City of Greenfield

Annual Operating and Capital Budget
FY 2013-2014

CITY OF GREENFIELD, CALIFORNIA

PROPOSED ANNUAL BUDGET

OPERATING
AND
CAPITIAL IMPROVEMENT BUDGET

FISCAL YEAR 2013-14

May 1, 2013

Left to Right: Raul Rodriguez, Lance Walker, Mayor John Huerta Jr., Vice Mayor Randy Hurley, and Annie Moreno

City of Greenfield

Mayor and City Council

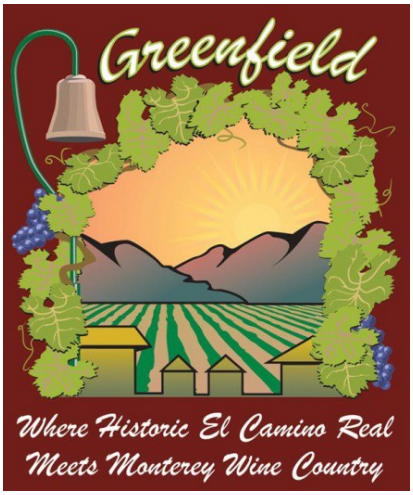
John Huerta, Jr., Mayor
G. Randy Hurley, Mayor Pro Tem
Annie G. Moreno
Raul Rodriguez
Lance Walker

CITY MANAGER

Susan A. Stanton, ICMA-CM

Executive Management Staff

Nina Aguayo, Executive Assistant
Mike Compton, Finance Advisor
Jeri L. Corgill, Accounting Operations Manager
Jennifer Faught, City Attorney
Dale E. Lipp, P.E., Public Works Director/City Engineer
Paul Mugan, Assistant City Manager
Ann Rathbun, City Clerk
Eric Sills, Interim Chief of Police
Robin Warbey, IT Advisor



City of Greenfield

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www.ci.greenfield.ca.us

September 5, 2013

Honorable Mayor and Members of the City Council,

In accordance with City Ordinance No. 22 adopted September 22, 1948, expenditures in the adopted FY 2014 Annual Operating and Capital Budget for all funds are $20,461,100. Excluding capital projects (and adjusting for health cost allocation), the City's total operating budget, for all services and programs, is $10,936,300. The adopted FY 2014 budget increased by $1,114,765 compared to FY 2013, which represents an 11.35% increase in total expenditures. Excluding non-departmental expenses relating to the Civic Center, Information Technology and Property Liability Insurance, the total General Fund increased by $402,950 compared to FY 2013 which represents a 9.51% increase in total expenditures. The adopted budget included no funding for the restoration of employee wage reduction or Police Officer employee pension contributions, but did include a 15% increase spending to maintain the City's existing health and supplemental benefit plan.

As stated in a publication entitled "Guide to Local Government Finance in California" by the California League of Cities, managing local government has never been more challenging than it is today. Regardless of the size and staff resources, cities must raise, manage and allocate many millions of dollars each year, employ staff, negotiate and manage contracts, build and operate public facilities, among many other obligations and do all this within a setting that must be continually open and accessible to the public. Greenfield, like most other cities around the nation, is still in the process of recovering from the effects of an extended economic recession and the dissolution of its Redevelopment Agency. The community is confronting many financial uncertainties which necessitate the exercise of caution in proposing new programs or adding many General Fund positions.

Here in Monterey County, residents have been particularly impacted by the great recession. In the face of persisting economic hardship, sharp increases in the prices of food and fuel, and rising living expenses, the number of struggling residents of Monterey County seeking help at the Food Bank increased a staggering 45% during the month of February compared to last year. The current unemployment rate for Greenfield was 13.1% in December 2012 compared to 9.7% in California and 7.8% nationally and 34.1% of our residents with children less than 5 years of age are under poverty levels. The City's housing market is also still in a state of economic recovery. Based on housing data from RealtyTrac, there are currently 53 properties in Greenfield that are in some stage of foreclosure (default, auction or bank owned), while 12 homes are listed for sale on RealtyTrac. In March, the number of properties that received a foreclosure filing in Greenfield was 200% higher than the previous month and 17% lower than the same time last year. However, home sales for February 2013 were up 22% compared with the previous month, and up 22% compared with a year ago. The median sales price of a non-

distressed home was $200,000. The median sales price of a foreclosure home was $130,900, or 35% lower than non-distressed home sales.

Preparation of this adopted budget was challenging because of my short tenure as City Manager and time spent trying to understand the current state of the City's finances. The Community has been without a full time City Manager and has lost several critical senior staff members that possessed extensive institutional memory concerns, the basis of past financial decisions or personnel actions. Because of the segregation of duties throughout the relatively small city organization, current staff is often unable to provide the critical background information or administrative justification regarding current city operations.

In order to improve the City of Greenfield's financial reporting and strengthen internal management control, the FY 2013-14 Annual Operating and Capital Budget includes many extensive changes which will make this document more useful in setting future City policy, determining service delivery levels, administering capital improvement projects and producing useable financial reports. Eight of the most important changes to the adopted budget include:

- Centralizing all non-departmental cost associated with the Greenfield Civic Center and employee benefit programs instead of allocating them directly to each department and program. While this change ensures that these costs are more formally monitored and accounted for by City staff, operating budgets in all departments for FY 2014 will reflect a reduction in their overall budget because these costs are no longer being shown as an operating expense. This change will improve transparency and ensure accountability. Last year, the City neglected to include $130,000 of supplemental health benefits because the specific expense never appeared in one location in any City budget or cost center.

- Establishing numerous programmatic cost centers to begin accounting for Code Enforcement, Animal Control, Enterprise Operations, Administrative Oversight and specialized programs such as Economic Development and Property Liability Insurance. Each of the cost centers listed in the budget has a detailed explanation of the expenditures and background information of the program.

- Including all capital outlays and capital improvement projects compared to previous years when these projects were either not a part of the usual budgetary control process, or were adopted as a separate CIP program. These appropriations in the budget will ensure effective contract management and compliance with work of scope and procurement requirements. Last year, it was difficult to identify and account for which projects the City included in the approved CIP, which projects had been authorized in past years but not appropriated funds. Finally, what money was available for individual projects and how much was spent on the project to date. All capital projects are now included in the budget and can be easily managed, accounted and assessed.

- Adopting a new Chart of Accounts to record city line-item spending. In order to allow comparative analysis of the proposed FY 2014 spending with previous years, staff had to restate past expenditure classifications based on this new Chart of Accounts. This change

was made to better control future spending and to prepare for the new upgrade to the City's financial software that will begin to be installed in the next ten weeks.

- Accounting for all City Funds and all Departments and summarizing this information by Expenditure Category, program cost center and Fund. While including this information in the adopted budget improves financial reporting, it also may appear to artificially overstate the annual growth in city spending because of these one-time capital projects.

- Establishing budgetary FTE (Full Time Equivalent) allocations of all city staff for FY 2014 based on budgetary goals and desired service delivery standards and not on past departmental discretion made during the previous year. This allocation process will ensure that staff efforts are used in a manner consistent with service level directives established by the City Manager and Council to achieve approved goals and objectives.

- Creation of Department Goals and Objectives that are specific, measureable, achievable, relevant and timely to ensure staff is responsive to achieving City Council strategic action goals for the community.

- Estimating year end FY 2013 expenditures and revenues to ensure budgetary control and establishing accurate beginning fund balances for all city funds and operations.

- Adjusting all City Funds Statements to only include available cash. Historically, the City has included non-cash assets in the calculation of fund balance.

Due to the time devoted to reengineering the budgetary process and collecting and analyzing financial information, this budget document and presentation will continue to be refined, expanded and improved in future years. Staff will continue to improve the programmatic information that is included in this adopted budget document. I anticipate members of the newly established Budget and Finance Advisory Board and City Council will request additional expenditure schedules and supplemental information to better ascertain whether it is time to be more optimistic in the future spending in FY 2014 or whether it is better to remain cautious.

Meeting Community Expectations

In preparing the budget this year, I am very aware of the community expectation that the City would have additional funds for the restoration of previous budget reductions as a result of the passage of the general sales tax measure that was passed last November by 65.2% of City voters. The passage of this sale tax, known locally as “Measure X”, was intended to do the following:

- Prevent Potential Reduction of Services to the Police Department
- Restore Police Staffing and Services
- Maintain Financial Viability of the City
- Ensure Adequate Park Maintenance
- Restore City Hall Service Hours
- Return Recreation Programs for Youth

As discussed with the City Council in February 2013, prior to the passage of this general sale tax measure in FY 2013, the City funded a number of reoccurring annual expenses with non-reoccurring revenues for the operation of the Civic Center ($95,000), the maintenance of Patriot Park ($75,000) and supplemental health insurance for City employees ($130,000). These expenses have been incorporated in the proposed FY 2013-14 Annual Operating and Capital Budget cost centers to ensure they are appropriated, accounted for, and properly managed. The City also was required to allocate an additional $286,900 for employee pensions, $50,000 for increases in health insurances and $50,000 for increases in property and liability insurance provided by the Monterey Bay Area Self Insurance Authority (MBASIA). This information is critical in answering the question posed to me from countless residents "Where did all the Measure X money go"? Unfortunately, because of flat growth of existing revenue and increases in personnel pensions and health care, Measure X funds have had to backfill the budget in order to achieve the most significant Measure X goal, to maintain financial viability of the City.

Revenue from the Measure X Sales Tax in FY 2013 is estimated at $450,000 and $600,000 for FY 2014. The proposed FY 2013-14 spending plan does, however, allocate an additional $50,000 dollars to expand recreation programing provided by the Central Coast Youth Sports Organization (CCYSO) and $64,000 for either employing a full time Code Enforcement Officer or contribute funding with other South County cities to obtain these services by contract or shared services.

The objectives outlined for Measure X monies are all critically related to service delivery and financial stability of city government. Based on closely estimating FY 2012-13 expenditures and projecting FY 2013-14 revenues, the City is projecting a FY 2013-14 General Fund ending balance of $1.2 million dollars. While this may sound like the City has available resources to expand City services or add personnel, I am highly uncomfortable doing so at this time. One of the more painful administrative decisions I had to make in preparing this budget was reducing the available General Fund balance by $1.5 million dollars as a result of retaining un-collectable receivables on the City’s balance sheet. This loss of revenue occurred when the City provided engineering and legal services to countless developers without any executed Development Agreement and no legal basis to recover the cost of services provided but not paid for at the time of delivery. Finally, the City is also having extended discussions with the State of California's Department of Finance concerning the dissolution of the City's former Redevelopment Agency and potential demand for repayment of past obligations and contracts.

FY 2013-14 Personnel Services

The largest expenditure in the City’s adopted budget is for employee services. In FY 2013-14, the City is projected to spend $4,687,500 on employee salaries and related benefits which represents 40.02% of the City budget. While this is a large percentage of all expenditures, most cities dedicated 70% to 75% of their non-capital spending on employee services. While Greenfield’s actual residential population is close to 20,000 residents, it employs only 45.80 full time staff. Unlike discussions between labor and management in other cities, these discussions have been very productive, professional and collaborative. Like many residents in the community, most employees sincerely felt that their wages and pension benefits would be

restored with the approval of Measure X in November 2012. I was impressed with their patience and sophistication as we all analyzed the City's financial position, talked about the future and anticipated the upcoming fiscal year.

In discussing the City's precarious financial situation, Union Leadership agreed to postpone collective bargaining until the completion of the FY 2013-14 Annual Operating and Capital Budget. In our discussions concerning these matters with the Union and its employee representatives, there has been a lot of group dialog about the value of restoring employee wages vs. maintaining the required funding to continue offering the existing health and benefit program that is highly valued by all employees. The resolution of this issue will require extensive collaborative discussions with the City's three bargaining units and specific policy direction from the City Council.

Addressing Critical Needs in the Community:

When I first visited the City of Greenfield, I was very impressed with the cleanliness of the community and extensive network of parks and public places that are maintained by a much energized 12 member Public Works crew. In many ways, I am still trying to understand how so few people can perform so many critical tasks in so many areas with so little resources and equipment. Each member of the department wears many hats and regularly multi-tasks in ways not permitted in most other communities. However, in spite of the tremendous work ethic of our small city staff, it simply does not have adequate staff to ensure critically important work is accomplished in a timely manner.

To address staff deficiencies in the Public Works Department, the adopted FY 2014 Annual Operating and Capital Budget includes a Utility Worker position to address operational needs in the Sewer and Water Divisions, a Maintenance Worker position to address operational needs and requirements in the Street and Water Divisions, and a Utility Manager to begin focusing on system-related issues in both the Sewer and Water Divisions. None of these positions are General Fund obligations and all are critically needed to address operation deficiencies that involve permit and licensing requirements in the Water and Sewer Division and street maintenance needs in the Street Division which, if not addressed, become safety issues to residents traveling on city streets and substantial liability exposures to the City. The total cost of these three positions in the Public Works Department that will be allocated to the three special revenue funds is $215,000. Both of the positions in the Sewer and Water Divisions are critically related to the City Wastewater Treatment Plant's operating permit and the maintenance of system capacity for both future and existing utility customers.

Clearly Greenfield has had its share of challenges as we look to FY 2013-14. However, I am also excited about all of the promising and exciting projects and economic opportunities over the next year. The adopted spending plan contains $9.8 million of capital improvement projects for the construction of the Community Park on Walnut Ave, the Downtown Streetscape, street improvement, and utility repair and improvement. With the progress of the Yanks Air Museum and Recreational Park alongside of US 101, many residents are excited about future phases that envision substantial economic growth. Slowly, the City is beginning to receive phone calls from

developers about the Walnut Specific Plan and shopping center and new housing construction projects trying to annex into the City.

I wish to acknowledge the tremendous amount of hard work City staff put into preparing the FY 2013-14 Annual Operating and Capital Budget. Special recognition is given to Public Works Director Dale Lipp for the hours of work he devoted to preparing the CIP program and evaluating his operations; Ann Rathbun for calmly providing financial information and answering my countless questions; Former Police Chief Eric Sills for preparing outstanding goals and objectives to make Greenfield a safer place to work, live and play; Assistant City Manager Paul Mugan, for the work he has done on the Yanks Project and Community Park Grant; Executive Assistant to the City Manager Nina Aguayo for her long hours finalizing this budget; Financial Advisor Mike Compton for continuing to provide his guidance in maneuvering through all the state requirements with the RDA and for his efforts in preparing the first draft of this budget and Accounting Operations Manager Jeri Corgill for her efforts in finalizing this document and preparing for the installation of the City's newly purchased financial reporting systems.

Special recognition must also be given to the City of Greenfield's newly formed Budget and Finance Advisory Board under the leadership of Chairperson Stephanie Garcia and board members Ray Diaz, Mike Tidwell, Allison Steinmann, Michael Mungia and Jose Vasquez. I look forward to working with newly appointed board member Sonia Lopez on the FY 2014-2015 Annual Budget. The Board's professionally written assessment has been incorporated into this adopted budget and can be found in the appendix.

And finally, I wish to formally express my appreciation for the tremendous support and encouragement I have received from Mayor John Huerta, Mayor Pro-tem Randy Hurley and City Council Members Annie Moreno, Raul Rodriquez and Lance Walker for their support and guidance during the preparation and finalization of this adopted budget.

It is an honor and a privilege to call Greenfield my home.

Sincerely,

Susan A. Stanton, ICMA-CM
City Manager

BUDGET PRESENTATION NOTES
WHAT IS A BUDGET?

A budget is a financial and operating plan for a City for a period called a "fiscal year." The City of Greenfield's fiscal year begins on July 1 and ends on June 30. The fiscal year that begins on July 1, 2013, is referred to as "Fiscal Year 2014." Prior Fiscal Year (FY 2013) budget data is also included. All data contained herein for FY 2013 are originally budgeted amounts and have not been revised to reflect budget amendments adopted by the City Council. Estimated FY 2013 numbers represent actual expenditure totals for a portion of the fiscal year, supplemented with expenditure assumptions for the remainder of the fiscal year. All appropriations unspent at year-end lapse unless funds are encumbered by issuance of a purchase order. Such purchase orders remain valid until either canceled or final payment is made.

The City cannot spend money unless it is appropriated within the budget. An appropriation is the legal approval given by the City Council to the City staff to spend money for a specific purpose. The budget also contains an estimate of revenues to be received by the City during the same time period. The legal authorization to collect revenues, such as the property tax, utility tax, and user fees, is established by the City Council by resolution. Also included in the budget is the estimated unexpended expenditures left over from the prior fiscal year that can be spent and appropriated in the new year. This money is called available or unassigned fund balance. State law requires that expenditures do not exceed the combination of available fund balance and revenues. The City cannot borrow money to operate. The City can only borrow money for major capital projects, such as the purchase of major equipment or the construction of buildings.

Budgeting Basis

This budget is prepared in accordance with Generally Accepted Accounting Principles (GAAP). Both revenues and expenditures are budgeted on the modified accrual basis of accounting. In Enterprise Fund budgets (Wastewater and Water Production), depreciation is budgeted as an operating expense. However, proposed capital acquisitions and principal payments are listed in the program portion of the budget for planning purposes.

Budget Adjustments / Amendments

In accordance with the California Law, the City Manager has the authority to approve budget adjustments, or the transfer of funds within a department and within a fund. Budgetary control during the year is maintained on a department basis and within a fund and not on a line item or program basis. To increase or decrease a department's appropriation, or to transfer funds from one department to another or from one fund to another, requires the approval of the City Council. The City Council grants such approval by Resolution.

Personnel Position Classifications

The City Manager may change a personnel position to a lower classification than approved in the budget.

Any positions reclassified since the previous year's budget was adopted are reported in this budget in accordance with their new classifications.

BUDGET QUESTION & ANSWER

WHAT IS REVENUE?

Revenue is money that the City receives from a variety of sources such as property taxes, permits and fees, utility and sales taxes, charges for services, grants, franchise fees and licensing fees which are used to pay for the delivery of services and other items to the public.

WHAT IS EXPENDITURE?

An expenditure is the process of spending money. Expenditures include activities such as paying employee salaries, purchasing office supplies, repairing City facilities and making long-term debt service payments.

WHAT IS A FUND?

Public sector entities, such as municipalities and counties, operate on a fund based accounting system. A fund is an accounting entity that receives revenues from a specific source and expends them for specific activities. The City operates several different types of fund, including the general fund, capital improvement fund, and internal service funds.

The **General Fund** is used to account for the general operations of the city and all transactions that are not accounted for in other funds or account groups. Departmental budgets that fall under the General Fund are presented on a modified accrual basis; meaning that expenditures, other than interest on long-term debt are recorded at the time liabilities are incurred and revenues are recognized only when they are received.

The **Capital Improvement Fund** is used to account for all resources used for the acquisition of various major capital improvements excluding some which are funded through enterprise funds.

Enterprise Funds are used to account for operations that are financed and operated similarly to a private business, where the intent of the governing body is that the costs of providing goods or services (such as water and wastewater) to the general public on a continual basis is financed or recovered through user fees, or where the governing body has determined that revenues earned, expenses incurred or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

City of Greenfield, California

FY 2013-14

Fund

Summaries

City of Greenfield Budget Summary

FY 2013-14 Budget Summary by Expenditure Category and Department

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs) ….				
City Council	N/A	N/A	N/A	-
Administration	N/A	N/A	N/A	3.00
Finance Services	N/A	N/A	N/A	3.50
Public Works	N/A	N/A	N/A	17.55
Parks & Recreation	N/A	N/A	N/A	0.55
Police	N/A	N/A	N/A	18.50
Community Development	N/A	N/A	N/A	2.70
Non-Departmental	N/A	N/A	N/A	-
Successor Redevelopment	N/A	N/A	N/A	-
Total				**45.80**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
City Council	$ 60,438	$ 74,346	$ 65,400	$ 56,200	$ 65,200
Administration	407,105	620,909	289,900	525,300	559,800
Finance Services	450,542	434,330	409,000	427,300	502,900
Public Works	2,639,336	2,861,317	2,824,222	2,851,085	8,722,000
Parks & Recreation	148,257	169,932	163,600	221,950	3,278,000
Police	3,080,853	2,725,590	2,617,800	2,651,100	2,930,600
Community Developm	280,212	104,654	215,300	122,300	366,400
Non-Departmental	1,583,719	663,926	702,600	736,900	1,267,200
Successor Redevelop	-	2,011,118	2,393,700	2,253,500	3,769,000
Total	**$ 8,650,462**	**$ 9,666,122**	**$ 9,681,522**	**$ 9,845,635**	**$ 21,461,100**
Expenditures by Category					
Employee Services	$ 4,117,470	$ 4,082,572	$ 3,461,200	$ 3,630,800	$ 5,463,700
Maintenance & Opera	4,145,487	3,152,619	3,848,800	3,819,935	3,717,200
Debt Service	387,505	2,374,192	2,270,800	2,275,800	2,423,600
Capital Outlay	-	56,739	100,722	45,000	108,000
Capital Projects	-	-	-	50,000	9,748,600
Total	**$ 8,650,462**	**$ 9,666,122**	**$ 9,681,522**	**$ 9,821,535**	**$ 21,461,100**
Fleet Allocation	-	-	-	-	(232,600)
Total less Fleet Allocation	**$ 8,650,462**	**$ 9,666,122**	**$ 9,681,522**	**$ 9,821,535**	**$ 21,228,500**
Total Operations	8,650,462	9,666,122	9,681,522	9,771,535	11,479,900

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	$ 6,045,374	$ 6,989,792	$ 6,935,722	$ 7,075,850	$ 5,909,200
SLEF	43,564	63,834	100,000	100,000	100,000
Gas Tax Fund	333,013	328,087	348,000	307,000	746,500
Local Transportation	-	-	-	-	1,082,500
Sewer Operations Fur	792,483	877,848	939,700	863,700	2,311,700
Water Operations Fun	1,172,455	1,118,542	988,000	1,183,400	1,350,200
LLD #1	67,786	78,863	126,800	73,700	72,000
LLD #2	193,641	204,416	225,100	205,585	207,300
SMD #1	2,146	4,740	18,200	12,300	12,300
SMD #2	-	-	-	-	74,100
Science Workshop	-	-	-	-	107,400
Sewer Impact Fees	-	-	-	-	70,000
Water Impact Fees	-	-	-	-	1,020,000
Traffic Impact Fees	-	-	-	-	1,429,700
Park Impact Fees	-	-	-	-	34,300
Proposition 84 Park G	-	-	-	-	2,932,300
Successor Capital Pro	-	-	-	-	1,520,700
Successor Agency	-	-	-	-	2,248,300
SUBTOTAL:					**21,228,500**
* Healthcare Allocation					(776,200)
FUND TOTAL	**$ 8,650,462**	**$ 9,666,122**	**$ 9,681,522**	**$ 9,821,535**	**$ 20,219,700**

City of Greenfield All Departments

Budget Detail FY 2011 - FY 2014

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 2,483,750	$ 2,595,102	$ 2,382,800	$ 2,382,500	$ 2,794,000
50110	Part Time	23,461	24,570	23,100	22,700	63,200
50120	Workers' Comp Pay	14,039	8	-	2,000	-
50130	Over Time	337,179	165,780	175,100	183,050	162,900
50200	Health Insurance	397,011	456,913	322,100	388,900	521,000
50300	FICA	200,925	201,221	175,200	178,750	227,500
50400	PERS	511,152	577,717	374,700	465,800	660,900
50500	Workers' Comp Pay	122,148	282	-	2,200	241,800
50600	Unemployment Ins	15,264	47,118	-	-	-
50700	Deferred Comp	6,392	6,167	600	2,500	6,600
50800	Uniform Allowance	6,149	7,695	7,600	2,400	9,600
55650	Total Benefits	1,259,041	1,297,112	880,200	1,040,550	1,667,400
50200	Health Allocation					776,200
	Subtotal	4,117,470	4,082,572	3,461,200	3,630,800	5,463,700
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	2,144,185	1,337,861	1,340,200	1,289,100	1,244,600
51150	Office Supplies	49,661	73,461	50,700	44,200	47,300
51110	Special Supplies/Services	147,369	161,603	643,900	680,900	464,300
51115	M & O - Equipment	169,404	109,164	43,600	54,500	57,100
51120	Memberships/Dues & Publications	39,409	37,769	47,300	40,600	45,600
51125	Travel, Meetings & Conferences	9,279	7,020	12,300	5,600	19,600
51130	POST Reimbursable Training	4,791	2,825	6,000	4,000	10,000
51131	Education & Training	2,257	6,525	10,600	8,800	10,600
51135	Equipment Lease	6,766	9,175	6,500	11,000	5,000
51140	Gas & Oil	87,889	87,925	91,400	78,200	178,100
51145	Shop Repair Parts	-	-	-	-	13,800
51150	Outside Labor	-	-	-	-	4,600
51155	M & O - Vehicles	23,545	21,636	30,700	23,400	36,200
51160	Utilities	442,746	466,398	423,300	426,085	445,700
51165	Communications	319,744	115,352	381,300	377,995	377,000
51170	M & O - Bldgs/Grounds	55,648	38,555	160,700	133,555	197,400
51175	Community Promotion	21,782	25,079	15,400	15,000	15,400
51180	Property Taxes & Co Collection F	45,068	54,978	119,900	32,000	79,900
51190	Depreciation	575,944	597,293	465,000	595,000	465,000
xxxx	Fleet Allocation					
						-
	Subtotal	4,145,487	3,152,619	3,848,800	3,819,935	3,717,200
Debt Service						
52100	Interest Expense	277,747	1,445,980	1,422,300	1,422,300	1,392,900
52200	Principal Expense	93,195	912,047	848,500	848,500	1,025,700
52300	Paying Agent Fees	16,563	16,165	-	5,000	5,000
	Subtotal	387,505	2,374,192	2,270,800	2,275,800	2,423,600
Capital Outlay						
53000	Operating Capital Outlay	-	56,739	100,722	45,000	108,000
	Subtotal	-	56,739	100,722	45,000	108,000
Capital Projects						
90000	Capital Projects	-	-	-	50,000	9,748,600
	Subtotal	-	-	-	50,000	9,748,600
City Total		**$ 8,650,462**	**$ 9,666,122**	**$ 9,681,522**	**$ 9,821,535**	**$ 21,461,100**

General Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	1,551,437	2,309,047	683,757	683,757	1,067,207
REVENUES					
Taxes					
Property-CY Secured	276,791	279,707	280,700	274,000	288,700
Property-CY Unsecured	11,170	10,880	11,000	10,500	11,000
Property-PY Secured & Unsecured	14,297	8,883	15,000	5,000	7,000
Suppl. Assessment Roll	15,280	13,708	15,000	14,000	12,000
Vehicle License In-Lieu (property taxes)	1,099,932	1,095,911	1,117,800	1,071,000	1,092,400
Sales & Use Tax	632,898	756,301	738,300	725,400	747,200
Sales & Use Tax - Measure X	-	-	-	450,000	600,000
Sales Tax - Triple Flip (ERAF)	207,813	219,510	223,900	265,000	276,900
Sales Tax - Prop 172	26,600	29,147	30,000	33,000	33,900
Lodging Tax	11,773	11,636	14,000	12,000	12,000
Franchise Tax	-	-	-	-	-
P G & E Utility	63,854	63,183	65,000	65,000	70,000
Solid Waste Utility	155,200	155,212	179,800	148,300	153,300
Tri-City Disposal	343,699	-	334,000	308,400	315,000
Utility Tax	288,118	253,565	310,000	275,000	280,500
Real Estate Transfer Tax	25,421	17,782	20,000	10,000	25,000
Subtotal	3,172,846	2,915,425	3,354,500	3,666,600	3,924,900
Licenses & Permits	-	-	-	-	-
Building Permits	16,796	72,294	25,000	18,000	40,000
Other Permits	7,824	107,785	5,000	4,000	20,000
Business License	25,144	21,370	22,000	22,000	25,000
Subtotal	49,764	201,449	52,000	44,000	85,000
Fines & Forfeitures	-	-	-	-	-
Vehicle Code Fines	91,127	67,858	65,000	55,000	65,000
City Fines	27,954	9,205	12,000	5,000	12,000
Subtotal	119,081	77,063	77,000	60,000	77,000
Use of Property & Money	-	-	-	-	-
Interest	2,452	2,164	-	1,000	-
Rental Income - Community Center	21,571	18,932	23,000	23,000	23,000
Subtotal	24,023	21,096	23,000	24,000	23,000
Other Agencies					
Motor Vehicle License Fees	80,754	8,855	-	9,200	-
Trailer Park Fees	380	-	-	-	-
HOPTR	1,913	1,951	1,000	1,000	1,000
POST Reimbursement	8,440	1,057	3,000	-	3,000
School Resource Officer Reimbursement	132,000	117,067	132,000	66,000	132,000
Other Grants	69,057	51,886	19,800	4,200	-
Subtotal	292,544	180,816	155,800	80,400	136,000

General Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
REVENUES (Continued)					
Current Services					
Zoning Fees	5,045	16,145	5,000	3,000	5,000
Subdivision Fees	4,375	7,460	5,000	19,500	10,000
Plan Checking	5,493	35,766	10,000	10,000	30,000
Residential Registration	8,471	3,300	-	1,000	-
Encroachment	50	225	100	100	-
Vehicle Abatement	-	-	5,000	100	-
Crossing Guard Reimbursement-Schools	-	-	-	-	10,000
Police Dept. Reports, etc.	50,151	47,890	60,000	40,000	50,000
Subtotal	73,585	110,786	85,100	73,700	105,000
Other Revenues					
Donations	300	-	500	-	-
Sale Real/Personal Prop.	1,175,000	-	-	-	-
Education Fee	1,935	1,954	3,000	500	4,000
Photocopies	320	512	200	200	200
Penalties	98	-	100	200	100
Returned Check Charge	1,475	1,150	2,500	1,000	1,000
Refunds	616	8,657	5,000	1,000	2,500
State Mandated Costs	6,738	9,505	5,000	5,000	5,000
Other Revenues	13,384	34,487	25,000	25,000	25,000
Loan Proceeds	-	76,422	-	-	-
Subtotal	1,199,866	132,687	41,300	32,900	37,800
Intergovernmental Revenues					
Transfer From Gas Tax	130,600	109,100	92,000	92,000	138,700
Transfer from Redevelopment	119,100	88,600	-	-	-
Transfer from Transit	23,600	-	-	-	-
Transfer From LLMD #1	3,600	27,600	35,700	35,700	19,600
Transfer From LLMD #2	4,100	71,700	63,400	63,400	56,500
Transfer From SMD #1	1,000	-	-	-	-
Transfer From Sewer	104,500	250,400	206,600	206,600	281,500
Transfer From Water	218,100	378,400	243,200	243,200	242,900
Subtotal	604,600	925,800	640,900	640,900	739,200
TOTAL REVENUES	5,536,309	4,565,121	4,429,600	4,622,500	5,127,900
TOTAL RESOURCES	7,087,746	6,874,168	5,113,357	5,306,257	6,195,107

General Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
EXPENDITURES					
City Council	60,439	91,233	65,400	56,200	65,200
City Manager	234,215	375,377	135,000	298,400	352,500
City Attorney	80,412	159,730	70,000	100,000	100,000
City Clerk	92,477	85,804	84,900	126,900	107,300
Finance	-	-	-	-	-
Administrative Services	280,430	255,583	258,900	241,200	353,900
Support Services	253,461	468,870	552,800	308,700	0
Public Works	-	-	-	-	-
Administration	311,505	391,050	306,300	317,400	262,100
Parks & Recreation	-	-	-	-	-
Parks	94,615	113,918	147,000	103,300	62,000
Recreation and Community Center	46,851	19,273	9,600	8,550	135,300
Community Services	6,794	8,266	7,000	5,000	6,700
Community Development	280,212	104,654	215,300	122,300	366,400
Police	3,037,289	2,661,757	2,517,800	2,551,100	2,830,600
Health Insurance - COLA	-	-	-	-	**61,600**
Non-Departmental	-	-	-	-	-
Civic Center Complex	119,619	195,057	149,800	428,200	388,300
Information Technology	-	-	-	-	25,000
Property & Liability	-	-	-	-	77,700
TOTAL EXPENDITURES	4,778,699	4,735,513	4,370,000	4,239,050	5,194,600
ENDING BALANCE					
Designated/Reserve	54,638	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	2,254,409	683,757	743,357	1,067,207	1,000,507

Supplemental Law Enforcement Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	-4,715	11,183	29,027	29,027	-
REVENUES					
Other Grants - SLEF	100,000	100,000	100,000	100,000	100,000
TOTAL REVENUES	100,000	100,000	100,000	100,000	100,000
TOTAL RESOURCES	95,285	111,183	129,027	129,027	100,000
EXPENDITURES	.				
Police	84,102	63,834	100,000	100,000	100,000
Non-Departmental	-	-	-	-	-
TOTAL EXPENDITURES	84,102	63,834	100,000	100,000	100,000
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	11,183	29,027	0	0	0

Supplemental Law Enforcement Fund: In the February 2009 State Budget Agreement, the Legislature established a new, temporary 0.15% Vehicle License Fee (VLF), a tax in addition to the existing 0.65% base VLF that is allocated to county realignment programs and cities on a per capita basis. The new 0.15% rate is deposited in the Local Safety and Public Protection Account in the State's Transportation Tax Fund. These revenues are used to fund a variety of law enforcement programs previously paid from the state general fund. The Citizens' Option for Public Safety (COPS) program provides grants to every city and county and five special districts that provide law enforcement. Government Code 30061 specifies that, of the funds deposited from the 0.15% VLF rate deposited to the Local Safety and Public Protection Account in the Transportation Tax Fund, 21.3% is to be allocated to county Supplemental Law Enforcement Services Funds (SLESF). COPS funds are allocated among cities and counties and special districts that provide law enforcement services in proportion to population, except that a) county populations are the populations in unincorporated areas, and b) each agency is to be allocated a minimum of $100,000.

Science Workshop	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE		-	142,271	142,271	79,716
REVENUES					
Science Workshop Grant		179,000	-	42,420	30,000
Interest		171	-	125	-
TOTAL REVENUES		179,171	-	42,545	30,000
TOTAL RESOURCES		179,171	142,271	184,816	109,716
EXPENDITURES					
Science Workshop Program		36,900	-	105,100	107,400
Non-Departmental		-	-	-	-
TOTAL EXPENDITURES		36,900	-	105,100	107,400
ENDING BALANCE					
Designated/Reserve		142,271	-	-	-
Unexpended Expenditures		-	-	-	-
Available Fund Balance/Cash Balance		-	142,271	79,716	2,316
TOTAL ENDING BALANCE		142,271			

Science Workshop Fund: This Fund was established with the receipt of a grant to create a workshop program committed to enriching the educational experience of historically underserved youth by providing them with safe, fun and stimulating environment where they can explore their world through science. Students develop projects around their interests, and learn from observation and direct experience with real-world objects and materials. Greenfield Community Science Workshop (CSW) will provide hands on science programming to local elementary schools and to provide staff with vital professional development training. The program is currently housed in the old City Hall building

Street Construction Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	423,102	116,562	-	-	68,203
REVENUES					
Intergovernmental Revenues	458,058	30,074	-	-	971,000
Other Grants	-	82,019	-	-	-
Other Revenue	-	-5,020	-	9,700	-
Transfer From Gas Tax	-	5,020	-	-	-
Transfer From SSMD#1	-	-	-	-	-
Prop 1B	-	-	-	6,974	110,026
RSTP	-	-	-	25,697	206,074
LTF	-	-	-	40,368	440,064
TOTAL REVENUES	458,058	112,093	-	82,739	1,727,164
TOTAL RESOURCES	881,160	228,655	-	82,739	1,795,367
EXPENDITURES					
Public Works - Capital Projects	762,198	116,504	-	14,536	-
CIP Projects	-	-	-	-	1,082,500
Non-Departmental	2,400	-	-	-	-
Transfer to Gas Tax	-	-	-	-	12,000
Transfer to Gas Tax	-	-	-	-	-
TOTAL EXPENDITURES	764,598	116,504	-	14,536	1,082,500
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	116,562	0	0	68,203	712,867

Local Transportation Fund. The Local Transportation Fund receives its funds from the Transportation Agency for Monterey County (TAMC) based on the proceeds raised from the Transportation Development Act funds and the ¼ cent general sales tax collected by the State and returned to Monterey County. Annual apportionments average around $12,000,000. Local Transportation Funds can be used for planning, pedestrian and bicycle facilities, rail passenger service, public transit, special group transportation service, local streets and roads, and administration. State Transit Assistance funds are dedicated to the operation and capital expenditure of public transit. In Monterey County, these funds are allocated by the South County cities and the Transportation Agency to Monterey-Salinas Transit

Gas Tax Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	415,181	328,066	396,335	396,335	450,335
REVENUES					
Gas Tax 2106 & 2106.5	42,569	41,536	50,000	57,000	60,000
Gas Tax 2107	122,637	116,889	125,000	118,000	125,000
Gas Tax 2107.5	4,000	4,000	4,000	4,000	4,000
Gas Tax 2105	91,824	81,436	100,000	80,000	85,000
Gas Tax 2103	169,456	240,678	90,000	194,000	199,800
Interest Income	353	1,222	-	-	
LTF Funds for Palm Ave					12,000
Loan Proceeds	56,739	76,422	-	-	-
TOTAL REVENUES	487,577	562,183	369,000	453,000	485,800
TOTAL RESOURCES	902,758	890,248	765,335	849,335	936,135
EXPENDITURES	.				
Public Works	-	-	-	-	-
Administration	-	-	-	-	-
City Hall	-	-	-	-	-
City Engineer	-	-	-	-	-
Streets	389,752	348,464	331,200	307,000	505,000
Parks	-	-	-	-	-
Recreation and Community Center	-	-	-	-	-
Community Services	-	-	-	-	-
CIP Projects	-	-	-	-	-
Capital Projects	-	-	-	-	241,500
Non-Departmental	-	109,100	92,000	92,000	133,000
Transfer to General Fund	-	-	-	-	-
TOTAL EXPENDITURES	389,752	457,564	423,200	399,000	879,500
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	328,066	396,335	342,135	450,335	56,635

Gas Tax Fund: The Fund is established to receive funds from the State of California related to the excise tax on gas. On July 1, 2010, the State excise tax on motor vehicle fuel increased by 17.3 cents ($0.173) per gallon. Therefore, from July 1, 2010, through June 30, 2011, the State Motor Vehicle fuel excise tax rate is 35.3 cents ($0.353) per gallon. Beginning July 1, 2011, the State excise tax on motor vehicle fuel increased by .4 cents ($0.004) per gallon. Therefore from July 1, 2011, to June 30, 2012, the state motor vehicle fuel excise tax is 35.7 cents ($0.357) per gallon. Revenue received from the State is subject to changed based on the Fuel Tax Swap law which provides for a combination of lowering the sales and use tax rate applicable to sales of motor vehicle fuel, excluding aviation gasoline, and simultaneously raising the state excise motor vehicle fuel tax, effective July 1, 2010. The State's Board of Equalization is required to adjust the excise tax rates for both motor vehicle fuel and diesel fuel annually so that the total amount of tax revenue generated is equal to what would have been generated had the sales and use tax and excise tax rates remained unchanged.

Landscape & Lighting District No. 1	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	204,837	287,537	298,503	234,426	207,026
REVENUES					
Property Assessments	152,977	162,805	298,503	82,000	82,000
Interest	1,108	1,031	-	-	674
TOTAL REVENUES	154,085	163,836	298,503	82,000	82,674
TOTAL RESOURCES	358,922	451,373	597,006	316,426	289,700
EXPENDITURES	.				
Public Works	-	-	-	-	-
Administration	-	-	-	-	-
City Hall	-	-	-	-	-
City Engineer	-	-	-	-	-
Parks	-	-	-	-	-
Recreation and Community Center	-	-	-	-	-
Community Services	-	-	-	-	-
Landscape & Lighting District	67,785	78,863	126,800	73,700	72,000
Non-Departmental	3,600	27,600	35,700	35,700	19,600
TOTAL EXPENDITURES	71,385	106,463	162,500	109,400	91,600
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	287,537	298,503	434,506	207,026	198,100

Landscape & Lighting Maintenance Assessment District No 1. Fund: Landscape & Lighting Maintenance Assessment District No 1 was adopted by Resolution No. 2004-18 on March 25, 2004 consisting of the Mariposa Subdivision, Vineyard Green Subdivision, Vista Verde Subdivision and the Cambria Park Subdivision. In accordance with the Landscape and Light Act of 1972, the City must prepare bi-annually an Engineering Report on any changes to the District's improvements, and the proposed budget and assessment for that fiscal year and hold a public hearing prior to approving and ordering the proposed levy assessment. The Net annual cost to provide and maintain the improvements determined to be special benefits is allocated to each property in proportion to the special benefits received.

Landscape and Lighting Dist No 2	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	577,890	584,571	636,188	519,665	520,580
REVENUES					
Taxes					
Property Assessments	201,814	270,207	145,000	267,000	267,000
Interest	2,608				
TOTAL REVENUES	204,422	270,207	145,000	267,000	267,000
TOTAL RESOURCES	782,312	854,778	781,188	786,665	787,580
EXPENDITURES	.				
Landscape & Lighting District	193,641	204,415	225,100	205,585	207,300
Community Development	-	-	-	-	-
Non-Departmental	4,100	71,700	63,400	60,500	56,500
TOTAL EXPENDITURES	197,741	276,115	288,500	266,085	263,800
ENDING BALANCE					
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	584,571	636,188	492,688	520,580	523,780

Landscape and Lighting Assessment District No. 2 Fund: This District was created by the adoption of Resolution 2004-89 on December 7, 2004 pursuant to the requirements of the Landscape and Lighting Act of 1972. Upon the request of Creekbridge Homes , the City imitated the annexation of St. Charles Subdivision into this district. The benefiting properties include single family homes (Zone 4a) and multi-family and non-residential properties (Zone 4b). Additionally, in 2005, upon the request of Standard Pacific Homes, also annexed the Las Manzanitas Subdivision (Zone 5) into the District. Improvements maintained and operated by the District include the maintenance and operations of streets, roads and highways and the maintenance and operation drainage and flood control facilities in the zone. The City is in the process of conducting a new assessment study on Landscaping Districts to ensure that assessments properly captures the cost of providing these public services. Services are provided by a City Contractor based on a contract awarded in 2008 The City will be evaluating the cost effectiveness of continuing to provide these service by private contract or re-bidding the work in FY 2014, accordance with state law

Landscape and Lighting Assessment District No. 2 Fund				
Benefit Areas	Total EDU	FY 11/12 Ass. Per EDU	FY 11/13 Max Tax	Zone Levy Amount
Second Street (Zone 1)	80	471.00	48,846	37,697.00
Terra Verde Subdivision (Zone 2)	96	279.00	34,734	26,807.00
La Vina Subdivision 3A	167	378.00	81,816	63,142.00
La Vina Subdivision 3B	38	159.00	7,847	6,055.00
St Charles: Single Family	150	558.90	108,627	83,835.00
St Charles: Multi-Family & Non-Res.	121	325.28	50,914	39,293.00
Las Manzanitas 5	19	491.00	12,087	9,329.00

Street and Drainage Assessment District No. 1	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	375,059	413,510	436,298	282,282	282,232
REVENUES					
Zone Levy	39,804	26,651	190,000	25,150	25,150
Interest	1,794	-	-	-	-
TOTAL REVENUES	41,598	26,651	190,000	25,150	25,150
TOTAL RESOURCES	416,657	440,161	626,298	307,432	307,382
EXPENDITURES	.				
Public Works	-	-	-	-	-
Administration	-	-	-	-	-
City Hall	-	-	-	-	-
City Engineer	-	-	-	-	-
Parks	-	-	-	-	-
Recreation and Community Center	-	-	-	-	-
Community Services	-	-	-	-	-
Maintenance and Assessment District	2,147	5,002	11,100	12,300	12,300
CIP Projects	-	-	-	-	-
Non-Departmental	1,000	-	7,100	12,900	3,300
Transfer to LTF	-	-	-	-	-
TOTAL EXPENDITURES	3,147	5,002	18,200	25,200	15,600
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	413,510	436,298	608,098	282,232	291,782
TOTAL ENDING BALANCE	413,510				

Street and Drainage Maintenance Assessment District No. 1 Fund: This was created by the adoption of Resolution 2004-88 on December 7, 2004 pursuant to the requirements of the Benefit Assessment Act of 1982. Upon the request of Creek Bridge Homes , the City imitated the annexation of St. Charles Subdivision into this district. The benefitting properties include single family homes (Zone 4a) and multi-family and non-residential properties (Zone 4b). Additionally, in 2005, upon the request of Standard Pacific Homes, also annexed the Manzanitas Subdivision (Zone 5) into the District. Improvements maintained and operated by the District include the maintenance and operations of streets, roads and highways and the maintenance and operation drainage and flood control facilities . The City is in the process of conducting a new assessment study on Lighting and Landscaping Districts to ensure that assessments properly captures the cost of providing these public services. Services are provided by City Contractors based on a contract awarded in 2008. The City will be evaluating the cost effectiveness of continuing to provide these services by private contract or re-bidding the work in FY 2014 in accordance with state law

Street and Drainage Maintenance Assessment District No.1			
Benefit Areas	Total EDU	Rate per Parcel/EDU	Total Assessment
Zone 1a 2nd St Maintenance	80	38.22	3,057.00
Zone 1b 2nd St Drainage	80	34.35	2,748.00
Zone 2a Terra Verde Storm Drainage	32	41.93	1,342.00
Zone 2b Terra Verde Storm Drainage	64	26.25	1,680.00
Zone 3a La Vina Storm Drainage	205	22.97	4,709.00
Zone 4a St. Charles Place Storm & Drainage	150	56.16	8,425.00
Zone 4b St. Charles Place Street and Storm Drainage: Multi-family	146	3.89	686.91
Zone 4b St. Charles Place Street and Storm Drainage: Non-Residential		8.05	1,417.00
Zone 5 Las Manzanitas Storm Drainage	19	57.62	1,095.00

Street and Drainage Assessment District No. 2	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	375,059	413,510	-	-	-
REVENUES					
Property Assessments	39,804	26,651	190,000	74,015	79,700
Interest	1,794	-	-	-	-
TOTAL REVENUES	41,598	26,651	190,000	74,015	79,700
TOTAL RESOURCES	416,657	440,161	190,000	74,015	79,700
EXPENDITURES	.				
Public Works	-	-	-	-	-
Administration	-	-	-	-	-
City Hall	-	-	-	-	-
City Engineer	-	-	-	-	-
Parks	-	-	-	-	-
Recreation and Community Center	-	-	-	-	-
Community Services	-	-	-	-	-
Landscape & Lighting District	2,147	5,002	11,100	74,100	74,100
CIP Projects	-	-	-	-	-
Non-Departmental	1,000		7,100	-	20,200
Transfer to LTF	-	-	-	-	-
TOTAL EXPENDITURES	3,147	5,002	18,200	74,100	94,300
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	413,510	0	0	0	-14,600

Street and Drainage Assessment District No. 2 Fund: The purpose of this District is to collect special assessments in order to help provide and maintain the improvements benefiting residents living in these subdivisions. The method of apportionment established for the district utilizes a weighted method of apportionment known as a Equivalent Benefit Unit and all other land uses are converted to a weighted EBU based on an assessment formula that equates the property's specific development status, type of land use and size compared to a single-family home site. The City is in the process of conducting a new assessment study on each Street and Drainage District and Lighting and Landscaping District to ensure that assessments properly captures the cost of providing these public services. Services are provided by City Contractor based on a contract awarded on 2008. The City will be evaluating the cost effectiveness of continuing to provide these service by private contract or re-bidding the work in FY 2014 in accordance with state law.

Street and Drainage Maintenance Assessment District No. 2					
	Parcels Levied	Total EBU	Maximum EBU	Levy Per EBU	Balance To Levy
Mariposa Subdivision 1	40	40	462.52	438.32	17,532.00
Vineyard Green Subdivision 2	60	88	394.84	374.18	32,927.00
Vista Verde Subdivision 3	16	16	612.57	580.52	9,288.00
Cambria Park Subdivision 4	40	39	490.88	467.46	18,142.00

Sewer Operations Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE (Net Assets)	5,972,896	5,771,150	634,916	634,916	467,516
REVENUES					
Interest	4,098	1,624	3,000	700	300
Rental Income	1,035	1,728	1,500	1,800	1,800
Utility User Fees	689,892	817,861	911,000	900,400	1,002,100
Other Revenues	-	5,718	-	-	1,500,000
TOTAL REVENUES	695,025	826,930	915,500	902,900	2,504,200
TOTAL RESOURCES	6,667,921	6,598,080	1,550,416	1,537,816	2,971,716
EXPENDITURES	.				
Finance	-	-	-	-	-
Utility Billing	76,800	85,000	58,700	58,700	58,700
Public Works					
Administration	-	-	-	-	-
City Hall	-	-	-	-	-
City Engineer	-	-	-	-	-
Parks	-	-	-	-	-
Recreation and Community Center	-	-	-	-	-
Community Services	-	-	-	-	-
Landscape & Lighting District	-	-	-	-	-
Sewer Collection & Treatment	715,471	791,473	864,800	805,000	1,165,400
Capital Projects	-	-	-	-	1,087,600
CIP Projects	-	-	-	-	-
Non-Departmental	104,500	250,400	206,600	206,600	340,000
Transfer to General Fund	-	-	-	-	-
TOTAL EXPENDITURES	896,771	1,126,873	1,130,100	1,070,300	2,651,700
ENDING BALANCE					
Designated/Reserve	5,271,252	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	499,898	634,916	420,316	467,516	$320,016

Sewer Operations Fund : The City's Wastewater System provides service to Greenfield and the surrounding unincorporated areas. Wastewater services provided include the transmission of wastewater from residential, commercial, and light industry areas to a treatment facility and the disposal of the wastewater and residual waste solids. The City's authority to discharge wastewater is granted under a Waste Discharge Permit issued by the Central Coast Regional Water Quality Control Board. The City's existing permit was issued in May of 2002 and it increased the City's allowable discharge to 1.5 million gallons per day (MGD) from the previous limit of 1.0 MGD. The sewer plant operates at a flow of approximately 930,000 gallons per day (gpd) and has approval to expand the plant to a capacity of 2.0 MGD. The treated water is not stored, but is dispersed using spray fields. The wastewater system includes over 110,000 feet of gravity sewer ranging in diameter from 6 to 24 inches. The City has over 3,200 sewer connections. The overwhelming majority of the City's sewer connections are for single family residential (SFR) accounts. SFR accounts make up 83% of the service connections; multi-family customers (apartments, duplexes and trailer parks) make up approximately 11 %; commercial (businesses, schools, churches and business parks) make up 4%; landscape (parks and medians) make up 1 %; and 1% are fire protection, government and hydrants uses.

City of Greenfield

FY 2013-16 Sewer Rate Schedule

Monthly Service Charges	Prevailing Rates	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Monthly Sewer Use Fee	$18.63	$20.50	$22.55	$24.80	$27.28

The City does not charge for sewer service based on sewer flow or distinguish between the differing wastewater characteristics of different customer types who discharge into the wastewater system. This rate schedule is based on the recommendation of a previous rate study that concluded that determining a customer's sewer flow per connection is difficult due to variations in the type of land use, irrigation needs and time of year.

Water Operations Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	6,700,273	6,297,388	2,289,873	2,289,873	1,991,173
REVENUES					
Interest	22,469	7,208	15,000	3,000	5,000
Rental Income	1,207	16,273	-	1,500	1,500
Utility User Fees	871,580	879,996	1,083,700	1,061,400	1,300,400
Connection Fees	815	7,531	-	3,000	25,000
Other Revenues	-	371	-	300	-
Loan Proceeds	-	-	-	-	-
Transfer From Sewer	76,800	85,000	58,700	58,700	64,300
TOTAL REVENUES	972,871	996,379	1,157,400	1,127,900	1,396,200
TOTAL RESOURCES	7,673,144	7,293,767	3,447,273	3,417,773	3,387,373
EXPENDITURES	.				
Finance	-	-	-	-	-
Utility Billing	170,112	176,745	117,700	127,400	90,300
Public Works					
Administration	-	-	-	-	-
City Hall	-	-	-	-	-
City Engineer	-	-	-	-	-
Parks	-	-	-	-	-
Recreation and Community Center	-	-	-	-	-
Community Services	-	-	-	-	-
Landscape & Lighting District	-	-	-	-	-
Water Production, Distribution & Billing	1,079,356	1,024,797	912,800	1,056,000	989,900
CIP Projects	-	-	-	-	-
Capital Projects	-	-	-	-	270,000
Non-Departmental	126,288	378,400	243,200	243,200	237,100
Transfer to General Fund	-	-	-	-	-
TOTAL EXPENDITURES	1,375,756	1,579,941	1,273,700	1,426,600	1,587,300
ENDING BALANCE					
Designated/Reserve	3,870,928	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	2,426,460	2,289,873	2,173,573	1,991,173	1,800,073

Water Operations Fund: The City of Greenfield's water source has historically been from groundwater resources, specifically the Salinas Valley Groundwater Basin. The City does not use surface water as a supply source. The City pumps groundwater from its three existing wells. One of the wells has been converted into an irrigation well for Patriot Park, while the other two wells are used for domestic production. The City monitors the quality of the groundwater that comprises its municipal water supply, and the City's supply meets all regulatory standards. The water system has never violated a maximum contaminant level or any other water quality standard. The City's water system contains two primary water production wells (well #1 and #6), one well converted to irrigation use, one water storage tank, a water booster pump station, and over 17 miles of water distribution pipelines. The combined capacity of the two domestic production wells is 4,760 AFY. Estimated water demand at build out requires three additional wells similar in capacity to the two existing wells. The City is currently in the process of constructing well #7, and it is expected to be operational in the near future. The water system contains a 1.0 MG ground level water storage tank. This provides water for the booster pumping plant that provides the City its required water pressure. The City's 2005-2025 Water CIP forecasted a build out storage need of 3.75 MG. The City is in the process of designing a 1.5 MG storage tank. The City's transmission and distribution pipelines vary from 4 to 16 inches in diameter and total more than 17 miles in length

City of Greenfield

FY 2013-16 Water Rate Schedule

Monthly Service Charges for Water	Prevailing Rates	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17
Rates for Customers Within City Limits:					
Monthly Base Service Charge:					
5/8 x 3/4" meter	$9.11	$10.93	$13.12	$14.03	$15.02
1" meter	$10.15	$12.18	$14.62	$15.64	$16.74
1 1/2" meter	$12.58	$15.09	$18.11	$19.38	$20.73
2" meter	$14.95	$17.94	$21.53	$23.04	$24.65
3" meter	$32.20	$38.64	$46.36	$49.61	$53.08
4" meter	$39.52	$47.42	$56.90	$60.89	$65.15
6" meter	$103.26	$123.91	$148.69	$159.10	$170.25
Variable Consumption Rate per 1,000 gallons:					
0 to 5,000	$0.48	$0.58	$0.69	$0.74	$0.79
5,001 to 10,000	$0.78	$0.94	$1.12	$1.20	$1.29
10,001 to 15,000	$0.97	$1.17	$1.40	$1.50	$1.60
15,001 to 20,000	$1.14	$1.37	$1.64	$1.76	$1.88
20,001 to 25,000	$1.20	$1.44	$1.73	$1.85	$1.98
25,001 and up	$1.80	$2.16	$2.59	$2.77	$2.97
Monthly Base Service Charge for Fire Protection Services:					
1 1/2" meter	$9.55	$11.46	$13.75	$14.72	$15.75
2" meter	$11.26	$13.51	$16.21	$17.34	$18.56
3" meter	$12.96	$15.55	$18.66	$19.97	$21.37
4" meter	$14.66	$17.60	$21.12	$22.59	$24.18
6" meter	$18.60	$22.32	$26.78	$28.66	$30.67
Water Usage Rates for 3-inch Fire Hydrant Meter					
For first 9,000 gallons	$58.20	$69.84	$83.81	$89.67	$95.95
For each 1,000 gallons above 9,000 gallons	$1.54	$1.84	$2.21	$2.37	$2.53
(Deposit is two times the usage fee)	-	-	-	-	-

FY 2013-14 Water Fund Rate Schedule: The scheduled Water service rate increase for FY 2013-13 is based on the NBS Government Finance Group's Water Rate Study, dated December 2011 which examined both the infrastructure necessary to increase capacity to serve the level of development proposed under the City's General Plan as well as the operational needs of the sewer system. In accordance with Resolution 2012-30, the approved rates included phased funding for depreciation and cash funding for major equipment acquisitions. Depreciation expense requirements beyond what is currently charged is to have a "phased implementation." This depreciation phasing plus eliminating financing costs for major equipment was to have a 'smoothing' impact of the rate adjustments that rate payers have paid. The smoothed rates are projected to achieve full cost recovery in year 5 and mitigates the rate adjustment required. The rate schedule approved by the City in 2012 was to eliminate structural deficit between operating revenues and expenses, satisfy debt coverage covenant requirements, establish a sixty day (60 day) operating reserve and provide funding for capital replacement, upgrade and maintenance.

