

**CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
MISSION STATEMENT/DEPARTMENT GOALS**

Department: Garage

Fund: 81

Dept: 900

MISSION STATEMENT

Maintain all vehicles, trucks, buses and equipment for the city's normal daily operation. Dispose of hazardous waste materials as mandated by state. Keep a continuous supply of parts for repairs to all vehicles and equipment on hand. Inform divisions of billings and budgets upon request. Maintain a safe infrastructure for the corporation yard. Train automotive repair personnel on the latest technology available for servicing vehicles and equipment.

DEPARTMENT GOALS

- *To maintain a reliable, safe program for automotive repairs, and preventative maintenance and services.*
- * To comply with federal, state, and local regulations on today's vehicles and trucks and hazardous waste programs.*
- * To train automotive personnel on new automotive repair technology.*
- * Keep a safe corporation yard infrastructure for corporation yard personnel and city employees.*
- * Maintain and service and service CNG compressors and dispensers.*
- * Monitor and log on a daily basis underground fuel tanks and pumps.*
- * Maintain the electrical gate, wash island, and pressure washer for safe daily use by city personnel*

CITY OF DELANO
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
TWO YEAR ANNUAL BUDGET
FUND 81 - CENTRAL GARAGE - DEPT 900

	Actual 2008-2009	Actual 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
FUND BALANCE, JULY 1,	120,396	62,645	59,612	59,612	59,613	59,613
Revenues:						
Investment Earnings	528	7	3,200	-	-	-
Fuel Sales	3,177	1,547	-	2,400	900	1,000
Garage Charges - Fuel	387,387	390,285	500,892	500,892	509,200	503,200
Garage Charges - Labor	623,234	884,134	790,882	790,882	793,700	784,400
Garage Charges - Parts	17,867	15,713	26,363	26,363	29,900	29,600
CNG Fuel Sales	74,313	84,514	165,467	166,930	174,300	179,000
Miscellaneous Revenue	70	-	-	-	-	-
Total Revenues	1,106,576	1,376,200	1,486,804	1,487,467	1,508,000	1,497,200
Expenditures:						
Salaries & Benefits	495,724	522,933	572,488	540,278	611,600	629,200
Maintenance & Operations	645,077	822,609	781,923	826,725	808,500	834,600
Capital Outlay	19,818	9,521	272,000	105,069	72,000	17,000
Capital Improvements	-	-	-	-	-	-
Debt Service	-	9,226	-	-	-	-
Total Expenditures	1,160,619	1,364,289	1,626,411	1,472,072	1,492,100	1,480,800
Excess of Revenues Over (Under)						
Expenditures	(54,043)	11,911	(139,607)	15,395	15,900	16,400
Other Financing Sources (Uses):						
Transfers In - General Fund	-	-	-	-	-	-
Transfer out to Water	(3,708)	(14,944)	(15,394)	(15,394)	(15,900)	(16,400)
Total Other Financing Sources (Uses)	(3,708)	(14,944)	(15,394)	(15,394)	(15,900)	(16,400)
TOTAL FUND BALANCE	62,645	59,612	(95,389)	59,613	59,613	59,613

CITY OF DELANO
TWO YEAR ANNUAL BUDGET
FUND 81 - CENTRAL GARAGE - DEPT 900
REVENUE ESTIMATES

Acct#	Sources	Actual	Actual	Adjusted	Estimated	Approved	Approved
		2008-2009	2009-2010	Budget 2010-2011	Actual 2010-2011	Budget 2011-2012	Budget 2012-2013
Revenues:							
3500	Investment Earnings	528	7	3,200	-	-	-
3854	Fuel Sales	3,177	1,547	-	2,400	900	1,000
3949 001	Garage Charges - Fuel	387,387	390,285	500,892	500,892	509,200	503,200
3949 002	Garage Charges - Labor	623,234	884,134	790,882	790,882	793,700	784,400
3949 003	Garage Charges - Parts	17,867	15,713	26,363	26,363	29,900	29,600
3949 004	CNG Fuel Sales	74,313	84,514	165,467	166,930	174,300	179,000
3960	Miscellaneous Revenue	70	-	-	-	-	-
Total Revenues		1,106,576	1,376,200	1,486,804	1,487,467	1,508,000	1,497,200
Other Financing Sources:							
3990 001	Transfers In - General Fund	-	-	-	-	-	-
Total Other Financing Sources		-	-	-	-	-	-
Total Revenues and Transfers		1,106,576	1,376,200	1,486,804	1,487,467	1,508,000	1,497,200

**CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL**

Department: Central Garage

Fund: 81

Dept: 900

DEPARTMENTAL SUMMARY						
Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries & Benefits	495,724	522,933	572,488	540,278	611,600	629,200
Maintenance & Operations	645,077	822,609	781,923	826,725	808,500	834,600
Capital Outlay	19,818	9,521	272,000	105,069	72,000	17,000
Capital Improvements	-	-	-	-	-	-
Debt Service	-	9,226	-	-	-	-
Other Financing Uses	3,708	14,944	15,394	15,394	15,900	16,400
Total	1,164,327	1,379,233	1,641,805	1,487,466	1,508,000	1,497,200

EXPENDITURE DETAIL							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries and Benefits:							
5110	Salaries-Regular	316,823	315,016	363,646	309,486	353,400	359,800
5115	Regular - Part Time	-	-	-	-	-	-
5120	Salaries-Temporary	-	-	-	-	-	-
5125	After-School Wages	-	-	-	-	-	-
5130	Overtime Pay	1,004	5,263	361	13,982	5,000	5,000
5140	Standby Pay	-	-	-	-	-	-
5160	Council/Com Pay	-	-	-	-	-	-
5190	Other Salaries/Benefits	11,683	8,607	7,743	8,646	8,800	8,800
5191	FICA	24,898	25,011	32,728	25,039	29,700	30,100
5192	Pension	54,049	64,767	53,655	67,664	84,300	85,800
5193	Medical & Life Insurance	58,230	73,450	80,002	85,139	98,600	107,600
5194	Cafeteria/Mgt. Incentive	14,281	14,396	17,437	13,406	15,900	15,900
5195	Workers' Comp	14,756	16,423	16,916	16,916	15,900	16,200
	Total Salaries & Benefits	495,724	522,933	572,488	540,278	611,600	629,200
M & O							
5200	Administrative Overhead	-	139,003	141,388	141,387	141,300	141,300
5201	Electrical	43,435	43,596	46,769	49,913	49,100	51,600
5203	Telephone	2,032	1,649	2,328	1,094	2,400	2,400
5205	Water	907	911	989	1,234	1,000	1,000
5239	Natural Gas	2,708	4,226	2,800	2,763	2,800	2,800
5250	Loss on Fixed Assets	360	-	-	-	-	-
5300	Office Supplies	1,255	1,011	1,250	1,250	1,300	1,300
5301	Postage	544	625	650	650	700	700
5302	Printing & Copying	19	48	35	-	100	100
5303	Advertising	-	153	550	-	600	600

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Central Garage

Fund: 81

Dept: 900

EXPENDITURE DETAIL (Cont'd)							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
5306	Computer Supplies	489	268	550	550	600	600
5400	Travel, Conf., & Training	1,250	603	1,250	1,268	-	-
5423	Dues, Membership, Subs	355	-	400	400	400	400
5510	Vehicle M&O - Direct Chrg. Dept.	3,160	1,666	4,513	1,000	4,500	4,500
5511	VEH M/O Fuel	-	-	361	1,000	900	800
5512	VEH M/O Parts	-	-	1,030	1,000	1,000	1,000
5514	Share of Cost - City MIS	1,063	19,644	18,778	18,778	20,700	21,000
5520	Repairs Sepcial Equip	44,662	46,221	29,000	15,000	29,000	29,000
5522	Contractual Maintenance	5,744	8,450	6,200	4,059	6,200	6,200
5524	Professional/Technical	1,140	5,628	600	1,036	600	600
5526	Outside Labor	-	12,000	11,000	24,917	10,000	10,000
5529	Legal Services	-	-	-	2,810	-	-
5532	SEMS Operations	279	354	354	355	600	600
5560	Small Tools	850	445	527	500	1,000	1,000
5580	Auto Parts	21,047	44,216	30,188	30,000	30,200	30,200
5582	Gas Premium	191,954	220,207	213,849	315,176	224,600	235,800
5583	CNG Fuel	66,343	65,840	87,882	64,657	92,300	96,900
5584	Diesel	139,517	91,983	145,590	114,644	152,900	160,500
5662	Mandated Costs	12,707	12,194	12,200	9,708	12,200	12,200
5669	Bad Debt Write Off	-	-	-	-	-	-
5700	General Supplies	4,589	4,075	4,000	4,000	5,300	5,300
5784	Liability Insurance	16,400	16,400	16,892	16,892	16,200	16,200
5809	Bank Service Fees	834	58	-	684	-	-
6000	Depreciation	81,434	81,135	-	-	-	-
	Total M & O	645,077	822,609	781,923	826,725	808,500	834,600
	Capital Outlay						
86BL	Specialty Tools	6,079	4,321	7,000	7,000	7,000	7,000
86CG	Underground Tank	855	-	155,000	83,069	55,000	-
86BF	Security System	-	-	20,000	10,000	5,000	5,000
87AH	Shop Equipment	12,884	4,108	5,000	5,000	5,000	5,000
80EJ1	CNG Fst Fill Dispenser	-	1,092	85,000	-	-	-
	Total Capital Outlay	19,818	9,521	272,000	105,069	72,000	17,000
	Capital Improvement						
	Total Capital Improvement	-	-	-	-	-	-
	Total Debt Service						
6100	Principal Debt	-	8,492	-	-	-	-
6102	Interest Debt	-	734	-	-	-	-
6112	Interest Chevron	-	-	-	-	-	-
	Total Debt Service	-	9,226	-	-	-	-
7973	Transfer to Water	3,708	14,944	15,394	15,394	15,900	16,400
	Other Financing Uses						
	Total Other Financing Uses	3,708	14,944	15,394	15,394	15,900	16,400
	Department Total	1,164,327	1,379,233	1,641,805	1,487,466	1,508,000	1,497,200

