83,992	82,560	80,640	80,640	80,640	-2%
Cost Recovery	210,975	99,177	100,000	172,750	175,000	175,000	75%
Water Enterprise Fund	1,056,234	893,628	1,210,706	1,058,300	1,118,894	1,118,894	-8%
Sewer Enterprise Fund	2,586,697	2,353,442	2,805,239	2,572,834	2,785,012	2,785,012	-1%
Devopement Impact Fund	-	-	-	-	-	-	0%
Benefit Assessment Districts	-	31,106	19,924	4,314	19,924	19,924	0%
Total	4,965,244	4,297,681	5,051,167	4,595,969	4,897,275	4,897,275	-3%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Public Works

Division: Engineering

2010/11 REVIEW

- Continued implementation of Capital Improvement Program.
- Continued implementation of the NPDES required Storm Water Management Plan.
- Continued development of Citywide GIS system and public works inventory.
- Continued to process USA dig notices and work service requests.
- Continued to expand and update City's long range Capital Improvement Program, including funding identification.
- Continued to provide construction inspection of subdivision and commercial development projects.
- Continued to address the sewer system I & I condition.
- Continued to process Transportation & Encroachment Permits.
- Continued to work with EDCTC, El Dorado County, and the State on development of regional transportation projects.
- Worked to implement the Pedestrian Circulation Plan.
- Continued to work on Pavement Management Program.
- Continued implementation of the City's Irrigation Meter Program/Policy.
- Continued to issue permits for grading and other Public Works related development projects.

2011/12 BUDGET

- Continue implementation of Capital Improvement Program.
- Continue implementation of the NPDES Storm Water Management Plan.
- Continue development of Citywide GIS system and public works inventory.
- Continue to process USA dig notices and work service requests.
- Continue to expand and update City's long-range Capital Improvement Program, including funding identification.
- Maintain the City's Pavement Management System for evaluating all City streets.
- Continue participation in updating City's Development Standards.
- Continue to provide construction inspection of subdivision and commercial development projects.
- Continue to address the sewer system inflow and infiltration condition.
- Continue to process Transportation and Encroachment Permits.
- Continue to work with EDCTC, El Dorado County, and State on development of regional transportation projects.
- Continue implementation of the Pedestrian Circulation Improvement Plan.
- Continue preliminary design and environmental work on the Clay Street and Cedar Ravine roundabouts.
- Continue to work with Caltrans on the Highway 50 Operational Improvements Project.
- Develop a Sewer System Master Plan.
- Develop a ten year Capital Improvement Program.
- Continue implementation of the City's Irrigation Meter Program.
- Continue to issue permits for grading and all other Public Works related development projects.

	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual	2011/2012	Approved	from 10/11
Department Staff by Position			2010/2011		2011/2012	Budget
Director of Public Works	1.0	1.0	1.0	1.0	1.0	0%
City Engineer	1.0	0.0	0.0	0.0	0.0	0%
Assistant Engineer	1.0	0.0	0.0	0.0	0.0	0%
Associate Engineer	1.0	1.5	1.5	1.5	1.5	0%
Senior Management Analyst	0.0	0.0	0.0	0.0	0.0	0%
Administrative Secretary	1.0	1.0	1.0	1.0	1.0	0%
Engineering Specialist	2.0	1.0	1.0	1.0	1.0	0%
Engineering Technician	1.0	1.0	1.0	1.0	1.0	0%
Office Assistant II	0.5	0.0	0.0	0.0	0.0	0%
Total	8.5	5.5	5.5	5.5	5.5	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Engineering

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	768,274	546,192	514,949	505,005	485,634	485,634	-6%
Materials and supplies	6,522	5,311	6,850	6,850	6,950	6,950	1%
Contract Services	3,483	3,005	4,300	4,286	4,500	4,500	5%
Overhead	14,000	19,964	20,000	20,000	20,000	20,000	0%
Other expense	1,432	1,244	4,300	1,283	5,200	5,200	21%
Capital outlay	-	23	-	709	2,500	2,500	0%
Total	793,711	575,739	550,399	538,133	524,784	524,784	-5%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Engineering	793,711	575,739	550,399	538,133	524,784	524,784	-5%
Total	793,711	575,739	550,399	538,133	524,784	524,784	-5%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	419,065	277,166	236,449	150,342	108,483	108,483	-54%
CIP Cost Recovery	210,975	99,177	100,000	172,750	175,000	175,000	75%
Engineering Fees	67,257	67,626	70,000	70,000	70,000	70,000	0%
Water Enterprise Fund	48,210	65,879	71,975	72,810	85,400	85,400	19%
Sewer Enterprise Fund	48,204	65,891	71,975	72,231	85,901	85,901	19%
Total	793,711	575,739	550,399	538,133	524,784	524,784	-5%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Public Works

Division: Streets and Roads

2010/11 REVIEW

- Maintained approximately 53 miles of City streets.
- Patched pavement throughout the City.
- Continued street painting, sign installation and repair, and graffiti removal program.
- Swept streets one day per week.
- Completed work service requests for street work.
- Removed hazardous trees.
- Plowed & sanded streets during winter conditions.
- Cleaned storm drains.
- Continued weed abatement program in conjunction with Recreation and Parks Department.
- Continued support activities for special events.
- Continued to support Engineering in inventorying infrastructure.

2011/12 BUDGET

- Continue to maintain approximately 53 miles of City streets.
- Purchase equipment approved in the 2011/2012 Capital Outlay Programs.
- Utilize Dura Patcher to maintain pavement throughout City.
- Continue street painting, sign installation & repair and graffiti removal program.
- Continue to provide street sweeping one day per week.
- Continue to complete work service requests for street work.
- Identify and remove hazardous trees.
- Continue to remove snow and sand streets during winter conditions.
- Continue to clean storm drains.
- Continue weed abatement program in conjunction with Recreation and Parks Department.
- Continue support activities for special events.
- Continue to support Engineering in inventorying infrastructure.

Department Staff by Position	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Public Works Superintendent	0.5	0.7	0.7	0.7	0.7	0%
Traffic Maintenance Worker	1.0	1.0	1.0	1.0	1.0	0%
Senior Maintenance Worker	0.5	0.1	0.1	0.1	0.1	0%
Maintenance Worker II	2.0	0.8	0.8	0.7	0.7	-10%
Maintenance Worker I	1.2	1.0	1.0	0.8	0.8	-25%
Total	5.2	3.6	3.6	3.3	3.3	-9%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Streets and Roads

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	268,965	242,441	265,344	242,568	250,328	250,328	-6%
Materials and supplies	64,213	174,335	69,500	36,124	69,450	69,450	0%
Contract Services	126,249	38,903	149,726	152,037	158,624	158,624	6%
Overhead	-	-	-	-	-	-	0%
Other expense	12,763	12,413	16,000	12,215	18,500	18,500	16%
Capital outlay	161	-	-	596	9,028	9,028	0%
Total	472,351	468,092	500,570	443,540	505,930	505,930	1%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Street Sweeping	28,188	23,620	24,289	23,009	25,689	25,689	6%
Curbs, Gutters, and Sidewalks	20,833	21,621	29,620	27,035	30,020	30,020	1%
Street Signs and Markings	34,419	29,771	33,976	31,193	35,577	35,577	5%
Storm Drains	5,013	6,039	14,915	6,756	8,500	8,500	-43%
Traffic Signals and Lights	101,078	111,177	99,065	100,066	112,278	112,278	13%
Street Sanding/Snow Removal	3,597	14,195	5,200	1,200	5,200	5,200	0%
General Street Maintenance	279,223	261,669	293,505	254,281	288,666	288,666	-2%
Total	472,351	468,092	500,570	443,540	505,930	505,930	1%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	256,211	220,213	191,305	249,885	179,958	179,958	-6%
Gas Tax	216,140	216,773	189,341	189,341	306,048	306,048	62%
Transportation Fund	-	-	100,000	-	-	-	-100%
Development Impact Fund	-	-	-	-	-	-	0%
Benefit Assessment Districts	-	31,106	19,924	4,314	19,924	19,924	0%
Total	472,351	468,092	500,570	443,540	505,930	505,930	1%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Public Works

Division: Water and Sewer Lines

2010/11 REVIEW

- Continued to operate and maintain approximately 45 miles of water distribution lines.
- Performed a variety of water line division maintenance and operations functions, to include: water line and valve replacement, water pressure assessment, water quality calls/investigations.
- Completed water line repair work service requests.
- Continued to operate and maintain approximately 50 miles of sewer collection lines.
- Performed a variety of wastewater line division maintenance and operations functions, to include: sewer line repair and replacement, manhole rehabilitation and maintenance of other infrastructure related to the wastewater collection system.
- Completed sewer line repair work service requests.
- Sewer collection system flushing program was reduced to a minimal level.
- Continued Grease Interceptor program for restaurants as new restaurants opened up.

2011/12 BUDGET

- Continue to operate and maintain approximately 45 miles of water distribution lines.
- Continue in the performance of a variety of water division maintenance and operations functions, to include: water line and valve replacement, and water pressure assessment and water quality calls/investigations.
- Continue to complete water line repair work service requests.
- Continue to operate and maintain approximately 50 miles of sewer collection lines.
- Continue to utilize the vactor truck for sewer maintenance and spill response.
- Continue to perform a variety of wastewater line division maintenance and operations functions, to include: sewer line repair and replacement, manhole rehabilitation and maintenance of other infrastructure related to the wastewater collection system.
- Continue to complete sewer line repair work service requests.
- Re-initiate a sewer collection system flushing program.
- Continue Grease Interceptor program for restaurants.

	Actual	Actual	Estimated	Proposed	Council	% Change
Department Staff by Position	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Public Works Superintendent	0.5	0.7	0.7	0.7	0.7	0%
Maintenance Mechanic~	0.0	0.0	0.0	0.0	0.0	0%
Senior Maintenance Worker	2.5	0.3	0.3	0.3	0.3	0%
Maintenance Worker II	3.4	1.4	1.4	1.5	1.5	6%
Maintenance Worker I	4.8	4.0	4.0	3.3	3.3	-19%
Water Meter Technician	1.0	1.0	1.0	1.0	1.0	0%
Total	12.2	7.4	7.4	6.7	6.7	-9%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Water and Sewer Lines

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	765,054	583,069	536,095	488,068	506,149	506,149	-6%
Materials and supplies	73,161	47,728	105,000	105,000	100,800	100,800	-4%
Contract Services	43,479	33,657	63,831	56,430	68,250	68,250	7%
Overhead	137,265	149,909	149,000	149,000	149,000	149,000	0%
Other expense	900	124	6,700	310	6,750	6,750	1%
Capital outlay	9,773	11,429	53,134	53,134	37,167	37,167	-30%
Total	1,029,632	825,916	913,760	851,942	868,116	868,116	-5%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Water Lines	527,048	361,447	409,589	383,037	388,816	388,816	-5%
Sewer Lines	502,584	464,469	504,171	468,905	479,300	479,300	-5%
Total	1,029,632	825,916	913,760	851,942	868,116	868,116	-5%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Water Lines	527,048	361,447	409,589	383,037	388,816	388,816	-5%
Sewer Lines	502,584	464,469	504,171	468,905	479,300	479,300	-5%
Total	1,029,632	825,916	913,760	851,942	868,116	868,116	-5%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Public Works

Division: Water Acquisition and Delivery

2010/11 REVIEW

- Completed annual water quality report to customers and Department of Health Services.
- Responded to water quality calls and conduct investigations related to distribution system problems.
- Performed weekly water sampling, testing and reporting.
- Water conservation program was suspended due to the layoff of the EID personnel that conducted the program on the City's behalf.
- Continued Cross-Contamination Prevention Program.
- Continued City wide Backflow Certification Program.
- Conducted bi-monthly reading of all water meters within the City service area.
- Replaced defective water meters.

2011/12 BUDGET

- Complete annual water quality report to customers and Department of Health Services.
- Continue responding to water quality calls and conducting investigations related to distribution system problems.
- Continue Citywide Backflow Certification Program and certified all City owned devices.
- Continue Cross-Contamination Prevention Programs.
- Continue weekly water quality sampling, testing, and reporting.
- Continue development of valve exercise and fire hydrant flushing programs.
- Continue implementation of the Cross Connection Contamination Prevention Program.
- Continue City wide Backflow Certification Program for all City owned devices and all private devices.
- Continue conducting bi-monthly reading of all water meters within City service area.
- Continue replacement of defective water meters.