Rates for Customers Outside City Limits:					
Monthly Base Service Charge:					
5/8 x 3/4" meter	$18.22	$21.86	$26.23	$28.07	$30.03
1" meter	$20.30	$24.36	$29.24	$31.28	$33.48
1 1/2" meter	$25.15	$30.18	$36.22	$38.75	$41.47
2" meter	$29.90	$35.88	$43.06	$46.08	$49.30
3" meter	$64.39	$77.27	$92.72	$99.22	$106.16
4" meter	$79.03	$94.84	$113.81	$121.77	$130.30
6" meter	$206.52	$247.82	$297.39	$318.21	$340.49
Variable Consumption Rate per 1,000 gallons:					
0 to 5,000	$0.98	$1.18	$1.42	$1.52	$1.62
5,001 to 10,000	$1.56	$1.87	$2.25	$2.40	$2.57
10,001 to 15,000	$1.94	$2.33	$2.80	$3.00	$3.21
15,001 to 20,000	$2.28	$2.74	$3.28	$3.51	$3.76
20,001 to 25,000	$2.40	$2.88	$3.46	$3.70	$3.96
25,001 and up	$3.60	$4.32	$5.18	$5.55	$5.94
Monthly Base Service Charge for Fire Protection Services:					
1 1/2" meter	$14.66	$17.60	$21.12	$22.59	$24.18
2" meter	$18.60	$22.32	$26.78	$28.66	$30.67
3" meter	$21.88	$26.25	$31.50	$33.71	$36.07
4" meter	$25.92	$31.10	$37.32	$39.94	$42.73
6" meter	$33.37	$40.05	$48.06	$51.42	$55.02
Water Usage Rates for 3-inch Fire Hydrant Meter					
For first 9,000 gallons	$116.60	$139.92	$167.91	$179.66	$192.25
For each 1,000 gallons above 9,000 gallons	$3.10	$3.72	$4.46	$4.77	$5.10

Recognized Property Tax Trust Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	2,145,109	3,392,864	893,462	893,462	834,920
REVENUES					
Property-CY Secured	-	1,418,311	2,399,900	1,722,054	1,722,054
Property-CY Unsecured	-	51,509	-	-	-
Property-PY Secured & Unsecured	-	31,408	-	-	-
Suppl. Assessment Roll	-	1,156	-	-	-
Interest	-	67,939	-	-	-
HOPTR	-	1,611	-	-	-
Other Revenues	-	7,910	-	-	-
TOTAL REVENUES	-	1,579,845	2,399,900	1,722,054	1,722,054
TOTAL RESOURCES	2,145,109	4,972,709	3,293,362	2,615,516	2,556,974
EXPENDITURES	.				
Successor Redevelopment Agency	-	2,487,897	2,304,500	1,780,596	2,248,300
Non-Departmental	-	49,100	-	-	-
TOTAL EXPENDITURES	-	2,487,897	2,304,500	1,780,596	2,248,300
ENDING BALANCE					
Designated/Reserve	2,145,109	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	1,247,755	893,462	988,862	834,920	308,674

Recognized Property Tax Trust Fund: California Health & Safety Code Section 34180 requires that the all Successor agency actions to be reviewed and approved by an appointed Oversight Board. By law, the City of Greenfield must set aside amounts in reserve as required by bond indentures, trust indentures, or similar documents governing the issuance of outstanding redevelopment agency bonds and establish a Recognized Obligation Payment Schedule . Obligations of this fund are set out in an approved Recognized Obligation Payment Schedule. This is a permanent schedule of obligations that replaces the previous Enforceable Obligations Schedules. Annually, the County Auditor-Controller allocates property tax increment to successor agencies to pay debts listed on Recognized Obligation Payment Schedule . In FY 2014, the Greenfield Successor agency will be required to report to the County Auditor-Controller whether the total amount of property tax available to the agency will be sufficient to fund its Recognized Obligation Payment Schedule obligations over the next six-month fiscal period. Successor agency must send the adopted Recognized Obligation Payment Schedule to the State Controller and the State Department of Finance for approval. The Recognized Obligation Payment Schedule is also subject to approval by the Oversight Board. The County Auditor-Controller transfers property tax to the successor agency in an amount equal to the cost of the obligations specified in the ROPS. This amount is transferred into the successor agency's Redevelopment Obligation Retirement Fund, and payments from this fund are used to satisfy the obligations identified in the ROPS.

Recognized Obligation Payment Schedule	Total Outstanding Obligation	Total Due for FY 2013-14
	$ 43,744,501	$ 3,615,021
Bond Debt Service	2,444,705	122,868
Bond Debt Service	36,154,288	1,640,615
Low Income Housing Loan 1/	650,000	390,000
Low Income Housing Loan 1/	675,000	249,231
Arbitrage Calculations	24,000	4,000
Continuing Disclosure Services	100,000	4,000
Bond Trustee Services	125,000	5,000
Auditing Services	16,500	2,500
Accounting Services	186,000	6,200
Legal Services	100,000	20,000
Financial Advisor	4,000	2,000
Property Tax Collection Fees	-	-
Bond Redemption Services	-	-
Staff and Oversight Board Costs	500,000	100,000
Property Tax Analysis Services	198,200	1,800
Due Diligence	5,000	5,000
pass through calculation error by County	134,822	134,822
pass through calculation error by County	9,744	9,744
pass through calculation error by County	28,772	28,772
pass through calculation error by County	40,970	40,970
Prepare El Camino Streetscape Plan	142,000	142,000
Prepare Walnut Avenue Specific Plan & EIR	138,000	138,000
Walnut Ave Interchange Study	67,500	67,500
Bond Redemption Services	2,000,000	500,000

Community Park Construction Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	-	-	-	13,517	13,517
REVENUES					
Impact Fees	-	-	-	-	2,918,783
Interest	-	-	-	-	0
Other Revenues	-	-	-	-	0
TOTAL REVENUES	-	-	-	-	2,918,783
TOTAL RESOURCES	-	-	-	13,517	2,932,300
EXPENDITURES					
Parks & Recreation - Capital Projects	-	-	-	-	2,932,300
Non-Departmental	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	2,932,300
ENDING BALANCE					
Designated/Reserve	-	-	-	-	
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	0	0	0	13,517	0

General Facilities Impact Fee Fund: This fee was adopted in August 2001 by Ordinance No. 427 based upon a fee calculation report dated January 2001 as prepared by Revenue & Cost Specialists, LLC. It was added to the municipal code as Chapter 19.30. Most of the fund balance Fund was obligated towards the construction of a new Civic Center in 2011.

Traffic Impact Fee Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	1,833,541	1,713,097	2,116,881	2,116,881	2,100,353
REVENUES					
Impact Fees	-85,866	331,287	-	-	-
Interest	8,130	6,549	15,000	3,000	20,000
Other Revenues	-	67,076	-	-	-
TOTAL REVENUES	-77,736	404,911	15,000	3,000	20,000
TOTAL RESOURCES	1,755,805	2,118,008	2,131,881	2,119,881	2,120,353
EXPENDITURES					
Public Works - Capital Projects	42,708	14,238	-	16,528	1,429,700
Non-Departmental	-	-	-	-	-
CIP Projects	-	-	-	-	-
TOTAL EXPENDITURES	42,708	14,238	-	16,528	1,429,700
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	1,713,097	2,116,881	2,131,881	2,100,353	690,653

Traffic Impact Fee Fund: The traffic mitigation fee was first established in July 1990 by City Council Ordinance No. 352 which established Municipal Code Chapter 19.08. The fee was subsequently increased by City Council Ordinance No. 418 in June 2000. In 2007, Higgins & Associates was engaged to prepare a "fee study" for the purposes of updated the City's traffic impact fees. The fees calculated in this study were adopted by Resolution No. 2007-03 in January 2007. This was followed in February 2007 by Ordinance No. 467 which amended and rescinded certain sections of Chapter 19.10 of the municipal code.

Park Impact Fee Fund: 800	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	2,139,946	649,304	829,465	829,465	832,465
REVENUES					
Impact Fees	-	222,036	-	-	-
Interest	14,303	4,701	15,000	3,000	20,000
Other Revenues	-	-	-	-	-
TOTAL REVENUES	14,303	226,737	15,000	3,000	20,000
TOTAL RESOURCES	2,154,249	876,041	844,465	832,465	852,465
EXPENDITURES					
Public Works - Capital Projects	1,504,945	45,935	-	-	34,300
Non-Departmental	-	-	-	-	-
CIP Projects	-	-	-	-	-
TOTAL EXPENDITURES	1,504,945	45,935	-	-	34,300
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	649,304	829,465	844,465	832,465	818,165

Park Impact Fee Fund: Impact fees are collected to service the park needs of subdivision inhabitants for the purpose of developing new or rehabilitating existing neighborhood or community park or recreation facilities to serve the subdivision Law governing the use of park Impact fees require that the City must develop a schedule specifying how, when, and where it will use the land or fees, or both, to develop park or recreational facilities to serve the residents of the subdivision. Any fees collected under the ordinance must be committed within five years after the payment of the fees or the issuance of building permits on one-half of the lots created by the subdivision, whichever occurs later. If the fees are not committed, they, without any deductions, shall be distributed and paid to the then record owners of the subdivision in the same proportion that the size of their lot bears to the total area of all lots within the subdivision

Police Impact Fee Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	1,206	1,206	17,589	17,589	-
REVENUES					
Impact Fees	-	16,365	-	-	-
Interest	-	18	-	-	-
Other Revenues	-	-	-	-	-
TOTAL REVENUES	-	16,383	-	-	-
TOTAL RESOURCES	1,206	17,589	17,589	17,589	-
EXPENDITURES					
Public Works - Capital Projects	-	-	-	-	-
Non-Departmental	-	-	17,589	17,589	-
TOTAL EXPENDITURES	-	-	17,589	17,589	-
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	1,206	17,589	0	0	0

Police Impact Fee Fund: The Police Facilities fee was adopted in June 1989 by Ordinance No. 342 as Chapter 19.08 of the municipal code. The fee was subsequently increased by City Council Ordinance No. 353 in August 1990. Revenue & Cost Specialists, LLC prepared a fee calculation report dated January 2001 which led to the adoption of Ordinance No. 426 amending the Police Facilities fee. The cash balance in the fund at June 30, 2008 is projected at $17,589. Most of the assets of the Fund was obligated towards the construction of a new police facility in 2011

Sewer Impact Fee Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	782,886	786,529	958,176	958,176	959,676
REVENUES					
Impact Fees	-	169,481	-	-	25,000
Interest	3,643	3,021	-	1,500	-
Other Revenues	-	-	-	-	-
TOTAL REVENUES	3,643	172,502	-	1,500	25,000
TOTAL RESOURCES	786,529	959,031	958,176	959,676	984,676
EXPENDITURES					
Public Works - Capital Projects	-	-	-	-	70,000
Non-Departmental	-	-	-	-	-
CIP Projects	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	70,000
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	786,529	958,176	958,176	959,676	914,676

Sewer Impact Fee Fund: The Sewer Impact Fund covers the cost of capital projects that are attributable to development and growth. The impact fee revenue that is paid by new customers connecting to the City's sewer system is meant to generate the revenue to fund these capital projects. However, the Sewer Impact Fund's revenue is not as reliable, consistent or certain as is revenue from the Enterprise Fund. Year-to-year revenue of the Impact Fund varies significantly. In periods of economic stagnation, such as is currently being experienced nationwide, with minimal economic growth or development, impact fee revenue can virtually disappear. While a slowdown in development generally corresponds with a reduction in expansion-related capital projects, this is not always the case given the scope and long-term nature of some development projects

Water Impact Fee Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	2,085,476	2,079,147	2,229,020	2,229,020	2,232,520
REVENUES					
Impact Fees	-	144,460	-	-	25,000
Interest	9,723	7,419	15,000	3,500	20,000
Other Revenues	-	-	-	-	-
TOTAL REVENUES	9,723	151,878	15,000	3,500	45,000
TOTAL RESOURCES	2,095,199	2,231,025	2,244,020	2,232,520	2,277,520
EXPENDITURES					
Public Works - Capital Projects	16,052	-	-	-	1,020,000
Non-Departmental	-	-	-	-	-
CIP Projects	-	-	-	-	-
TOTAL EXPENDITURES	16,052	-	-	-	1,020,000
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	2,079,147	2,229,020	2,244,020	2,232,520	1,257,520

Water Impact Fee Fund : The water connection fee was first established in January 1988 by City Council Ordinance No. 329 which established Municipal Code Chapter 19.06. The fee was subsequently increased by City Council Ordinance No. 419 in June 2000. The City's Engineer, Terra Engineering, prepared a "Water System Capital Improvement Plan Update which was dated December 2004. In June 2005, the Council repealed Municipal Code Chapter 19.06 and added new Chapter 13.60 based upon the Update by adopting Ordinance No. 457. This was followed in July 2005 by the adoption of Resolution No. 2005-66 which established the current fee schedule

Community Center Impact Fee Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	103,984	104,454	108,201	108,400	108,400
REVENUES					
Impact Fees	-	3,495	-	-	-
Interest	470	344	-	200	-
Other Revenues	-	-	-	-	-
TOTAL REVENUES	470	3,839	-	200	-
TOTAL RESOURCES	104,454	108,293	108,201	108,600	108,400
EXPENDITURES					
Public Works - Capital Projects	-	-	-	-	-
Non-Departmental	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	104,454	108,201	108,201	108,600	108,400

Community Center Impact Fee Fund: This fee was adopted in August 2001 by Ordinance No. 428 based upon a fee calculation report dated January 2001 as prepared by

General Facilities Impact Fee Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	830	830	13,518	13,518	-
REVENUES					
Impact Fees	-	12,688	-	-	-
Interest	-	-	-	-	-
Other Revenues	-	-	-	-	-
TOTAL REVENUES	-	12,688	-	-	-
TOTAL RESOURCES	830	13,518	13,518	13,518	-
EXPENDITURES					
Public Works - Capital Projects	-	-	-	-	-
Non-Departmental	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	13,518	-
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	830	13,518	13,518	-	-

General Facilities Impact Fee Fund: This fee was adopted in August 2001 by Ordinance No. 427 based upon a fee calculation report dated January 2001 as prepared by Revenue & Cost Specialists, LLC. It was added to the municipal code as Chapter 19.30. Most of the fund balance is this Fund was obligated towards the construction of a new Civic Center in 2011.

Successor RDA Capital Projects Fund	FY 2010-2011 Actuals	FY 2011-2012 Actuals	FY 2012-13 Budget	FY 2012-13 Estimate	FY 2013-2014 Proposed
BEGINNING BALANCE	18,148,261	8,902,972	5,784,046	5,784,046	5,520,947
REVENUES					
Impact Fees	-	-	-	-	-
Interest	57,382	12,415	-	3,500	-
Other Revenues	-	-	-	-	-
TOTAL REVENUES	57,382	12,415	-	3,500	-
TOTAL RESOURCES	18,205,643	8,915,387	5,784,046	5,787,546	5,520,947
EXPENDITURES					
Community Development	4,590,929	3,320,321	-	115,393	1,520,700
CIP Projects	-	-	2,031,700	151,206	-
Non-Departmental	4,711,742	1,292,157	-	-	-
TOTAL EXPENDITURES	9,302,671	4,612,478	2,031,700	266,599	1,520,700
ENDING BALANCE					
Designated/Reserve	-	-	-	-	-
Unexpended Expenditures	-	-	-	-	-
Available Fund Balance/Cash Balance	8,902,972	5,784,046	3,752,346	5,520,947	4,000,247

The City of Greenfield is committed to enhance the quality of life and inspire community pride among all residents, businesses and visitors through service excellence and stewardship of our valuable resources

Shared City Values

Shared Vision, Mission and Goals
We share a common purpose and work effectively together to achieve our vision, mission and goals to the benefit of all.

Accountable and Transparency
We are accountable for our actions, honor our commitments and ensure all our decisions are transparent.

Stewardship
We use City resources wisely and carry out our responsibilities in a manner that inspires public confidence.

Effective Communication
We foster open and clear communication with all segments of the community within a framework of respect and understanding.

Volunteerism
We encourage, value and support volunteerism among our citizens.

Strategic Partnerships
We seek strategic partnerships to leverage our collective knowledge, expertise and shared goals.

Pride and Passion
As ambassadors, we represent the City and its citizens with pride and enthusiasm.

Professionalism and Integrity
We are competent and fulfill our responsibilities with excellence and integrity.

Staff Development
We support the growth and development of our staff through effective staff development efforts.

Continuous Improvement
We support suggestions, ideas and creative approaches, leading to continuous improvement in everything we do.

City of Greenfield, California

FY 2013-14

City Council

Department Summary

The City Council is the legislative and policy making body of the City. The Council consists of the Mayor and four Council members who are elected at-large for staggered four-year terms. The Mayor is the presiding officer at City Council meetings and possesses the same voting powers as a Council members. The City Council is empowered to establish City policy, to provide for the exercise of all duties and obligations imposed upon the State law, and to secure the general health, safety and welfare of the City and its citizens. The Council discusses and adopts all ordinances and resolutions necessary to execute any of the City's powers. The Council appoints the City Manager and City Attorney.

FY 2014 Department Goals and Objectives

CITY COUNCIL WORK PLANNING GOAL

Goal 1: **To provide excellent services and outstanding stewardship of financial resources to ensure fiscal solvency and sustainability.**

Objective 1: Hire a finance manager and integrate all financial management responsibilities into City operations

Objective 2: Develop and implement budget policies to guide effective decision-making.

Objective 3: Review all financial reporting systems and identify necessary software and hardware upgrades

Objective 4: Develop a financial budget plan and a 5-year capital and operating budget.
Clarify Measure X intent and develop and communicate a spending strategy

Goal 2: **To be a safe place where families, individuals, and businesses thrive.**

Objective 1: Negotiate and finalize the shared service agreement with Soledad

Objective 2: Expand safety through innovative strategies i.e., safety officers, citizen groups

Objective 3: Increase effective two-way communication between law enforcement and the community

Objective 4: Incorporate CALGRIP funding into safety budget deliberations

Goal 3 **Attract, create and retain businesses that contribute to the economic development and prosperity of all its residents**

Objective 1: Continue to bring the Yanks Project to fruition

Objective 2: Implement the Streetscape Plan

Objective 3: Finalize the Walnut Specific Plan

Objective 4: Adjust the City sphere of influence

Goal 4: **Ensure effective communication with key stakeholders to promote shared understanding, accountability and transparency**

Objective 1: Consult with the target audiences in defining the strategies, objectives and format and frequency of communication needs

Objective 2: Develop and implement a communication plan that includes key strategies, objectives, target audiences, type and frequency of communication, policies and procedures, cost estimates and success measures

Goal 5 **Create abundant positive development opportunities for youth**

Objective 1: Market available facilities to organizations that can provide positive, meaningful youth development and recreational opportunities

Objective 2 Research the feasibility of creating a partnership with Central Coast Youth Sports to increase sports opportunities throughout the City.

Objective 3 Develop partnerships with the local school district to increase the number of facilities available for youth development activities.

City Council

Department Initiatives

Under the leadership of Mayor John Huerta and Mayor Pro-Tem Randy Hurley, the City Council began a process of Strategic Goal setting for the community which will assist the City Council in developing effective long term policy for the improvement of Greenfield and in assessing the successes of these policies. The creation of Strategic Goals in FY 2013 was used by City staff to create detail Departmental Objectives to accomplish City Council goals and establish time lines that will be incorporated into the FY 2014 Budget and used to evaluate their job performance. In both the Cities of Largo and Lake Worth, I used the SMART goal method when evaluating staff performance based on goals that were specific, measurable, attainable, realistic and have a time period attached to them

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
City Council	-	-	-	-
Total	**-**	**-**	**-**	**-**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
City Council	$ 60,438	$ 74,346	$ 65,400	$ 56,200	$ 65,200
Total	**$ 60,438**	**$ 74,346**	**$ 65,400**	**$ 56,200**	**$ 65,200**
Expenditures by Category					
Employee Services	$ 26,006	$ 26,450	$ 24,900	$ 24,400	$ 24,700
Maintenance & Opera	34,432	47,896	40,500	31,800	40,500
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 60,438**	**$ 74,346**	**$ 65,400**	**$ 56,200**	**$ 65,200**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	$ 60,438	$ 74,346	$ 65,400	$ 56,200	$ 65,200
DEPARTMENT TOTAL	**$ 60,438**	**$ 74,346**	**$ 65,400**	**$ 56,200**	**$ 65,200**

City Council

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	100 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	-	-	-	-	-
50110	Part Time	23,461	24,570	23,100	22,700	23,100
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	-
50300	FICA	1,795	1,880	1,800	1,700	1,600
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	750	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	2,545	1,880	1,800	1,700	1,600
	Subtotal	26,006	26,450	24,900	24,400	24,700
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	2,500	-
51150	Office Supplies	337	124	200	100	200
51110	Special Supplies/Services	507	2,120	1,700	900	1,700
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	14,118	20,043	20,100	12,500	20,100
51125	Travel, Meetings & Conferences	188	530	3,500	800	3,500
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	19,282	25,079	15,000	15,000	15,000
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	34,432	47,896	40,500	31,800	40,500
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
DEPARTMENT TOTAL		**$ 60,438**	**$ 74,346**	**$ 65,400**	**$ 56,200**	**$ 65,200**

City of Greenfield, California

FY 2013-14

Administration Department

Administration

Department Initiatives

Prior to FY 2014, the City budgeted the operations of City Manager, City Clerk and City Attorney as individual Departments. Because of the central focus of each function, they have been combined into a single department with individual cost centers for each programmatic area. During FY 2013-14 a major initiative of the Department of Administration will be implementing the Strategic Goals set forth by the City Council and enhancing the information that is provided to the Community. Initiatives will include the publication of a bi-weekly electronic newsletter from the Office of City Manager, the creation of a new FaceBook page and enhancing the City's web page. Additionally, the Administrative Department will also devote resources to improving the quality of televising of City Council meetings and developing partnerships with interested parties in the community who could assist in the production and operation of broadcasting.

Departmental Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
City Manager	2.00	1.00	1.00	1.00
Executive Assistant to the City Manag	-	-	-	1.00
City Attorney	-	-	-	-
City Clerk	1.00	1.00	1.00	1.00
Total	**3.00**	**2.00**	**2.00**	**3.00**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
City Manager	$ 234,217	$ 375,376	$ 135,000	$ 298,400	$ 352,500
City Attorney	80,412	159,730	70,000	100,000	100,000
City Clerk	92,476	85,803	84,900	126,900	107,300
Total	**$ 407,105**	**$ 620,909**	**$ 289,900**	**$ 525,300**	**$ 559,800**
Expenditures by Category					
Employee Services	$ 249,008	$ 404,617	$ 174,700	$ 333,600	$ 366,700
Maintenance & Opera	158,097	216,292	115,200	191,700	163,100
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	30,000
Total	**$ 407,105**	**$ 620,909**	**$ 289,900**	**$ 525,300**	**$ 559,800**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	$ 407,105	$ 620,909	$ 289,900	$ 525,300	$ 559,800
DEPARTMENT TOTAL	**$ 407,105**	**$ 620,909**	**$ 289,900**	**$ 525,300**	**$ 559,800**

Administration

Department Summary

The Department of Administration consists of the Office of City Manager, City Clerk and the City Attorney. The City Manager, through the Administration Department, provides the overall administrative direction for city operations. The City Manager is appointed by the City Council and is responsible for appointing and supervising all Department Directors. The City Clerk's Office is responsible for records management, coordination of Council meetings and materials, legal advertising, maintenance of the Code of Ordinances, administration of municipal elections, and recording of legal documents. The City Attorney's Office provides general legal advice to the City Council City Manager, and all City Departments. The City Attorney is under contract with the City and prepares and reviews ordinances, resolutions, contracts, and legal agreements and represents the City in legal proceedings, and coordinates the activities of outside legal counsel.

FY 2014 Department Goals and Objectives

CITY COUNCIL WORK PLANNING GOAL

Goal 1: **To provide excellent services and outstanding stewardship of financial resources to ensure fiscal solvency and sustainability.**

Objective 1: Hire a finance manager and integrate all financial management responsibilities into City operations

Objective 2: Develop and implement budget policies to guide effective decision-making.

Objective 3: Review all financial reporting systems and identify necessary software and hardware upgrades

Objective 4: Develop a financial budget plan and a 5-year capital and operating budget.
Clarify Measure X intent and develop and communicate a spending strategy

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Objective 3: Increase effective two-way communication between law enforcement and the community

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Objective 1: Market available facilities to organizations that can provide positive, meaningful youth development and

Objective 2 Research the feasibility of creating a partnership with Central Coast Youth Sports to increase sports opportunities throughout the City.

Objective 3 Develop partnerships with the local school district to increase the number of facilities available for youth development activities.

City Manager's Office

Division Summary

The City Manager, through the Administration Department, provides the overall administrative direction for the City government. The City Manager is appointed by the City Council and serves as the chief executive and administrative officer of the City government. The City Manager is responsible for hiring and supervising all Department Directors. The City ordinance provides that the City Manager is to implement City policy as established by the City Council.