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Central Garage

Fund 81

Dept: 900

SALARIED EMPLOYEES				
Position Title	Number of Positions		Annual Salary	
	PY Approved	Approved	2012 Approved	2013 Approved
<u>Existing Positions:</u>				
Equipment Repair Supervisor	1.00	1.00	50,700	52,600
Equipment Mechanic II	4.00	4.00	177,400	180,100
Equipment Mechanic I	3.00	3.00	114,800	116,600
Maintenance Worker II		-	-	-
Public Works Director/City Engr. (A)	0.10	0.10	10,500	10,500
Total Existing Positions	8.10	8.10	353,400	359,800
<u>New Positions/Changes:</u>				
(A) .12 to 01-410 Engineering				
.13 to 11-300 Gas Tax				
.08 to 71-530 Street Cleaning				
.15 to 71-540 Refuse				
.20 to 73-720 Water Production				
.10 to 81-900 Central Garage				
.22 to 72-570 WWTP/Sewer				
Total New Positions/Changes	-	-	-	-
Total Salaried Employees	8.10	8.10	353,400	359,800

Hourly Employees:			
Position Title	Hrly Wage	No. of Hours	Annual Wages
Total Hourly Employees	-	-	-

PERSONNEL RECAP			
	Approved 182 8/11	Approved 2011-2012	Approved 2012-2013
Regular	8.10	8.10	8.10
Part-time			

**CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
MISSION STATEMENT/DEPARTMENT GOALS**

Department: Liability Insurance Program

Fund: 82 Dept: 130

MISSION STATEMENT

To administer the risk management program for liability and fire in a manner that will minimize the City's exposure to risk and control the costs of providing the program.

DEPARTMENT GOALS

- Research and implement a proactive program to address liability issues

CITY OF DELANO
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
TWO YEAR ANNUAL BUDGET
FUND 82 - LIABILITY INSURANCE - DEPT 130

	Actual 2008-2009	Actual 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
FUND BALANCE, JULY 1,	618,712	983,827	1,168,996	1,168,996	1,152,911	895,961
Revenues:						
Investment Earnings	11,670	5,964	8,000	5,998	6,000	6,000
Interdepartmental Charges - Liability	439,400	424,074	480,598	480,598	913,240	922,250
Insurance Settlement	-	196,305	-	28,052	-	-
Miscellaneous Revenues	(24,033)	-	-	6,552	-	-
Total Revenues	427,037	626,343	488,598	521,200	919,240	928,250
Expenditures:						
Salaries & Benefits	21,742	29,367	21,723	13,439	21,000	22,100
Maintenance & Operations	40,180	411,637	624,618	523,846	892,290	900,300
Capital Outlay	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Debt Service	-	170	-	-	-	-
Total Expenditures	61,922	441,174	646,341	537,285	913,290	922,400
Excess of Revenues Over (Under) Expenditures	365,115	185,169	(157,743)	(16,085)	5,950	5,850
Other Financing Sources (Uses):						
Transfers In -						
Transfers Out - General Fund	-	-	-	-	(262,900)	(262,900)
Total Other Financing Sources (Uses)	-	-	-	-	(262,900)	(262,900)
TOTAL FUND BALANCE	983,827	1,168,996	1,011,253	1,152,911	895,961	638,911

**CITY OF DELANO
FUND 82 - LIABILITY INSURANCE - DEPT 130
REVENUE ESTIMATES**

Acct#	Sources	Actual	Actual	Adjusted	Estimated	Approved	Approved
		2008-2009	2009-2010	Budget 2010-2011	Actual 2010-2011	Budget 2011-2012	Budget 2012-2013
Revenues:							
3500	Investment Earnings	11,670	5,964	8,000	5,998	6,000	6,000
3950-002	Interdepartmental Charges - Liability	439,400	424,074	480,598	480,598	913,240	922,250
3959	Insurance Settlement	-	196,305		28,052		
3960	Miscellaneous Revenue	(24,033)			6,552		
	Total Revenues	427,037	626,343	488,598	521,200	919,240	928,250
Other Financing Sources:							
	Transfers In -						
	Total Other Financing Sources	-	-	-	-	-	-
	Total Revenues and Transfers	427,037	626,343	488,598	521,200	919,240	928,250