	Actual	Actual	Estimated	Proposed	Council	% Change
Department Staff by Position	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Water Services Specialist	1.0	1.0	2.0	2.0	2.0	0%
Total	1.0	1.0	2.0	2.0	2.0	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Water Acquisition and Delivery

<u>Division Budget by Category</u>	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Estimated</u> <u>Actual</u> <u>2010/2011</u>	<u>Proposed</u> <u>2011/2012</u>	<u>Council</u> <u>Approved</u> <u>2011/2012</u>	<u>% Change</u> <u>from 10/11</u> <u>Budget</u>
Personnel	51,401	78,963	167,617	78,839	175,203	175,203	5%
Materials and supplies	337,851	278,671	438,475	425,567	357,575	357,575	-18%
Contract Services	18,847	8,944	21,000	1,611	9,600	9,600	-54%
Overhead	67,121	88,726	88,000	88,000	88,000	88,000	0%
Other expense	5,756	10,998	9,050	7,783	14,300	14,300	58%
Capital outlay	-	-	5,000	653	-	-	-100%
Total	480,976	466,302	729,142	602,453	644,678	644,678	-12%

<u>Division Budget by Program</u>	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Estimated</u> <u>Actual</u> <u>2010/2011</u>	<u>Proposed</u> <u>2011/2012</u>	<u>Council</u> <u>Approved</u> <u>2011/2012</u>	<u>% Change</u> <u>from 10/11</u> <u>Budget</u>
Water Acquisition & Delivery	480,976	466,302	729,142	602,453	644,678	644,678	-12%
Total	480,976	466,302	729,142	602,453	644,678	644,678	-12%

<u>Source of Funds:</u>	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Estimated</u> <u>Actual</u> <u>2010/2011</u>	<u>Proposed</u> <u>2011/2012</u>	<u>Council</u> <u>Approved</u> <u>2011/2012</u>	<u>% Change</u> <u>from 10/11</u> <u>Budget</u>
Water Acquisition & Delivery	480,976	466,302	729,142	602,453	644,678	644,678	-12%
Total	480,976	466,302	729,142	602,453	644,678	644,678	-12%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Public Works

Division: Water Reclamation Facility

2010/11 REVIEW

- Operated and maintained the Hangtown Creek Water Reclamation Facility.
- Complied with all regulatory requirements and reports.
- Conducted laboratory testing, analysis and reporting program as required by NPDES permit.
- Conducted laboratory testing and analysis function necessary for plant operations.
- Continued working towards compliance with effluent discharge temperature Cease and Desist Order.
- Maintained three sanitary sewer lift stations.
- Continued design of improvements for lift stations.
- Continued implementation of Sewer Spill Policy.
- Furthered sewer collection system inventory and analysis program
- Completed construction of WWTP Phase IIIa and IIIb improvements.

2011/12 BUDGET

- Operate and maintain the Hangtown Creek Water Reclamation Facility.
- Comply with all regulatory requirements and reports.
- Continue the expanded laboratory testing, analysis and reporting program as required by the new NPDES permit.
- Continue conducting laboratory testing and analysis function necessary for plant operations.
- Continue working towards compliance with effluent discharge temperature Cease and Desist Order.
- Continue maintaining three sanitary sewer lift stations.
- Continue implementation of Sewer Spill Policy.
- Further sewer collection system inventory and analysis program.

Department Staff by Position	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Water Reclamation Supervisor	1.0	1.0	1.0	1.0	1.0	0%
Water Reclamation Facility Operator III	2.0	2.0	1.5	2.5	2.5	69%
Electronic/Electrical Technician	0.0	0.0	1.0	0.0	0.0	0%
Water Reclamation Facility Operator IV	0.0	0.0	1.0	1.0	1.0	0%
Lab Director	1.0	1.0	1.0	1.0	1.0	0%
Senior Maintenance Mechanic	1.0	1.0	1.0	1.0	1.0	0%
Water Reclamation Operator II	2.0	2.0	3.0	3.0	3.0	0%
Maintenance Worker II	0.0	0.0	0.0	1.0	1.0	0%
Total	7.0	7.0	9.5	10.5	10.5	11%

Fiscal Year 2011/2012 Annual Operating Budget
Division Budget
Water Reclamation Facility

<u>Division Budget by Category</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Personnel	815,741	775,064	965,996	856,201	1,054,061	1,054,061	9%
Materials and supplies	401,869	279,872	322,100	322,100	319,800	319,800	-1%
Contract Services	558,101	526,133	628,710	605,699	581,900	581,900	-7%
Overhead	233,534	214,800	215,000	215,000	215,000	215,000	0%
Other expense	26,664	26,623	41,278	22,714	41,050	41,050	-1%
Capital outlay	-	590	56,009	9,984	8,000	8,000	-86%
Total	2,035,909	1,823,082	2,229,093	2,031,698	2,219,811	2,219,811	0%

<u>Division Budget by Program</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Wastewater Treatment	2,035,909	1,823,082	2,229,093	2,031,698	2,219,811	2,219,811	0%
Total	2,035,909	1,823,082	2,229,093	2,031,698	2,219,811	2,219,811	0%

<u>Source of Funds:</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Sewer Enterprise	2,035,909	1,823,082	2,229,093	2,031,698	2,219,811	2,219,811	0%
Total	2,035,909	1,823,082	2,229,093	2,031,698	2,219,811	2,219,811	0%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Public Works

Division: Downtown Parking

2010/11 REVIEW

- Performed M & O as needed including lighting, signage, patching, striping, and landscape maintenance.
- Continued to develop beautification to selected parking lots.
- Provided special event support.
- Provided visitor Center Grounds Maintenance.

2011/12 BUDGET

- Continue to perform M & O as needed including lighting, signage, patching, striping, and landscape maintenance.
- Continue to develop beautification to selected parking lots.
- Conduct maintenance/capital reserve costs analysis for parking district.
- Continue to provide special event support.
- Continue to provide Visitor Center Grounds Maintenance.

Department Staff by Position	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
	0.0	0.0	0.0	0.0	0.0	0%
Total	0.0	0.0	0.0	0.0	0.0	0%

Please Note: The Parking program is collectively administered by the Administration Department, Public Works Department, and the Finance Department

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Downtown Parking

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	-	-	-	-	-	-	0%
Materials and supplies	1,528	1,562	1,800	239	1,300	1,300	-28%
Contract Services	150,951	136,371	126,403	127,356	132,656	132,656	5%
Overhead	-	-	-	-	-	-	0%
Other expense	186	617	-	608	-	-	0%
Capital outlay	-	-	-	-	-	-	0%
Total	152,665	138,550	128,203	128,203	133,956	133,956	4%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Downtown Parking	152,665	138,550	128,203	128,203	133,956	133,956	4%
Total	152,665	138,550	128,203	128,203	133,956	133,956	4%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	32,414	30,713	9,997	7,261	13,014	13,014	30%
Daily Parking Revenues	26,307	23,845	35,646	40,302	40,302	40,302	13%
Leased Parking Revenues	93,944	83,992	82,560	80,640	80,640	80,640	-2%
Total	152,665	138,550	128,203	128,203	133,956	133,956	4%

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Community Development

Provide current and long-range planning, building inspection, and economic/redevelopment in a manner that is consistent with the City's General Plan, related ordinances and sound planning and inspection practices, and that is applicable and responsive to the current and long-term needs and interests of the City.

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Development

All Divisions

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Council Approved 2011/2012
<i>Administration (Hours)</i>				
Budget administration	300	300	300	250
Planning division support	500	250	250	200
Building division support	300	350	350	350
Interdepartmental support	800	450	450	500
Personnel matters	100	50	50	50
Clerical/Records	400	350	350	400
Special projects	500	250	250	300
City Council/ Planning Commission and miscellaneous meetings	350	275	250	250
<i>Planning (Projects)</i>				
Discretionary development applications	15	14	13	14
Miscellaneous applications	20	14	6	10
Housing Element Update/Implementation (hours)	250	600	150	300
Parcel and subdivision maps	6	8	2	2
Inquiries	2,000	1,600	800	1,000
Code enforcement cases	15	21	10	15
<i>Building</i>				
Inspections	1,655	1,114	1,000	950
Building permits	324	346	300	275
Plan review	143	147	140	145
Inquiries/Contacts	2,500	7,200	10,000	7,500
Code enforcement cases	117	78	160	125

	Actual	Actual	Estimated Actual	Proposed	Council Approved	% Change from 10/11 Budget
Department Staff by Position	2008/2009	2009/2010	2010/2011	2011/2012	2011/2012	
Director of Community Development	1.0	1.0	1.0	1.0	1.0	0%
City Planner	1.0	1.0	1.0	1.0	1.0	0%
Senior Building Inspector	1.0	1.0	1.0	1.0	1.0	0%
Building Inspector II	1.0	0.0	0.0	0.0	0.0	0%
Administrative Secretary	1.0	1.0	1.0	1.0	1.0	0%
Office Assistant II	0.5	0.0	0.0	0.0	0.0	0%
Total	5.5	4.0	4.0	4.0	4.0	0%

Fiscal Year 2011/2012 Annual Operating Budget

Department Budget

Community Development

Department Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	544,449	449,794	342,382	349,690	321,685	321,685	-6%
Materials and supplies	2,657	1,897	3,200	3,341	2,700	2,700	-16%
Contract Services	38,478	17,981	12,700	32,568	23,456	23,456	85%
Overhead	-	-	-	-	-	-	0%
Other expense	6,313	6,427	5,100	5,498	4,725	4,725	-7%
Capital outlay	-	-	-	48	-	-	0%
Total	591,897	476,099	363,382	391,145	352,566	352,566	-3%

Budget by Division	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Planning	134,741	108,950	117,409	117,083	120,147	120,147	2%
Building	229,237	159,762	105,881	128,637	116,645	116,645	10%
CDD Administration	227,919	207,387	140,092	145,425	115,774	115,774	-17%
Total	591,897	476,099	363,382	391,145	352,566	352,566	-3%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	430,889	335,587	264,082	272,145	246,266	246,266	-7%
Planning Fees	62,821	40,890	34,300	54,000	41,300	41,300	20%
Building Permits	98,187	99,622	65,000	65,000	65,000	65,000	0%
TIM Fees	-	-	-	-	-	-	0%
Total	591,897	476,099	363,382	391,145	352,566	352,566	-3%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Development

Division: Planning

2010/2011 REVIEW

- Continued to provide customer service regarding information relating to zoning and other planning matters.
- Continued to provide staff support to the Planning Commission and City Council where approximately 15 discretionary projects were submitted for review.
- Completed Ray Lawyer Commercial Tentative Subdivision Map 08-04 (Council approved).
- Completed Cottonwood Park Phases 4 and 6 Tentative Subdivision Map TSM 05-01 (Council approved).
- Assisted the El Dorado County Transportation Commission with the development of the Non-Motorized Transportation Plan Update.
- Assisted consultants to the City of Placerville Redevelopment Plan and Environmental Impact Report, gathered information, tabulated relevant statistical data, distributed draft documents and public notices, and reviewed administrative draft of consultant prepared documents (Council and Redevelopment Agency adopted).
- Assisted the Planning Commission in creating a *Master Street Tree Plan* (Council approved).
- Processed the amendment to Section 10-4-10: *Historical Buildings in the City*, of the Zoning Ordinance, involving historic design review criteria; assisted in the processing of Administration's request to reestablish the Historical Advisory Committee.

2011/2012 BUDGET

- Continue to provide customer service regarding information relating to zoning and other planning matters.
- Continue to provide staff support to the Historical Advisory Committee, Planning Commission and City Council where it is expected that between 15 and 20 discretionary projects will be submitted for review.
- Process two Parcel Maps.
- Assist in the initiation of the Sacramento Area Council of Governments Infill Streamlining Program Grant for the Placerville Drive planning area, as funding and grant parameters permit.
- Initiate the implementation programs of the General Plan Housing Element.
- Explore the implementation of design review guidelines for the downtown area.
- Process miscellaneous Code projects.

	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual	2011/2012	Approved	from 10/11
Department Staff by Position			2010/2011		2011/2012	Budget
City Planner	1.0	1.0	1.0	1.0	1.0	0%
Total	1.0	1.0	1.0	1.0	1.0	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget Planning

<u>Division Budget by Category</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Personnel	131,028	105,106	115,209	114,042	117,847	117,847	2%
Materials and supplies	601	278	750	750	500	500	-33%
Contract Services	825	825	-	344	-	-	0%
Overhead	-	-	-	-	-	-	0%
Other expense	2,287	2,741	1,450	1,947	1,800	1,800	24%
Capital outlay	-	-	-	-	-	-	0%
Total	134,741	108,950	117,409	117,083	120,147	120,147	2%

<u>Division Budget by Program</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Planning	134,741	108,950	117,409	117,083	120,147	120,147	2%
Total	134,741	108,950	117,409	117,083	120,147	120,147	2%

<u>Source of Funds:</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
General Fund							
Discretionary Revenues	71,920	68,060	83,109	63,083	78,847	78,847	-5%
Planning Fees	62,821	40,890	34,300	54,000	41,300	41,300	20%
Total	134,741	108,950	117,409	117,083	120,147	120,147	2%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Development

Division: Building

2010/11 REVIEW

- Issued 310 building permits, performed 840 inspections, 123 plan reviews and responded to 123 complaints.
- Presented City Code revisions to Council for approval.
- Continued to work with the public to obtain compliance with the City and State Codes relating to property use, non conforming construction and substandard housing conditions.
- Continued to perform complimentary site visits for proposed projects.