Budget Summary

Personnel		Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)					
City Manager		NA	NA	NA	1.00
Executive Assistant		NA	NA	NA	1.00
Total		**-**	**-**	**-**	**2.00**
Expenditures by Category					
Employee Services		$ 179,115	$ 331,970	$ 121,200	$ 277,300
Maintenance & Operations		55,102	43,406	34,900	45,200
Debt Service		-	-	-	
Capital Outlay		-	-	-	30,000
Capital Projects		-	-		-
Total	**$ -**	**$ 234,217**	**$ 375,376**	**$ 156,100**	**$ 352,500**

City of Greenfield All Departments

Budget Detail FY 2011 - FY 2014

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 2,483,750	$ 2,595,102	$ 2,382,800	$ 2,384,300	$ 2,788,400
50110	Part Time	23,461	24,570	23,100	22,700	63,200
50120	Workers' Comp Pay	14,039	8	-	2,000	-
50130	Over Time	337,179	165,780	175,100	183,050	162,900
50200	Health Insurance	397,011	456,913	322,100	389,300	519,800
50300	FICA	200,925	201,221	175,200	178,800	227,400
50400	PERS	511,152	577,717	374,700	466,200	661,600
50500	Workers' Comp Pay	122,148	282	-	2,200	242,200
50600	Unemployment Ins	15,264	47,118	-	-	-
50700	Deferred Comp	6,392	6,167	600	2,500	6,600
50800	Uniform Allowance	6,149	7,695	7,600	2,400	9,600
55650	Total Benefits	1,259,041	1,297,112	880,200	1,041,400	1,667,200
xxxx	Health Allocation					
	Subtotal	4,117,470	4,082,572	3,461,200	3,633,450	4,681,700
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	2,144,185	1,337,861	1,340,200	1,155,500	1,133,400
51150	Office Supplies	49,661	73,461	50,700	44,200	47,000
51110	Special Supplies/Services	147,369	161,603	643,900	665,900	457,900
51115	M & O - Equipment	169,404	109,164	43,600	54,500	50,800
51120	Memberships/Dues & Publication	39,409	37,769	47,300	40,600	45,600
51125	Travel, Meetings & Conferences	9,279	7,020	12,300	5,600	19,600
51130	POST Reimbursable Training	4,791	2,825	6,000	4,000	10,000
51131	Education & Training	2,257	6,525	10,600	8,800	10,600
51135	Equipment Lease	6,766	9,175	6,500	11,000	5,000
51140	Gas & Oil	87,889	87,925	91,400	60,100	178,100
51145	Shop Repair Parts	-	-	-	-	12,800
51150	Outside Labor	-	-	-	-	3,800
51155	M & O - Vehicles	23,545	21,636	30,700	22,400	36,200
51160	Utilities	442,746	466,398	423,300	411,400	433,100
51165	Communications	319,744	115,352	381,300	377,995	377,000
51170	M & O - Bldgs/Grounds	55,648	38,555	160,700	125,855	140,100
51175	Community Promotion	21,782	25,079	15,400	15,000	15,400
51180	Property Taxes & Co Collection F	45,068	54,978	119,900	37,800	93,200
51190	Depreciation	575,944	597,293	465,000	595,000	465,000
xxxx	Fleet Allocation					
						-
	Subtotal	4,145,487	3,152,619	3,848,800	3,635,650	3,534,600
Debt Service						
52100	Interest Expense	277,747	1,445,980	1,422,300	1,422,300	1,392,900
52200	Principal Expense	93,195	912,047	848,500	848,500	1,025,700
52300	Paying Agent Fees	16,563	16,165	-	5,000	5,000
	Subtotal	387,505	2,374,192	2,270,800	2,275,800	2,423,600
Captial Outlay						
53000	Operating Capital Outlay	-	56,739	100,722	45,000	108,000
	Subtotal	-	56,739	100,722	45,000	108,000
Captial Projects						
90000	Capital Projects	-	-	-	50,000	9,818,600
	Subtotal	-	-	-	50,000	9,818,600
City Total		**$ 8,650,462**	**$ 9,666,122**	**$ 9,681,522**	**$ 9,639,900**	**$ 20,566,500**

PERSONNEL POSITIONS BY DEPARTMENT

Budget Detail				Account Number
				120
	Budget FY 2011 (FTE)	Budget FY 2012 (FTE)	Budget FY 2013 (FTE)	Budget FY 2014 (FTE)
Department				
City Council	5.00	5.00	5.00	5.00
Administration	3.00	2.00	2.00	3.00
Finance Services	3.00	3.50	3.50	4.50
Public Works	12.00	12.00	12.00	16.25
Parks & Recreation	0.75	0.75	0.75	2.55
Police	20.00	18.00	18.00	18.50
Community Development	2.00	1.45	1.45	2.70
Non-Departmental	0.25	0.25	0.25	
Successor Redevelopment	-	0.75	0.33	
Total	46.00	43.70	43.28	52.50

PERSONNEL POSITIONS BY FUND

	Budget FY 2011 (FTE)	Budget FY 2012 (FTE)	Budget FY 2013 (FTE)	Budget FY 2014 (FTE)
Fund Type/Fund				
General Fund	35.00	31.70	31.70	35.00
SLEF	-	-	-	-
Gax Tax Fund	2.50	2.50	2.50	4.10
Sewer Operations Fund	2.75	2.75	2.75	5.30
Water Operations Fund	5.75	6.00	6.00	5.90
LLD #1	-	-	-	0.05
LLD #2	-	-	-	0.10
SMD #1	-	-	-	0.05
Science Workshop				2.00
Property Tax Increment	0.00	0.75	0.33	
Total	46.00	43.70	43.28	52.50

City Attorney

Division Summary

The City Attorney is appointed by the City Council and is currently employed with the firm Meyers Nave. The City Attorney is responsible for providing general legal advice to the City Council City Manager, and all City Departments. The City Attorney is under contract with the City and prepares and reviews ordinances, resolutions, contracts and legal agreements including annexation agreements, represents the City in legal proceedings and coordinates the activities of outside legal counsel.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
City Attorney	N/A	N/A	N/A	N/A
Total	**-**	**-**	**-**	**-**
Expenditures by Category				
Employee Services	-	-	-	-
Maintenance & Operations	80,412	159,730	70,000	100,000
Debt Service	-	-	-	-
Capital Outlay	-	-	-	-
Capital Projects	-	-	-	-
Total	**$ - $ 80,412**	**$ 159,730**	**$ 70,000**	**$ 100,000**

City Attorney

Budget Detail **Account Number** 120

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ -	$ -	$ -	$ -	$ -
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay					
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	-
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	-	-	-	-
	Subtotal	-	-	-	-	-
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	80,412	159,730	70,000	100,000	100,000
51150	Office Supplies					
51110	Special Supplies/Services	-	-	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	80,412	159,730	70,000	100,000	100,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Captial Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Captial Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Fund Total		**$ 80,412**	**$ 159,730**	**$ 70,000**	**$ 100,000**	**$ 100,000**

City Clerk

Division Summary

The City Clerk's Office is responsible for records management, coordination of Council meetings and materials, legal advertising, maintenance of the Code of Ordinances, administration of municipal elections, and recording of legal documents.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Finance Manager	1.00	1.00	1.00	1.00
Total	**1.00**	**1.00**	**1.00**	**1.00**
Expenditures by Category				
Employee Services	$ 69,893	$ 72,647	$ 53,500	$ 89,400
Maintenance & Operations	22,583	13,156	31,400	17,900
Debt Service	-	-	-	-
Capital Outlay	-	-	-	-
Capital Projects	-	-	-	-
Total	**$ - $ 92,476**	**$ 85,803**	**$ 84,900**	**$ 107,300**

City Clerk

Office Summary

The City Clerk Department is the Clerk to the City Council, Official Record Keeper, Office records and preserves Council proceedings and provides procedural and technical support where needed. The City Clerk conducts municipal elections, coordinates public hearings and assists the public and other City staff in conducting business. As official record keeper, the City Clerk maintains custody of City records.

FY 2014 Goals and Objectives

Promote Community Involvement

Goal 1: **Establish Semi-Annual Community Meetings**

Objective 1: Schedule a Meeting at Caesar Chavez School in order to receive community input regarding City of Greenfield in October/November 2013.

Objective 2: Schedule a meeting at Oak Avenue School in order to receive community input regarding the City of Greenfield in February/March 2014.

Objective 3: In order to receive different perspectives from the entire community; establish meetings, one at the end of 2013 and one at the beginning of 2014, within the residents community would invite the residents' to more openings to express their concerns.

Promote Importance of the Governmental and Democratic Process

Goal 2: **Establish a Voter Registration Outreach**

Objective 1: Schedule an annual visit, during March/April 2014 to all Greenfield High School's government classes and promote voter registration to all students.

Objective 2: Establish voter registration drives annually at different locations in the City of Greenfield and provide hand-outs regarding the importance to vote in every election to make sure of the democratic process is maintained. Annual drives would take place prior to the deadlines for voter registration of each elections; example: in September for a November election.

Provide Access to the City's Official Record and Legislative Documents

Goal 3: **Apply technology effectively to provide increased and improved access to materials on-line.**

Objective 1: Access to information is a core function of the Office of the City Clerk. Over the next two years, the Department will move toward accomplishing this goal by scanning all minutes and ordinances of all city council meetings. Minutes for the past several years are on-line; however, minutes from 1947 to current should be available by December 2013. Ordinances will be available on-line by March 2014 and Resolutions will be available on-line by December 2014.

Objective 2: The City Clerk Office will assist all departments on the use of the City's system to increase retrieval efficiency, increase space and reduce the use of paper.

City Clerk

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	120 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 49,058	$ 47,829	$ 39,900	$ 46,800	$ 61,600
50110	Part Time	-	-	-	-	5,000
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	84	-	800	-
50200	Health Insurance	7,580	13,479	6,200	12,500	6,100
50300	FICA	3,502	3,395	3,100	3,100	4,700
50400	PERS	7,998	7,578	4,300	6,900	11,000
50500	Workers' Comp Pay	1,458	282	-	-	700
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	297	-	-	-	300
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	20,835	24,734	13,600	22,500	22,800
	Subtotal	69,893	72,647	53,500	70,100	89,400
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	400	425	8,000	-	8,000
51150	Office Supplies	75	902	300	100	300
51110	Special Supplies/Services	9,104	188	12,200	48,000	200
51115	M & O - Equipment	7,848	5,291	7,500	7,500	7,500
51120	Memberships/Dues & Publication	4,701	5,470	1,900	400	400
51125	Travel, Meetings & Conferences	455	880	1,500	800	1,500
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	22,583	13,156	31,400	56,800	17,900
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Fund Total		**$ 92,476**	**$ 85,803**	**$ 84,900**	**$ 126,900**	**$ 107,300**

Finance Services

Department Summary

The Finance Department consists of three support staff charged with carrying out most financial functions and processing utility payments for 3,000 utility customers. The City just purchased new financial reporting and customer service software from Tyler Technologies. The Finance Department is also responsible for internal and external financial reporting, development and implementation of financial management policies and maintaining internal accounting controls.

FY 2014 Department Goals and Objectives

CITY COUNCIL WORK PLANNING GOAL

Goal 1: **Successfully install the City's New Financial Software**

Objective 1: Integrate all financial systems to update the general ledger in real time.

Objective 2: Create process efficiencies to optimally utilize all applications of the new software.

Objective 3: Bring payroll processing in-house.

Promote Economic Development by Fostering a Business-Friendly Environment

Goal 2: **Review Utility Billing and automate the process of online payment of utility bills**

Objective 1: Implement new utility billing system as part of the financial software upgrade.

Objective 2: Automate printing and mailing of utility bills to the greatest extent possible.

Objective 3: Research online bill payment improvements.

Maintain and Improve City Infrastructure

Goal 3: **Develop a Five Year Financial Plan**

Objective 1: Reduce or eliminate unnecessary and/or excessive fees for services.

Objective 2: Use available informational resources to project future revenues with reasonable accuracy.

Objective 3: Research the possibility of further reducing the City's long-term debt obligations.

Goal 4: **Improve the Preparation Process of the FY 2015 Annual Operating and Capital Budget.**

Objective 1: Work with department directors on collaborative process for projecting operating expenses.

Objective 2: Work with Public Works Director to create a 5-year CIP that specifies funding sources.

Finance Services

Department Initiatives

The Finance Department consists of three support staff charged with carrying out most financial functions and processing utility payments for 3,000 utility customers. The FY 2014 Finance Department Budget contains funds for implementing the purchase of upgraded financial software systems. The current software had been in use for over fourteen years and no longer meets the needs of the City; particularly as it relates budget preparation and financial reporting. The upgrade will enhance financial reporting, budget preparation, purchasing including encumbering, personnel management and provide for project accounting. In order to provide for a more comprehensive solution to the City's financial software needs, the Department will be upgrading Utility Billing, Central Cashiering, Purchasing, Project Accounting and Business Licensing

Departmental Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Finance Manager	NA	NA	NA	NA
Accounting Operations Manager	NA	NA	NA	1.00
Office Specialist II	NA	NA	NA	1.50
Customer Service Assistant	NA	NA	NA	2.00
Total	**-**	**-**	**-**	**4.50**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Finance	$ 280,430	$ 255,585	$ 291,300	$ 241,200	$ 353,900
Utility Billing	170,112	178,745	117,700	186,100	149,000
Total	**$ 450,542**	**$ 434,330**	**$ 409,000**	**$ 427,300**	**$ 502,900**
Expenditures by Category					
Employee Services	$ 228,363	$ 253,978	$ 214,100	$ 260,200	$ 368,900
Maintenance & Opera	222,179	180,352	146,400	152,100	119,000
Debt Service	-	-	-	-	-
Capital Outlay	-	-	48,500	15,000	15,000
Capital Projects	-	-	-	-	-
Total	**$ 450,542**	**$ 434,330**	**$ 409,000**	**$ 427,300**	**$ 502,900**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	$ 280,430	$ 255,585	$ 258,900	$ 241,200	$ 353,900
Water Operations Fur	93,312	93,745	75,200	127,400	90,300
Sewer Operations Fu	76,800	85,000	74,900	58,700	58,700
Gas Tax	-	-	-	-	-
Division Total	**$ 450,542**	**$ 434,330**	**$ 409,000**	**$ 427,300**	**$ 502,900**

Finance & Accounting

Division Summary

The Finance & Accounting division is responsible for internal and external financial reporting, development and implementation of financial management polices, maintaining internal accounting controls, and creating the City Budget. Specific accounting functions include accounts payable, cash managemnt, purchasing, and project accounting. Payroll processing will also be an additional function added during this fiscal year.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Finance Officer	NA	NA	NA	NA
Accounting Operations Manager	NA	NA	NA	1.00
Office Planning Tech	NA	NA	NA	0.25
Total	**-**	**-**	**-**	**1.25**
Expenditures by Category				
Employee Services	$ 228,363	$ 253,978	$ 214,100	$ 368,900
Maintenance & Operations	222,179	180,352	146,400	119,000
Debt Service	-	-	-	-
Capital Outlay			48,500	15,000
Capital Projects	-	-	-	-
Total	**$ 450,542**	**$ 434,330**	**$ 409,000**	**$ 502,900**

Finance & Accounting

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	130 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 64,564	$ 74,368	$ 81,800	$ 64,700	$ 164,000
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	1,504	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	14,335	21,451	15,000	17,500	31,900
50300	FICA	4,656	5,342	6,300	4,700	12,500
50400	PERS	10,304	11,697	8,700	10,500	29,400
50500	Workers' Comp Pay	-	-	-	-	2,000
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	854	904	600	1,200	2,100
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	30,149	39,394	30,600	33,900	77,900
	Subtotal	96,217	113,762	112,400	98,600	241,900
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	151,322	107,927	105,100	105,100	72,800
51150	Office Supplies	5,522	3,953	5,600	2,500	4,600
51110	Special Supplies/Services	8,829	10,037	3,500	7,000	3,500
51115	M & O - Equipment	-	-	700	-	700
51120	Memberships/Dues & Publications	110	265	600	500	500
51125	Travel, Meetings & Conferences	11	1,215	1,500	-	1,500
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	1,221	2,430	-	-	-
51140	Gas & Oil	-	-	300	-	300
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	936	-	600	-	600
51170	M & O - Bldgs/Grounds	-	-		-	-
51175	Community Promotion	-	-		-	-
51180	Property Taxes & Co Collection F	16,262	15,996	12,500	12,500	12,500
51190	Depreciation	-	-	-	-	-
	Subtotal	184,213	141,823	130,400	127,600	97,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	48,500	15,000	15,000
	Subtotal	-	-	48,500	15,000	15,000
Capital Projects						
90000	Capital Projects	-	-	-		
	Subtotal	-	-	-	-	-
Fund Total		**$ 280,430**	**$ 255,585**	**$ 291,300**	**$ 241,200**	**$ 353,900**

Utility Billing

Division Summary

The Utility Billing Division bills for water, sewer, garbage and surcharge. There are approximately 3,600 utility bills and 800 penalty bills that are sent out on a monthly basis. Customers have the option to pay on-line; via telephone and in person. The City accepts cash, checks as well as credit cards for payment. Residents are able to connect or disconnect water service; change their garbage services, etc. at City Hall, Monday through Friday, 8 a.m. to 5 p.m.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Office Specialist II	NA	NA	NA	-
Customer Service Tech	-	-	-	2.00
Total	**-**	**-**	**-**	**2.00**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Utility Billing	170,112	178,745	117,700	186,100	149,000
Total	**$ 170,112**	**$ 178,745**	**$ 117,700**	**$ 186,100**	**$ 149,000**
Expenditures by Category					
Employee Services	$ 132,146	$ 140,216	$ 101,700	$ 161,600	$ 127,000
Maintenance & Opera	37,966	38,529	16,000	24,500	22,000
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 170,112**	**$ 178,745**	**$ 117,700**	**$ 186,100**	**$ 149,000**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
FUND TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Utility Billing

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	130 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 78,582	$ 92,288	$ 71,400	$ 95,800	$ 76,100
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	31,585	26,228	17,200	43,000	30,400
50300	FICA	5,654	6,581	5,500	6,900	5,900
50400	PERS	12,704	15,105	7,600	15,900	13,600
50500	Workers' Comp Pay	3,571	-	-	-	1,000
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	50	14	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	53,564	47,928	30,300	65,800	50,900
	Subtotal	132,146	140,216	101,700	161,600	127,000
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	18,290	11,193	-	3,000	5,000
51150	Office Supplies	18,451	24,463	14,000	19,500	15,000
51110	Special Supplies/Services	1,225	873	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	2,000	2,000	2,000	2,000
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	37,966	38,529	16,000	24,500	22,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Captial Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
30000	Subtotal	-	-	-	-	-
Captial Projects						
90000	Capital Projects	-	-	-	-	-
30000	Subtotal	-	-	-	-	-
Division Total		**$ 170,112**	**$ 178,745**	**$ 117,700**	**$ 186,100**	**$ 149,000**

City of Greenfield, California

FY 2013-14

Public Works Department

Department of Public Works

Summary

The Goal of the Public Works Department is to provide excellent municipal services in a courteous, responsible, responsive, and efficient manner, which enhances the quality of life for the citizens of Greenfield. The Department is responsible for ensuring that City-owned infrastructure, building facilities and capital improvement programs are designed, engineered, constructed, and maintained in a safe and presentable condition. Additionally, The Department is comprised of five Divisions, including Administration, Fleet, Streets & Storm Drain, Water and Wastewater. The Department also over sees Landscape and Lighting Districts number 1 and 2, and storm and street maintenance disctricts number 1 and number 2..

FY 2014 Department Goals and Objectives

PUBLIC WORKS WORK PLANNING GOAL

Goal 1: **Finalize the Downtown Streetscape Improvement Project**

Objective 1: Review and finalize proposed project budget and value engineer for construction by September 2013

Objective 2: Complete plans and specifications and advertise for bids by October 2013.

Objective 3: Award construction contract by November 2013.

Objective 4: Complete construction by May 2014.

Promote Economic Development by Fostering a Business-Friendly Environment

Goal 2: **Complete construction of the Walnut Avenue and US 101 Interim Improvement Project.**

Objective 1: Complete appraisal process including acceptance for dedication of right-of-way by July 2013.

Objective 2: Complete Caltrans Encroachment Permit Process by September 2013.

Objective 3: Complete Improvement Plans and Specifications and advertise for bids by November 2013.

Objective 4: Award construction contract and complete project by May 2014.

Goal 3: **Implement Wastewater Treatment Plan Improvements per The Wallace Group Report**

Objective 1: Prepare and implement a Levee Operation and Maintenance (O&M) Manual and make recommended repairs by March 2014.

Objective 2: Repair and refurbish existing Oxidation Ponds # 1 & # 2 by June 2014.

Objective 3: Prepare and implement a Wastewater Treatment Plant (WWTP) Operation & Maintenance (O&M) Manual by May 2014.

Objective 4: Install permanent Effluent Distribution Pipe System to 26 acre Effluent Disposal Field to reduce energy costs by June 2014.

Objective 5: Repair and refurbish existing Sludge Drying Bed Area as an interim and construct new Sludge Drying Beds by May 2014.

Objective 6: Engineer and install aeration units into Treatment Plan Digester to reduce energy cost and improve effeciency by June 2014.

Goal 4: Promote and protect the City's Environmental Infrastructure

Objective 1: Complete Water and Sewer Master Plans by May 2014.

Objective 2: Implement a City Fat, Oil and Grease (FOG) Program by June 2014.

Objective 3: Adopt a City-wide Back Flow Prevention & Testing Program Ordinance by February 2014.

Objective 4: Install Water Well #8 at Cherry Avenue and 10th Street by June 2014.

Objective 5: Prepare and process a Post Construction Alternative Program (PCAP) for the Municipal Separate Storm Sewer System (MS4) as required by the Regional Water Quality Control Board by October 2013.

Goal 5 : Improve City Streets and Public Rights of Ways

Objective 1: Overlay select collector and arterial streets with Slurry Seal by November 2013.

Objective 2: Replace Street and Traffic Control Signs in accordance with the approved California Manual of Unified Traffic Control Devices (CMUTCD) by June 2014.

Objective 3: Remove and replace pavement at the intersection of Oak Avenue and Fourth Street by April 2014.

Department Initiatives

Under the direction of the Public Works Director, provides administrative support to all divisions of the PW Department. Maintains the departments operating and projects budget, assist with implementing and managing the CIP Funding. Orders and maintains necessary forms & supplies for the department. Maintains accurate records and files. Maintain water well readings and production. Responds to citizen concerns and inquiries. Maintains budget and expenditures, process connects and disconnects for water services. Maintains all water & sewer sampling records. Process monthly, quarterly and annual reports of water & sewer for California Department of Public Health (CDPH) County of Monterey and the Regional Water Control Board. Maintain all vehicle records. A/P and A/R processing for projects, grant re-imbursement. Manage all purchases for department. The Sewer Collection System is part of the City's Wastewater Division and is responsible for performing the operation and maintenance of the City's 21 mile of gravity sewer collection pipelines, force mains, and 6 lift stations. The Division adheres to the City adopted Sewer System Management Plan (SSMP) for operation and maintenance and includes preparing and implementing an Overflow Emergency Response Plan; a Fats, Oils & Grease Control Program (FOG); a System Evaluation and Capacity Assurance Modifications Program; and a Monitoring and Measuring Program. The SSMP is required by the State Water Resources Control Board in compliance with adopted Water Quality Order No. 2006-0003 established by the Statewide General Waste Discharge Requirements. Additionally, the Division will be logging pertinent maintenance and operations information the City's new Geographical Information System (GIS) Program.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Administration	2.00	2.00	2.00	2.00
Fleet Maintenance	1.00	1.00	1.00	1.00
Wastewater Collections	2.75	2.75	2.75	1.40
Wastewater Treatment	-	-	-	3.20
Water Production & Dist.	3.75	3.75	3.75	3.00
Streets & Storms Drains	2.50	2.50	2.50	3.65
Landscape & Lighting #1	-	-	-	0.05
Landscape & Lighting #2	-	-	-	0.10
Street & Drainage Maintenance #1	-	-	-	0.05
Street & Drainage Maintenance #2	-	-	-	0.05
Total	**12.00**	**12.00**	**12.00**	**14.50**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Administration	$ 247,924	$ 427,566	$ 328,522	$ 317,400	$ 262,100
Shop Operations	-	-	-	-	232,600
Wastewater Collections	715,683	792,848	864,800	805,000	907,500
Wastewater Treatment	-	-	-	-	1,415,500
Water Production & Dist.	1,079,143	1,024,797	912,800	1,056,000	2,279,900
Streets & Storms Drains	333,013	328,087	348,000	307,000	3,258,700
Landscape & Lighting #1	67,786	78,863	126,800	73,700	72,000
Landscape & Lighting #2	193,641	204,416	225,100	205,585	207,300
SDM Assessment #2	-	-	-	74,100	74,100
SDM Assessment #1	2,146	4,740	18,200	12,300	12,300
Total	**$ 2,639,336**	**$ 2,861,317**	**$ 2,824,222**	**$ 2,851,085**	**$ 8,722,000**
Expenditures by Category					
Employee Services	$ 815,801	$ 912,006	$ 848,600	$ 861,000	$ 1,385,200
Maintenance & Operations	1,636,892	1,688,592	1,617,100	1,653,785	1,711,200
Debt Service	186,643	203,980	336,300	336,300	336,300
Capital Outlay	-	56,739	22,222	-	58,000
Capital Projects	-	-	-	-	5,231,300
Total	**$ 2,639,336**	**$ 2,861,317**	**$ 2,824,222**	**$ 2,851,085**	**$ 8,722,000**
Shop Allocation					(232,600)
	$ 2,639,336	$ 2,861,317	$ 2,824,222	$ 2,851,085	$ 8,489,400

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	$ 247,924	$ 427,566	$ 328,522	$ 317,400	$ 262,100
Sewer Operations Fund	715,683	792,848	864,800	805,000	2,253,000
Water Operations Fund	1,079,143	1,024,797	912,800	1,056,000	1,259,900
Gas Tax Fund	333,013	328,087	348,000	307,000	746,500
LLD #1	67,786	78,863	126,800	73,700	72,000
LLD #2	193,641	204,416	225,100	205,585	207,300
SMD #1	2,146	4,740	18,200	12,300	12,300
SMD #2	-	-	-	74,100	74,100
LTF	-	-	-	-	1,082,500
Sewer Impact Fees	-	-	-	-	70,000
Water Impact Fees	-	-	-	-	1,020,000
Traffic Impact Fees	-	-	-	-	1,429,700
DEPARTMENT TOTAL	**$ 2,639,336**	**$ 2,861,317**	**$ 2,824,222**	**$ 2,851,085**	**$ 8,489,400**

Public Works Administration

Maintains the Dartment's operating and projects budget, assist with implementing and managing the Capital Improvement Projects Funding. Orders and maintains necessary forms & supplies for the Department; maintains accurate records and files; maintains water well readings and production; responds to citizen concerns and inquiries. Maintains budget and expenditures; processes connects and disconnects for water services; maintains all water & sewer sampling records. Process monthly, quarterly and annual reports of water & sewer for CDPH California Department of Public Health, County of Monterey and the Regional Water Quality Control Board. Maintains all vehicle records; Accounts Payable and Accounts Receivable processing for projects and grant re-imbursements. Manage all department purchases.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Public Works Director City Engineer	NA	NA	NA	1.00
Public Works Specialist	NA	NA	NA	1.00
Total	**-**	**-**	**-**	**2.00**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Finance	$ 2,639,336	$ 2,861,317	$ 2,824,222	$ 2,851,085	$ 8,722,000
Total	**$ 2,639,336**	**$ 2,861,317**	**$ 2,824,222**	**$ 2,851,085**	**$ 8,722,000**
Expenditures by Category					
Employee Services	$ 815,801	$ 912,006	$ 848,600	$ 861,000	$ 1,385,200
Maintenance & Opera	1,636,892	1,688,592	1,617,100	1,653,785	1,711,200
Debt Service	186,643	203,980	336,300	336,300	336,300
Capital Outlay	-	56,739	22,222	-	58,000
Capital Projects	-	-	-	-	5,231,300
Total	**$ 2,639,336**	**$ 2,861,317**	**$ 2,824,222**	**$ 2,851,085**	**$ 8,722,000**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
Department Total	**$ 2,639,336**	**$ 2,861,317**	**$ 2,824,222**	**$ 2,851,085**	**$ 8,722,000**

Public Works Administration

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 147,613	$ 206,993	$ 196,000	$ 196,000	$ 158,700
50110	Part Time					
50120	Workers' Comp Pay	-	-	-	1,400	-
50130	Over Time	418	-	2,300	-	-
50200	Health Insurance	30,176	77,007	34,300	50,200	37,800
50300	FICA	10,917	13,416	11,900	18,900	12,100
50400	PERS	22,221	24,706	27,200	27,200	28,400
50500	Workers' Comp Pay	8,753	-	-	-	5,600
50600	Unemployment Ins	-	18,485	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	1,272	2,061	1,900	600	-
55650	Total Benefits	73,339	135,675	75,300	96,900	83,900
	Subtotal	221,370	342,668	273,600	294,300	242,600
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	3,026	8,796	1,100	4,200	1,100
51150	Office Supplies	425	628	400	200	300
51110	Special Supplies/Services	2,276	2,232	4,500	2,300	4,500
51115	M & O - Equipment	687	759	3,000	2,000	3,000
51120	Memberships/Dues & Publication	209	123	600	400	500
51125	Travel, Meetings & Conferences	685	152	400	500	400
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	319	447	400	300	400
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	6,806	6,609	4,900	9,300	2,000
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	1,506	969	2,500	1,700	2,500
51160	Utilities	2,087	2,242	1,600	700	1,600
51165	Communications	4,581	4,164	9,500	1,000	2,000
51170	M & O - Bldgs/Grounds	3,476	912	3,300	500	700
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	471	126	500	-	500
51190	Depreciation	-	-	-	-	-
	Subtotal	26,554	28,159	32,700	23,100	19,500
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	56,739	22,222	-	-
	Subtotal	-	56,739	22,222	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ 247,924**	**$ 427,566**	**$ 328,522**	**$ 317,400**	**$ 262,100**