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Liability Insurance Program

Fund: 82

Dept: 130

DEPARTMENTAL SUMMARY						
Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries & Benefits	21,742	29,367	21,723	13,439	21,000	22,100
Maintenance & Operations	40,180	411,637	624,618	523,846	892,290	900,300
Capital Outlay	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Debt Service	-	170	-	-	-	-
Other Financing Uses	-	-	-	-	262,900	262,900
Total	61,922	441,174	646,341	537,285	1,176,190	1,185,300

EXPENDITURE DETAIL							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries and Benefits:							
5110	Salaries-Regular	14,590	21,165	15,044	9,468	13,100	13,700
5115	Regular - Part Time	-	-	-	-	-	-
5120	Salaries-Temporary	-	-	-	-	-	-
5125	After-School Wages	-	-	-	-	-	-
5130	Overtime Pay	-	-	-	-	-	-
5140	Standby Pay	-	-	-	-	-	-
5160	Council/Com Pay	-	-	-	-	-	-
5190	Other Salaries/Benefits	904	904	900	485	900	900
5191	FICA	1,180	1,678	1,220	553	1,100	1,100
5192	Pension	3,370	3,644	2,777	1,770	3,100	3,300
5193	Medical & Life Insurance	1,632	1,874	1,680	1,065	2,700	3,000
5194	Cafeteria/Mgt. Incentive	-	-	-	-	-	-
5195	Workers' Comp	66	102	102	98	100	100
		-	-	-	-	-	-
	Total Salaries & Benefits	21,742	29,367	21,723	13,439	21,000	22,100
M & O							
5200	Administrative Overhead	4,214	2,574	2,618	2,618	2,600	2,600
5201	Electrical	-	-	-	-	-	-
5203	Telephone	-	-	-	-	-	-
5205	Water	-	-	-	-	-	-
5300	Office Supplies	-	-	-	-	-	-
5301	Postage	-	-	-	-	-	-

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Liability Insurance Program

Fund: 82

Dept: 130

EXPENDITURE DETAIL (Cont'd)							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
M&O (cont'd)							
5302	Printing & Copying	-	-	-	-	-	-
5303	Advertising	-	-	-	-	-	-
5304	Community Promotion	-	-	-	-	-	-
5306	Computer Supplies	-	-	-	-	-	-
5400	Travel, Conf., & Training	-	-	-	-	-	-
5450	Recycling Information	-	-	-	-	-	-
5510	Vehicle M&O - Direct Chrg. Dept.	-	-	-	-	-	-
5514	Share of Cost - City MIS	203	364	348	348	400	400
5532	SEMS Operations	6	7	7	7	-	-
5784	Liability Insurance	24,608	343,445	319,123	350,000	500,300	500,300
5785	Employee Liability Insurance	6,634	-	200,758	100,000	300,000	300,000
5786	Physical Damage	5,103	6,268	6,122	-	5,774	7,000
5790	Property Program Insurance	44,874	54,952	61,596	53,250	63,254	70,000
5792	General Admin Insurance	16,377	15,145	14,046	17,623	19,962	20,000
5794	Retroactive Adjustment	(62,496)	(11,187)	20,000	-	-	-
5809	Bank Service Fees	657	69	-	-	-	-
Total M & O		40,180	411,637	624,618	523,846	892,290	900,300
<u>Capital Outlay</u>							
Total Capital Outlay		-	-	-	-	-	-
<u>Capital Improvement</u>							
Total Capital Improvement		-	-	-	-	-	-
<u>Total Debt Service</u>							
6100	Principal Debt	-	156	-	-	-	-
6102	Interest Debt	-	14	-	-	-	-
Total Debt Service		-	170	-	-	-	-
<u>Other Financing Uses</u>							
7901	Transfer to General Fund	-	-	-	-	262,900	262,900
Total Other Financing Uses		-	-	-	-	262,900	262,900
Department Total		61,922	441,174	646,341	537,285	1,176,190	1,185,300