2011/12 BUDGET

- Plan review, building permit and inspection activity are expected to slightly increase this fiscal year.
- Entitlements exist for three hotel projects, however market conditions are still not favorable.
- There are currently two approved subdivisions, with one dwelling in plan review.
- Projected projects include the remodel of a medical clinic building, installation of four manufactured homes with site built garages in the Orchard Hills subdivision, one single family residence in the Estey Estates subdivision, and one teardown/rebuild.
- Active projects include a new youth shelter building, several tenant improvements, repairs to purchases of foreclosed properties, and on-going construction of two dwellings .
- Code enforcement activity is expected to increase, due to the amount of bank owned properties needing repairs, that are brought to our attention.
- Assist other departments and divisions as needed, due to lowered staff levels.

	Actual	Actual	Actual	Proposed	Approved	from 10/11
Department Staff by Position	2008/2009	2009/2010	2010/2011	2011/2012	2011/2012	Budget
Senior Building Inspector	1.0	1.0	1.0	1.0	1.0	0%
Building Inspector II	1.0	0.0	0.0	0.0	0.0	
Total	2.0	1.0	1.0	1.0	1.0	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Building

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	186,500	138,996	90,831	91,617	92,364	92,364	2%
Materials and supplies	1,803	1,165	2,200	2,200	1,600	1,600	-27%
Contract Services	37,653	17,156	9,700	31,622	20,456	20,456	111%
Overhead	-	-	-	-	-	-	0%
Other expense	3,281	2,445	3,150	3,150	2,225	2,225	-29%
Capital outlay	-	-	-	48	-	-	0%
Total	229,237	159,762	105,881	128,637	116,645	116,645	10%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Building Plan Review/Inspection	229,237	159,762	105,881	128,637	116,645	116,645	10%
Total	229,237	159,762	105,881	128,637	116,645	116,645	10%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	131,050	60,140	40,881	63,637	51,645	51,645	26%
Building Permits	98,187	99,622	65,000	65,000	65,000	65,000	0%
TIM Fees	-	-	-	-	-	-	0%
Total	229,237	159,762	105,881	128,637	116,645	116,645	10%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Development

Division: Community Development Administration

2010/11 REVIEW

- Managed daily activities of the Planning and Building Divisions of the Community Development Department.
- Provided budget management and technical assistance to the department staff.
- Enhanced the department web page as needed.
- Amended and resubmitted Placerville's General Plan 2008-2013 Housing Element Update for HCD approval.
- Completed the necessary reports and environmental documents for the Briggs' Commercial TSM.
- Assisted City Manager in the establishment of the Placerville Redevelopment Agency.
- Successfully applied for Infill Streamlining Program grant funds (approx. \$100,000) through the LGC.
- Assembled a document with potential hotel site information suitable for marketing to hotel developers.
- Augmented numerous administrative processes and effected City Code changes necessary to accommodate the adoption of the 2010 California Building Codes.

2011/12 BUDGET

- Continue to manage activities of the Planning and Building Divisions of the Community Development Department.
- Provide budget management and technical assistance to department staff.
- Assist the Public Works Department with the implementation of various Capital Improvement Projects, including preparation of environmental documents related thereto.
- With the assistance of the Placerville Drive Business Association, begin implementation of the Placerville Drive Development and Implementation Plan via the ISP grant for Form-Based Code, should the LGC begin funding.
- Start implementation of the programs and strategies established in the Housing Element.
- Assist the Broadway Village Association with the development of a vision plan.
- Continue to assist the City Manager with Redevelopment Plan implementation.
- Complete the processing of several residential Tentative Maps in the Quartz Mountain and Hocking/Morrene Drive area.
- Resolve demolition issues related to the Hangman's Tree & Herrick Buildings.
- Begin abatement program for abandoned pole signs.
- Seek City Council Direction regarding the creation of Downtown Historic District boundaries and guidelines.
- Present a request to the City Council to consider Island Annexations.
- Coordinate with SACOG in its Regional Sustainability Growth Partnership program.

	Actual	Actual	Estimated		Council	% Change
			Actual	Proposed	Approved	from 10/11
Department Staff by Position	2008/2009	2009/2010	2010/2011	2011/2012	2011/2012	Budget
Director of Community Development	1.0	1.0	1.0	1.0	1.0	0%
Administrative Secretary	1.0	1.0	1.0	1.0	1.0	0%
Office Assistant II*	0.5	0.0	0.0	0.0	0.0	0%
Total	2.5	2.0	2.0	2.0	2.0	0%

Fiscal Year 2011/2012 Annual Operating Budget
Division Budget
Community Development Administration

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	226,921	205,692	136,342	144,031	111,474	111,474	-18%
Materials and supplies	253	454	250	391	600	600	140%
Contract Services	-	-	3,000	602	3,000	3,000	0%
Overhead	-	-	-	-	-	-	0%
Other expense	745	1,241	500	401	700	700	40%
Capital outlay	-	-	-	-	-	-	0%
Total	227,919	207,387	140,092	145,425	115,774	115,774	-17%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Community Development Admin	227,919	207,387	140,092	145,425	115,774	115,774	-17%
Total	227,919	207,387	140,092	145,425	115,774	115,774	-17%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	227,919	207,387	140,092	145,425	115,774	115,774	-17%
Planning Fees	-	-	-	-	-	-	0%
Building Permits	-	-	-	-	-	-	0%
Total	227,919	207,387	140,092	145,425	115,774	115,774	-17%

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Community Services

Provide the City's parks, recreation activities, and public facilities maintenance and operations in a manner that is consistent with sound practices and legal requirements, and that is applicable and responsive to the long-term and the current needs and interests of the Community.

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Services

All Divisions

Workload Indicators	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Council Approved 2011/2012
Parks Maintenance Hours				
Gold Bug Park	1700	1700	1700	1700
Lions Park	1650	1650	1,450	1450
City Park	600	600	400	600
Rotary Park	600	600	400	400
Lumsden Park	500	500	400	400
Orchard Hill Park	350	350	150	150
George Duffey Park	100	100	0	200
El Dorado Trail	0	0	200	200
Community Gardens	0	0	200	200
Cemeteries	0	0	200	200
Other Parks and Grounds	800	800	200	200
Recreation (FT hrs / PT hrs)				
General	3,000/200	3,000/200	3,000/200	500/200
Activity Guide			300/0	300/0
Gold Bug Tours	300/2,500	300/2,500	100/2,600	0/2,600
Adult Program	450/2,100	450/2,100	450/2,100	250/2,100
Youth Programs	350/500	350/500	350/500	350/500
Aquatics	1,900/10,000	1,900/10,000	2,000/10,000	1,750/10,000
Youth Sports	800/2,100	800/2,100	400/2,100	400/2,100
Adult Sports	1,750/2,900	1,750/2,900	1,150/2,900	900/2,900
Facilities Maintenance				
City Hall	350	350	200	300
Town Hall	850	850	650	650
Scout Hall	100	100	100	50
Pool	700	700	550	550
Park and Ride	0	0	50	50
Old City Hall	0	0	15	15
Police Department	0	0	20	20
Other	100	100	15	15

Department Staff by Position	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Director of Public Services	1.0	1.0	1.0	1.0	1.0	0%
Retired Annuitant	0.5	0.3	0.3	0.0	0.0	-100%
Parks & Facilities Maint. Superintendent	1.0	1.0	1.0	1.0	1.0	0%
Recreation Supervisor	2.5	0.5	0.5	0.5	0.5	0%
Senior Maintenance Worker	1.0	1.0	1.0	1.0	1.0	0%
Maintenance Worker II	3.0	3.0	3.0	3.0	3.0	0%
Gold Bug Park Maint. & Operations Spec.	1.0	1.0	1.0	1.0	1.0	0%
Recreation Superintendent	1.0	1.0	1.0	1.0	1.0	0%
Recreation Coordinator	1.0	1.0	1.0	1.0	1.0	0%
Administrative Secretary	1.0	1.0	1.0	1.0	1.0	0%
Total Public Services	13.0	10.8	10.8	10.5	10.5	-3%

Fiscal Year 2011/2012 Annual Operating Budget

Department Budget

Community Services

Department Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	1,364,864	1,108,760	1,021,420	1,028,075	1,052,208	1,052,208	3%
Materials and supplies	152,928	133,774	125,068	123,075	134,468	134,468	8%
Contract Services	383,821	364,644	341,014	362,175	372,810	372,810	9%
Overhead	-	-	-	-	-	-	0%
Other expense	55,958	52,519	52,530	58,439	58,410	58,410	11%
Capital outlay	968	-	-	709	800	800	0%
Total	1,958,539	1,659,697	1,540,032	1,572,473	1,618,696	1,618,696	5%

Budget by Division	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Parks	522,906	476,189	439,056	441,076	458,725	458,725	4%
Recreation	889,775	690,159	648,737	667,210	701,000	701,000	8%
Facilities M & O	330,566	303,099	248,811	274,294	277,325	277,325	11%
CSD Administration	215,292	190,250	203,428	189,893	181,646	181,646	-11%
Total	1,958,539	1,659,697	1,540,032	1,572,473	1,618,696	1,618,696	5%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	1,308,603	1,091,257	1,051,868	1,015,851	1,061,073	1,061,073	1%
Orchard Hill/Duffey LLMD	32,920	33,023	27,427	27,427	32,649	32,649	19%
Recreation Fees	617,016	535,417	460,737	529,195	524,974	524,974	14%
Total	1,958,539	1,659,697	1,540,032	1,572,473	1,618,696	1,618,696	5%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Services

Division: Parks

2010/11 REVIEW

- Maintained 103 acres of parks, four miles of trails, and ten acres of open space.
- Worked approximately 5,500 hours in maintaining parks and open space.
- Worked approximately 1,800 hours at Gold Bug Park in both grounds and building maintenance.
- Worked approximately 1,200 hours at Lions Park in a variety of maintenance functions including grounds, turf, playground/tot-lot, tennis courts, athletic fields and facility maintenance.
- Worked approximately 800 hours at City Park maintaining all grounds.
- Worked approximately 600 hours at Rotary Park maintaining all grounds.
- Worked approximately 500 hours at Lumsden Park maintaining all grounds.
- Worked approximately 400 hours at Orchard Hill Park maintaining grounds and landscape areas.
- Worked approximately 1,000 hours within other grounds areas, such as trails, cemeteries, adopt-a-spots, caboose visitor center, right-of-ways, and several small park areas performing grounds and facility maintenance.
- Worked approximately 400 hours in the weed abatement program along streets and parkways.
- Worked with local volunteers to decorate Christmas Trees on Broadway, Main Street, and Placerville Drive.
- Worked with local volunteer groups to make improvements to the El Dorado Trail.
- Worked with local volunteer groups to make improvements to Gold Bug Park.
- Worked with local volunteer groups to make improvements to Lumsten Park.
- Worked with local volunteer group to replace grass infield at Rotary Park.
- Worked with Community Pride volunteers to complete mural project on Main Street.
- Placed fall material in tot-lots throughout the City's park system.
- Made fire safety improvements to trails and roadways at Gold Bug Park.
- Performed tree trimming/removal work.
- Completed Safety Fencing Project at Gold Bug Park.
- Assisted volunteer effort to install playground equipment at Lions Park.
- Renovated softball infields at Lions Park.

2011/12 BUDGET

- Maintain 105 acres of park, four miles of trails, and eight acres of open space.
- Complete playground project at Lions Park.
- Continue implementation of Fire Safe Plan for Gold Bug Park.
- Continue to make structural improvements to the Maher House at Gold Bug Park.