Fleet Maintenance Division

Summary

The Fleet Maintenance Division is responsible for maintaining the City's fleet of small passenger vehicles, trucks and specialized equipment. While not an Internal Service Fund, the costs of fleet maintenance is charged back to all city operations as a fund transfer. There is only one mechanic in this Division.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Mechanic Assistant	1.00	1.00	NA	NA
Mechanic	NA	NA	1.00	1.00
Total	**1.00**	**1.00**	**1.00**	**1.00**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Finance	NA	NA	NA	NA	NA
Utility Billing	NA	NA	NA	NA	NA
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Expenditures by Category					
Employee Services	-	-	-	-	$ 85,000
Maintenance & Opera	-	-	-	-	117,600
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	30,000
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 232,600**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
FUND TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Fleet Maintenance Division

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ -	$ -	$ -	$ -	$ 50,900
50110	Part Time	-	-	-	-	
50120	Workers' Comp Pay	-	-	-	-	
50130	Over Time	-	-	-	-	
50200	Health Insurance	-	-	-	-	12,700
50300	FICA	-	-	-	-	3,900
50400	PERS	-	-	-	-	9,100
50500	Workers' Comp Pay	-	-	-	-	6,500
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	1,900
55650	Total Benefits	-	-	-	-	34,100
		-				
	Subtotal	-	-	-	-	85,000
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Services	-	-	-	-	
51150	Office Supplies	-	-	-	-	
51110	Special Supplies/Services	-	-	-	-	10,000
51115	M & O - Equipment	-	-	-	-	
51120	Memberships/Dues & Publications	-	-	-	-	
51125	Travel, Meetings & Conferences	-	-	-	-	
51130	POST Reimbursable Training	-	-	-	-	
51131	Education & Training	-	-	-	-	
51135	Equipment Lease	-	-	-	-	
51140	Gas & Oil	-	-	-	-	84,700
51145	Shop Repair Parts	-	-	-	-	13,800
51150	Outside Labor	-	-	-	-	4,600
51155	Tires & Tubes	-	-	-	-	4,500
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection Fees	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	-	-	-	-	117,600
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-		-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-		-	-	30,000
	Subtotal	-	-	-	-	30,000
Division Total		**$ -**	**$ -**	**$ -**	**$ -**	**$ 232,600**

Street and Drainage Division

Summary

The Streets and Drainage Division provides ongoing maintenance and operation (O&M) of approximately 18 miles of streets and allies within the City limits including various storm drain systems. O&M of streets includes: weekly street sweeping; street resurfacing; replacement of street signs and regulatory signs; and ongoing street light repairs; installation of Christmas lights and ornaments, American flags depending specific patriot events throughout the year including special events such as festivals; providing barricades and other traffic control signage during emergencies to assist fire and police needs; graffiti removal; weekly litter control; weekly trash can cleaning on El Camino Real; tree pruning; repairing potholes with asphalt mix; and placement of City wide street striping and pavement markings. The O&M of the City's Drainage Systems includes: annual storm drain and catch basin cleaning including any required repairs; annual cleaning, weeding, including debris and silt removal at 37 retention basins throughout the City including submittal of annual reports to the Regional Water Resources Control Board to comply with NPDES requirements. Recording of the various O&M activities for both the streets and storm drain facilities will be recorded on the City's new Geographical Information System (GIS) for future reference.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Public Works Superintendent	-	-	-	0.50
Assistant Supervisor	-	-	-	0.50
Maintenance Workers	-	-	-	2.65
Total	**-**	**-**	**-**	**3.65**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 182,604	$ 163,112	$ 165,100	$ 162,100	$ 322,100
Maintenance & Opera	150,409	148,173	166,100	128,100	166,100
Debt Service	-	16,802	16,800	16,800	16,800
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	2,753,700
Total	**$ 333,013**	**$ 328,087**	**$ 348,000**	**$ 307,000**	**$ 3,258,700**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
Division Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Streets & Drainage Division

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 121,286	$ 117,926	$ 119,400	$ 113,900	$ 197,600
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	7,199	-	-	-	-
50130	Over Time	482	705	800	5,000	800
50200	Health Insurance	24,820	17,611	20,000	18,700	48,700
50300	FICA	8,983	8,725	7,000	8,400	15,300
50400	PERS	18,341	16,456	16,000	15,500	35,200
50500	Workers' Comp Pay	-	-	-	-	22,600
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	1,493	1,689	1,900	600	1,900
55650	Total Benefits	53,637	44,481	44,900	43,200	123,700
	Subtotal	182,604	163,112	165,100	162,100	322,100
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	3,080	26,551	25,500	3,500	25,500
51150	Office Supplies	247	217	300	200	300
51110	Special Supplies/Services	11,706	12,391	15,900	15,200	15,900
51115	M & O - Equipment	6,964	7,530	9,800	7,100	9,800
51120	Memberships/Dues & Publication:	221	123	100	100	100
51125	Travel, Meetings & Conferences	284	-	400	200	400
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	176	44	600	400	600
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	9,743	10,868	15,500	7,000	15,500
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	1,878	851	2,500	800	2,500
51160	Utilities	94,249	77,305	73,500	70,000	73,500
51165	Communications	1,118	645	2,600	2,000	2,600
51170	M & O - Bldgs/Grounds	16,572	8,220	19,000	15,900	19,000
51175	Community Promotion	-	-	400	-	400
51180	Property Taxes & Co Collection F	4,171	3,428	-	5,700	-
51190	Depreciation	-	-	-	-	-
	Subtotal	150,409	148,173	166,100	128,100	166,100
Debt Service						
52100	Interest Expense	-	2,618	2,600	2,600	2,600
52200	Principal Retirement	-	14,184	14,200	14,200	14,200
52300	Paying Agent Fees					
	Subtotal	-	16,802	16,800	16,800	16,800
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	2,753,700
	Subtotal	-	-	-	-	2,753,700
Fund Total		**$ 333,013**	**$ 328,087**	**$ 348,000**	**$ 307,000**	**$ 3,258,700**

Funding Sources	Budget FY 2014
Gas Tax	120,000
LTF	588,000
Traffic Impact	1,387,000
	2,095,000

Wastewater Division

Summary

The Sewer Collection System is part of the City's Wastewater Division and is responsible for performing the operation and maintenance of the City's 21 mile of gravity sewer collection pipelines, force mains, and 6 lift stations. The Division adheres to the City adopted Sewer System Management Plan (SSMP) for operation and maintenance and includes preparing and implementing an Overflow Emergency Response Plan; a Fats, Oils & Grease Control Program (FOG); a System Evaluation and Capacity Assurance Modifications Program; and a Monitoring and Measuring Program. The SSMP is required by the State Water Resources Control Board in compliance with adopted Water Quality Order No. 2006-0003 established by the Statewide General Waste Discharge Requirements. Additionally, the Division will be logging pertinent maintenance and operations information the City's new Geographical Information System (GIS) Program.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Utility Manager	NA	NA	NA	0.20
Public Works Superintendent	NA	NA	NA	0.05
Assistant Supervisor	NA	NA	NA	0.10
Crew Leader	NA	NA	NA	0.20
Utility Worker	NA	NA	NA	0.30
Maintenance Worker	NA	NA	NA	0.55
Total	**-**	**-**	**-**	**1.40**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 149,141	$ 158,533	$ 165,300	$ 181,900	$ 160,800
Maintenance & Opera	490,262	557,337	575,100	498,700	400,800
Debt Service	76,280	76,978	124,400	124,400	124,400
Capital Outlay	-	-	-	-	14,500
Capital Projects	-	-	-	-	207,000
Total	**$ 715,683**	**$ 792,848**	**$ 864,800**	**$ 805,000**	**$ 907,500**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
Sewer Operations Fu	-	-	-	-	$ 837,500
Sewer Impact Fund	-	-	-	-	70,000
Division Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 907,500**

Wastewater Division - Collections

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 86,485	$ 103,818	$ 113,700	$ 118,400	$ 94,700
50110	Part Time	-	-	-		
50120	Workers' Comp Pay	5,135	8		600	
50130	Over Time	17,647	10,224	7,100	10,000	3,600
50200	Health Insurance	17,701	18,989	19,900	22,800	25,700
50300	FICA	7,724	8,434	6,900	9,700	7,200
50400	PERS	12,928	14,993	15,800	19,800	17,000
50500	Workers' Comp Pay	-	-	-	-	11,600
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	1,521	2,067	1,900	600	1,000
55650	Total Benefits	39,874	44,483	44,500	52,900	62,500
	Subtotal	149,141	158,533	165,300	181,900	160,800
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Svcs	64,200	116,548	135,600	50,000	40,000
51150	Office Supplies	581	564	600	400	300
51110	Special Supplies/Services	7,365	6,149	5,600	16,600	2,800
51115	M & O - Equipment	12,673	17,531	13,100	30,000	6,600
51120	Memberships/Dues & Publications	119	683	1,100	700	600
51125	Travel, Meetings & Conferences	247	-	400	200	200
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	1,381	2,001	3,100	2,600	1,600
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	12,418	9,265	16,000	15,000	5,500
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	4,928	1,292	6,500	2,500	3,300
51160	Utilities	63,911	71,482	51,600	55,000	15,000
51165	Communications	2,444	1,374	3,300	1,500	1,700
51170	M & O - Bldgs/Grounds	1,508	1,964	4,600	4,200	2,300
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Collection Fees	4,846	5,935	18,600	5,000	5,900
51190	Depreciation	313,641	322,549	315,000	315,000	315,000
	Subtotal	490,262	557,337	575,100	498,700	400,800
Debt Service						
52100	Interest Expense	69,511	70,371	70,200	70,200	70,200
52200	Principal Expense	-	-	54,200	54,200	54,200
52300	Paying Agent Fees	6,769	6,607	-	-	-
	Subtotal	76,280	76,978	124,400	124,400	124,400
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	14,500
	Subtotal	-	-	-	-	14,500
Capital Projects						
90000	Capital Projects	-	-	-	-	207,000
	Subtotal	-	-	-	-	207,000
Division Total		**$ 715,683**	**$ 792,848**	**$ 864,800**	**$ 805,000**	**$ 907,500**

Wastewater Division -Wastewater Treatment Plant

Summary

The City's Secondary Wastewater Treatment Plant (WWTP) is part of the Wastewater Division and is presently regulated by the California Regional Water Quality Control Board, Central Coast Region, and Waste Discharge Requirements (WDR) Order No. R3-2002-0062. The Order was adopted May 31, 2002, for operating at 1.0 Million Gallons Per Day (MGD). Presently, Staff is moving forward to expand the plant to 2.0 MGD capacity in order to handle present and anticipated future flows .Basically, there are two components for treating the City's raw wastewater at the Plant. The first is collecting, sterilizing and disposal of the bio-solids better known as sludge; the second is cleaning the liquid portion known as effluent, and dispersing the effluent through a gravity flow irrigation system onto a 24 acre field for ground percolation. The process to clean effluent is known as Secondary treatment. Additionally, operation and maintenance includes daily testing and monitoring of influent and effluent including sludge processing and disposal to comply with strict State regulations at the Plant.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Utility Manager	NA	NA	NA	0.40
Public Works Superintendent	NA	NA	NA	0.05
Crew Leader	NA	NA	NA	0.65
Maintenance Worker	NA	NA	NA	2.10
Total	**-**	**-**	**-**	**3.20**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	-	-	-	-	$ 267,400
Maintenance & Opera	-	-	-	-	183,000
Debt Service	-	-	-	-	
Capital Outlay	-	-	-	-	14,500
Capital Projects	-	-	-	-	950,600
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,415,500**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
FUND TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,415,500**

Wastewater Division - Treatment Plant

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ -	$ -	$ -	$ -	$ 159,800
50110	Part Time	-	-	-	-	
50120	Workers' Comp Pay					
50130	Over Time	-	-	-	-	3,600
50200	Health Insurance	-	-	-	-	42,100
50300	FICA	-	-	-	-	12,100
50400	PERS	-	-	-	-	28,600
50500	Workers' Comp Pay	-	-	-	-	20,200
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	1,000
55650	Total Benefits	-	-	-	-	104,000
	Subtotal	-	-	-	-	267,400
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	-	40,000
51150	Office Supplies	-	-	-	-	300
51110	Special Supplies/Services	-	-	-	-	2,800
51115	M & O - Equipment	-	-	-	-	6,500
51120	Memberships/Dues & Publication:	-	-	-	-	500
51125	Travel, Meetings & Conferences	-	-	-	-	200
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training					1,500
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	5,500
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	3,200
51160	Utilities	-	-	-	-	65,000
51165	Communications	-	-	-	-	1,600
51170	M & O - Bldgs/Grounds	-	-	-	-	50,000
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	5,900
51190	Depreciation	-	-	-	-	-
	Subtotal	-	-	-	-	183,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	14,500
	Subtotal	-	-	-	-	14,500
Capital Projects						
90000	Capital Projects	-	-	-	-	950,600
	Subtotal	-	-	-	-	950,600
Division Total		**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,415,500**

Water Division

Summary

The Water Division provides water to approximately 3,600 customers within the City limits of Greenfield. The Water Division operates and maintains 17 miles of pipelines ranging from 4" diameter to 16" diameter. There are 3 ground well sources providing a total capacity of 4,000 gallons per minute (GPM). Wells No. 1 and No. 6 supply one 1,000,000 gallon tank and Well No. 7 supplies one 1,500,000 gallon tank for a total tank capacity of 2,500,000 gallons. Eight booster pumps provide and maintain the required pressure to run the City's water supply. The Division's maintenance and operations include daily tank and well inspections including chlorine readings and monitoring; monitoring s including recording daily flow reports; performing monthly water tests at various locations throughout the system including each tank; monthly exercising of water valves including replacement thereof; annual fire hydrant flushing; monthly water meter reading including disconnects and reconnects for delinquent billings accounts; ongoing water service leak repairs; implementing an annual water meter replacement program; and logging ongoing water system maintenance, operations, repairs and replacement of appurtenances information on to the City's Geographical Information System (GIS) Program. The Division is also responsible for preparing and implementing a City wide Back-Flow prevention program.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Utility Manager	NA	NA	NA	0.40
Public Works Superintendent	NA	NA	NA	0.15
Crew Leader	NA	NA	NA	0.20
Utility Worker	NA	NA	NA	0.30
Maintenance Worker	NA	NA	NA	1.95
Total	**-**	**-**	**-**	**3.00**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 250,405	$ 235,439	$ 236,900	$ 200,500	$ 286,600
Maintenance & Opera	718,375	679,158	480,800	660,400	479,200
Debt Service	110,363	110,200	195,100	195,100	195,100
Capital Outlay	-	-	-	-	29,000
Capital Projects	-	-	-	-	1,290,000
Total	**$ 1,079,143**	**$ 1,024,797**	**$ 912,800**	**$ 1,056,000**	**$ 2,279,900**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	
Water Operations Fun	-	-	-	-	1,009,900
Water Impact Fees	-	-	-	-	1,270,000
Gas Tax	-	-	-	-	-
Division Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,279,900**

Water Production

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 158,561	$ 156,143	$ 167,400	$ 137,000	$ 171,900
50110	Part Time					
50120	Workers' Comp Pay					
50130	Over Time	11,996	11,769	4,900	7,200	4,900
50200	Health Insurance	32,436	30,681	29,200	23,900	42,900
50300	FICA	12,604	12,381	10,200	11,100	13,100
50400	PERS	23,878	22,587	23,300	20,700	30,800
50500	Workers' Comp Pay	9,409	-	-	-	21,100
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	1,521	1,878	1,900	600	1,900
55650	Total Benefits	79,848	67,527	64,600	56,300	109,800
	Subtotal	250,405	235,439	236,900	200,500	286,600
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	59,743	63,039	55,300	140,000	55,300
51150	Office Supplies	513	357	1,800	1,800	1,800
51110	Special Supplies/Services	38,941	25,565	22,700	18,000	22,700
51115	M & O - Equipment	132,800	72,141	2,000	2,300	2,000
51120	Memberships/Dues & Publication	647	760	900	800	900
51125	Travel, Meetings & Conferences	1,942		400	300	400
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	381	4,033	5,000	4,000	5,000
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	8,039	10,015	12,000	15,600	12,000
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	1,661	1,030	4,000	3,600	4,000
51160	Utilities	198,255	219,573	190,000	190,000	190,000
51165	Communications	4,507	2,838	3,300	1,000	1,500
51170	M & O - Bldgs/Grounds	7,550	3,746	13,900	500	25,000
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	1,093	1,317	19,500	2,500	8,600
51190	Depreciation	262,303	274,744	150,000	280,000	150,000
	Subtotal	718,375	679,158	480,800	660,400	479,200
Debt Service						
52100	Interest Expense	100,569	100,642	110,100	110,100	110,100
52200	Principal Retirement	-	-	85,000	85,000	85,000
52300	Paying Agent Fees	9,794	9,558	-	-	-
	Subtotal	110,363	110,200	195,100	195,100	195,100
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	29,000
	Subtotal	-	-	-	-	29,000
Capital Projects						
90000	Capital Projects	-	-	-	-	1,290,000
	Subtotal	-	-	-	-	1,290,000
Division Total		**$ 1,079,143**	**$ 1,024,797**	**$ 912,800**	**$ 1,056,000**	**$ 2,279,900**

Landscape & Lighting Maintenance Assessment District #1

Summary

The Greenfield Landscape and Lighting District No 1 improvements include maintenance and operation of all public landscaping and irrigation improvements and street lighting of a local nature or landscape strips of land between back and front of walk; the alley planting areas and central parkway including grass berms; appurtenants, irrigation, system; ornamental plantings, including lawns, shrubs and trees including necessary repairs and replacements; water for irrigation; spraying; supervision; debris removal; maintenance and pave repairs for alleys; park strip repair and replacement and any other items of work necessary and incidental for the proper maintenance and operation and all additions and electrical current for the operation of streetlights. District #1 includes the following areas: Mariposa Subdivision, Annexation Area #1A; Vineyard Green Subdivision, Annexation Area #1B; Vista Verde Subdivision, Annexation Area #1C; and Cambria Park Subdivision, Annexation Area #1D.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Public Works Superintendent	NA	NA	NA	0.05
Total	**-**	**-**	**-**	**0.05**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 5,058	$ 3,770	$ 1,400	$ 7,000	$ 5,300
Maintenance & Opera	62,728	75,093	125,400	66,700	66,700
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 67,786**	**$ 78,863**	**$ 126,800**	**$ 73,700**	**$ 72,000**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
Landscape and Lighting District N	-	-	-	-	$ 72,000
	-	-	-	-	-
DISTRICT TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 72,000**

Landscape & Lighting Maintenance Assessment District #1

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 3,399	$ 2,718	$ 1,000	$ 5,100	$ 4,500
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	201	-	-	-	-
50130	Over Time	-	35	-	-	-
50200	Health Insurance	692	443	100	800	-
50300	FICA	251	200	100	400	200
50400	PERS	515	374	200	700	500
50500	Workers' Comp Pay	-	-	-	-	100
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	1,458	1,017	400	1,900	800
	Subtotal	5,058	3,770	1,400	7,000	5,300
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	53,978	64,409	101,800	58,000	58,000
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services		41	7,800	3,200	3,200
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publications	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	5,364	6,919	7,000	5,500	5,500
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	918	889	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	2,468	2,835	8,800	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	62,728	75,093	125,400	66,700	66,700
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Retirement	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
DISTRICT TOTAL		**$ 67,786**	**$ 78,863**	**$ 126,800**	**$ 73,700**	**$ 72,000**

Landscape & Lighting Maintenance Assessment District #2

Summary

The Greenfield Landscape and Lighting District No 2 improvements include maintenance and operation of all public landscaping and irrigation improvements and street lighting of a local nature or landscape strips of land between back and front of walk; the alley planting areas and central parkway including grass berms; appurtenants, irrigation, system; ornamental plantings, including lawns, shrubs and trees, including necessary repairs and replacements; water for irrigation; spraying; supervision; debris removal; maintenance and pave repairs for alleys; park strip repair and replacement and any other items of work necessary and incidental for the proper maintenance and operation and all additions and electrical current for the operation of streetlights. District #2 includes the following areas: St. Charles Place Zone #4a and Zone #4b; and Zone 5-Las Manzanitas.

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Public Works Superintendent	NA	NA	NA	0.10
Total	**-**	**-**	**-**	**0.10**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 5,832	$ 6,263	$ 4,700	$ 5,500	$ 5,700
Maintenance & Opera	187,809	198,153	220,400	200,085	201,600
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 193,641**	**$ 204,416**	**$ 225,100**	**$ 205,585**	**$ 207,300**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
Landscape and Lighting District I	-	-	-	-	$ 207,300
	-	-	-	-	-
DISTRICT TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 207,300**

Landscape & Lighting Maintenance Assessment District #2

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 3,782	$ 4,471	$ 3,400	$ 4,200	$ 4,200
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	195	76	-	50	-
50200	Health Insurance	771	783	400	400	500
50300	FICA	293	327	400	350	500
50400	PERS	567	606	500	500	500
50500	Workers' Comp Pay	224	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	1,855	1,716	1,300	1,250	1,500
	Subtotal	5,832	6,263	4,700	5,500	5,700
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	138,661	157,099	168,000	158,000	158,000
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	248	147	500	500	900
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	38,474	29,635	40,000	35,885	37,000
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	3,908	3,000	5,000	5,000	5,000
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	6,518	8,272	6,900	700	700
51190	Depreciation	-	-	-	-	-
	Subtotal	187,809	198,153	220,400	200,085	201,600
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Retirement	-	-	-	-	-
52300	Paying Agent Fees					
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Fund Total		**$ 193,641**	**$ 204,416**	**$ 225,100**	**$ 205,585**	**$ 207,300**

Street and Drainage Assessment District No. 1

Summary

The Street and Drainage Assessment District No.1 is responsible for the maintenance and operation of streets, roads, and highways; including, but not limited to pavement rehabilitation, re-stripping, slurry sealing, street sweeping and other repairs needed to keep the streets in a safe condition and to preserve the street network. Additionally, the District is also responsible for the maintenance and operation of drainage and floor control facilities, including, but not limited to floodways, channels, percolation pond, storm drain systems including pipes and catch basins and appurtenant facilities. District #1 includes the following areas: Zone 4a-St. Charles Place Storm Drain and Street Maintenance; Zone 4b-St. Charles Place Storm Drain and Street Maintenance; Zone 5-Las Manzanitas Maintenance; Zone 1a-Secont Street-Street Maintenance and Zone1b-Second Street-Storm Drain Maintenance; Zone 2a-Terra Verde-Storm Drain Maintenance; Zone 2b-Terra Verde-Storm Drain Maintenance; Zone 3a-La Vina-Storm Drain Maintenance; Zone 4a-St. Charles Place Storm Drain and Street Maintenance; Zone 4b-St. Charles Storm Drain and Street Maintenance; and Zone 5-Las Manzanitas.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Public Works Superintendent	NA	NA	NA	0.05
Total	**-**	**-**	**-**	**0.05**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 1,391	$ 2,221	$ 1,600	$ 2,700	$ 2,700
Maintenance & Opera	755	2,519	16,600	9,600	9,600
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 2,146**	**$ 4,740**	**$ 18,200**	**$ 12,300**	**$ 12,300**

Street and Drainage Assessment District No. 1

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 926	$ 1,672	$ 1,200	$ 2,000	$ 2,000
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	196	194	100	200	200
50300	FICA	68	125	200	200	200
50400	PERS	144	230	100	300	300
50500	Workers' Comp Pay	57	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	465	549	400	700	700
	Subtotal	1,391	2,221	1,600	2,700	2,700
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	2,257	4,000	3,000	3,000
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	-	-	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publications	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	10	262	5,000	6,500	6,500
51175	Community Promotion					
51180	Property Taxes & Co Collection F	745	-	7,600	100	100
51190	Depreciation	-	-	-	-	-
	Subtotal	755	2,519	16,600	9,600	9,600
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Retirement	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Fund Total		**$ 2,146**	**$ 4,740**	**$ 18,200**	**$ 12,300**	**$ 12,300**

Street and Drainage Assessment District No. 2

Summary

The Street and Drainage District No. 2 provides services which include street maintenance (curbs, gutters, bridges, driveway approaches, barricades, delineation signage) and other facilities associated with the development of properties in the following subdivisions: Mariposa, Zone #1; Vineyard Green, Zone #2; Vista Verde, Zone # 3; and Cambria Park, Zone # 4. The District also provides storm drain and flood control maintenance that may include drainage basins, inlets, catch basins and manholes. Prior to FY 2014, the City was combining the cost of providing these services with Street and Drainage Assessment No. 1 since the work is being provided by the same contractor. However, to ensure that costs are appropriately accounted and recorded, each cost assessed for each District will be recorded in individual funds.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Public Works Superintendent	NA	NA	NA	0.05
Total	**-**	**-**	**-**	**0.05**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Finance	NA	NA	NA	NA	NA
Utility Billing	NA	NA	NA	NA	NA
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Expenditures by Category					
Employee Services	$ -	$ -	$ -	$ 7,000	$ 7,000
Maintenance & Opera	-	-	-	67,100	67,100
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects					
Total	**$ -**	**$ -**	**$ -**	**$ 74,100**	**$ 74,100**
		-	-	-	-
FUND TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Street and Drainage Assessment District No. 2

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	210 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	-	-	-	$ 6,500	$ 6,500
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	500	500
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits				500	500
	Subtotal	-	-	-	7,000	7,000
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	4,200	4,200
51150	Office Supplies	-	-	-	300	300
51110	Special Supplies/Services	-	-	-	8,200	8,200
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publications	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	54,200	54,200
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	200	200
51190	Depreciation	-	-	-	-	-
	Subtotal	-	-	-	67,100	67,100
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Retirement	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-		-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-		-	-	-
Fund Total		**$ -**	**$ -**	**$ -**	**$ 74,100**	**$ 74,100**

City of Greenfield, California

FY 2013-14

Parks and Recreation Department

Parks & Recreation

Department Summary

The City currently does not have a Parks and Recreation program. Recreational services are contracted with non-profit organizations or are being provided by other community groups. During the next year, the City will begin the process of exploring the feaseability of consolidating these assets to improve leasure services for all community residents.

FY 2014 Department Goals and Objectives

CITY COUNCIL WORK PLANNING GOAL

Goal 1: Review current Recreation programs in the City

Objective 1: Begin an organizational dialog with Greenfield Public Recreation District

Objective 2: Begin an organizational dialog with Greenfield Memorial Hall District

Objective 3: Begin an organizational dialog with Greenfield Cemintary District

Promote Economic Development by Fostering a Business-Friendly Environment

Goal 2: Support Central Coast Youth Sport Organization

Objective 1: Begin to expand programing at the Community Center

Objective 2: Review all special recreational fees to fund expanded programing

Objective 3: Improve community understanding of recreational service by expanding marketing of programs.