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Liability Insurance Program

Fund 82

Dept: 130

SALARIED EMPLOYEES				
Position Title	Number of Positions		Annual Salary	
	PY Approved	Approved	2012 Approved	2013 Approved
Existing Positions:				
Human Resources Director (A)	0.15	0.15	13,100	13,700
(A) .70 to 01-120 Human Resources				
.15 to 82-130 Liability Insurance Program				
.15 to 83-135 Workers' Comp. Program				
Total Existing Positions	0.15	0.15	13,100	13,700
New Positions/Changes:				
Total New Positions/Changes	-	-	-	-
Total Salaried Employees	0.15	0.15	13,100	13,700

Hourly Employees:				
Position Title	Hrly Wage	No. of Hours	Annual Wages	
Total Hourly Employees	-	-	-	-
PERSONNEL RECAP				
		Approved 2010-11	Approved 2011-2012	Approved 2012-2013
Regular		0.15	0.15	0.15
Part-time				

**CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
MISSION STATEMENT/DEPARTMENT GOALS**

Department: Workers' Compensation

Fund: 83 Dept: 135

MISSION STATEMENT

To administer the risk management program for liability and fire in a manner that will minimize the City's exposure to risk and control the costs of providing the program.

DEPARTMENT GOALS

- Research and implement a proactive program to address Workers' Compensation issues*
- Develop an annual, bi-annual, and as-needed, City-wide training schedule*
- Strive to reduce the number of Workers' Compensation claims filed each year*

CITY OF DELANO
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
TWO YEAR ANNUAL BUDGET
FUND 83 - WORKERS COMP INSURANCE PROGRAM - DEPT 135

	Actual 2008-2009	Actual 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
FUND BALANCE, JULY 1,	2,418,703	2,205,080	2,090,625	2,090,625	1,783,469	1,627,619
Revenues:						
Investment Earnings	42,006	11,786	8,500	8,500	8,500	8,500
Interdepartmental Chrgs - Workers' Comp	454,573	536,295	500,749	500,749	813,850	829,150
Miscellaneous Revenues	-	-	-	-	-	-
Total Revenues	496,579	548,081	509,249	509,249	822,350	837,650
Expenditures:						
Salaries & Benefits	21,740	29,366	21,723	13,439	21,000	22,100
Maintenance & Operations	688,462	633,000	1,160,194	802,966	793,000	807,400
Capital Outlay	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Debt Service	-	170	-	-	-	-
Total Expenditures	710,202	662,536	1,181,917	816,405	814,000	829,500
Excess of Revenues Over (Under)						
Expenditures	(213,623)	(114,455)	(672,668)	(307,156)	8,350	8,150
Other Financing Sources (Uses):						
Transfers In -						
Transfers Out - General Fund	-	-	-	-	(164,200)	(167,500)
Total Other Financing Sources (Uses)	-	-	-	-	(164,200)	(167,500)
TOTAL FUND BALANCE	2,205,080	2,090,625	1,417,957	1,783,469	1,627,619	1,468,269

CITY OF DELANO
TWO YEAR ANNUAL BUDGET
FUND 83 - WORKER'S COMPENSATION - DEPT 135
REVENUE ESTIMATES

Acct#	Sources	Actual 2008-2009	Actual 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Revenues:							
3500	Investment Earnings	42,006	11,786	8,500	8,500	8,500	8,500
3950-002	Interdepartmental Chrgs - Workers' Comp	454,573	536,295	435,024	500,749	813,850	829,150
Total Revenues		496,579	548,081	443,524	509,249	822,350	837,650
Other Financing Sources:							
Transfers In -							
Total Other Financing Sources:		-	-	-	-	-	-
Total Revenues and Transfers		496,579	548,081	443,524	509,249	822,350	837,650

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Worker's Compensation Fund

Fund: 83

Dept: 135

DEPARTMENTAL SUMMARY						
Description	Actual	Actual	Adjusted	Estimated	Approved	Approved
	Expend.	Expend.	Budget	Actual	Budget	Budget
	2008-2009	2009-2010	2010-2011	2010-2011	2011-2012	2012-2013
Salaries & Benefits	21,740	29,366	21,723	13,439	21,000	22,100
Maintenance & Operations	688,462	633,000	1,160,194	802,966	793,000	807,400
Capital Outlay	-	-	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Debt Service	-	170	-	-	-	-
Other Financing Uses	-	-	-	-	164,200	167,500
Total	710,202	662,536	1,181,917	816,405	978,200	997,000