	Actual	Actual	Estimated		Council	% Change
	2008/2009	2009/2010	Actual	Proposed	Approved	from 10/11
Department Staff by Position			2010/2011	2011/2012	2011/2012	Budget
Parks & Facility Maintenance Superintendent	0.8	0.8	0.8	0.8	0.8	0%
Senior Maintenance Worker	0.6	0.6	0.6	0.6	0.6	0%
Maintenance Worker II	2.5	2.3	2.3	2.3	2.3	0%
Gold Bug Park Maint. & Op. Specialist	1.0	1.0	1.0	1.0	1.0	0%
Total	4.9	4.8	4.8	4.8	4.8	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Parks

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	391,757	364,306	327,743	331,033	342,444	342,444	4%
Materials and supplies	49,065	38,324	45,300	44,751	46,100	46,100	2%
Contract Services	80,831	72,646	65,713	65,157	66,701	66,701	2%
Overhead	-	-	-	-	-	-	0%
Other expense	368	913	300	135	3,480	3,480	1060%
Capital outlay	885	-	-	-	-	-	0%
Total	522,906	476,189	439,056	441,076	458,725	458,725	4%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Parks Maintenance	62,657	68,301	60,462	61,119	63,349	63,349	5%
Lions Park	110,247	99,678	97,646	93,229	101,528	101,528	4%
Gold Bug Park	83,973	67,670	68,747	68,577	69,156	69,156	1%
Rotary Park	61,829	49,162	46,045	49,524	48,060	48,060	4%
City Park	60,601	56,889	50,861	51,942	52,532	52,532	3%
Lumsden Park	37,604	34,900	28,683	28,806	29,874	29,874	4%
City Cemeteries	21,966	18,574	18,773	17,814	19,813	19,813	6%
Community Gardens	4,411	4,223	3,561	4,089	3,578	3,578	0%
El Dorado Trail	8,114	9,103	6,449	6,836	6,747	6,747	5%
Orchard Hill/Duffey LLMD	32,920	33,023	27,427	27,427	32,649	32,649	19%
Other Grounds	38,584	34,666	30,402	31,713	31,439	31,439	3%
Total	522,906	476,189	439,056	441,076	458,725	458,725	4%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	489,986	443,166	411,629	413,649	426,076	426,076	4%
Orchard Hill/Duffey LLMD	32,920	33,023	27,427	27,427	32,649	32,649	19%
Total	522,906	476,189	439,056	441,076	458,725	458,725	4%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Services

Division: Recreation

2010/11 REVIEW

- Created three Recreation Program Activity Guides with a distribution of approximately 14,000 per issue.
- Developed strategies to increase visibility and public awareness of recreation offerings.
- Implemented new Sports Camps with a special emphasis on younger age groups.
- Conducted a Youth Basketball League consisting of 736 participants participating in four divisions.
- Accommodated over 1,400 participants in learn to swim program.
- Implemented “extended” aquatics activities to include Junior Lifeguard Camps, Swimming Lesson Aide Training and Water Exercise.
- Administered Youth Assistance Fund and solicited for and distributed over \$9,000 of assistance to local youths.
- Conducted four Adult 5 on 5 Basketball Leagues with an average of thirteen teams per league.
- Conducted five Adult 3 on 3 Basketball Leagues with an average of ten teams per league.
- Conducted three Adult Softball Leagues with approximately 214 teams combined in spring, summer, and fall leagues.
- Co-sponsored six Special Events (Halloween Spooktacular, Fishing Derby, Festival of Lights, Christmas Parade, Hattie’s Tea Party and Founders Day).
- Co-sponsored El Dorado County Special Olympics year-round programs and special events serving 75 athletes.
- Made improvements to newly created program brochure and distribution system.
- Conducted guided tours of Gold Bug Mine and Stamp Mill.
- Accommodated general public tours of Gold Bug Mine.
- Conducted six co-ed volleyball leagues comprised of 46 teams.
- Created new soccer camp with 38 participants.
- Created new softball “wood bat” division.

2011/12 BUDGET

- Increase customer user base and program revenue.
- Expand program opportunities at the Placerville Aquatic Center.
- Expand recreation programs at the newly constructed Markham Gymnasium.
- Use new software program to improve mailing lists and marketing opportunities.
- Analyze customer user survey to improve upon programs and delivery.
- Generate community support and funding for the Youth Assistance Fund.
- Increase participation levels by 5% in the following program areas: Aquatics, Adult Sports, Youth Sports Camps, and Special Interest Classes.
- Utilized new team sports scheduling software to improve efficiency and customer service.

	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual	2011/2012	Approved	from 10/11
Department Staff by Position			2010/2011		2011/2012	Budget
Recreation Supervisor	2.5	0.5	0.5	0.5	0.5	0%
Recreation Superintendent	1.0	1.0	1.0	1.0	1.0	0%
Recreation Coordinator	1.0	1.0	1.0	1.0	1.0	0%
Total Public Services	4.5	2.5	2.5	2.5	2.5	0%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Services

Division: Recreation

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	665,547	470,102	423,425	436,109	459,038	459,038	8%
Materials and supplies	36,473	35,235	38,900	37,691	45,100	45,100	16%
Contract Services	134,205	134,008	135,082	135,785	142,032	142,032	5%
Overhead	-	-	-	-	-	-	0%
Other expense	53,467	50,814	51,330	57,625	54,030	54,030	5%
Capital outlay	83	-	-	-	800	800	0%
Total	889,775	690,159	648,737	667,210	701,000	701,000	8%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Special Interest Programs	35,144	30,443	36,723	35,989	36,714	36,714	0%
Sports Camps and Teams	362,976	297,679	288,457	273,646	289,468	289,468	0%
Gold Bug Park Admissions	51,094	49,550	50,813	47,535	50,773	50,773	0%
Aquatics	286,821	181,275	140,002	178,120	186,952	186,952	34%
Special Events	5,822	5,403	5,000	5,456	5,109	5,109	2%
Recreation - General	147,918	125,809	127,742	126,464	131,984	131,984	3%
Total	889,775	690,159	648,737	667,210	701,000	701,000	8%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	272,759	154,742	188,000	138,015	176,026	176,026	-6%
Recreation Fees	617,016	535,417	460,737	529,195	524,974	524,974	14%
Total	889,775	690,159	648,737	667,210	701,000	701,000	8%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Services

Division: Facilities Maintenance

2010/11 REVIEW

- Maintained approximately 40,000 sq. ft. of buildings/facilities/grounds, including Town Hall, Old City Hall, New City Hall, Public Safety Building, Scout Hall, Aquatics Center, Bell Tower, Corporation Yard, Downtown Restrooms, Mosquito Park and Ride, Bike Trail, Caboose, Stamp Mill Building and the Museum/Visitor Center at Gold Bug Park.
- Completed training for the maintenance and operation of the Placerville Aquatics Center.
- Completed new parks maintenance facility at Corporation Yard.

2011/12 BUDGET

- Maintain approximately 40,000 square feet of buildings/facilities/grounds.
- Accomplish maintenance program with approximately 2,000 hours of staff time.
- Continue annual floor cleaning program at City facilities.
- Work towards the completion of ongoing Capital Improvement Projects.

Department Staff by Position	Actual		Estimated	Proposed	Council Approved	% Change from 10/11 Budget
	2008/2009	2009/2010	Actual 2010/2011			
Parks & Facility Maintenance Superintendent	0.2	0.2	0.2	0.2	0.2	0%
Senior Maintenance Worker	0.4	0.4	0.4	0.4	0.4	0%
Maintenance Worker II	0.5	0.5	0.6	0.6	0.6	0%
Total Public Services	1.1	1.1	1.1	1.1	1.1	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Facilities Maintenance

<u>Division Budget by Category</u>	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Estimated</u> <u>Actual</u> <u>2010/2011</u>	<u>Proposed</u> <u>2011/2012</u>	<u>Council</u> <u>Approved</u> <u>2011/2012</u>	<u>% Change</u> <u>from 10/11</u> <u>Budget</u>
Personnel	92,268	84,102	66,824	71,749	69,080	69,080	3%
Materials and supplies	67,390	60,215	40,868	40,633	43,268	43,268	6%
Contract Services	168,785	157,990	140,219	161,233	164,077	164,077	17%
Overhead	-	-	-	-	-	-	0%
Other expense	2,123	792	900	679	900	900	0%
Capital outlay	-	-	-	-	-	-	0%
Total	330,566	303,099	248,811	274,294	277,325	277,325	11%

<u>Division Budget by Program</u>	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Estimated</u> <u>Actual</u> <u>2010/2011</u>	<u>Proposed</u> <u>2011/2012</u>	<u>Council</u> <u>Approved</u> <u>2011/2012</u>	<u>% Change</u> <u>from 10/11</u> <u>Budget</u>
Old City Hall	10,359	14,993	10,321	10,207	9,428	9,428	-9%
New City Hall	85,961	81,678	79,529	80,010	82,433	82,433	4%
Town Hall	51,981	45,082	40,952	40,920	43,783	43,783	7%
Scout Hall	15,801	16,773	10,360	13,272	11,710	11,710	13%
Corporation Yard	11,860	13,320	16,521	16,839	17,600	17,600	7%
City Pool Facilities	131,223	104,024	67,461	95,037	90,871	90,871	35%
Public Safety Building	3,019	4,737	5,950	3,450	5,950	5,950	0%
Downtown Public Restroom	12,198	13,265	10,550	7,392	8,550	8,550	-19%
Mosquito Road Park & Bus	8,164	9,227	7,167	7,167	7,000	7,000	-2%
Total	330,566	303,099	248,811	274,294	277,325	277,325	11%

<u>Source of Funds:</u>	<u>Actual</u> <u>2008/2009</u>	<u>Actual</u> <u>2009/2010</u>	<u>Revised</u> <u>2010/2011</u>	<u>Estimated</u> <u>Actual</u> <u>2010/2011</u>	<u>Proposed</u> <u>2011/2012</u>	<u>Council</u> <u>Approved</u> <u>2011/2012</u>	<u>% Change</u> <u>from 10/11</u> <u>Budget</u>
General Fund							
Discretionary Revenues	330,566	303,099	248,811	274,294	277,325	277,325	11%
Total	330,566	303,099	248,811	274,294	277,325	277,325	11%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Community Services

Division: Community Services Administration

2010/11 REVIEW

- Met with community groups in the support of various City programs.
- Completed annual review and recommendation of the Recreation & Parks Capital Improvement Program.
- Assisted City in implementation of several safety related improvements at City facilities.
- Began implementation of Gold Bug Park Fire Safe Plan.
- Provided risk management services for Citywide Special Events.
- Completed Citywide Parks and Facilities Master Plan.

2011/12 BUDGET

- Implement additional marketing strategies, which will increase program users and enhance recreation program delivery.
- Develop strategies to reduce utility costs associated with the Aquatics Center.
- Continue to work with community groups in the funding of the Youth Assistance Program.
- Continue efforts with community groups in the coordinated delivery of Recreation & Parks programs.
- Continue Risk Management training and implementation of policies.
- Create partnerships with schools towards improved delivery of Special Interest Classes and Youth Sports Camps.
- Continue to work on the implementation of the Fire Safe Plan for Gold Bug Park.
- Develop State of California (Proposition 84) grant applications.

Department Staff by Position	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Director of Public Services	1.0	1.0	1.0	1.0	1.0	0%
Retired Annuitant	0.5	0.3	0.3	0.0	0.0	-100%
Administrative Secretary	1.0	1.0	1.0	1.0	1.0	0%
Total Public Services	2.5	2.3	2.3	2.0	2.0	-12%

Fiscal Year 2011/2012 Annual Operating Budget
Division Budget
Community Services Administration

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	215,292	190,250	203,428	189,184	181,646	181,646	-11%
Materials and supplies	-	-	-	-	-	-	0%
Contract Services	-	-	-	-	-	-	0%
Overhead	-	-	-	-	-	-	0%
Other expense	-	-	-	-	-	-	0%
Capital outlay	-	-	-	709	-	-	0%
Total	215,292	190,250	203,428	189,893	181,646	181,646	-11%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Public Services Administration	215,292	190,250	203,428	189,893	181,646	181,646	-11%
Total	215,292	190,250	203,428	189,893	181,646	181,646	-11%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	215,292	190,250	203,428	189,893	181,646	181,646	-11%
Total	215,292	190,250	203,428	189,893	181,646	181,646	-11%

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Elected Officials

The City Council shall establish policy direction and priorities for City government; fund administratively viable programs to implement approved policies; consider and resolve appeals of the public from actions of various City officials; coordinate City policy development with appropriate agencies; and keep informed on various matters affecting the City.

The City Treasurer shall provide for the daily deposit of cash receipts to the City's bank account.

Fiscal Year 2011/2012 Annual Operating Budget

Department Budget:

Elected Officials

<u>Workload Indicators</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Estimated Actual 2010/2011</u>	<u>Council Approved 2011/2012</u>
Regular City Council Meetings	22	22	22	22
Resolutions	87	100	100	100
Ordinances	3	3	8	8

<u>Department Staff by Position</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Mayor	1.0	1.0	1.0	1.0	1.0	0%
Vice-Mayor	1.0	1.0	1.0	1.0	1.0	0%
Council Members	3.0	3.0	3.0	3.0	3.0	0%
Elected City Treasurer	1.0	1.0	1.0	1.0	1.0	0%
Total	6.0	6.0	6.0	6.0	6.0	0%

Fiscal Year 2011/2012 Annual Operating Budget
Department Budget
Elected Officials

Department Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	56,793	47,338	77,105	77,901	94,517	94,517	23%
Materials and supplies	771	639	545	860	245	245	-55%
Contract Services	41,236	32,113	32,500	32,500	17,300	17,300	-47%
Overhead	-	-	-	-	-	-	0%
Other expense	31,412	10,551	10,639	15,367	7,639	7,639	-28%
Capital outlay	-	-	-	-	-	-	0%
Total	130,212	90,641	120,789	126,628	119,701	119,701	-1%

Budget by Division	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
City Council	128,021	88,458	118,423	124,345	117,335	117,335	-1%
City Treasurer	2,191	2,183	2,366	2,283	2,366	2,366	0%
Total	130,212	90,641	120,789	126,628	119,701	119,701	-1%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	130,212	90,641	120,789	126,628	119,701	119,701	-1%
Total	130,212	90,641	120,789	126,628	119,701	119,701	-1%

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City Administration

Manage the daily operations of the City. Ensure that City Council approved policies are translated into administrative instruction and budgeted programs, and that they are implemented and administered in a manner consistent with the spirit in which they were adopted.