Maintain and Improve City Infrastructure

Goal 3: Improve maintenance of Recreational Assets

Objective 1: Evalute the use of impact fees to expand programing

Objective 2: Perform analysis of playgrounds for safety compliance

Department Initiatives

The FY 2013-14 Recreation Budget includes additional funding to Central Coast Youth Sport Organization to upgrade the current part time Recreation Coordinator to a full time Recreation Director and to add a part-time employee for expanding recreation programming. The new Director will continue to report to the Board and will work closely with the City to expand recreational programming and to assume the following duties: Supervise the recreational staff, schedule oversight for all facilities, plan, organize and act as coordinator with regard to a number of recreational and communal programs at the park level, community center or with regard to other recreational facilities; conduct meetings with public organizations and the community at large in order to better explain the objective of certain programs; plan and budget for classes, activities and events, promoting activities in the community, attending activities to ensure proper implementation; oversee staff and maintain attendance logs; coordinate with other City departments, including police and public works administration. The additional part-time person will be responsible for managing reservations for facility use at all parks and facilities, including applications, insurance processing, scheduling, fee collection and ongoing communications with regard to events; preparing, filing and keeping appropriate records of all transactions and schedules; procurement of supplies, such as copies, sports equipment, reading materials, and the like, for programs offered through the City and CCYSO and answering phones and responding to questions during peak hours

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Parks	0.75	0.75	0.55	0.50
Recreation & Community Center	-	-	-	-
Community Services	-	-	-	-
Science Workshop	-	-		
Total	**0.75**	**0.75**	**0.55**	**0.50**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Parks	$ 94,614	$ 113,918	$ 147,000	$ 103,300	$ 96,300
Rec Center Facility	46,850	19,272	9,600	8,550	135,300
Com Center Facility	6,793	140	7,000	5,000	6,700
Recreation					-
Community Park					2,932,300
Science	-	36,602	-	105,100	107,400
Total	**$ 148,257**	**$ 169,932**	**$ 163,600**	**$ 221,950**	**$ 3,278,000**
Expenditures by Category					
Employee Services	$ 94,829	$ 71,095	$ 50,000	$ 105,700	$ 131,700
Maintenance & Opera	53,428	98,837	113,600	116,250	179,700
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	50,000	2,966,600
Total	**$ 148,257**	**$ 169,932**	**$ 163,600**	**$ 271,950**	**$ 3,278,000**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Funds	$ 148,257	$ 169,932	$ 163,600	$ 271,950	$ 204,000
Park Impact Fees					34,300
Grant Monies				50,000	2,932,300
Science Workshop Fund					107,400
DEPARTMENT TOTAL	**$ 148,257**	**$ 169,932**	**$ 163,600**	**$ 321,950**	**$ 3,278,000**

Parks

Division Summary

The City has 19 parks and two indoor recreation facilities. Neighborhood Parks include the Parkside St Park, Apricot St Park, Baywood Park, Mariposa Park, Vintage Park, Rotary Centennial Park, Tuscany Park, Jim Maggini Memorial Park, Village Green Park, Primavera Park, Fifth St Park, Barolo Circle Park, Tyler Park and Hicks Park. Neighborhood Parks total 8.9 acres. The City has four unimproved open space parks which include the Lexington Park, St. Charles Place Park, Tradition Park and Second St Park all totaling 31.47 acres. The City's one large community park, Patriot Park, is 19.16 acres. Currently, the City is in the process of master planning the Apple Community Park which will include tennis courts, basketball courts, a walking trail and other community amenities. Based on the results of Parks and Recreation Facility Assessment in 2009, the City has a total deficient of 17.07 acres in neighborhood parks, 15.47 acres of community parks and 3.51 acres of open spaces. The City has adopted Park Impact fees to identify and implement the recreational goals stated in the Master Plan.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Public Works Superintendent	NA	NA	NA	0.04
Public Works Maintenance	NA	NA	NA	0.48
Total	**-**	**-**	**-**	**0.52**

Expenditures by Category					
Employee Services	$ 68,360	$ 45,095	$ 49,600	$ 12,000	$ 41,300
Maintenance & Opera	26,254	68,823	97,400	91,300	20,700
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	34,300
Total	**$ 94,614**	**$ 113,918**	**$ 147,000**	**$ 103,300**	**$ 96,300**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
Division Total	**$ 94,614**	**$ 113,918**	**$ 147,000**	**$ 103,300**	**$ 96,300**

Parks

Budget Detail — **Account Number** 310

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 45,161	$ 30,393	$ 36,100	$ 12,000	$ 24,000
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	1,068	2,113	-	-	-
50200	Health Insurance	9,236	5,910	6,300	-	8,200
50300	FICA	3,413	2,397	2,200	-	1,900
50400	PERS	6,803	4,282	5,000	-	4,300
50500	Workers' Comp	2,679	-	-	-	2,900
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	22,131	12,589	13,500	-	17,300
	Subtotal	68,360	45,095	49,600	12,000	41,300
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	4,049	53,521	1,000	-	-
51150	Office Supplies	42	110	100	-	100
51110	Special Supplies/Services	758	739	1,800	1,100	1,100
51115	M & O - Equipment	4,404	1,339	2,500	600	2,500
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	1,478	966	1,700	500	1,700
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	5,624	4,904	5,500	6,200	5,500
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	6,228	2,856	81,400	80,000	6,400
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	3,671	4,388	3,400	2,900	3,400
51190	Depreciation	-	-	-	-	-
	Subtotal	26,254	68,823	97,400	91,300	20,700
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	34,300
	Subtotal	-	-	-	-	34,300
Division Total		**$ 94,614**	**$ 113,918**	**$ 147,000**	**$ 103,300**	**$ 96,300**

MAJOR OPERATING	FUND	Budget FY 2014
Park Impact Fees		34,250

Recreation and Community Center

Division Summary

In partnership with the Central Coast Youth Sports Organization the City contracts for the operation and maintenance of the fields at Patriot Park and the Adjacent Soccer Complex for the purpose of hosting, organizing, or scheduling of the Patriot Park and the Adjacent Soccer Complex for sporting including, but not limited to, football, soccer, lacrosse, field hockey, rugby, golf, cheerleading and other special events. Patriot Park and the Adjacent Soccer Complex include six grass soccer fields, three baseball/softball fields, the Community Center and facilities, and two parking lots adjacent to two parks. The agreement with CCYSO explicitly includes the maintenance of grass fields and baseball fields only. Maintenance of all structures, parking areas, irrigation systems, baseball DG areas, lights, restrooms, and the like is the responsibility of the CITY. During the year CCYSO also has access to and use of the Community Center located in Patriot Park from time to time for after school programs, restroom facilities, league meetings and other community events coordinated through CCYSO. The term of this agreement will commence on April 1, 2012 and will terminate on September 30, 2014. This AGREEMENT may be extended in increments to coincide with the normal fiscal year of the CITY at the agreement of both parties at least thirty (30) days prior to the expiration of this AGREEMENT in effect.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	**-**	**-**	**-**	**-**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 24,938	$ 648	$ 100	$ -	$ -
Maintenance & Opera	21,912	18,624	9,500	8,550	135,300
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 46,850**	**$ 19,272**	**$ 9,600**	**$ 8,550**	**$ 135,300**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
Division Total	**$ 46,850**	**$ 19,272**	**$ 9,600**	**$ 8,550**	**$ 135,300**

Recreation & Community Center

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	310 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 15,609	$ 364	$ 100	-	-
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	1,283	76	-	-	-
50200	Health Insurance	3,187	124	-	-	-
50300	FICA	1,250	32	-	-	-
50400	PERS	2,343	52	-	-	-
50500	Workers' Comp Pay	924	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	342	-	-	-	-
55650	Total Benefits	8,046	208	-	-	-
	Subtotal	24,938	648	100	-	-
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	10,000	-	-	125,000
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	994	-	-	-	-
51115	M & O - Equipment	2,013	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	7,989	4,186	4,000	4,000	4,000
51165	Communications	3,668	2,749	3,500	2,895	3,500
51170	M & O - Bldgs/Grounds	4,748	1,689	2,000	1,655	2,800
51175	Community Promotion	2,500	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	21,912	18,624	9,500	8,550	135,300
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ 46,850**	**$ 19,272**	**$ 9,600**	**$ 8,550**	**$ 135,300**

Community Services Facility

Division Summary

In Partnership with the Central Coast Youth Sports Organization, the residents in the City have the ability to participate in the following programs:

• Youth sports: soccer clinics, recreation league, baseball, girls softball, little league. CCYSO will host its first recreational soccer league during Spring, 2013.

• First Tee program: to be offered 1-2 times weekly, this would be a partnership with the new program being started in King City by First Tee, and would afford youth in Greenfield to be part of the King City program and the golf program that will be offered through this community.

• Zumba class: open to any and all, the Zumba class will be taught three times weekly at the community center.

• Karate: women, children – 3x per week beginning in February, this class will teach self-defense to women and karate to youth

• Spring, summer and winter camps: week-long half-day camps filled with variety of activities and sporting events for kids ages 5-12

• Literacy program: CCYSO will be starting a literacy program after school in the spring and summer to help develop English readers that in turn will help train siblings and family at home on reading skills.

• Family movie nights offered once or twice a month on Friday nights.

• Cooking classes for youth to learn culinary skills and prepare a special dinner for parents on occasion.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	-	-	-	-

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 1,531	$ 140	$ 300	-	-
Maintenance & Opera	5,262	-	6,700	5,000	6,700
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 6,793**	**$ 140**	**$ 7,000**	**$ 5,000**	**$ 6,700**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fun	-	-	-	-	-
Sewer Operations Fur	-	-	-	-	-
Gas Tax	-	-	-	-	-
Division Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Community Services

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	310 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 1,031	$ -	$ 200	-	-
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	209	52	-	-	-
50300	FICA	76	28	100	-	-
50400	PERS	154	59	-	-	-
50500	Workers' Comp Pay	61	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	1	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	500	140	100	-	-
	Subtotal	1,531	140	300	-	-
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	1,500	-
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	16	-	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	2,809	-	2,600	2,500	2,600
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	406		1,500	1,000	1,500
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	2,031	-	2,600	-	2,600
51190	Depreciation	-	-	-	-	-
	Subtotal	5,262	-	6,700	5,000	6,700
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ 6,793**	**$ 140**	**$ 7,000**	**$ 5,000**	**$ 6,700**

Community Parks

On March 26, 2012 the Office of Grants and Local Services awarded the City a $2,982,281 grant through the Proposition 84 Statewide Park Program. This cost center is being established to account for the development of the Greenfield Community Park, located on land northwesterly of the intersection of Apple and Third Street. Amenities include a walking/jogging trail, open space, tennis courts, Gazebo and playground The City is currently negotiating the purchase of the property and finalizing the relocation of a tenant who must be provided replacement housing in accordance with state and federal law. In order to comply with the Grant, the City must meet requirements set out in the California Environmental Quality Action and reach agreement for the acquisition of the property.

Personnel	**Budget FY 2011**	**Budget FY 2012**	**Budget FY 2013**	**Budget FY 2014**
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	**-**	**-**	**-**	**-**

Expenditures	**Actual FY 2011**	**Actual FY 2012**	**Budget FY 2013**	**Estimated FY 2013**	**Budget FY 2014**
Expenditures by Category					
Employee Services	-	-	-	-	-
Maintenance & Opera	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	50,000	2,932,300
Total	**$ -**	**$ -**	**$ -**	**$ 50,000**	**$2,932,300**

Funding Sources	**Actual FY 2011**	**Actual FY 2012**	**Budget FY 2013**	**Estimated FY 2013**	**Budget FY 2014**
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
FUND TOTAL	**$ -**	**$ -**	**$ -**	**$ 50,000**	**$2,932,300**

Community Park

Budget Detail — **Account Number** 310

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	-	-	-	-	-
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	-
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	-	-	-	-
	Subtotal	-	-	-	-	-
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	-	-
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	-	-	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publications	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	-	-	-	-	-
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	50,000	2,932,300
	Subtotal	-	-	-	50,000	2,932,300
Division Total		**$ -**	**$ -**	**$ -**	**$ 50,000**	**$ 2,932,300**

MAJOR OPERATING		FUND	Budget FY 2014
	Grant Revenue		2,982,281

MAJOR CAPITAL						
	Greenfield Community Park:					
	Land Acquisition	-	-	-	-	450,000
	Construct walking trail	-	-	-	-	400,000
	Renovate Residence	-	-	-	-	300,000
	Gazebo & Wind Guard	-	-	-	-	150,000
	Playground	-	-	-	-	250,000
	Water Play Area	-	-	-	-	300,000
	Basketball Court	-	-	-	-	55,000
	Tennis Court	-	-	-	-	75,000
	Drainage Garden	-	-	-	-	50,000
	Construct Open Space Area	-	-	-	-	50,000
	Pre-Construction	#REF!	#REF!	#REF!	#REF!	902,281
	Total					2,982,281

Science Workshop

The Greenfield Community Science WorkshopCSW has been serving local youth and residents since September of 2011. The Greenfield CSW a program of the City of Greenfield, is committed to enriching the educational experience of underserved youth by providing them with safe, fun and stimulating environment where they can explore their world through science. At the CSW, students are introduced to science concepts through hands-on exhibits and activities and are given the opportunity to explore learning areas of their own choosing in an informal and open-structured environment. Students develop projects around their interests, and learn from observation and direct experience with real-world objects and materials. Greenfield Community Science Workshop (CSW) will provide hands on science programming to local elementary schools and provide staff with vital professional development training.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Community Science Workshop Coordinator	NA	NA	1.00	1.00
Total	**-**	**-**	**1.00**	**1.00**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	-	$ 25,212	-	$ 93,700	$ 90,400
Maintenance & Operations		11,390		11,400	17,000
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ -**	**$ 36,602**	**$ -**	**$ 105,100**	**$ 107,400**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
FUND TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Science Workshop

Budget Detail **Account Number** 198

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ -	$ 22,842	$ -	$ 66,600	$ 38,100
50110	Part Time	-	-	-	-	35,100
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	506	-	11,100	4,900
50300	FICA	-	1,686	-	5,000	5,500
50400	PERS	-	178	-	11,000	6,800
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	2,370	-	27,100	17,200
	Subtotal	-	25,212	-	93,700	90,400
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	225	-	-	-
51150	Office Supplies	-	3,225	-	400	-
51110	Special Supplies/Services	-	5,855	-	7,500	-
51115	M & O - Equipment	-	-	-	-	13,500
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	2,085	-	3,200	3,500
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	300	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	-	11,390	-	11,400	17,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Fund Total		**$ -**	**$ 36,602**	**$ -**	**$ 105,100**	**$ 107,400**

Community Development

Department Summary

The Community Development Department is directed by the Assistant City Manager and provides various services related to the physical and economic development of the City. The Department is responsible for implementation of the citywide Strategic Plan, land use planning, building review, development services, neighborhood services, code enforcement, redevelopment planning, economic development, and engineering activities. The Department also provides staff support to the Planning Board, Code Enforcement Board, Community

FY 2014 Department Goals and Objectives

CITY COUNCIL WORK PLANNING GOAL

GOAL 1 **Complete the Local Agency Formation Commission application for annexation of the 135-acre Yanks Air Museum site**

Objective 1 Obtain City Council approval of application submittal on July 23rd.

Objective 2 Submit annexation application to LAFCO by July 31st, prepare and present at hearing, and implement conditions of approval to effect annexation no later than three months after hearing.

Objective 3 Take an amendment to Chapter 3.28 of the Municipal Code to the City Council to clarify that Recreational Vehicle Park spaces are subject to the City's transient occupancy tax by July 31st.

Objective 4 Process a tentative and final map subdividing the Yanks project site parcel(s) by December 31st.

Increase levels of Departmental cost recovery during the review of planning and building permits

GOAL 2: **Conduct a Planning and Building fee study to update the City's development fee schedule, to increase levels of cost**

Objective 1: Select consultant for fee study through RFQ process by July 31st.

Objective 2: Conduct study by August 14th.

Objective 3: Provide City Council recommendations for review and approval August 14-27.

Objective 4: City Council adopts Fee Study results on August 27th.

Encourage commercial investments in the City

GOAL 3: **Adopt the Walnut Avenue Specific Plan and Final Environmental Impact Repor**

Objective 1: Complete Public Review draft Specific Plan by August 15th.

Objective 2: Obtain Planning Commission and City Council approval by October 22nd.

Objective 3**:** Develop and implement marketing initiatives to promote the Walnut Avenue Specific Plan by January 3rd.

GOAL: 4: **Proposition 84 $3M Greenfield Community Parks Construction**

Objective 1: Conduct City Council Review of conceptual design by June 11th.

Objective 2: Select/award construction contractor to build park through RFP/RFQ process by August 11th.

Objective 3: Produce construction documents by September 15th.

Objective 4: Complete Phase I construction by December 30th.

GOAL 5: **Review and Update zoning code section(s)**

Objective: 1 Planning Commission and City Council review/approval of Specific Plan Ordinance by October 22nd.

Objective 2: Planning Commission and City Council review/approval of City's Sign Ordinance by September 23rd.

Objective 3: Planning Commission and City Council review/approval of Subdivision ordinance by March 25th.

GOAL 6: **Develop and implement Permit Management System to facilitate excellent customer service.**

Objective 1 Develop Departmental reporting system which manages interdepartmental review process, 30-day complete schedule, and issuance of building and planning permits by June 2nd.

Objective 2 Host quarterly community liaison workshops to brief community stakeholders regarding land use issues (Quarterly).

Community Development

Department Initiatives

In FY 2014, the Community Development will continue to provide staff support to the Planning Commission, the Successor Agency to the City of Greenfield's former Redevelopment Agency and direct the administration of the City's newly established Code Enforcement Program. A critical initiative for FY 2014 will also include conducting a comprehensive study of the City's business license fees and their administration to make recommendations for improving the effectiveness of this effort. Finally, the Assistant City Manager will continue to work very closely with the City's Oversight Board and coordinate the liquidation of the remaining property and assets of the RDA.

Personnel	**Budget FY 2011**	**Budget FY 2012**	**Budget FY 2013**	**Budget FY 2014**
Authorized Positions (FTEs)				
Assistant City Manager	-	-	-	1.00
Community Development Director	1.00	1.00	1.00	-
Planning Assistant	0.70	0.70	0.70	0.50
Code Enforcement	-	-	-	1.00
Total	**1.70**	**1.70**	**1.70**	**2.50**

Expenditures	**Actual FY 2011**	**Actual FY 2012**	**Budget FY 2013**	**Estimated FY 2013**	**Budget FY 2014**
Expenditures by Program					
Planning	$ 280,212	$ 104,654	$ 215,300	$ 122,300	$ 302,000
Code Enforcement	-	-	-	-	64,400
Total	**$ 280,212**	**$ 104,654**	**$ 215,300**	**$ 122,300**	**$ 366,400**
Expenditures by Category					
Employee Services	$ 265,150	$ 45,403	$ 171,400	$ 90,200	$ 267,900
Maintenance & Opera	15,062	59,251	43,900	32,100	98,500
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Department Total	**$ 280,212**	**$ 104,654**	**$ 215,300**	**$ 122,300**	**$ 366,400**

Funding Sources	**Actual FY 2011**	**Actual FY 2012**	**Budget FY 2013**	**Estimated FY 2013**	**Budget FY 2014**
FUND NAME					
General Fund	$ 280,212	$ 104,654	$ 215,300	$ 122,300	$ 366,400
Department TOTAL	**$ 280,212**	**$ 104,654**	**$ 215,300**	**$ 122,300**	**$ 366,400**

Planning

Staff allocated to this Department are responsible for implementing General Plan policies, Title 17 Zoning regulations and providing assistance to the community in related matters. Primary staff support is provided the Planning Commission.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Assistant City Manager	-	-	-	1.00
Community Development Director	1.00	1.00	1.00	-
Planning Assistant	0.70	0.70	0.70	0.70
Total	**1.70**	**1.70**	**1.70**	**1.70**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 265,150	$ 45,403	$ 171,400	$ 90,200	$ 203,500
Maintenance & Opera	15,062	59,251	43,900	32,100	98,500
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 280,212**	**$ 104,654**	**$ 215,300**	**$ 122,300**	**$ 302,000**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
	-	-	-	-	-
Division Total	**$ 280,212**	**$ 104,654**	**$ 215,300**	**$ 122,300**	**$ 302,000**

Planning

Budget Detail — Account Number 510

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 182,373	$ 29,415	$ 132,400	$ 60,500	$ 146,000
50110	Part Time					
50120	Workers' Comp Pay					
50130	Over Time	126	495			
50200	Health Insurance	35,050	9,207	14,700	14,700	17,400
50300	FICA	13,424	2,162	10,100	5,000	11,200
50400	PERS	29,030	4,125	14,200	10,000	26,200
50500	Workers' Comp Pay	4,083	-	-	-	2,300
50600	Unemployment Ins	-	-	-	-	
50700	Deferred Comp	1,064	-	-	-	400
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	82,651	15,493	39,000	29,700	57,500
	Subtotal	265,150	45,403	171,400	90,200	203,500
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	9,711	52,480	18,000	12,000	65,000
51150	Office Supplies	496	1,734	800	500	700
51110	Special Supplies/Services	471	443	700	-	700
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication:	1,919	1,567	18,600	16,900	17,900
51125	Travel, Meetings & Conferences	466	2,412	1,500	300	5,000
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training			1,500	1,500	1,500
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	856	378	1,000	300	900
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	19	45	600	300	600
51160	Utilities	-	-	-	-	-
51165	Communications	809	192	1,200	300	6,200
51170	M & O - Bldgs/Grounds	315	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Collection Fees	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	15,062	59,251	43,900	32,100	98,500
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ 280,212**	**$ 104,654**	**$ 215,300**	**$ 122,300**	**$ 302,000**

Planning Program Detail

MAJOR OPERATING	Budget
Enterprise Zone Membership	16,000
Development Fee Study	15,000
Professional Fee Reimbursement	15,000

Code Enforcement

The proposed FY 2014 contains funding for the employing a Code Enforcement Officer to begin abating property maintenance violations in the City. With the establishment of a new Code Enforcement Board the city is committed to improving the appearance of the community and addressing the secondary impacts that promote crime and other unlawful activities.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Code Enforcement	-	-	-	1.00
Total	**-**	**-**	**-**	**1.00**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	-	-	-	-	$ 64,400
Maintenance & Opera	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 64,400**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
Department Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 64,400**

Code Enforcement

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	510 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ -	$ -	$ -	$ -	$ 40,500
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	11,400
50300	FICA	-	-	-	-	3,100
50400	PERS	-	-	-	-	7,200
50500	Workers' Comp Pay	-	-	-	-	1,800
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	400
55650	Total Benefits	-	-	-	-	23,900
	Subtotal	-	-	-	-	64,400
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	-	-
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	-	-	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Collection Fees	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	-	-	-	-	-
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ -**	**$ -**	**$ -**	**$ -**	**$ 64,400**

City of Greenfield, California

FY 2013-14

Police

Department

Police Department

Department Summary

The mission of the Police Department is to protect the public peace, safeguard lives and property, protect the rights of individuals, and the security and freedom of our community. Officers investigate crimes, arrest offenders and provide traffic enforcement and control. Officers serve as first responders and assist with medical calls, code enforcement and animal control issues. Records personnel prepare and collect reports, review and issue assigned permits, maintain the Arson, Narcotics and Sex Offender registration files and provide fingerprinting services to the public. The Police Department is comprised of (14) sworn, and (3) civilian employees dedicated to serving the City of Greenfield. Ten members of the Department are bilingual and speak both English and Spanish. In addition, the Department has two volunteers, both of whom volunteer their time to provide translation and other services to the City. The members of the Department bring diverse life experiences and cultural perspectives to the City which provide excellent foundations for community service and outreach. Due to a reduction in personnel, and in an attempt to augment patrol staffing, the Police Department will also develop and implement a new Reserve Officer Program this fiscal year. Potential candidates will apply, be backgrounded and then be afforded the opportunity to participate in a formal Reserve Field Training Program to enhance and develop their patrol skills.

FY 2014 Department Goals and Objectives

CITY COUNCIL WORK PLANNING GOAL

Goal 1: **The Greenfield Police Department will provide excellent services to the community by utilizing the most efficient cost effective means of deployment and staffing of personnel.**

Objective 1: By July 1, 2013, the Department will deploy three patrol personnel throughout the City during peak hours of activity (7:00 p.m. - 4:00 a.m. daily.

Objective 2: The Police Department Detective will work a flexible schedule throughout the fiscal year in order to augment patrol services to ensure that daily staffing meets a minimum of three sworn personnel on duty from 7:00 a.m. - 7:00 p.m., Sunday - Thursday.

Objective 3: Two School Resource Officers will work M-F, 7:30 a.m.- 3:30 p.m. to provide onsite security to the high school, middle school and elementary schools throughout the City.

Objective 4: During the busier summer months, one School Resource Officer will be redeployed to dayshift and the other will be redeployed to night shift patrol to augment the existing patrol force.

Promote Economic Development by Fostering a Business-Friendly Environment

Goal 2: **The Greenfield Police Department will develop and implement a Police Reserve Program.**

Objective 1: Develop a Police Reserve Program by September 30, 2013.

Objective 2: Implement the Reserve Program and provide on-going field training for all of the new hires by June 30, 2014.

Police Department

Goal 3: **The Greenfield Police Department will strive to provide a safe environment for citizens, families, individuals and businesses to live and operate.**

Objective 1: By September 30, 2013, the Department will advertise, test and hire five School Crossing Guards to assist with the safe arrival and departure of elementary school children from their schools each day.

Objective 2: By January 31, 2013, the Department will explore the feasibility of developing a bike patrol program.

Goal 4: **Through semi-annual town hall meetings, the Police Department will hold two separate town hall meetings and present information related to the creation of Neighborhood Watch groups.**

Objective 1: At semi-annual town hall meetings, the Neighborhood Watch Coordinator / Patrol Sergeant will present information to attendees in regards to organizing a local Neighborhood Watch group.

Objective 2: During the town hall meetings, the Neighborhood Watch Coordinator / Sergeant will identify two block captains who will be willing to serve as liaisons to their particular neighborhoods.

Objective 3: The Neighborhood Watch Coordinator / Sergeant will work closely with the block captains to organize and hold at least one initial Neighborhood Watch meeting by June 30, 2014.

Goal 5: **The Police Department will utilize funding of approximately $26,700 from the CalGRIP State grant to conduct annual gang suppression efforts throughout the City of Greenfield.**

Objective 1: In coordination with the South Monterey County Cities of Gonzales, Soledad and King City, The Greenfield Police Department will conduct proactive patrol, and 7-8 parole / probation searches in the City of Greenfield on a bi-monthly basis.

Objective 2: The Greenfield Police Department will work in a partnership with the Soledad Police Department to conduct gang suppresion patrols within the city limits of both towns on a bi-monthly basis.

Goal 6 **The City of Greenfield ensures effective communication with key stakeholders to promote shared understanding, accountability and transparency.**

Objective 1:

Police Administration will hold monthly meetings with members of the Chief's Advisory Committee to discuss on-going crime trends, existing law enforcement efforts and seek input from members related ot community concerns.

Objective 2: Police Administration will expand membership of the Chief's Advisory Committee by seeking Mayor and Council Member appointment to the Committee for one annual term.

Objective 3: Members of the Police Adivsory Committee will seek input from the community and bring issues of concern to each monthly meeting.

Objective 4: Police Administration will prepare minutes from the monthly meetings and disseminate them to the Mayor and City Council for review, input and comment to the public at regularly scheduled City Council meetings.

Goal 7 **Create abundant, positive development opportunities for the middle school and high school youth of our community through regional athletic and after school programs.**

Objective :1 Through State CalGRIP grant funding, the City of Greenfield will have access to the Boys and Girls Club of Monterey County which will serve 120 youth with the "Smartmoves" Program.

Objective 2:

Through CalGRIP grant funding and sponsorship by South Monterey County YMCA, 100 youth will have access to after school sports and school programs.