EXPENDITURE DETAIL							
Object No.	Description	Actual	Actual	Adjusted	Estimated	Approved	Approved
		Expend.	Expend.	Budget	Actual	Budget	Budget
		2008-2009	2009-2010	2010-2011	2010-2011	2011-2012	2012-2013
<u>Salaries and Benefits:</u>							
5110	Salaries-Regular	14,590	21,165	15,044	9,468	13,100	13,700
5115	Regular - Part Time	-	-	-	-	-	-
5120	Salaries-Temporary	-	-	-	-	-	-
5125	After-School Wages	-	-	-	-	-	-
5130	Overtime Pay	-	-	-	-	-	-
5140	Standby Pay	-	-	-	-	-	-
5160	Council/Com Pay	-	-	-	-	-	-
5190	Other Salaries/Benefits	903	903	900	485	900	900
5191	FICA	1,180	1,678	1,220	553	1,100	1,200
5192	Pension	3,369	3,644	2,777	1,770	3,100	3,200
5193	Medical & Life Insurance	1,632	1,874	1,680	1,065	2,700	3,000
5194	Cafeteria/Mgt. Incentive	-	-	-	-	-	-
5195	Workers' Comp	66	102	102	98	100	100
	Total Salaries & Benefits	21,740	29,366	21,723	13,439	21,000	22,100
<u>M & O</u>							
5200	Administrative Overhead	7,841	2,574	2,618	2,618	2,600	2,600
5201	Electrical	-	-	-	-	-	-
5203	Telephone	-	-	-	-	-	-
5250	Loss on Fixed Assets	-	-	-	-	-	-
5300	Office Supplies	-	1,603	-	-	-	-
5301	Postage	-	-	-	-	-	-
5302	Printing & Copying	-	-	-	-	-	-
5303	Advertising	-	-	-	-	-	-
5304	Community Promotion	-	-	-	-	-	-
5306	Computer Supplies	-	-	-	-	-	-
5400	Travel, Conf., & Training	-	-	-	-	-	-
5423	Dues/Membership/Sub.	-	-	-	-	-	-
5450	Recycling Information	-	-	-	-	-	-
5510	Vehicle M&O - Direct Chrg. Dept.	-	-	-	-	-	-

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Worker's Compensation Fund

Fund: 83

Dept: 135

		EXPENDITURE DETAIL (Cont'd)					
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
M&O (cont'd)							
5511	Vehicle M&O - Fuel	-	-	-	-	-	-
5512	Vehicle M&O - Parts	-	-	-	-	-	-
5513	Vehicle M&O - Labor	-	-	-	-	-	-
5514	Share of Cost - City MIS	98	364	348	348	-	-
5520	Special Equipment Repair	-	-	-	-	-	-
5522	Contractual Maintenance	-	-	-	-	-	-
5523	Rents & Leases	-	-	-	-	-	-
5524	Professional/Technical	-	-	-	-	-	-
5532	SEMS Operations	6	7	7	-	-	-
5583	CNG Fuel	-	-	-	-	-	-
5640	Computer Softwate	-	-	-	-	-	-
5662	Mandated Cost	-	-	-	-	-	-
5700	General Supplies	-	-	-	-	-	-
5782	Worker's Compensation	667,936	616,449	1,051,534	800,000	790,100	804,500
5784	Liability Insurance	300	300	-	-	300	300
5792	General Administration	-	-	14,046	-	-	-
5793	Employee Assistance	10,116	11,375	11,641	-	-	-
5794	Retro Adjust 3 year	-	-	80,000	-	-	-
5809	Bank Service Fee	2,165	328	-	-	-	-
6000	Depreciation	-	-	-	-	-	-
Total M & O		688,462	633,000	1,160,194	802,966	793,000	807,400
Capital Outlay		-	-	-	-	-	-
Total Capital Outlay		-	-	-	-	-	-
Capital Improvement		-	-	-	-	-	-
Total Capital Improvement		-	-	-	-	-	-
Total Debt Service		-	156	-	-	-	-
6100	Principal Debt	-	156	-	-	-	-
6102	Interest Debt	-	14	-	-	-	-
Total Debt Service		-	170	-	-	-	-
Other Financing Uses		-	-	-	-	164,200	167,500
7901	Transfer to General Fund	-	-	-	-	164,200	167,500
Total Other Financing Uses		-	-	-	-	164,200	167,500
Department Total		710,202	662,536	1,181,917	816,405	978,200	997,000

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Worker's Compensation Program

Fund 83

Dept: 135

SALARIED EMPLOYEES				
Position Title	Number of Positions		Annual Salary	
	PY Approved	Approved	2012 Approved	2013 Approved
Existing Positions:				
Human Resources Director (A)	0.15	0.15	13,100	13,700
(A) .70 to 01-120 Human Resources				
.15 to 01-130 Liability Insurance Program				
.15 to 01-135 Workers' Comp. Program				
Total Existing Positions	0.15	0.15	13,100	13,700
New Positions/Changes:				
Total New Positions/Changes	-	-	-	-
Total Salaried Employees	0.15	0.15	13,100	13,700

Hourly Employees:				
Position Title	Hrly Wage	No. of Hours	Annual Wages	
Total Hourly Employees	-	-	-	-
PERSONNEL RECAP				
		Approved 2010-2011	Approved 2011-2012	Approved 2012-2013
Regular		0.15	0.15	0.15

**CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
MISSION STATEMENT/DEPARTMENT GOALS**

Department: City Information Systems

Fund: 84

Dept: 140

MISSION STATEMENT

Provide services and products through a network of information systems for all City Departments. Plan, install, and administer all information technology.
Maintain a reliable and secure environment and plan for future technology growth.