Provide legal advice and services to the City Council and City staff that City actions, staff recommendations, City Council policies, and administrative procedures are undertaken after consideration of sound legal advice. Provide or arrange for appropriate representation for the City in all legal and quasi-judicial proceedings.

Provide the City's human resources and technology support services in a manner that is applicable and responsive to the needs and interests of the City. Provide that City records are preserved and archived.

Provide grant services and administration, economic development special event planning and coordination, and code enforcement.

Provide services at all City Council meetings, including the recording of all votes of the City Council, assuring that meetings are electronically recorded, and the speakers are identified.

Fiscal Year 2011/2012 Annual Operating Budget

Department: City Administration

All Divisions

Workload Indicators	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Council Approved 2011/2012
City Manager (hours)				
Council agenda and meeting prep.	500	500	500	500
Attend Council meetings	120	120	120	120
Personnel	300	300	300	300
Bonds	200	150	100	100
Intergovernmental relations	125	150	200	150
Citizen inquiries	150	130	150	150
Public Works/Comm. Develop. Proj.	600	600	600	600
Claims and litigation	140	120	150	150
Franchise	100	75	50	50
Bids and contracts	140	125	125	125
Special Events	75	75	50	50
Utility fees	90	140	200	100
Main Street & Parking	200	200	125	125
Ordinances and resolutions	150	150	150	150
Redevelopment				500
City Attorney (hours)				
Council agenda and meeting prep.	100	70	53	25
Attend Council meetings	60	50	38	19
Personnel	150	200	113	55
Bonds	150	100	56	28
Respond to subpoenas/records reqs.	90	100	75	37
Public Works/Comm. Develop. Proj.	100	150	169	84
Claims	100	100	94	47
Litigation	120	120	113	56
Bids and contracts	90	100	75	37
Ordinances and resolutions	120	120	94	47
Collections	30	50	38	19
Utility fees	75	125	113	56
Parking	100	75	38	19
Franchise	75	50	23	11
Redevelopment			121	40
Grant Administration (hours)				
Loan Reuse Program	500	200	100	50
Small Business Loans	400	400	100	50
Code Enforcement - Citizen Inquiries	500	500	150	150
Downtown Streetscape-Parking	200	200	100	50
Grant Development		300	100	100
CEC-ARRA Grant			200	100
CDBG 1st-Time Homebuyer/Housing Rehab			200	50
City Clerk (#/Hrs)				
Agendas/Minutes	60/765	54/689	50/637.5	50/637.5
Resolutions	87/170	100/200	100/200	100/200
Ordinances	3/6	3/6	8/16	8/16
Economic Interest Statements	62/93	62/93	62/93	62/93
Citizen calls & inquires	2000/10	2000/10	2000/10	2000/10
Council Mtg. Attendance	85 hrs.	80 hrs.	80 hrs.	80 hrs.
Public records requests	200/200	200/200	200/200	300/300
Human Resources (#/hrs)				
Recruitments	5/180	5/180	5/180	5/180
Reclassifications			4/144	0
Orientations	5/5	5/5	4/4	4/4
Process new hires including seasonals 5 FT ees/70 Seasonal	100/20 hrs	100/20 hrs	4/4	4/4
Risk Management				
Liability claims processed	12/96	6/48	15/120	15/120
Worker's Comp. claims existing	16/32	24/96	16/64	21/84
Worker's comp. claims	8/64	5/40	7/56	7/56
COBRA Administration	5/5	15/15	5/5	3/3
Information Services (% hrs)				
Network administration	20%	25%	20%	20%
Computer service calls/training	25%	25%	20%	20%
Project management	35%	30%	30%	30%
Updating skills/administration	20%	20%	30%	30%

Department Staff by Position	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012
City Manager / Attorney	1.0	1.0	1.0	0.0	0.0
City Manager	0.0	0.0	0.0	1.0	1.0
City Attorney	0.0	0.0	0.0	0.4	0.4
Director of IT	1.0	1.0	1.0	1.0	1.0
IT Analyst	1.0	1.0	1.0	1.0	1.0
Administrative Specialist	1.0	0.5	0.5	0.2	0.2
City Clerk/Human Resource Officer	1.0	1.0	1.0	1.0	1.0
Secretary to the City Manager	1.0	1.0	1.0	1.0	1.0
Archive Technician	1.0	0.0	0.0	0.0	0.0
Total	7.0	5.5	5.5	5.6	5.6

Fiscal Year 2011/2012 Annual Operating Budget

Department Budget

City Administration

Department Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	819,691	708,057	702,705	738,346	635,731	635,731	-10%
Materials and supplies	2,521	3,205	7,585	5,793	6,835	6,835	-10%
Contract Services	339,835	247,296	186,360	262,714	146,810	146,810	-21%
Overhead	41,897	38,424	38,000	38,000	38,000	38,000	0%
Other expense	8,314	9,617	12,412	10,491	6,035	6,035	-51%
Capital outlay	2,751	417	5,733	222	-	-	-100%
Total	1,215,009	1,007,016	952,795	1,055,566	833,411	833,411	-13%

Budget by Division	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Legal Services	102,040	60,362	99,939	89,800	86,948	86,948	-13%
Litigation	138,135	124,847	-	95,183	-	-	0%
City Manager	364,260	293,963	310,615	334,925	248,896	248,896	-20%
Information Services	376,333	309,522	358,484	350,975	351,695	351,695	-2%
Human Resources	117,391	107,512	104,910	107,847	105,141	105,141	0%
Grant Administration	105,581	104,598	68,231	68,231	35,790	35,790	-48%
City Clerk	11,269	6,212	10,616	8,605	4,941	4,941	-53%
Total	1,215,009	1,007,016	952,795	1,055,566	833,411	833,411	-13%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	735,700	573,476	651,838	664,925	608,492	608,492	-7%
General Liability Fund	138,135	124,847	-	95,183	-	-	0%
Grant Funds	105,581	104,598	68,231	68,231	-	-	-100%
Water Enterprise Fund	117,393	102,047	116,363	111,461	112,459	112,459	-3%
Sewer Enterprise Fund	118,200	102,048	116,363	115,766	112,460	112,460	-3%
Total	1,215,009	1,007,016	952,795	1,055,566	833,411	833,411	-13%

Fiscal Year 2011/2012 Annual Operating Budget

Department: City Administration

Division: City Attorney

2010/11 REVIEW

- Continued to work with trustee/financial advisor/bond counsel and Tower Investments regarding workouts of defaulted bonds.
- Continued to respond to inquiries from property owners and bond holders.
- Monitored legal issues regarding grant funds.
- Monitored legal issues regarding transportation funds.
- Reviewed contracts, RFPs and bid documents.
- Prepared and reviewed ordinances/resolutions/contracts.
- Assisted in personnel matters.
- Reviewed CEQA documents.
- Supervised claims and litigation.
- Monitored pending and new legislation.
- Assisted in Cal/OSHA matters.
- Monitored water regulations.
- Monitored and assisted in WWTP regulation issues.
- Assisted in labor negotiations.
- Advised Planning and Engineering on legal issues.
- Attended personnel training.
- Assisted with code enforcement.
- Advised on legal issues for TIM fees and development fees.
- Advised on new FCCs for water and waste water.
- Advised on rate reviews for water and waste water.
- Initiated redevelopment process.

2011/12 BUDGET

- Continue to work with trustee/financial advisor/bond counsel and Tower Investments regarding workouts of defaulted bonds.
- Continue to respond to inquiries from property owners and bond holders.
- Monitor legal issues regarding grant funds.
- Monitor legal issues regarding transportation funds.
- Smith Flat Annexation.
- Review contracts, RFPs and bid documents.
- Prepare and review ordinances/resolutions/contracts.
- Assist in personnel matters.
- Review CEQA documents.
- Supervise claims and litigation and workers compensation claims.
- Monitor pending and new legislation.
- Assist in Cal/OSHA matters.
- Monitor water regulations.
- Monitor and assist in WWTP regulation issues.
- Assist in labor negotiations.
- Advise Planning and Engineering on legal issues.
- Attend personnel training.
- Assist with code enforcement.
- Advise on legal issues for TIM fees and other development fees.
- Advise on legal documents for sale of old City Hall.
- Assist in establishing Redevelopment Plan.

	Actual	Actual	Estimated		Council	% Change
	2008/2009	2009/2010	Actual	Proposed	Approved	from 10/11
Department Staff by Position			2010/2011	2011/2012	2011/2012	Budget
City Manager / Attorney	0.14	0.14	0.14	0.00	0.00	-100%
City Attorney	0.00	0.00	0.00	0.38	0.38	0%
Secretary to the City Manager	0.30	0.30	0.30	0.30	0.30	0%
Total	0.44	0.44	0.44	0.68	0.68	53%

Fiscal Year 2011/2012 Annual Operating Budget
Division Budget
City Attorney

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	51,440	49,573	48,089	55,305	51,148	51,148	6%
Materials and supplies	-	-	-	-	-	-	0%
Contract Services	185,670	132,273	50,000	127,828	33,700	33,700	-33%
Overhead	-	-	-	-	-	-	0%
Other expense	3,065	3,363	1,850	1,850	2,100	2,100	14%
Capital outlay	-	-	-	-	-	-	0%
Total	240,175	185,209	99,939	184,983	86,948	86,948	-13%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Legal Services	102,040	60,362	99,939	89,800	86,948	86,948	-13%
Litigation	138,135	124,847	-	95,183	-	-	0%
Total	240,175	185,209	99,939	184,983	86,948	86,948	-13%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	102,040	60,362	99,939	89,800	86,948	86,948	-13%
General Liability Reserve	138,135	124,847	-	95,183	-	-	0%
Total	240,175	185,209	99,939	184,983	86,948	86,948	-13%

Fiscal Year 2011/2012 Annual Operating Budget

Department: City Administration

Division: City Manager

2010/11 REVIEW

- Met with Caltrans and reviewed Highway 50 OPS expenditures/claims and reimbursements.
- Met with bond consultants, counsel, developers, and other interested parties regarding defaulted subdivisions.
- Supervised claims and litigation.
- Monitored pending legislation.
- Pursued Economic Development/Redevelopment.
- Explored funding for business attraction/retention study.
- Continued to monitor 3-cart system and implemented mandatory solid waste service.
- Supervised Waste Water Treatment Plant regulatory issues.
- Monitored Waste Connections' performance.
- Assisted in coordination of City committees.
- Monitored parking regulations and downtown parking and met with PDA parking committee.
- Continued to implement downtown revitalization.
- Continued to work with merchants regarding cleaning downtown and solid waste pick-up.
- Reviewed and assisted in personnel matters - salaries/benefits/discipline.
- Assisted in code enforcement.
- Continued to assist in web page development.
- Monitored development of Placerville Station II.
- Monitored Smith Flat Annexation.
- Participated in meetings with elected representatives in Washington and Sacramento.
- Monitored State's budget process.
- Researched first-time buyer's home loan program.
- Participated with PDA in planning and coordinating downtown events.
- Assisted in City budget preparation.
- Assisted with and reviewed new TIM fees.
- Monitored transportation-related projects.
- Monitored sidewalk repair project.
- Continued to search for alternatives for new Public Safety Building.
- Reviewed all new hires and personnel forms.
- Continued to work with transit regarding jury issues.
- Participated in Placerville Drive planning process.
- Participated in Broadway development process.
- Participated in development of new FCCs for sewer and water.
- Established revised sewer and water rates.
- Continued efforts to sell old City Hall.
- Assisted in developing Redevelopment Plan.
- Implemented Buxton Business Attraction/Retention Study.
- Monitored CDBG application and assisted in preparation of new grant applications.
- Continued to improve communication for intergovernmental relations.

2011/12 BUDGET

- Meet with bond consultants, counsel, developers, and other interested parties regarding defaulted subdivisions.
- Monitor pending and existing legislation.
- Pursue Economic Development/Redevelopment.
- Continue to monitor 3-cart system and procedures for exclusions to mandatory solid waste service.
- Monitor Water Reclamation Facility regulatory issues.
- Monitor Waste Connections' performance.
- Assist in coordination of City committees.
- Monitor and review parking regulations and downtown parking and meet with PDA parking committee.
- Continue to implement downtown revitalization.
- Continue to work with merchants regarding cleaning downtown and solid waste pick-up.
- Review and oversee personnel matters - salaries/benefits/discipline.
- Assist in code enforcement.
- Continue to assist in web page development and updates.
- Monitor development of Placerville Station II.
- Participate in meetings, by phone and in person, with elected representatives in Washington and Sacramento.
- Monitor State's budget process.
- Participate with PDA in planning and coordinating downtown events.
- Oversee City budget preparation.
- Assist and review new TIM fees.
- Monitor transportation-related projects.
- Monitor sidewalk repair project.
- Continue to search for alternatives for new Public Safety Building.
- Review all new hires and personnel forms.
- Continue to work with transit regarding jury issues.
- City Newsletter – E-newsletter.
- Continue efforts to sell old City Hall.
- Complete plaza improvements for new City Hall.
- Assist in finalizing Redevelopment Plan and begin implementation.
- Implement Buxton Business Attraction/Retention Study.
- Monitor CDBG application and assist in preparation of new grant applications.
- Continue to improve communication for intergovernmental relations.
- Review and recommend organizational changes.