Police

Department Initiatives

The Police Department will restore staffing levels to a minimum of (14) full time sworn officers, (3) non-sworn records personnel and one half time chief of police. In addition, the Department will augment its staffing levels by recruiting, testing and hiring (5) new reserve officers and (5) new school crossing guards.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Chief of Police	1.00	-	-	-
Captain	1.00	-	-	-
Sergeants	3.00	3.00	3.00	3.00
Officers	7.00	7.00	10.00	9.50
School Resource Officers	2.00	2.00	2.00	2.00
Records Supervisor			1.00	1.00
Service Worker I			1.00	1.00
Service Worker II			1.00	1.00
Detective	-	-	1.00	1.00
Total	**14.00**	**12.00**	**19.00**	**18.50**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Administration	$ -	$ -	$ -	$ -	$ 503,900
Patrol Services	3,037,289	2,661,756	2,517,800	2,551,100	2,296,700
Animal Control					30,000
SLEF	43,564	63,834	100,000	100,000	100,000
Total	**$ 3,080,853**	**$ 2,725,590**	**$ 2,617,800**	**$ 2,651,100**	**$ 2,930,600**
Expenditures by Category					
Employee Services	$ 2,409,459	$ 2,324,659	$ 1,850,000	$ 1,900,300	$ 2,102,700
Maintenance & Opera	671,394	400,931	737,800	720,800	792,900
Debt Service	-	-	-	-	-
Capital Outlay	-	-	30,000	30,000	35,000
Capital Projects	-	-	-	-	-
Total	**$ 3,080,853**	**$ 2,725,590**	**$ 2,617,800**	**$ 2,651,100**	**$ 2,930,600**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	$ 3,037,289	$ 2,661,756	$ 2,517,800	$ 2,551,100	$ 2,830,600
SLEF	43,564	63,834	100,000	100,000	100,000
Department Total	**$ 3,080,853**	**$ 2,725,590**	**$ 2,617,800**	**$ 2,651,100**	**$ 2,930,600**

Police Administration

Department Initiatives

Police Administration is the program to record the administrative costs associated with the Police Department. The City of Greenfield contracts with the City of Soledad for the management and operation of its Police Department. The annual cost for this management service is $120,000 as set forth in a management contract between the City of Greenfield and City of Soledad for 12 months and expiring in April 2014. This cost center also reflects the cost of three civil employees dedicated to record management service and part of a Sergeant's salary dedicated to department management and oversight..

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Record Supervisor	-	-	-	1.00
Sergeant	-	-	-	0.50
Service II	-	-	-	1.00
Service II	-	-	-	1.00
Total	**-**	**-**	**-**	**3.50**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Administration	-	-	-	-	$ 503,900
Total	**-**	**-**	**-**	**-**	**$ 503,900**
	-	-	-	-	
Expenditures by Category	-	-	-	-	
Employee Services	-	-	-	-	$ 343,900
Maintenance & Opera	-	-	-	-	160,000
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 503,900**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	$ 503,900
Division Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 503,900**

Police Administration

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	400 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	-	-	-	-	$ 232,700
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	
50130	Over Time	-	-	-	-	
50200	Health Insurance	-	-	-	-	42,800
50300	FICA	-	-	-	-	17,800
50400	PERS	-	-	-	-	41,900
50500	Workers' Comp Pay	-	-	-	-	7,200
50600	Unemployment Ins	-	-	-	-	
50700	Deferred Comp	-	-	-	-	
50800	Uniform Allowance	-	-	-	-	1,500
55650	Total Benefits	-	-	-	-	111,200
	Subtotal	-	-	-	-	343,900
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	-	160,000
51150	Office Supplies	-	-	-	-	
51110	Special Supplies/Services	-	-	-	-	
51115	M & O - Equipment	-	-	-	-	
51120	Memberships/Dues & Publications	-	-	-	-	
51125	Travel, Meetings & Conferences	-	-	-	-	
51130	POST Reimbursable Training	-	-	-	-	
51131	Education & Training					
51135	Equipment Lease	-	-	-	-	
51140	Gas & Oil	-	-	-	-	
51145	Shop Repair Parts	-	-	-	-	
51150	Outside Labor	-	-	-	-	
51155	M & O - Vehicles	-	-	-	-	
51160	Utilities	-	-	-	-	
51165	Communications	-	-	-	-	
51170	M & O - Bldgs/Grounds	-	-	-	-	
51175	Community Promotion					
51180	Property Taxes & Co Collection Fees					
51190	Depreciation					
	Subtotal	-	-	-	-	160,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ -**	**$ -**	**$ -**	**$ -**	**$ 503,900**

Patrol Services

The Patrol Division is comprised of (3) Sergeants (7) beat patrol officers, (2) School Resource Officers and (1) Detective. These officers are responsible for providing safety, protection and service to the citizens of Greenfield 24 hours per day, seven days a week, 365 days per year. The duties of the patrol officers range from conducting proactive free patrol to responding to calls for service and providing assistance to fire and paramedics on medical emergencies. Some of the specific patrol duties and responsibilities include responding to all emergency/non-emergency calls for service,
respond to animal calls for service; assist the fire department and EMS with medical emergency calls, neighboring jurisdictions and other outside agencies; enforce all local city ordinances, state and federal laws; conduct traffic enforcement (Vehicle Code); conduct enforcement/education of bicycle and helmet safety laws; transport all adult arrestees to the Monterey County Jail and all juvenile in custodies to Juvenile Hall; address gang and narcotic issues at community meetings and at our local schools; and conduct foot patrol in the downtown area, shopping centers and local parks.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Name	NA	NA	NA	NA
Name				
Total	**-**	**-**	**-**	**-**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 2,409,459	$ 2,324,659	$ 1,850,000	$ 1,900,300	$ 1,748,800
Maintenance & Opera	627,830	337,097	667,800	650,800	547,900
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 3,037,289**	**$ 2,661,756**	**$ 2,517,800**	**$ 2,551,100**	**$ 2,296,700**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
FUND TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Patrol Services

Budget Detail **Account Number** 400

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 1,377,888	$ 1,437,813	$ 1,198,200	$ 1,198,200	$ 938,700
50110	Part Time					
50120	Workers' Comp Pay					
50130	Over Time	303,863	139,533	160,000	160,000	140,000
50200	Health Insurance	164,370	191,298	150,900	150,900	122,900
50300	FICA	116,239	114,590	101,200	101,200	81,700
50400	PERS	342,273	410,764	239,700	290,000	330,400
50500	Workers' Comp Pay	86,762	-	-	-	132,700
50600	Unemployment Ins	15,264	27,461	-	-	-
50700	Deferred Comp	2,800	3,200	-	-	2,400
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	727,708	747,313	491,800	542,100	670,100
	Subtotal	2,409,459	2,324,659	1,850,000	1,900,300	1,748,800
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	205,667	161,250	233,000	231,000	113,000
51150	Office Supplies	15,351	22,136	13,500	11,000	10,000
51110	Special Supplies/Services	50,815	28,360	18,000	18,000	13,000
51115	M & O - Equipment	1,097	76	500	500	500
51120	Memberships/Dues & Publication	2,508	1,507	1,500	1,500	2,100
51125	Travel, Meetings & Conferences	4,119	273	1,000	1,000	1,500
51130	POST Reimbursable Training	4,791	2,825	6,000	4,000	10,000
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	5,545	4,745	4,500	9,000	3,000
51140	Gas & Oil	48,134	49,329	40,000	30,000	50,000
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	13,148	17,123	14,000	14,000	15,000
51160	Utilities	12,952	3,129	5,000	3,000	-
51165	Communications	255,382	34,838	319,300	319,300	319,300
51170	M & O - Bldgs/Grounds	7,045		11,000	8,000	10,000
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	1,276	11,506	500	500	500
51190	Depreciation	-	-	-	-	-
	Subtotal	627,830	337,097	667,800	650,800	547,900
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ 3,037,289**	**$ 2,661,756**	**$ 2,517,800**	**$ 2,551,100**	**$ 2,296,700**

Animal Control

Officers and a part-time volunteer provide animal control services for the City. Duties include but are not limited to the following:

Respond to calls for service associated with barking dogs, wildlife calls, welfare checks of possible injured animals, animal bites or vicious animals
Transport of stray animals to the kennel in Greenfield for temporary housing
Transport of stray and injured animals to the King City Veterinary Hospital
Transport of stray animals to the Monterey County Animal Shelter in Salinas

After an animal has been picked up, the animal is transported to the local City kennel for a maximum of 3 days. If the animal is not claimed within the maximum time allowed by law, the animal is transported to the Monterey County Animal Shelter in Salinas. The County shelter charges the City of Greenfield $160 per stray domestic animal found within the incorporated boundaries of the City. The fee also applies to animals that are delivered to the County shelter by citizens who are also verified to live within the city limits of Greenfield. In Fiscal Year 11-12, the Department transported a total of 465 animals to the shelter and paid a total of $74,400. All injured animals and stray cats are taken to the King City Veterinary Hospital. If the owners can be identified and contacted, they become responsible for the treatment of the animal's injuries. If no responsible party is found, the animals will be euthanized and the City of Greenfield will be responsible for the costs of the process.

Budget Summary

Personnel	**Budget FY 2011**	**Budget FY 2012**	**Budget FY 2013**	**Budget FY 2014**
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	**-**	**-**	**-**	**-**

Expenditures	**Actual FY 2011**	**Actual FY 2012**	**Budget FY 2013**	**Estimated FY 2013**	**Budget FY 2014**
Expenditures by Category					
Employee Services	-	-	-	-	-
Maintenance & Opera	-	-	-	-	30,000
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 30,000**

Funding Sources	**Actual FY 2011**	**Actual FY 2012**	**Budget FY 2013**	**Estimated FY 2013**	**Budget FY 2014**

Animal Control Services

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	400 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	-	-	-	-	-
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	-
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	-	-	-	-
	Subtotal	-	-	-	-	-
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	-	30,000
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	-	-	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	-	-	-	-	30,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Captial Outlay						
53000	Operating Capital Outlay	-	-			
	Subtotal	-	-	-	-	-
Captial Projects						
90000	Capital Projects	-	-			
	Subtotal	-	-	-	-	-
Division Total		**$ -**	**$ -**	**$ -**	**$ -**	**$ 30,000**

Supplemental Law Enforcement Grant

In 1996, the State established the Citizen's Option for Public Safety (COPS) Program to provide funds to local jurisdictions for "front end" police services. The program has become known as the State Supplemental Law Enforcement Services Fund (SLESF). The SLESF funds are allocated in accordance with the proportionate share of the state's total population that resides in each county and city. The SLESF funds are administered by the County of Monterey and the City of Greenfield receives four quarterly allocations of $25,000. The total allocation for the City is $100,000 each year and the money is spent to pay for capital outlays (such as the purchase of new patrol vehicles), employee services (such as for dedicated overtime for gang suppression patrol) and maintenance and operations (such as for the yearly payment for the New Generation Radios, firearms and other equipment needs).

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	-	-	-	-

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	-	-	-	-	$ 10,000
Maintenance & Opera	43,564	63,834	70,000	70,000	55,000
Debt Service	-	-	-	-	-
Capital Outlay			30,000	30,000	35,000
Capital Projects	-	-	-	-	-
Total	**$ 43,564**	**$ 63,834**	**$ 100,000**	**$ 100,000**	**$ 100,000**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
FUND TOTAL	**$ 43,564**	**$ 63,834**	**$ 100,000**	**$ 100,000**	**$ 100,000**

Supplemental Law Enforcement Grant

Budget Detail — **Account Number** 400

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	-	-	-	-	-
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time					10,000
50200	Health Insurance	-	-	-	-	-
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	-	-	-	-
	Subtotal	-	-	-	-	10,000
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	35,751	31,288	34,000	20,000	19,000
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	7,813	32,546	36,000	50,000	36,000
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication:	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	43,564	63,834	70,000	70,000	55,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	30,000	30,000	35,000
	Subtotal	-	-	30,000	30,000	35,000
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ 43,564**	**$ 63,834**	**$ 100,000**	**$ 100,000**	**$ 100,000**

SLEF Program Detail (Cont.)

MAJOR OPERATING	FUND	Budget FY 2014
Gang Suppression Overtime	200-400-50130	10,000
Police Radios	200-400-51110	30,000
IBM Maintenance	200-400-60100	3,000
TracNet Maintenance	200-400-60100	11,000
CoplinkAnnual Payment	200-400-60100	5,000
Miscellaneous	200-400-51110	6,000
MAJOR CAPITAL		
Police vehicle purchase/lease	200-400-90100	35,000

City of Greenfield, California

FY 2013-14

Non-Departmental

Non-Departmental

Department Summary

The Non-Departmental cost center has been established to centralize the cost of city health insurance, work compensation coverage, property and liability insurance and the cost of operating the Civic Center. Allocating these expenses directly to all city departments has made it difficult to track and manage these large expense items. Based on the same allocation model in past years, the cost of these functions are now reflected directly as transfers from the numerous city funds and operations. This department will ensure that these programs expenses will be properly managed.

Non-Departmental

Department Initiatives

Because the City does not have a Human Resource Department or Facility Maintenance Division, the City has not had a strong focus on controlling the cost of health care, promoting employee safety and reducing the cost of energy used in the Civic Center. During FY 2014, the City will begin working more closely with its Health Insurance Broker and Self Insurance Fund to improve the administration of both of these programs. Additionally, the City will also adopt an energy reduction program to reduce the consumption of electric power at the Civic Center

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)				
Support Services	-	-	-	-
Facility Maintenance	0.25	0.25	0.25	-
Information Technology	-	-	-	-
Health Insurance & WC	-	-	-	-
Property & Liability	-	-	-	-
Total	**0.25**	**0.25**	**0.25**	**-**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Support Services	$ 1,263,239	$ 251,206	$ 284,800	$ 308,700	$ -
Facility Maintenance	320,480	412,720	417,800	428,200	388,300
Information Technolog	-	-	-	-	25,000
Health Insurance & W	-	-	-	-	776,200
Property & Liability	-	-	-	-	77,700
Total	**$ 1,583,719**	**$ 663,926**	**$ 702,600**	**$ 736,900**	**$ 1,267,200**
Expenditures by Category					
Employee Services	$ 28,854	$ 19,254	$ 16,800	$ 16,000	$ 787,500
Maintenance & Opera	1,354,003	427,008	417,800	452,900	211,700
Debt Service	200,862	217,664	268,000	268,000	268,000
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 1,583,719**	**$ 663,926**	**$ 702,600**	**$ 736,900**	**$ 1,267,200**
Payroll Allocation					(776,200)
	$ 1,583,719	$ 663,926	$ 702,600	$ 736,900	$ 491,000

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	$ 1,583,719	$ 663,926	$ 702,600	$ 736,900	$ 491,000
DEPARTMENT TOTAL	**$ 1,583,719**	**$ 663,926**	**$ 702,600**	**$ 736,900**	**$ 491,000**

Civic Center Support

The City of Greenfield Civic Center is the seat of City government. Functioning as a City Hall, the Office of City Manager, Finance, Community Development and Police Department are located in the building. The City Council Chambers is also located in the Civic Center. The complex was constructed in 2011. Total debt service are for the Civic Center is $268,000 annually with debt financing. There are no public performance spaces at this location.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	-	-	-	-

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	$ 28,854	$ 19,254	$ 16,800	$ 16,000	$ 11,300
Maintenance & Opera	90,764	175,802	133,000	144,200	109,000
Debt Service	200,862	217,664	268,000	268,000	268,000
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 320,480**	**$ 412,720**	**$ 417,800**	**$ 428,200**	**$ 388,300**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Division Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Civic Center Support

Budget Detail **Account Number** 140

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ 19,318	$ 13,138	$ 12,200	$ 11,300	$ 7,500
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	101	670	-	-	-
50200	Health Insurance	3,958	2,613	2,200	2,200	800
50300	FICA	1,431	1,015	700	700	600
50400	PERS	2,898	1,818	1,700	1,800	1,400
50500	Workers' Comp Pay	1,148	-	-	-	1,000
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	9,435	5,446	4,600	4,700	3,800
	Subtotal	28,854	19,254	16,800	16,000	11,300
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	21,018	28,509	24,000	25,600	-
51150	Office Supplies	4,011	13,776	9,500	4,000	9,500
51110	Special Supplies/Services	5,442	2,271		200	-
51115	M & O - Equipment	918	4,497	4,500	4,500	4,500
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	179	-	-	-
51160	Utilities	8,831	42,061	41,000	48,200	41,000
51165	Communications	46,299	68,552	38,000	50,000	38,000
51170	M & O - Bldgs/Grounds	2,964	15,017	14,000	10,000	14,000
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	1,281	940	2,000	1,700	2,000
51190	Depreciation	-	-	-	-	-
	Subtotal	90,764	175,802	133,000	144,200	109,000
Debt Service						
52100	Interest Expense	107,667	105,175	112,900	112,900	105,700
52200	Principal Expense	93,195	112,489	155,100	155,100	162,300
52300	Paying Agent Fees	-	-		-	
	Subtotal	200,862	217,664	268,000	268,000	268,000
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ 320,480**	**$ 412,720**	**$ 417,800**	**$ 428,200**	**$ 388,300**

Information Technology

The IT Department is responsible for maintaining the availability, integrity and security of the City's data and technology infrastructure. At City Hall this includes the accounting systems, utility billing systems, permit tracking systems, email systems and all of the other miscellaneous documents and files that are relied upon every day. At the Police Department this includes the records management system, case and applicant information, email systems, evidence storage systems, and all of the other documents and files that are relied on every day. The tasks required to keep the systems operational include maintaining servers and workstations with security patches and functionality enhancements from the vendors the City uses, maintaining security software and hardware to keep the network secure, monitoring computer hardware for signs of failure and proactively resolving issues as they become evident, monitoring computer software for potential failure or performance issues and implementing solutions, working with outside entities such as the County Sheriff and water management vendors to insure secure and timely access to needed resources, implementing and verifying system redundancies and backups to ensure continuity of operation, and working with City staff to make sure technology is appropriately addressing their evolving needs. In addition to maintaining existing infrastructure and systems the IT Department is involved in planning and implementing new software and initiatives to improve functionality and offer increased productivity to the City's users and citizens.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	-	-	-	-

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	-	-	-	-	-
Maintenance & Opera	-	-	-	-	25,000
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 25,000**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
DIVISION TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 25,000**

Information Technology

Budget Detail **Account Number** 140

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ -	$ -	$ -	$ -	$ -
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	-
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	-	-	-	-
	Subtotal	-	-	-	-	-
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	-	25,000
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	-	-	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training			-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	-	-	-	-	25,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Fund Total		**$ -**	**$ -**	**$ -**	**$ -**	**$ 25,000**

Health Insurance & Worker's Compensation

The City offers a very extensive medical and health benefit to its employees. Health Insurance is provided by Anthem Blue Cross. Employees have the option of two health programs with a $250/$500 single family deductible or a $550/$1,100 single family deductible. During July of 2012-December 2012, the City paid $187,158 in carrier premiums, $4,535 in administrative fees, $18,663 in medical claims and is estimating total claims of $20,530. The FY 2014 budget contains a 15% increase in the projected health insurance program. The City also offers a medical insurance program that reimburses city employees up to a maximum of $1,000 per individual and up to $2,000 for any out of pocket expense not covered by the Anthem Blue Cross benefit. The cost of the program for FY 2014 is $525,000. The City is a member of the Monterey Bay Area Self Insurance Authority and obtains all of its workers compensation from the pool. Worker Compensation insurance is based on Member's Payroll (exposure) and Claims (experience). There is also a charge for a Loan Repayment, which remains constant with the original allocation of debt amongst members based on incurred claims and estimated payroll.
Based upon this assessment process, the City of Greenfield's FY 2014 payroll exposure is 6% of the pool or $54,107. Based on the City's workers compensation experience for the 4 years ending July 1, 2012 ($616,400), the City is assessed 7% of Fund budget or $184,760 in FY 2014. The City of Greenfield portion of the Fund's debt service and loan repayment is $7,907 for a total assessment of $251,908. This contribution represents a 36% increase over FY 2013, or $67,222.

Expenditures	**Actual FY 2011**	**Actual FY 2012**	**Budget FY 2013**	**Estimated FY 2013**	**Budget FY 2014**
Expenditures by Category					
Employee Services	-	-	-	-	$ 776,200
Maintenance & Opera	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Division Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 776,200**

Health Insurance & Workers Compensation

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	140 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ -	$ -	$ -	$ -	$ -
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay					
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	524,300
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	251,900
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	-	-	-	776,200
	Subtotal	-	-	-	-	776,200
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	-	-
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	-	-	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training			-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	-	-	-	-	-
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	`	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Fund Total		**$ -**	**$ -**	**$ -**	**$ -**	**$ 776,200**

MAJOR OPERATING	FUND	Budget FY 2014
Workers' Compensation Insurance Program Deposit w/MBASIA	100	251,900
Employee Health Insurance Coverage	100	407,400
Employee Health Insurance Reimbursement	100	116,900

Property & Liability

The City is a member of the Monterey Bay Area Self Insurance Authority and obtains most of its property insurance from the pool. For FY 2014, the collective decision of participating cities concurred in changing its policy of discounting the Fund's Liability Insurance Budget with a 'credit from surplus' which begun in the FY 2010-11 program year. Because MBASIA no longer has a surplus in this liability program, MBASIA has had to increase member participant funding by $200,000. Member cost of this insurance is based on the member exposure factors, and the budget needs. Program cost is weighted **70%** on exposure(payroll) and 30% on experience (5years of paid losses capped at $1,000,000 per claim), with a cap of 50%. Greenfield's estimated payroll for FY 2014 is 6.18% of the total insurance pool which will require a $54,554 payment. The City also has a vehicle insurance plan that covers just property damage to City cars and trucks at an annual cost of $23,200

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	-	-	-	-

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	-	-	-	-	-
Maintenance & Opera	-	-	-	-	77,700
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 77,700**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
Division Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 77,700**

Property & Liability

Budget Detail — **Account Number** 140

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	-	-	-	-	-
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	-
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	-	-	-	-
	Subtotal	-	-	-	-	-
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	-	-	-	-	77,700
51150	Office Supplies	-	-	-	-	-
51110	Special Supplies/Services	-	-	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publications	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training			-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	-	-	-	-	77,700
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ -**	**$ -**	**$ -**	**$ -**	**$ 77,700**

Property & Liability Program Detail (Cont.)

MAJOR OPERATING	FUND	Budget FY 2014
Liability Insurance Program Deposit w/MBASIA	100	54,000
Property Insurance	100	23,000

MAJOR CAPITAL

Support Services

This program center will no longer be used in FY 2013-14.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	-	-	-	-

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	-	-	-	-	-
Maintenance & Opera	1,263,239	251,206	284,800	308,700	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ 1,263,239**	**$ 251,206**	**$ 284,800**	**$ 308,700**	**$ -**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
Division Total	**$ 1,263,239**	**$ 251,206**	**$ 284,800**	**$ 308,700**	**$ -**

Support Services

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	140 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	-	-	-	-	-
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	-
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	-	-	-	-
	Subtotal	-	-	-	-	-
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Servic	1,262,621	236,845	284,800	305,700	-
51150	Office Supplies	618	-	-	3,000	-
51110	Special Supplies/Services	-	14,361	-	-	-
51115	M & O - Equipment	-	-	-	-	-
51120	Memberships/Dues & Publication	-	-	-	-	-
51125	Travel, Meetings & Conferences	-	-	-	-	-
51130	POST Reimbursable Training	-	-	-	-	-
51131	Education & Training	-	-	-	-	-
51135	Equipment Lease	-	-	-	-	-
51140	Gas & Oil	-	-	-	-	-
51145	Shop Repair Parts	-	-	-	-	-
51150	Outside Labor	-	-	-	-	-
51155	M & O - Vehicles	-	-	-	-	-
51160	Utilities	-	-	-	-	-
51165	Communications	-	-	-	-	-
51170	M & O - Bldgs/Grounds	-	-	-	-	-
51175	Community Promotion	-	-	-	-	-
51180	Property Taxes & Co Collection F	-	-	-	-	-
51190	Depreciation	-	-	-	-	-
	Subtotal	1,263,239	251,206	284,800	308,700	-
Debt Service						
52100	Interest Expense					-
52200	Principal Retirement					-
52300	Paying Agent Fees					
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ 1,263,239**	**$ 251,206**	**$ 284,800**	**$ 308,700**	**$ -**

City of Greenfield, California

FY 2013-14

Successor Development

Successor Redevelopment

Department Summary

In accordance with California Health & Safety Code Section 34179, the "City is required to establish an Oversight Board to the Successor Agency of the City's former Redevelopment Agency. Prior to 2012, the City of Greenfield's Redevelopment Agency had an active downtown redevelopment, economic development and affordable housing program When the Agency was suspended on February 1, 2012, the City of Greenfield elected to assume the Redevelopment Agency's redevelopment, economic development and low-moderate housing obligations.

ABx-26 provides for an administrative allowance to allow a successor agency to wind down the former redevelopment agency and administer an oversight board. The allowance covers staff time, attorney and consultant time, rent, supplies, audit fees, record-keeping cost, etc. The law allows 5% of the amount listed on the fiscal year 2011-2012 ROPS for administrative costs, and then 3% of ROPS for the following fiscal years.

The Successor Agency is now charged with liquidating the assets of the former RDA, paying off the former RDA's debts, and generally winding down the affairs of the former RDA.

FY 2014 Department Goals and Objectives

Goal 1: Wind down the affairs of the Successor Agency Redevelopment Agency.

Objective 1: Continue satisfying all information and/or data demands made by the State Controller's Office and/or Department of Finance

Objective 2: Meet all contractual payment obligations identified on the Recognized Obligation Payment Schedule.

Successor Redevelopment Agency

Department Initiatives

In FY 2014, the Greenfield Successor Redevelopment Agency will begin disposing of the remaining assets of the Greenfield Redevelopment Agency. California law requires the Successor Redevelopment Agency dispose of all assets and properties of the former redevelopment agency that were funded by tax increment revenues of the dissolved redevelopment agency. The two remaining assets include the old City Hall and Police Department Building. However, the oversight board may also direct the successor agency to transfer ownership of those assets that were constructed and used for a governmental purpose, such as roads, school buildings, parks, and fire stations, to the appropriate public jurisdiction pursuant to any existing agreements relating to the construction or use of such an asset. Any compensation to be provided to the successor agency for the transfer of the asset shall be governed by the agreements relating to the construction or use of that asset. Disposal shall be done expeditiously and in a manner aimed at maximizing value.

Budget Summary

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Program Centers				
Administrative Cost Allowance	0.00	0.75	0.33	0.00
Recognized Obligation Payments	0.00	0.00	0.00	0.00
Total	**0.00**	**0.75**	**0.33**	**0.00**

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Program					
Administrative Cost Allowance	$ -	$ 58,570	$ 216,700	$ 98,600	$ 105,400
Recognized Property Tax Trust	-	1,952,548	2,177,000	2,154,900	2,142,900
Capital Projects	-				1,520,700
Total	**$ -**	**$ 2,011,118**	**$ 2,393,700**	**$ 2,253,500**	**$ 3,769,000**
Expenditures by Category					
Employee Services	$ -	$ 25,110	$ 110,700	$ 46,400	$ 28,400
Maintenance & Operations	-	33,460	616,500	535,600	400,600
Debt Service	-	1,952,548	1,666,500	1,671,500	1,819,300
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	1,520,700
Total	**$ -**	**$ 2,011,118**	**$ 2,393,700**	**$ 2,253,500**	**$ 3,769,000**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
Property Tax Increment	$ -	$ 2,011,118	$ 2,393,700	$ 2,253,500	$ 2,248,300
Tax Allocation Bond Proceeds	-	-	-	-	1,520,700
FUND TOTAL	**$ -**	**$ 2,011,118**	**$ 2,393,700**	**$ 2,253,500**	**$ 3,769,000**

Administrative Cost

All administrative cost associated with the dissolution of the City of Greenfield Redevelopment are charged to this program.