DEPARTMENT GOALS

Upgrade Department Network
Upgrade selected Copiers in the City of Delano
Add additional functionality to the City of Delano website
Upgrade City Hall's Phone System
Connect Delano CCF to a unified phone network
Upgrade Council Chamber sound system
Upgrade Server Room
Conversion of the City's Financial System

CITY OF DELANO
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
TWO YEAR ANNUAL BUDGET
FUND 84 - CITY INFORMATION SYSTEM - DEPT 140

	Actual 2008-2009	Actual 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
FUND BALANCE, JULY 1,	(124,772)	19,504	98,466	98,466	-	-
Revenues:						
Investment Earnings	7	606	-	-	-	-
Interdepartmental Charges	417,010	525,630	505,956	340,185	615,950	652,650
Miscellaneous Revenues	15,331	-	-	-	-	-
Total Revenues	432,348	526,236	505,956	340,185	615,950	652,650
Expenditures:						
Salaries & Benefits	143,959	149,069	156,098	150,188	250,400	257,100
Maintenance & Operations	141,684	237,379	182,649	190,649	247,250	247,250
Capital Outlay	2,429	56,097	78,750	70,105	90,500	120,500
Capital Improvements	-	-	-	-	-	-
Debt Service	-	4,729	27,709	27,709	27,800	27,800
Total Expenditures	288,072	447,274	445,206	438,651	615,950	652,650
Excess of Revenues Over (Under)						
Expenditures	144,276	78,962	60,750	(98,466)	-	-
Other Financing Sources (Uses):						
Transfers In - General Fund	-	-	-	-	-	-
Transfers Out -	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-	-
TOTAL FUND BALANCE	19,504	98,466	159,216	-	-	-

CITY OF DELANO
TWO YEAR ANNUAL BUDGET
FUND 84 - CITY INFORMATION SYSTEMS - DEPT 140
REVENUE ESTIMATES

Acct#	Sources	Actual	Actual	Adjusted	Dept.	Approved	Approved
		2008-2009	2009-2010	Budget 2010-2011	Estimate 2010-2011	Budget 2011-2012	Budget 2012-2013
Revenues:							
3500	Interest Earnings	7	607			-	-
3951-002	Interdepartmental Charges	417,010	525,630	505,956	340,185	615,950	652,650
3960	Miscellaneous Revenue	15,331	-	-	-	-	-
Total Revenues		432,348	526,237	505,956	340,185	615,950	652,650
Other Financing Sources:							
3990 001	Transfers In - General Fund	-	-	-	-	-	-
Total Other Financing Sources		-	-	-	-	-	-
Total Revenues and Transfers		432,348	526,237	505,956	340,185	615,950	652,650

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: CIS

Fund: 84

Dept: 140

DEPARTMENTAL SUMMARY						
Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries & Benefits	143,959	149,069	156,098	150,188	250,400	257,100
Maintenance & Operations	141,684	237,379	182,649	190,649	247,250	247,250
Capital Outlay	2,429	56,097	78,750	70,105	90,500	120,500
Capital Improvements	-	-	-	-	-	-
Debt Service	-	4,729	27,709	27,709	27,800	27,800
Other Financing Uses	-	-	-	-	-	-
Total	288,072	447,274	445,206	438,651	615,950	652,650

EXPENDITURE DETAIL							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries and Benefits:							
5110	Salaries-Regular	95,218	101,165	101,733	103,184	158,200	161,500
5115	Regular - Part Time	-	-	-	-	-	-
5120	Salaries-Temporary	-	-	-	-	-	-
5125	After-School Wages	-	-	-	-	-	-
5130	Overtime Pay	6,886	4,876	6,000	4,511	6,000	6,000
5140	Standby Pay	-	-	-	-	-	-
5160	Council/Com Pay	-	-	-	-	-	-
5190	Other Salaries/Benefits	3,158	2,500	1,200	1,215	1,800	1,800
5191	FICA	8,002	8,447	8,138	8,452	13,200	13,300
5192	Pension	16,071	17,291	12,289	17,791	37,800	38,600
5193	Medical & Life Insurance	9,999	10,440	22,381	11,420	26,100	28,500
5194	Cafeteria/Mgt. Incentive	3,911	3,960	3,960	3,218	5,900	6,000
5195	Workers' Comp	714	390	397	397	1,400	1,400
Total Salaries & Benefits		143,959	149,069	156,098	150,188	250,400	257,100