	Actual	Actual	Estimated		Council	% Change
	2008/2009	2009/2010	Actual	Proposed	Approved	from 10/11
Department Staff by Position			2010/2011	2011/2012	2011/2012	Budget
City Manager / Attorney	0.86	0.86	0.86	0.00	0.00	-100%
City Manager	0.00	0.00	0.00	1.00	1.00	0%
Secretary to the City Manager	0.70	0.70	0.70	0.70	0.70	0%
Archive Technician	1.00	0.00	0.00	0.00	0.00	0%
Total	2.56	1.56	1.56	1.70	1.70	9%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

City Manager

<u>Division Budget by Category</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Personnel	331,587	264,755	281,215	306,613	236,746	236,746	-16%
Materials and supplies	1,022	1,115	1,750	172	1,250	1,250	-29%
Contract Services	29,895	25,869	26,050	26,540	10,000	10,000	-62%
Overhead	-	-	-	-	-	-	0%
Other expense	1,756	2,224	1,600	1,600	900	900	-44%
Capital outlay	-	-	-	-	-	-	0%
Total	364,260	293,963	310,615	334,925	248,896	248,896	-20%

<u>Division Budget by Program</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
City Manager	364,260	293,963	310,615	334,925	248,896	248,896	-20%
Total	364,260	293,963	310,615	334,925	248,896	248,896	-20%

<u>Source of Funds:</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
General Fund							
Discretionary Revenues	364,260	293,963	310,615	334,925	248,896	248,896	-20%
Total	364,260	293,963	310,615	334,925	248,896	248,896	-20%

Fiscal Year 2011/2012 Annual Operating Budget

Department: City Administration

Division: Information Services

2010/11 REVIEW

- Provided email responses to the public for our website.
- Replaced existing "Sonic wall" firewall
- Replaced 21 computers at the Police Department (Home Land Security Grant)
- Supported computer and projector needs for City Council meetings.
- Monitored our security camera archiving ability.
- Provided software and hardware support to Banner parking for our parking meters throughout downtown Placerville.
- Provided support for all internet / VPN connections to the Corp yard, portables, Aquatic Center, and Gold Bug Park.
- Supported all phone system issues for City Hall, Town Hall, Corp Yard, Water, WRF and Gold Bug Park.
- Supported all smart-phone data synchronization issues for the City, including all PPD officers.
- Supported hardware, software and security (24x7) all VPN connections required by employees and vendors.
- Supported CAD and TRACNET at the Police station.
- Supported Police Officers by making security camera DVD's of crime related video archives.
- Supported the security camera system at the parking structure and Main Street Bell Tower.
- Supported Police computer room equipment in EOC.
- Updated and helped monitor computer usage within the context of our city Computer Usage Policy.
- Supported network connections from City of Placerville to the District Attorney's office.
- Provided support to the network connecting City of Placerville with the El Dorado Sheriff.
- Supported all data lines and computer rooms located at 3101 Center Street, Town Hall, PPD, and the WRF.
- Supported all data lines located at remote sites (PPD, Town Hall, WRF, Parking Structure).
- Provided electronic survey(s) from our website.
- Supported emailing of Council and Planning Commission Agendas to our ever-growing distribution lists.
- Supported ever growing needs of our website.
- Converted 50 users from Microsoft Outlook / MS Servers to Google Apps cloud computing environment.
- Converted 25 more users from Microsoft Outlook / MS Servers to Google Apps cloud computing environment.
- Completed AS400 operating system upgrade.
- Completed all Naviline upgrades during the past year.
- Supported all Channel 2 related issues that are related to our network and City functions.

2011/12 BUDGET

- Will provide email and/or phone support to the public regarding our website.
- Will provide internal staff support regarding our website.
- Will install and train users with Grancius application, used to post streaming Council Meetings footage on our website.
- Will upgrade "Planet Press" software to newest version.
- Will replace old "Planet Press" computer and operating system.
- Will enhance security of Aquatic Center computer (Software).
- Will upgrade "Net Motion" software (used for in-car computers at the Police station).
- Will repair broken security camera located on top of the bell tower.
- Will assist with installing the new Council Chambers cameras and equipment.
- Will provide computer and projector needs to City Council meetings.
- Will upgrade our (PPD), security camera archive storage capacity by using a HLS grant.
- Will upgrade our PPD interrogation room A/V and video archiving system.
- Will upgrade Finance department software to implement bar coding for Utility billing.
- Will provide software and hardware and moral support for our parking meters throughout Placerville

	Actual	Actual	Estimated	Proposed	Council	% Change
Department Staff by Position	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Director of IT	1.0	1.0	1.0	1.0	1.0	0%
IT Analyst	1.0	1.0	1.0	1.0	1.0	0%
Total	2.0	2.0	2.0	2.0	2.0	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Information Services

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	218,211	184,466	202,244	201,387	207,040	207,040	2%
Materials and supplies	1,380	2,065	5,585	5,585	5,585	5,585	0%
Contract Services	111,282	83,310	101,210	101,210	99,610	99,610	-2%
Overhead	41,897	38,424	38,000	38,000	38,000	38,000	0%
Other expense	812	840	5,712	4,571	1,460	1,460	-74%
Capital outlay	2,751	417	5,733	222	-	-	-100%
Total	376,333	309,522	358,484	350,975	351,695	351,695	-2%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Information Services	376,333	309,522	358,484	350,975	351,695	351,695	-2%
Total	376,333	309,522	358,484	350,975	351,695	351,695	-2%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	140,740	105,427	125,758	123,748	126,776	126,776	1%
Water Enterprise Fund	117,393	102,047	116,363	111,461	112,459	112,459	-3%
Sewer Enterprise Fund	118,200	102,048	116,363	115,766	112,460	112,460	-3%
Total	376,333	309,522	358,484	350,975	351,695	351,695	-2%

Fiscal Year 2011/2012 Annual Operating Budget

Department: City Administration

Division: Human Resources

2010/2011 REVIEW

- Continued to seek creative avenues of attracting top candidates for positions within City service and City Committees, Commissions and Boards.
- Continued to track Statement of Economic Interest filers for annual, assuming office and leaving office statements for 62 filers.
- Administered the opening, notification, application, interviewing process and appointment process for City committees, commissions and boards with term expirations of March 1, 2011.
- Continued to closely monitor liability and workers compensation claims in coordination with City Manager, City Attorney and third party claims administrators.
- Continued to expand low-cost or free training opportunities to City staff through Gold Country Consortium, Public Agency Risk Management Association, and other local agencies.

2011/2012 BUDGET

- Continue to seek creative avenues of attracting top candidates for positions within City service.
- Continue to track Statement of Economic Interest filers for annual, assuming office and leaving office statements for 62 filers.
- Continue to expand low-cost or free training opportunities to City staff through Gold Country Consortium, Public Agency Risk Management Association, and other local agencies.
- Work in conjunction with El Dorado County and the City of Roseville Employee Development Academy, to develop a regional mentoring program to develop staff for future career opportunities in anticipation of the retirement wave in the five to seven year horizon.

	Actual	Actual	Estimated	Proposed	Council	% Change
Department Staff by Position	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Human Resource Officer /	1.0	1.0	1.0	1.0	1.0	0%
City Clerk						
Total	1.0	1.0	1.0	1.0	1.0	0%

Fiscal Year 2011/2012 Annual Operating Budget
Division Budget
Human Resources

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	110,681	102,482	100,560	104,527	102,641	102,641	2%
Materials and supplies	119	11	250	-	-	-	-100%
Contract Services	5,423	3,725	2,600	2,600	2,000	2,000	-23%
Overhead	-	-	-	-	-	-	0%
Other expense	1,168	1,294	1,500	720	500	500	-67%
Capital outlay	-	-	-	-	-	-	0%
Total	117,391	107,512	104,910	107,847	105,141	105,141	0%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Human Resources	117,391	107,512	104,910	107,847	105,141	105,141	0%
Total	117,391	107,512	104,910	107,847	105,141	105,141	0%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	117,391	107,512	104,910	107,847	105,141	105,141	0%
Total	117,391	107,512	104,910	107,847	105,141	105,141	0%

Fiscal Year 2011/2012 Annual Operating Budget

Department: City Administration

Division: Grant Administration

2010/11 REVIEW

- Researched developing First-Time Home Buyer's Program.
- Continued the City's Small Business Loan Program Reuse Funds.
- Continued to assist the Downtown Advisory Board with PBIA.
- Attended Placerville Downtown Association Meetings.
- Continued to assist the City Manager and the Community Development Director with Economic Development efforts.
- Assisted in implementing programs outlined in the General Plan Housing Element.
- Continued the City of Placerville Housing Rehabilitation Loan Program.
- Sought grant funding and other sources for major economic development projects within the City of Placerville.
- Sought funding sources for implementation of Americans with Disabilities Act requirements prioritized by the City's Americans with Disabilities Advisory Committee.
- Sought funding for Storefront Improvement Program.
- Continued administering PBIA/PBID Storefront Improvement Program.
- Continued City Code enforcement of dangerous building abatement.
- Continued City Nuisance Abatement Program.
- Continued to assist public at Community Development Department counter.
- Conducted building inspections when required.
- Coordinated commercial building plan check process with other departments or agencies.
- Assisted with efforts to encourage retail business to locate within the City.
- Assisted City Manager with Downtown Parking Review Committee.
- Assisted with Downtown parking management.
- Assisted City Manager with Blue Ribbon City Hall Committee.
- Assisted all departments in an ombudsman capacity.
- Assisted in programming and managing special events.
- Continued Community Clean-Up Day.
- Researched Neighborhood Clean-Up Programs.
- Continued to assist in the management of solid waste pick-up issues.
- Implemented ADA Transition Plan.
- Administered CEC, ARRA Grant.
- Assisted all departments in an ombudsman capacity.

2011/12 BUDGET

- Researched developing First-Time Home Buyer's Program.
- Continue the City's Small Business Loan Program Reuse Funds.
- Attend Placerville Downtown Association Meetings.
- Continue to assist the City Manager and the community.
- Assist with Economic Development efforts.
- Assist in implementing programs outlined in the General Plan Housing Element.
- Seek grant funding and other sources for major economic development projects within the City of Placerville.
- Seek funding sources for implementation of Americans with Disabilities Act requirements prioritized by the City's Americans with Disabilities Advisory Committee.
- Continue administering PBIA/PBID Storefront Improvement Program.
- Continue City Nuisance Abatement Program.
- Continue to assist public at Community Development Department counter.
- Conduct building inspections when required.
- Coordinate commercial building plan check process with other departments or agencies.
- Assist with effort to encourage retail business to locate within the City.
- Assist City Manager with Downtown Parking Review Committee.
- Assist with downtown parking management.
- Assist City Manager in the sale of the old City Hall building
- Assist all departments in an ombudsman capacity.
- Assist in programming and managing special events.
- Continue Community Clean-Up Day.
- Continue to assist in the management of solid waste pickup issues.
- Continue to implement the ADA Transition Plan.
- Assisted in monitoring the 3-Cart Program.
- Continue to explore ways to increase diversion rate.
- Assist City Manager with developing grant funding through ARRA, CDBG, EDBG, EDA, CEC and other sources.
- Assist City Manager in obtaining funding for energy savings program.
- Administer CEC ARRA Energy Grant.
- Assist in administration of CDBG.
- Assist City Manager in implementation of Buxton study.

	Actual	Actual	Estimated		Council	% Change
	2008/2009	2009/2010	Actual	Proposed	Approved	from 10/11
Department Staff by Position			2010/2011	2011/2012	2011/2012	Budget
Administrative Specialist	1.0	0.5	0.5	0.2	0.2	50%
Total	1.0	0.5	0.5	0.2	0.2	50%

Fiscal Year 2011/2012 Annual Operating Budget

Department: City Administration

Division: Grant Administration

<u>Division Budget by Category</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Personnel	105,581	104,598	68,231	68,231	35,790	35,790	-48%
Materials and supplies	-	-	-	-	-	-	0%
Contract Services	-	-	-	-	-	-	0%
Overhead	-	-	-	-	-	-	0%
Other expense	-	-	-	-	-	-	0%
Capital outlay	-	-	-	-	-	-	0%
Total	105,581	104,598	68,231	68,231	35,790	35,790	-48%

<u>Division Budget by Program</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Grant Administration	105,581	104,598	68,231	68,231	35,790	35,790	-48%
Total	105,581	104,598	68,231	68,231	35,790	35,790	-48%

<u>Source of Funds:</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
General Fund							
Discretionary Revenues	-	-	-	-	35,790	35,790	0%
Grant Funds	105,581	104,598	68,231	68,231	-	-	-100%
Total	105,581	104,598	68,231	68,231	35,790	35,790	-48%

Fiscal Year 2011/2012 Annual Operating Budget

Department: City Administration

Division: City Clerk

2010/2011 BUDGET REVIEW

- Continued the process of converting City records into a digital format.
- Continued to prepare the agendas and minutes of all regular and special City Council meetings.
- Continued document processing and follow-up of all items approved by the City Council and attend all regularly scheduled City Council meetings.
- Responsible for all election related responsibilities including candidate statements and campaign reporting for all City Council and City Treasurer elections in conjunction with El Dorado County Elections department.
- Continued to transfer paper records from the City Hall to off-site storage of permanent documents, document imaging of records within our retention schedule, and shredding of non-record documents.
- Continued to respond to procedural duties related to claims against the City.
- Continued to track Statement of Economic Interest filers for annual, assuming office and leaving office statements for 62 filers.
- Administered the opening, notification, application, interviewing process and appointment process for City committees, commissions and boards with term expirations of March 1, 2011.
- Continued to expand low-cost or free training opportunities to City staff through Gold Country Consortium, Public Agency Risk Management Association, and other local agencies.
- Analyzed the feasibility of offering passports through the City Clerk's office as a potential revenue stream, modeled on very successful programs throughout the state.
- Responded to a large increase in requests for Public Information within a timely manner.