M & O							
5203	Telephone	4,838	4,418	5,000	3,000	5,000	5,000
5205	Water	-	-	-	-	-	-
5209	Internet Service	6,271	12,338	17,500	17,500	17,500	17,500
5210	Secure E-Mail	1,440	3,300	5,500	5,500	5,500	5,500
5250	Loss on F/A	-	581	1,750	1,750	1,750	1,750
5300	Office Supplies	948	1,553	1,750	1,750	3,000	3,000
5301	Postage	178	103	1,750	1,750	2,000	2,000
5302	Printing & Copying	91	-	5,000	5,000	15,000	15,000
5303	Advertising	-	-	-	-	-	-
5306	Computer Supplies	10,850	19,659	20,000	20,000	20,000	20,000
5400	Travel, Conf., & Training	9,163	7,868	2,500	2,500	-	-
5423	Dues, Membership, Subs	240	400	2,000	2,000	4,500	4,500

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: CIS

Fund: 84

Dept: 140

EXPENDITURE DETAIL (Cont'd)							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
M&O (cont'd)							
5510	Vehicle M&O - Direct Chrg. I	-	82	-	-	-	-
5511	Vehicle M&O - Fuel	518	669	693	693	1,100	1,100
5512	Vehicle M&O - Parts	14	-	18	18	100	100
5513	Vehicle M&O - Labor	146	459	216	216	300	300
5514	Share of Cost - City MIS	-	4,850	4,636	4,636	4,700	4,700
5520	Repairs Special Equip.	500	-	2,500	2,500	2,600	2,600
5522	Contractual Maintenance	29,511	85,779	79,000	89,000	120,000	120,000
5523	Rents & Leases (Storage)	-	-	-	-	-	-
5524	Professional/Technical	1,065	7,219	15,000	15,000	15,000	15,000
5532	SEMS	-	86	86	86	200	200
5640	Computer Software	7,118	8,795	10,000	10,000	15,000	15,000
5700	General Supplies	4,185	10,891	3,750	3,750	8,000	8,000
5780	Insurance & Surety Bonds	-	-	-	-	-	-
5782	Worker's Comp.	-	-	-	-	-	-
5784	Liability Insurance	4,000	4,000	4,000	4,000	6,000	6,000
5799	Consultant Services	-	-	-	-	-	-
6000	Depreciation	60,608	64,329	-	-	-	-
7705	Audit	-	-	-	-	-	-
Total M & O		141,684	237,379	182,649	190,649	247,250	247,250
Capital Outlay							
	Vehicle					-	-
	Laptop	(21)	-	-	-	-	-
	City Council Sound System	2,450	-	-	-	-	-
820N	Finance System (Lease)					20,000	50,000
820O	Phone System		397			3,500	3,500
88CN	Website Upgrade			10,000	5,000	7,000	7,000
88CE	Computer Equipment		45,700	53,750	55,105	60,000	60,000
88CM	E-Civis		10,000	15,000	10,000	-	-
Total Capital Outlay		2,429	56,097	78,750	70,105	90,500	120,500
Capital Improvement							
						-	-
						-	-
Total Capital Improvement						-	-
Total Debt Service							
6100	Principal Debt		3,765	14,461	14,461	14,500	14,500
6102	Interest Debt		964	13,248	13,248	13,300	13,300
Total Debt Service			4,729	27,709	27,709	27,800	27,800
Other Financing Uses							
						-	-
Total Other Financing Uses						-	-
Department Total		288,072	447,274	445,206	438,651	615,950	652,650

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: City Information Systems

Fund 84

Dept: 140

SALARIED EMPLOYEES				
Position Title	Number of Positions		Annual Salary	
	PY Approved	Approved	2012 Approved	2013 Approved
Existing Positions:				
Computer & Info. Systems Coord.	1.00	1.00	55,200	55,300
Computer Systems Specialist	1.00	1.00	49,400	50,000
GIS Technician	0.00	1.00	53,600	56,200
Total Existing Positions	2.00	3.00	158,200	161,500
New Positions/Changes:				
Total New Positions/Changes	-	-	-	-
Total Salaried Employees	2.00	3.00	158,200	161,500

Hourly Employees:

Position Title	Hrly Wage	No. of Hours	Annual Wages	
Total Hourly Employees	-	-	-	-

PERSONNEL RECAP

	Approved 2008/09	Approved 2010/11	Approved 2011/12
Regular	2.00	3.00	3.00
Part-time			