2011/2012 BUDGET

- Continue the process of converting City records into a digital format, as time allows.
- Continue a comprehensive program of identification and preservation of vital and historic City documents in accordance with the State Retention Schedule.
- Research the ability for Council meetings to be video-streamed, reducing the number of Public Information Act requests for duplication of Council meeting DVDs.
- To date, 19 years of Council agenda packets covering the years of 1985 to present are either scanned or in the process of scanning.
- To date, 88.5 years of Resolutions have been scanned, covering the years of 1920 to 2009.
- Continue a comprehensive program of identification and preservation of vital and historic City documents in accordance with the State Retention Schedule.
- Continue document processing and follow-up of all items approved by the City Council and attend all regularly scheduled City Council meetings.
- Responsible for all election related responsibilities including candidate statements and campaign reporting for all City Council and City Treasurer elections in conjunction with El Dorado County Elections department.
- Continue to inventory all paper records and relegate to either off-site storage of permanent documents, document imaging of records within our retention schedule, and shredding of non-record documents.
- Continue to respond to procedural duties related to liability claims against the City.
- Continue to seek creative avenues of attracting top candidates for positions within City service.
- Continue to track Statement of Economic Interest filers for annual, assuming office and leaving office statements for 62 filers.
- Administer the opening, notification, application, interviewing process and appointment process for City committees, commissions and boards with term expirations of March 1, 2011.
- Continue to closely monitor liability and workers compensation claims in coordination with City Manager and City Attorney and third party claims administrators.
- Develop Records Retention and Management Training program for City's Administrative Secretaries and Executive Assistant to the Chief of Police to develop a City-wide, cohesive records management program.
- Work in conjunction with El Dorado County and the City of Roseville Employee Development Academy, to develop a regional mentoring program to develop staff for future career opportunities in anticipation of the retirement wave in the five to seven year horizon.
- Act as Secretary to the Redevelopment Agency for procedural documentation of redevelopment process.
- Continue to respond to a large volume of Public Information Act requests.
- Seek potential reduction in codification services through conversion to new codification vendor and new on-line web hosting.

Fiscal Year 2011/2012 Annual Operating Budget

Department: City Administration

Division: City Clerk

<u>Division Budget by Category</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
Personnel	2,191	2,183	2,366	2,283	2,366	2,366	0%
Materials and supplies	-	14	-	36	-	-	0%
Contract Services	7,565	2,119	6,500	4,536	1,500	1,500	-77%
Overhead	-	-	-	-	-	-	0%
Other expense	1,513	1,896	1,750	1,750	1,075	1,075	-39%
Capital outlay	-	-	-	-	-	-	0%
Total	11,269	6,212	10,616	8,605	4,941	4,941	-53%

<u>Division Budget by Program</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
City Clerk	11,269	6,212	10,616	8,605	4,941	4,941	-53%
Total	11,269	6,212	10,616	8,605	4,941	4,941	-53%

<u>Source of Funds:</u>	<u>Actual 2008/2009</u>	<u>Actual 2009/2010</u>	<u>Revised 2010/2011</u>	<u>Estimated Actual 2010/2011</u>	<u>Proposed 2011/2012</u>	<u>Council Approved 2011/2012</u>	<u>% Change from 10/11 Budget</u>
General Fund							
Discretionary Revenues	11,269	6,212	10,616	8,605	4,941	4,941	-53%
Total	11,269	6,212	10,616	8,605	4,941	4,941	-53%

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Finance

Provide the City's financial and investment activities in a manner that is consistent with sound and prudent accounting practices and legal requirements. Provide the City's accounts receivable, accounts payable, budget, financial analysis, payroll, purchasing, records management in a manner that is applicable and responsive to the needs and interests of the City.

Fiscal Year 2011/2012 Annual Operating Budget

Department: Finance

All Divisions

Workload Indicators	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Council Approved 2011/2012
Financial Management				
State mandated reports	8	8	8	8
Audits (including pre-award)	9	3	3	5
Special Projects / Analysis	80	83	90	90
Grant Reporting	50	50	48	48
Deposits/revenues	689/\$16m	689/\$16m	700/\$17m	700/\$17m
Accounts receivable billings	3,100	5,406	5,000	5,000
Development Trust Accounts	13	21	19	19
Payable checks processed	3,391/\$13m	3,138/\$9m	3,178/\$8m	3,200/\$9m
Business license applications	176	196	150	150
Bad checks recovered	40/\$9,700	21/\$7,000	361/\$15,964	300/\$14,000
Payroll				
Payroll transactions processed	4,324/\$9.4m	3,641/\$8.2m	3,600/\$8.2m	3,600/\$8.2m
Processed payroll (FT/PT)	97/206	97/167	81/145	81/145
Action forms processed (FT)	49	74	47	47
New hire orientation	6	6	10	10
State and Federal reports	60	60	60	60
Reports to other outside agencies	135	135	135	135
Utility Billing				
Counter and telephone	16,000	17,000	18,000	18,000
Bills issued	22,500	22,500	22,500	22,500
Liens filed/released	-	-	2	2
Discovery of non-paying users	1/\$500	-	3/\$3,000	3/\$3,000
State mandated reports	2	2	2	2
Judgements Placed	8	7	7	7
Payment plans established	104	214	350	350

Department Staff by Position	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Director of Finance	1.0	1.0	1.0	1.0	1.0	0%
Assistant Finance Director	0.0	0.0	0.0	0.0	0.0	0%
Accountant	1.0	1.0	1.0	1.0	1.0	0%
Accounting Supervisor	2.0	1.0	1.0	1.0	1.0	0%
Accounting Assistant II	2.0	2.0	2.0	2.0	2.0	0%
Accounting Assistant I	1.0	1.0	1.0	1.0	1.0	0%
Retired Annuitant	0.5	0.1	0.1	0.1	0.1	0%
Total	7.5	6.1	6.1	6.1	6.1	0%

Fiscal Year 2011/2012 Annual Operating Budget

Department Budget

Finance

	Actual	Actual	Revised	Estimated	Proposed	Council	% Change
<u>Department Budget by Category</u>	<u>2008/2009</u>	<u>2009/2010</u>	<u>2010/2011</u>	<u>Actual</u> <u>2010/2011</u>	<u>2011/2012</u>	<u>Approved</u> <u>2011/2012</u>	<u>from 10/11</u> <u>Budget</u>
Personnel	527,380	488,897	509,085	495,370	516,849	516,849	2%
Materials and supplies	20,346	17,944	12,900	12,800	8,700	8,700	-33%
Contract Services	26,775	19,960	27,300	24,327	27,300	27,300	0%
Overhead	52,944	67,135	67,000	67,000	67,000	67,000	0%
Other expense	10,443	7,776	12,926	12,881	12,387	12,387	-4%
Capital outlay	2,781	2,454	1,200	693	-	-	-100%
Total	640,669	604,166	630,411	613,071	632,236	632,236	0%

	Actual	Actual	Revised	Estimated	Proposed	Council	% Change
<u>Budget by Division</u>	<u>2008/2009</u>	<u>2009/2010</u>	<u>2010/2011</u>	<u>Actual</u> <u>2010/2011</u>	<u>2011/2012</u>	<u>Approved</u> <u>2011/2012</u>	<u>from 10/11</u> <u>Budget</u>
Financial Management	285,311	260,174	268,113	263,383	272,071	272,071	1%
Utility Billing	355,358	343,992	362,298	349,688	360,165	360,165	-1%
Total	640,669	604,166	630,411	613,071	632,236	632,236	0%

	Actual	Actual	Revised	Estimated	Proposed	Council	% Change
<u>Source of Funds:</u>	<u>2008/2009</u>	<u>2009/2010</u>	<u>2010/2011</u>	<u>Actual</u> <u>2010/2011</u>	<u>2011/2012</u>	<u>Approved</u> <u>2011/2012</u>	<u>from 10/11</u> <u>Budget</u>
General Fund							
Discretionary Revenues	285,311	260,174	268,113	263,383	272,071	272,071	1%
Water Enterprise Fund	174,975	172,586	182,649	174,490	181,582	181,582	-1%
Sewer Enterprise Fund	180,383	171,406	179,649	175,198	178,583	178,583	-1%
Total	640,669	604,166	630,411	613,071	632,236	632,236	0%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Finance

Division: Financial Management

2010/11 REVIEW

- Successfully completed several audits including Federal single and year-end.
- Managed City's short and long-term cash flow and investment needs.
- Monitored economic data and provided analysis to management and the City Council.
- Circulated monthly budget reporting to all City departments.
- Administered medical insurance open enrollment process.
- Co-facilitated both the operating and Capital Improvement Program budget development process.
- Assisted all departments with budgetary controls and analysis.
- Completed and presented comprehensive mid-year budget report.
- Administered City's Section 125 plan.
- Administered the Placerville Finance Authority's revenue bond accounting needs including collections for assessments, levies, and delinquencies.
- Calculated payoffs of 1915 Act Bond assessments as requested.
- Managed City's IRS Section 457 Deferred Compensation Plan.
- Administered City's CalPERS Retirement plan.
- Co-facilitated the pension Task Force.
- Researched and analyzed second tier pensions for newly hired employees.
- Successfully re-amortized the City's miscellaneous and safety pension side funds.
- Revised budget according to City Council action.
- Administered CFD, BAD, and LLMD assessment districts.
- Co-represented the City in labor negotiation meetings and provided financial analysis to the City Manager related to collective bargaining.
- Closely monitored State budget proposals affecting local government and provided analysis to management and the City Council.
- Co-facilitated City cost savings plan including an early retirement incentive program.
- Represented the City at meetings for both the PARSAC Finance Subcommittee and the NCCSIF Board of Directors and Executive Committee.
- Successfully negotiated a workout plan for the \$42 million 2006 SRF Loan with the State of California.
- Facilitated four Measure H Sales tax Committee meetings.
- Established a new sewer charge discount paid for by the Measure H sales tax.

2010/11 BUDGET

- Prepare interim budget reports and analysis to keep City Council and staff apprised of City's financial position.
- Continue to monitor economic data and provide analysis to management and the City Council.
- Manage City's short and long-term cash flow and investment needs.
- Refine the archival of development project cost accounting by implementing the new work order program.
- Administer medical insurance open enrollment process.
- Develop an OMB Circular A-87 Federally audited overhead rate in an effort to recover all costs related to federally funded CIP projects.
- Continue to assist all departments with budget controls and provide financial analysis.
- Provide analysis and representation for the collective bargaining process.
- Administer City's Section 125 plan.
- Manage City's IRS Section 457 Deferred Compensation Plan.
- Closely monitor State budget proposals affecting local government and provide analysis to management and the City Council.
- Administer City's CalPERS Retirement plan.
- Implement second tier pension plans.
- Revise budget according to City Council action.
- Successfully complete mandated audits including gas tax, single, TDA, Federal Single, and year-end.
- Complete implementation of the new purchase order software.
- Pilot online time sheets with the Engineering Division.
- Continue to represent the City at meetings for both the PARSAC Finance Subcommittee and the NCCSIF Board of Directors and Executive Committee.
- Administer comprehensive medical insurance study.
- Assist with implementing the City's Redevelopment Plan.
- Continue to pursue State mandated cost reimbursements.
- Continue to facilitate the Measure H Sales Tax Committee meetings.
- Convert the City's exiting financial software to a cloud based solution alleviating the City from having to purchase and maintain another AS400 server.

Department Staff by Position	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Director of Finance	1.0	1.0	1.0	1.0	1.0	0%
Assistant Finance Director	1.0	0.0	0.0	0.0	0.0	0%
Accountant	0.0	0.4	0.4	0.4	0.4	0%
Accounting Supervisor	0.8	0.4	0.4	0.4	0.4	0%
Accounting Assistant II	0.8	0.8	0.8	0.8	0.8	0%
Retired Annuitant	0.2	0.1	0.1	0.1	0.1	0%
Total	3.8	2.7	2.7	2.7	2.7	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Financial Management

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	271,773	250,820	259,513	254,697	263,471	263,471	2%
Materials and supplies	56	39	100	-	100	100	0%
Contract Services	8,227	7,519	5,600	5,600	5,600	5,600	0%
Overhead	-	-	-	-	-	-	0%
Other expense	3,756	978	2,900	2,855	2,900	2,900	0%
Capital outlay	1,499	818	-	231	-	-	0%
Total	285,311	260,174	268,113	263,383	272,071	272,071	1%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Financial Analysis	171,187	156,104	160,868	158,030	163,243	163,243	1%
Accounts Payable/Receivable	85,593	78,052	80,434	79,015	81,621	81,621	1%
Bond Administration	22,825	20,814	21,449	21,071	21,766	21,766	1%
Mandated Reporting	5,706	5,203	5,362	5,268	5,441	5,441	1%
Total	285,311	260,174	268,113	263,383	272,071	272,071	1%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	285,311	260,174	268,113	263,383	272,071	272,071	1%
Total	285,311	260,174	268,113	263,383	272,071	272,071	1%

Fiscal Year 2011/2012 Annual Operating Budget

Department: Finance

Division: Utility Billing

2010/11 REVIEW

- Established and implemented a new wastewater user rate for coffee shop type establishments.
- Continued to administer the City's accounts receivable process to ensure that the City's revenues are collected in timely basis.
- Worked in concert with outside collection agency to collect from more problematic accounts.
- Actively pursued utility account collections to maintain smooth revenue streams.
- Filed judgments to collect from several severely delinquent utility accounts.
- Issued 22,500 utility billing statements.
- Established 350 payment plans for ratepayers who have fallen behind in paying their utility bill.
- Created and implemented a new sewer charge discount paid for by the Measure H sales tax.

2011/12 BUDGET

- Implement new online utility billing payment software that will be available on City's website.
- Continue to develop financial incentives for water conservation as required by the State Water Resources Control Board.
- Work with the Engineering Division on meter reading / replacement program to preserve the integrity of the City's water revenues.
- Work with the Corporation Yard, Engineering, and meter reader to improve procedures for hydrant meters.
- Continue to develop customer deposit/credit check program to minimize the negative affects of requirements to protect the City from bad debt.
- Develop credit check program for new utility customers.
- Update utility information page for the City's website.
- Work with Engineering to implement a new automated water meter reading program.
- Issue 22,500 utility billing statements.

Department Staff by Position	Actual	Actual	Estimated	Proposed	Council	% Change
	2008/2009	2009/2010	Actual 2010/2011	2011/2012	Approved 2011/2012	from 10/11 Budget
Accountant	0	0.6	0.6	0.6	0.6	0%
Accounting Supervisor	1.2	0.6	0.6	0.6	0.6	0%
Accounting Assistant II	1.2	1.2	1.2	1.2	1.2	0%
Accounting Assistant I	1.0	1.0	1.0	1.0	1.0	0%
Retired Annuitant	0.3	0.1	0.1	0.1	0.1	0%
Total	3.7	3.5	3.5	3.5	3.5	0%

Fiscal Year 2011/2012 Annual Operating Budget

Division Budget

Utility Billing

Division Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	255,607	238,077	249,572	240,673	253,378	253,378	2%
Materials and supplies	20,290	17,905	12,800	12,800	8,600	8,600	-33%
Contract Services	18,548	12,441	21,700	18,727	21,700	21,700	0%
Overhead	52,944	67,135	67,000	67,000	67,000	67,000	0%
Other expense	6,687	6,798	10,026	10,026	9,487	9,487	-5%
Capital outlay	1,282	1,636	1,200	462	-	-	-100%
Total	355,358	343,992	362,298	349,688	360,165	360,165	-1%

Division Budget by Program	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Utility Billing	355,358	343,992	362,298	349,688	360,165	360,165	-1%
Total	355,358	343,992	362,298	349,688	360,165	360,165	-1%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Water Enterprise Fund	174,975	172,586	182,649	174,490	181,582	181,582	-1%
Sewer Enterprise Fund	180,383	171,406	179,649	175,198	178,583	178,583	-1%
Total	355,358	343,992	362,298	349,688	360,165	360,165	-1%

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Central Stores



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Fiscal Year 2011/2012 Annual Operating Budget

Central Stores

Department Budget by Category	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Personnel	-	-	-	-	-	-	0%
Materials and supplies	22,123	21,213	33,500	12,280	18,400	18,400	-45%
Contract Services	126,704	464,022	141,739	45,182	349,956	349,956	147%
Overhead	-	-	-	-	-	-	0%
Other expense	920,308	948,240	3,562,799	1,992,930	2,279,077	2,279,077	-36%
Capital outlay	771	-	-	-	-	-	0%
Total	1,069,906	1,433,475	3,738,038	2,050,392	2,647,433	2,647,433	-29%

Budget by Division	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
Central Stores	1,069,906	1,433,475	3,738,038	2,050,392	2,647,433	2,647,433	-29%
Total	1,069,906	1,433,475	3,738,038	2,050,392	2,647,433	2,647,433	-29%

Source of Funds:	Actual 2008/2009	Actual 2009/2010	Revised 2010/2011	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
General Fund							
Discretionary Revenues	(58,409)	(86,123)	318,427	301,147	213,891	213,891	-33%
Gas Tax Fund	216,140	216,773	189,341	189,341	306,048	306,048	62%
Transportation Fund	-	-	100,000	-	-	-	-100%
Development Impact Fund	-	-	-	-	-	-	0%
Parking District Fund	(17,404)	(17,404)	(10,404)	(10,404)	(13,014)	(13,014)	25%
Grant Funds	700,000	31,106	(6,752)	(6,752)	-	-	-100%
Measure J Fund	7,993	7,327	7,694	7,531	7,973	7,973	4%
General CIP Fund	-	82,909	-	-	-	-	0%
LLMD Funds	8,088	6,598	8,620	8,620	7,770	7,770	-10%
Benefit Assessment Districts	1,628	3,291	7,670	7,670	7,670	7,670	0%
Community Facility Districts	153,724	938	-	-	-	-	0%
Water Enterprise Fund	75,110	109,626	241,111	111,111	209,324	209,324	-13%
Sewer Enterprise Fund	345,510	766,083	2,870,747	1,413,512	1,105,471	1,105,471	-61%
Storm Drainage Fund	-	-	-	-	-	-	0%
Measure H Fund	-	-	-	-	741,300	741,300	0%
General Liability Fund	(103,669)	(141,649)	18,584	35,616	-	-	-100%
Equipment Replacement Fund	-	-	-	-	-	-	0%
Economic Impact Reserve	(258,805)	454,000	(7,000)	(7,000)	61,000	61,000	-971%
Total	1,069,906	1,433,475	3,738,038	2,050,392	2,647,433	2,647,433	-29%

Authorized Staffing

Department Staff by Position	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
<i>Police Department</i>						
Chief of Police	1.0	1.0	1.0	1.0	1.0	0%
Police Captain	1.0	1.0	1.0	1.0	1.0	0%
Police Lieutenant	1.0	1.0	1.0	1.0	1.0	0%
Sergeant	4.0	3.0	3.0	3.0	3.0	0%
Officer	13.0	11.0	11.0	11.0	11.0	0%
Traffic Enforcement Officer	1.0	1.0	1.0	1.0	1.0	0%
Police Support Services Supervisor	1.0	1.0	1.0	1.0	1.0	0%
Police Services Assistant	1.5	1.5	1.5	1.5	1.5	0%
Senior Police Dispatcher /Records Tech.	1.0	1.0	1.0	1.0	1.0	0%
Police Dispatcher /Records Technician	6.0	4.0	4.0	4.0	4.0	0%
Community Services Officer	1.0	0.0	0.0	0.0	0.0	0%
Police Property/Evidence Officer	1.0	1.0	1.0	1.0	1.0	0%
Executive Assistant to the Chief of Police	1.0	1.0	1.0	1.0	1.0	0%
Subtotal	33.5	27.5	27.5	27.5	27.5	0%
<i>Public Works Department</i>						
Director of Public Works	1.0	1.0	1.0	1.0	1.0	0%
City Engineer	1.0	0.0	0.0	0.0	0.0	0%
Assistant Engineer	1.0	0.0	0.0	0.0	0.0	0%
Associate Engineer	1.0	1.5	1.5	1.5	1.5	0%
Administrative Secretary	1.0	1.0	1.0	1.0	1.0	0%
Engineering Specialist	2.0	1.0	1.0	1.0	1.0	0%
Engineering Technician	1.0	1.0	1.0	1.0	1.0	0%
Office Assistant II	0.5	0.0	0.0	0.0	0.0	0%
Public Works Superintendent	1.0	1.4	1.4	1.4	1.4	0%
Senior Maintenance Worker	3.0	0.4	0.4	0.4	0.4	0%
Maintenance Worker II	5.4	2.2	2.2	3.2	3.2	45%
Maintenance Worker I	6.0	5.0	5.0	4.0	4.0	-20%
Traffic Maintenance Worker	1.0	1.0	1.0	1.0	1.0	0%
Water Reclamation Facility Supervisor	1.0	1.0	1.0	1.0	1.0	0%
Water Reclamation Facility Operator IV	0.0	0.0	1.0	1.0	1.0	0%
Water Reclamation Facility Operator III	2.0	2.5	1.5	2.5	2.5	0%
Electronic/Electrical Technician	0.0	0.0	1.0	0.0	0.0	0%
Lab Director	1.0	1.0	1.0	1.0	1.0	0%
Senior Maintenance Mechanic	1.0	1.0	1.0	1.0	1.0	0%
Water Reclamation Facility Operator II	2.0	2.0	3.0	3.0	3.0	0%
Water Meter Technician	1.0	1.0	1.0	1.0	1.0	0%
Water Services Specialist	1.0	1.0	2.0	2.0	2.0	0%
Maintenance Mechanic	0.0	0.0	0.0	0.0	0.0	0%
Total	33.9	25.0	28.0	28.0	28.0	0%

Department Staff by Position	Actual 2008/2009	Actual 2009/2010	Estimated Actual 2010/2011	Proposed 2011/2012	Council Approved 2011/2012	% Change from 10/11 Budget
<i>Community Development Department</i>						
Director of Community Development	1.0	1.0	1.0	1.0	1.0	0%
City Planner	1.0	1.0	1.0	1.0	1.0	0%
Senior Building Inspector	1.0	1.0	1.0	1.0	1.0	0%
Building Inspector II	1.0	0.0	0.0	0.0	0.0	0%
Administrative Secretary	1.0	1.0	1.0	1.0	1.0	0%
Office Assistant II	0.5	0.0	0.0	0.0	0.0	0%
Subtotal	5.5	4.0	4.0	4.0	4.0	0%
<i>Community Services Department</i>						
Director of Public Services	1.0	1.0	1.0	1.0	1.0	0%
Retired Annuitant	0.5	0.3	0.3	0.0	0.0	-100%
Parks & Facilities Maint. Superintendent	1.0	1.0	1.0	1.0	1.0	0%
Recreation Supervisor	2.5	0.5	0.5	0.5	0.5	0%
Senior Maintenance Worker	1.0	1.0	1.0	1.0	1.0	0%
Maintenance Worker II	3.0	3.0	3.0	3.0	3.0	0%
Gold Bug Park Maint. & Operations Spec.	1.0	1.0	1.0	1.0	1.0	0%
Recreation Superintendent	1.0	1.0	1.0	1.0	1.0	0%
Recreation Coordinator	1.0	1.0	1.0	1.0	1.0	0%
Administrative Secretary	1.0	1.0	1.0	1.0	1.0	0%
Subtotal	13.0	10.8	10.8	10.5	10.5	-3%
<i>City Administration</i>						
City Manager / Attorney	1.0	1.0	1.0	0.0	0.0	-100%
City Manager	0.0	0.0	0.0	1.0	1.0	0%
City Attorney	0.0	0.0	0.0	0.4	0.4	0%
Director of IT	1.0	1.0	1.0	1.0	1.0	0%
IT Analyst	1.0	1.0	1.0	1.0	1.0	0%
Administrative Specialist	1.0	0.5	0.5	0.2	0.2	-50%
City Clerk/Human Resource Officer	1.0	1.0	1.0	1.0	1.0	0%
Secretary to the City Manager	1.0	1.0	1.0	1.0	1.0	0%
Archive Technician	1.0	0.0	0.0	0.0	0.0	0%
Subtotal	7.0	5.5	5.5	5.6	5.6	3%
<i>Finance Department</i>						
Director of Finance	1.0	1.0	1.0	1.0	1.0	0%
Assistant Finance Director	0.0	0.0	0.0	0.0	0.0	0%
Accountant	1.0	1.0	1.0	1.0	1.0	0%
Accounting Supervisor	2.0	1.0	1.0	1.0	1.0	0%
Accounting Assistant II	2.0	2.0	2.0	2.0	2.0	0%
Accounting Assistant I	1.0	1.0	1.0	1.0	1.0	0%
Retired Annuitant	0.5	0.1	0.1	0.1	0.1	0%
Subtotal	7.5	6.1	6.1	6.1	6.1	0%
Total All Departments	100.4	78.9	81.9	81.7	81.7	0%

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