Personnel	Budget FY 2011	Budget FY 2012	Budget FY 2013	Budget FY 2014
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	-	-	-	-

Expenditures	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
Expenditures by Category					
Employee Services	-	$ 25,110	$ 110,700	$ 46,400	$ 28,400
Maintenance & Opera	-	33,460	106,000	52,200	77,000
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Capital Projects	-	-	-	-	-
Total	**$ -**	**$ 58,570**	**$ 216,700**	**$ 98,600**	**$ 105,400**

Funding Sources	Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	Budget FY 2014
FUND NAME					
General Fund	-	-	-	-	-
Water Operations Fur	-	-	-	-	-
Sewer Operations Fu	-	-	-	-	-
Gas Tax	-	-	-	-	-
Division Total	**$ -**	**$ 58,570**	**$ 216,700**	**$ 98,600**	**$ 105,400**

Successor Redevelopment Agency - Administrative Cost Allowance

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	520 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	$ -	$ 18,300	$ 110,700	$ 46,400	$ 20,700
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	2,159	-	-	2,100
50300	FICA	-	1,376	-	-	1,600
50400	PERS	-	3,070	-	-	3,700
50500	Workers' Comp Pay	-	-	-	-	200
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	205	-	-	100
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	6,810	-	-	7,700
	Subtotal	-	25,110	110,700	46,400	28,400
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Services		32,907	59,000	52,000	25,000
51150	Office Supplies		491	-	-	-
51110	Special Supplies/Services		-	10,000	-	15,000
51115	M & O - Equipment		-	-	-	-
51120	Memberships/Dues & Publications		-	-	-	-
51125	Travel, Meetings & Conferences		-	-	-	-
51130	POST Reimbursable Training		-	-	-	-
51131	Education & Training		-	-	-	-
51135	Equipment Lease		-	-	-	-
51140	Gas & Oil		-	-	-	-
51145	Shop Repair Parts		-	-	-	-
51150	Outside Labor		-	-	-	-
51155	M & O - Vehicles		-	-	-	-
51160	Utilities		62	-	-	-
51165	Communications		-	-	-	-
51170	M & O - Bldgs/Grounds		-	-	-	-
51175	Community Promotion		-	-	-	-
51180	Property Taxes & Co Collection Fees		-	37,000	200	37,000
51190	Depreciation		-	-	-	-
	Subtotal	-	33,460	106,000	52,200	77,000
Debt Service						
52100	Interest Expense	-	-	-	-	-
52200	Principal Expense	-	-	-	-	-
52300	Paying Agent Fees	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	-
	Subtotal	-	-	-	-	-
Division Total		**$ -**	**$ 58,570**	**$ 216,700**	**$ 98,600**	**$ 105,400**

Successor Redevelopment Agency - Recognized Obligation Payments

By law, the City of Greenfield must set aside amounts in reserve as required by bond indentures, trust indentures, or similar documents governing the issuance of outstanding redevelopment agency bonds and establish a Recognized Obligation Payment Schedule. Obligations of this fund are set out in an approved Recognized Obligation Payment Schedule. This is a permanent schedule of obligations that replaces the previous Enforceable Obligations Schedules.

Personnel	**Budget FY 2011**	**Budget FY 2012**	**Budget FY 2013**	**Budget FY 2014**
Authorized Positions (FTEs)	NA	NA	NA	NA
Total	**-**	**-**	**-**	**-**

Expenditures	**Actual FY 2011**	**Actual FY 2012**	**Budget FY 2013**	**Estimated FY 2013**	**Budget FY 2014**
Expenditures by Category					
Employee Services		-	-	-	-
Maintenance & Operations		-	510,500	483,400	323,600
Debt Service		1,952,548	1,666,500	1,671,500	1,819,300
Capital Outlay		-	-	-	-
Capital Projects		-	-	-	1,520,700
Division	**$ -**	**$ 1,952,548**	**$ 2,177,000**	**$ 2,154,900**	**$ 3,663,600**

Successor Redevelopment Agency - Recognized Obligation Payments

Budget Detail **Account Number**

Expenditures		Actual FY 2011	Actual FY 2012	Budget FY 2013	Estimated FY 2013	520 Budget FY 2014
EMPLOYEE SERVICES						
50100	Full Time Regular	-	-	-	-	-
50110	Part Time	-	-	-	-	-
50120	Workers' Comp Pay	-	-	-	-	-
50130	Over Time	-	-	-	-	-
50200	Health Insurance	-	-	-	-	-
50300	FICA	-	-	-	-	-
50400	PERS	-	-	-	-	-
50500	Workers' Comp Pay	-	-	-	-	-
50600	Unemployment Ins	-	-	-	-	-
50700	Deferred Comp	-	-	-	-	-
50800	Uniform Allowance	-	-	-	-	-
55650	Total Benefits	-	-	-	-	-
	Subtotal	-	-	-	-	-
MAINTENANCE AND OPERATION						
51100	Professional & Contractual Services		-	9,000	4,000	4,000
51150	Office Supplies		-	-	-	-
51110	Special Supplies/Services			501,500	479,400	319,600
51115	M & O - Equipment		-	-	-	-
51120	Memberships/Dues & Publications		-	-	-	-
51125	Travel, Meetings & Conferences		-	-	-	-
51130	POST Reimbursable Training		-	-	-	-
51131	Education & Training		-	-	-	-
51135	Equipment Lease		-	-	-	-
51140	Gas & Oil		-	-	-	-
51145	Shop Repair Parts		-	-	-	-
51150	Outside Labor		-	-	-	-
51155	M & O - Vehicles		-	-	-	-
51160	Utilities		-	-	-	-
51165	Communications		-	-	-	-
51170	M & O - Bldgs/Grounds		-	-	-	-
51175	Community Promotion		-	-	-	-
51180	Property Taxes & Co Collection Fees		-	-	-	-
51190	Depreciation		-	-	-	-
	Subtotal	-	-	510,500	483,400	323,600
Debt Service						
52100	Interest Expense	-	1,167,174	1,126,500	1,126,500	1,104,300
52200	Principal Expense		785,374	540,000	540,000	710,000
52300	Paying Agent Fees	-			5,000	5,000
	Subtotal	-	1,952,548	1,666,500	1,671,500	1,819,300
Capital Outlay						
53000	Operating Capital Outlay	-	-	-	-	-
	Subtotal	-	-	-	-	-
Capital Projects						
90000	Capital Projects	-	-	-	-	1,520,700
	Subtotal	-	-	-	-	1,520,700
Division Total		**$ -**	**$ 1,952,548**	**$ 2,177,000**	**$ 2,154,900**	**$ 3,663,600**

City of Greenfield, California

FY 2013-14

Capital Development Program

Capital Project Summary FY 2014- 2017

Account Number

Project Description:	Proposed FY 2014	Proposed FY 2015	Proposed FY 2016	900 Proposed FY 2017
General Fund				
Central Coast Youth CIP Request	34,300	25,500	10,000	–
Playground Equipment Repairs @ 13 Parks	–	30,000	20,000	20,000
Remodel Shop Breakroom/Showers/Locker	–	30,000	–	–
Install Civic Center Generator Upgrade	–	225,000	–	–
Construct Shop Garage Addition	–	40,000	–	–
Construct Heavy Equipment Parking Structure	–	–	40,000	–
Plant Trees at Civic Center	–	40,000	–	–
Refurbish Welcome to Greenfield Signs	30,000	3,000	3,000	3,000
Subtotal	**64,300**	**393,500**	**73,000**	**23,000**
Gas Tax Fund (PW)				
Prepare Pavement Mapping Study	–	30,000	30,000	–
School Route Study	–	30,000	–	–
Municipal Separate Storm Sewer System (MS4)	20,000	–	–	–
Annual Tree Trimming Program	30,000	30,000	30,000	30,000
Landscape ECR Medians	10,000	–	–	–
Replace Street Name Signs	20,000	20,000	20,000	–
Replace Caution & Stop Signs	20,000	20,000	20,000	–
Sidewalk Repair	20,000	20,000	20,000	–
Maple Ave Street Improvement (10th & 11th)	67,000	–	–	–
Palm Ave Street Improvement (5th Street)	54,500	–	–	–
ECR Solar Lighting Project – Thorn to Walnut	–	300,000	–	–
Cross Gutter Improvement Program	–	186,000	140,000	–
Storm Drain Improvement Program	–	50,000	50,000	–
Handicap Ramp Improvement Prg	–	40,000	40,000	40,000
Subtotal	**241,500**	**726,000**	**350,000**	**70,000**
Street Construction Fund				
Prepare Storm Water Mgt Plan	22,000	–	–	–
LTF Citywide Street Sealing Program	708,000	–	–	–
Construct 12 Handicap Ramps on Oak	49,000	–	–	–
Oak Ave @ 4th Intersection Improvements	53,000	–	–	–
Street Improvements 12th from Elm to Oak	60,000	1,500,000	–	–
PW Corporate Yard Paving Project	190,500	–	–	–
Construct Curb, Gutter & Sidewalks	–	–	150,000	80,000
Annual Alley Paving Program	–	30,000	30,000	30,000
Annual Street Overlay Program	–	300,000	300,000	300,000
Subtotal	**1,082,500**	**1,830,000**	**480,000**	**410,000**
Traffic Impact Fund				
Walnut Ave Interim Improvements	1,429,700			
Sewer Impact Fund				
Sewer master plan	70,000			
Water Impact Fund				
Water Master Plan	70,000	–	–	–
Install Well #8	950,000	–	–	–
Construct storage Tank 1.5 mg	-	1,200,000	–	–
Subtotal	**1,020,000**	1,200,000	–	–

Capital Project Summary FY 2014- 2017

RDA Capital Project Fund				
Rehab Dog Kennel	100,000	–	–	–
Construct Tom Rogers Museum	–	300,000	–	–
Walnut Ave Specific Plan & EIR	67,900	–	–	–
ECR Streetscape Implementation Phase 1	1,352,800	–	–	–
Subtotal	**1,520,700**	**300,000**	–	–
Sewer Operations Fund: Treatment				
Install SCADA System: Treatment	18,000	–	–	–
Install Headworks/Screening System	–	95,000	–	–
Chief Plant Operator Contract	20,600	–	–	–
WWTP Evaluation	–	–	–	–
Install Pond Aeration System	280,000	–	–	–
Bio Solids Removal – Ponds 1, 2 & 3	300,000	150,000	150,000	150,000
Sludge Bed Improvements	250,000	–	–	
Levee Repairs	82,000	10,000	10,000	10,000
Deepen Ponds 1, 2 & 3	–	–	30,000	30,000
Line Ponds 1, 2, 3	–	–	120,000	120,000
Subtotal	**950,600**	**255,000**	**310,000**	**310,000**
Sewer Operations Fund: Collection				
Soledad Sewer Trunk Line Study	–	35,000	–	–
Router/Video Equipment Trailer	70,000	–	–	–
Install SCADA System: Collection	7,000	–	–	–
Install 7 Lift Station Generators	60,000	60,000	60,000	60,000
Collection Total	137,000	95,000	60,000	60,000
Total Sewer Fund:	**1,087,600**	**350,000**	**370,000**	**370,000**
Water Operations Fund				
Extend Walnut Ave Water Main to Tank #2	–	–	1,100,000	–
Paint Water Tank Exterior	150,000	–	–	–
Replace 150 Water Meters Annually	90,000	90,000	90,000	90,000
Replace 10 Fire Hydrants Annually	30,000	30,000	30,000	30,000
Subtotal	**270,000**	**120,000**	**1,220,000**	**120,000**
Proposition 84 Park Grant Fund				
Greenfield Community Park	**2,932,300**	–	–	–
Total Capital Improvement Projects	**9,718,600**	**4,919,500**	**2,493,000**	**993,000**

Capital Project Summary FY 2014- 2017

Capital Projects Program Detail (Cont.)

FUND SUMMARY	FUND		Budget FY 2014
General Fund	100		64,300
- includes $12,500 transfer from each the Gas Tax Fund;			
Sewer & Water Operations Funds			
Gas Tax Fund	230		241,500
Local Transportation Fund	240		1,082,500
- includes $290,000 transfer from SMD Fund			
Traffic Impact Fees	300		1,429,700
Sewer Impact Fund	330		70,000
Water Impact Fund	340		1,020,000
RDA Capital Project Fund	420		1,520,700
Sewer Operations Fund	730		1,087,600
Water Operations Fund	740		270,000
Proposition 84 Park Grant Fund	Grant		2,932,300
			9,718,600

(30,000)

CAPITAL IMPROVEMENT PROJECT SUMMARIES

WATER DIVISION

INSTALL WATER WELL #8

In order to meet the ongoing and future water supply demands for the 3,200 customers in Greenfield, Staff determined that a new well is needed at this time. Presently, Wells #1 and #6 supply water to Tank No. 1 (1.0 MG) on Oak Avenue adjacent to Patriot Park. Well #7 supplies water to Tank No. 2 (1.5 MG) adjacent to the Public Works Corporation Yard on 10th Street. Well #8, the proposed water well, will be installed at 10th Street and Cherry Avenue behind the Civic Center and to supply water to Tank No. 2. The addition of a second well is needed to provide additional needed capacity to the City's water system, and to provide backup when either well is down for maintenance or repairs. Well #8 is scheduled to be installed by June 2014 at an estimated cost of $950,000; funded with Water Impact Fees. Construction of an additional water storage tank for added capacity is scheduled for FY 2014-2015.

WATER MASTER PLAN

To meet the ongoing and future needs for maintenance, operations, replacement of the existing water pipelines, storage tanks, and other appurtenant improvements for the City's water system, Staff determined that a revised updated Water Master Plan is required to address these needs. The existing Plan was prepared about 9 years ago, and needs to be updated. The new Plan will reflect the current economic situation and project infrastructure needs for the next 20 years. The Plan will also recommend scheduling of projects to assist in preparing future budgets. The Report is scheduled to be completed by May 2014 at an estimated cost of $70,000; funded by Water Impact Fees.

ADDITIONAL WATER PROJECTS

Additional Water Projects for the 2013-2014 Budget include the following: Refurbish and paint Water Tank No. 1 on Oak Avenue adjacent to Patriot Park ($150,000); Funded by Water Operations Fund. Replace 150 Water Meters to upgrade to telemetry meter reading ($90,000); using Sewer Operation Fund. Replace 10 existing Wet Barrel Fire Hydrants to 2-Way Dry Barrel Hydrants ($30,000); using Water Operations Funds Total estimated cost for these three projects is $270,000.

WASTEWATER DIVISION

SECONDARY WASTEWATER TREATMENT PLANT IMPROVEMENTS

The City's Secondary Wastewater Treatment Plant (WWTP) is presently regulated by the California Regional Water Quality Control Board, Central Coast Region, and Waste Discharge Requirements (WDR) Order No. R3-2002-0062. The Order was adopted May 31, 2002, for operating at 1.0 MGD. Presently, the Plant needs to be expanded to 2.0 MGD to handle present and anticipated future flows . To better understand the required improvements increase the WWTP to 2.0 MGD along with complying with the WRD, Staff called upon the Wallace Group to prepare a Report to review the existing WWTP operations. The Report recommendations staffing needs, Plant operation and maintenance, and needed improvements for a 2.0 MGD Plant. The recommended Report improvements are included in the 2013-2014 Capital Improvement Projects list as follows: install a SCADA telemetry system for monitoring plant operations ($18,000); Install a Pond Aeration System in the Oxidation Ponds for a cleaner effluent ($280,000); Remove bio-solids from Oxidation Ponds # 1 and #2 prior to installation of said Aeration System ($300,000); Construct Sludge Bed Improvements for sludge drying in compliance with the WRD ($250,000); and Repair and refurbish existing Levee Slopes around Ponds #1 through #5 ($82,000). The estimated total cost for improvements is $930,000; using Sewer Operations Funds: Treatment.

WASTEWATER COLLECTION SYSTEM

The City's Wastewater Collection Division is in need of additional equipment to upgrade the existing maintenance and operation of the City's 21 mile sewer collection system. The upgrades will also assist the Division's efforts to meet the Waste Discharge Requirements. The needed equipment includes the following: Sewer Line Router and a Video Equip Trailer $70,000); Install a SCADA Sewer Manhole Telemetry System in three manholes to warn and preclude Sewer Overflows $7,000); and begin yearly installation of generators for 5 sewer lift stations $(60,000). The total cost estimate for these three items is $137,000; using Sewer Operations Fund: Collections.

SEWER MASTER PLAN

To meet the ongoing and future sewer needs for maintenance, operations, replacement of existing sewer pipelines and improvements at the WWTP, Staff determined that a revised updated Sewer Master Plan is required to address these needs. The existing Plan was prepared about 9 years ago, and needs to be updated. The new Plan will reflect the current economic situation and project infrastructure needs for the next 20 years. The Plan will also recommend scheduling of projects to assist in preparing future budgets. The Report is scheduled to be completed by May 2014 at an estimated cost of $70,000; funded by using Sewer Impact Fees Fees.

STREETS AND DRAINAGE DIVISON

WALNUT AVENUE WIDENING INTERIM IMPROVEMENT PROJECT

The Walnut Avenue Widening Interim Improvement Project includes widening Walnut Avenue from the new Walnut Avenue Widening Project to the Highway 101 northbound on/off ramps. The extended widening of Walnut Avenue to the Freeway is needed in order to satisfy the future traffic demands specified in the Walnut Avenue Specific Plan prepared by EMC, Inc. It should be noted that the project also includes application of a Type II Slurry Seal from the Freeway to El Camino Real along with new striping to enhance the existing pavement surface. The project is funded by Traffic Development Impact Fees at an estimated cost of $1,429,700. Plans and Specifications are 90% complete and the engineer, Wood Rodgers, Inc., is processing a Caltrans encroachment permit. Upon receipt of the permit, Staff will proceed with completing the plans and advertising for construction bids. The project is estimated to be completed by May 2014.

DOWNTOWN STREETSCAPE IMPROVEMENT PROJECT

The Greenfield Downtown Streetscape Improvement Project began as a Redevelopment Agency project to enhance the downtown area by improving pedestrian access and aesthetics. Authorized by resolution of the Agency and City Council, the project design began in September, 2011, with Design consultants MNS Engineers Inc. and their sub-consultant, SSA Landscape Architects, Inc. The project includes an update to the existing 2002 Streetscape Master Plan for the entire five blocks from Elm Avenue to Walnut Avenue on El Camino Real. The first phase of the Project includes the Downtown Core from Mid-Block between Maple Avenue and Oak Avenue to Palm Avenue, since this is the most visual Downtown influence on El Camino Real. The project goals were refined through a public outreach, two public workshops, as well as in consultation with the City Council. The majority favored Option A, which included widened sidewalks, preservation of parking and removal of the median planters. The Downtown Streetscape project is funded with Redevelopment Agency (RDA) funds. The total RDA budget amount for the project is $1.5 million which includes design and construction. Upon completion of plans there will be approximately $1,352,800 remaining for construction phase which includes construction management and inspection. The engineer's cost estimate is about $1.6 million. The City Council directed the engineer to reduce the cost of project improvements to $1,200,000 while keeping the improvements in alignment with Option A. Construction of the project is scheduled for completion April 2014.

CITYWIDE STREET REJUVENATION SLURRY SEAL PROJECT

The Citywide Street Rejuvenation Slurry Seal Project is scheduled for resurfacing various streets throughout the City. Application of the Slurry Seal is used as a preventative method to extend the surface life of street pavement. This in turn reduces the high cost to replace the entire street pavement section. The project streets include collector and arterial streets such as Oak Avenue, Elm Avenue, Walnut Avenue and other major streets throughout the City. A portion of the funding is provided by the Street and Drainage Maintenance Assessment Districts No.1 and No. 2. As such streets within those Districts will also be a part of the Project, and includes the following areas: St. Charles Subdivision; Las Manzanitas Subdivision; Terra Verde Subdivision; Second Street; Mariposa Subdivision; Vineyard Green Subdivision; Vista Verde Subdivision; and Cambria Park Subdivision. Completion of the Project is scheduled for November 2013. The estimated construction cost is $708,000, using LTF and SSMD #1, #2 Funds.

ADDITIONAL STREET IMPROVEMENT PROJECTS

Additional Street Improvement Projects for the 2013-2014 Budget include the following: Construct curb, gutter, and cross-gutter improvements at the intersection of Maple Avenue and 5th Street ($54,500); using LTF Y Prop 1b Funds. Construct curb, gutter, cross-gutter and handicapped ramps at the intersections of 10th Street and 11th Street on Maple Avenue ($67,000); using LTF Funds. Construct handicapped ramps at the intersections of 5th Street, 6th Street and 7th Street on Oak Avenue ($49,000); using LTF and RSTP Funds and remove and replace pavement at the intersection of 4th Street and Oak Avenue ($53,000); using Prop 1b Funds. The total cost estimate for these four projects is $223,500.

PUBLIC WORKS CORPORATION YARD PAVEMENT PROJECT

For many years the Public Works Corporation Yard has been in need of pavement and drainage improvements. The pavement conditions are deteriorated and create an unsafe condition for the crews and heavy equipment operations especially during the rainy season. As such, Staff has begun installation of the needed storm drain improvements and is scheduled to start construction of concrete work including driveway approaches to the garage and sidewalk improvements. Plans and specifications will be completed and the project advertised for construction of concrete curb and gutter along with paving the parking area fronting the Corporation Building. The engineer’s construction cost estimate is $190,500; using RSTF Funds. The Project is scheduled to be completed by the end of October 2013.

Budget and Finance Advisory Board
REPORT TO GREENFIELD CITY COUNCIL
Fiscal Year 2013-2014

The City of Greenfield Budget & Finance Advisory Board serves in an advisory capacity to the City Council and the City Manager. The purpose of the Board is to promote transparency in the City's budget process and allow for additional citizen input on major financial decisions.

Budget and Finance Advisory Board
REPORT TO GREENFIELD CITY COUNCIL
Fiscal Year 2013-2014

INTRODUCTION

The Budget and Finance Advisory Board was created pursuant to City Council Resolution No. 2013-20, passed by the Greenfield City Council on March 26, 2013. Its creation establishes a citizen-based Budget and Finance Advisory Board to review financial and budgetary matters; to promote transparency in the City of Greenfield's budget process; to allow for additional citizen input on major financial decisions and to monitor compliance regarding all Measure X funds. The Board initially consisted of four appointed members; however, one member resigned. Three additional Board members were appointed by the City Council on May 28, 2013, with two applications remaining for consideration. It is anticipated that the two remaining applicants will be appointed as a member and alternate, respectively, to achieve a full Board of seven members and one alternate.

OVERVIEW OF THE CITY BUDGET

The Budget and Finance Advisory Board held five public meetings on May 8, 9, 13, 16 and 29, 2013. During these meetings the City Manager, Department Heads and a representative from the CCYSO reported on their respective proposed budgets, offered explanations, answered questions and addressed concerns voiced by the Board and the public in attendance. The Board would like to formally thank all who were involved in these meetings, as they were very productive and informative.

The 2013-2014 Proposed Annual Budget is completely revamped from previous budgets; it is exhaustive and comprehensive. After much discussion, the Board is pleased to present the following Observations and Recommendations.

Board Members

Chair – None

Co-Chair – Stephanie Garcia

Ray Diaz

Mike Tidwell

Allison M. Steinmann, MS

Michael Mungia

Jose Vasquez

Pending Board Member Applicants:

Sonia Lopez

Sonia Heredia

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OBSERVATIONS AND RECOMMENDATIONS

1. CITY COUNCIL

Observation:

This general fund expenditure is budgeted at $65,200 for this upcoming fiscal year. This is an increase of $9,000 from the estimated FY 2013 budget of $56,200. The increases are itemized under Maintenance and Operation and are primarily for office supplies, special supplies/services, memberships, dues and publication and travel to meetings and conferences. In addition, the community promotion budget is $15,000 for the upcoming fiscal year.

Recommendation:

- The Board recommends that the City Council consider informing the public of the parameters and usages of community promotion budgeted monies and provide an itemization of how the monies were actually spent in an effort to promote transparency.

2. ADMINISTRATION

Observation:

This general fund expenditure is budgeted for $502,800 for the upcoming fiscal year, an increase of $11,500 from FY 2013. Increases are found under two administration departments: the City Manager and City Attorney; ($31,100 collectively); and a decrease in the City Clerk department of $19,600. The Board was informed that the City Clerk budget decrease is due in part to the Special Election costs incurred for the June, 2012 election (approximately $28,000), which were assigned to the City Clerk department. In addition, the Board noted the Capital Projects budgeted amount of $30,000 which is earmarked for entrance signage to the City of Greenfield. The Board acknowledges that these monies may be used to refurbish the existing "barn signs" along both sides of Highway 101.

Recommendations:

- In order to attract business in conjunction with the Walnut Specific Plan and in an effort to make entrances to Greenfield more welcoming, the Board recommends that the City Council consider enlarging the budgeted amount of $30,000 for the placement of modern entrance signage to the City.

- In addition to the above consideration, the Board recommends refurbishing the current barn signs placed along Highway 101 by cleaning, re-staining and installation of improved lighting if possible.

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3. CITY ATTORNEY

Observation:

The City Attorney retainer fee is budgeted for $100,000 for the upcoming fiscal year. It was observed that travel time for the City Attorney to attend City Council meetings is billed at an hourly legal rate of $250, rather than as travel cost compensation (i.e., mileage). The Board was informed that this contracted price purportedly ensures that the City Attorney is guaranteed a minimum sum certain for legal services provided to the City of Greenfield.

Recommendations:

- The Board recommends the City Council review the current legal service contract with its legal counsel and explore whether there is potential economic benefit to contracting with legal counsel located closer to Greenfield.

- The Board recommends the City Council consider not having the City Attorney attend every City Council meeting should staff, in its discretion, anticipate no need for specific legal advice on an agendized item.

- In an effort to reduce legal fees, the Board recommends that the City Council direct staff to attempt renegotiating payment of legal fees to a reasonable sum for travel time to and from Greenfield.

- To address the guaranteed minimum sum certain for legal services provided by the City Attorney, the Board recommends the City Council direct staff to look into cost effective legal services that can be provided to the City to address the requisite sum, such updating the Personnel Rules & Handbooks, reviewing the Municipal Code in need of updates, development and other contract review and providing advice to the Code Enforcement Board, in lieu of paying hourly legal rates for travel time.

4. LOST CITY REVENUE

Observation:

The City Manager's Proposed Annual Budget for FY 2013-14 has removed revenue from the General Fund listed in previous budgets and which is considered "lost city revenue associated with uncollected development services." The amount of such lost revenue is roughly $1.5 million.

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Recommendations:

- The Board recommends the City Council direct staff and legal counsel to carefully review all future development contracts entered into and obtain the necessary written agreements to avoid placing the City in this predicament in the future.

- The Board recommends the City Council direct staff and legal counsel to aggressively explore potential recovery of lost city revenue, by conducting an analysis to determine which outstanding amounts are no longer recoverable, whether due to the expiration of the statute of limitations, bankruptcy filings or other matters preventing the City from recovering outstanding debts.

- The Board recommends that should recovery be feasible on any outstanding amounts owed to the City, the City Council be informed first of the cost effectiveness of any such recovery, and should it prove beneficial, direct staff to take all legal steps to recover any outstanding monies.

5. CENTRAL COAST YOUTH SPORTS ORGANIZATION

Observation:

The current contract with the Central Coast Youth Sports Organization ("CCYSO") is set to expire in June, 2013. The City contracted with CCYSO for the sum of $75,000 for FY 2012-2013. As the contract comes before the Council for review, CCYSO is requesting a $50,000 increase, for a total FY 2013-2014 budget of $125,000. Mr. Eric Johnsen of CCYSO presented his proposal to the Finance Advisory Board. Among other things, the need for additional funding will provide continuity of the expertise in maintaining both Patriot Park and the Soccer Complex, in addition to increased staff support and expansion of recreational programs offered by the City of Greenfield, in conjunction with CCYSO.

Recommendations:

- The Board recommends the City Council continue the City's partnership with CCYSO for another year and provide the additional funding requested; however, the Board also recommends that the City Council direct staff to discuss the following issues with CCYSO as it reviews the contract:

  - Providing the City with accounting oversight regarding fees charged by CCYSO, the amounts and use of funds collected from participants, and a monthly or quarterly reporting mechanism of any funds collected, including those not spent in the year in which they were collected.

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- Discuss expanding the scope of work for all park activity and maintenance, especially the maintenance and need for lighting in the Patriot Park restrooms.

- Explore sharing the energy costs incurred by the parks and Community Center for their recreational programming.

- Request added focus be placed on offering programs for Seniors and other non-athletic activities, such as theatre, drama, music and dance, as well as the need for effective advertisement to the entire community of programs being offered.

- Continue to explore the benefits of hiring our own full-time Recreation Director in the future.

6. CODE ENFORCEMENT/ANIMAL CONTROL

Observations:

The Board acknowledges that Code Enforcement is a long-overdue priority of the City and is pleased to see the proposed Budget filling the position this fiscal year. The City Manager's office proposes to hire a full-time Code Enforcement Officer.

Recommendations:

- The Board recommends that the City Council support hiring a full-time Code Enforcement Officer for the City of Greenfield.

- The Board recommends exploring the expansion of the Code Enforcement Officer's job description to include some animal control duties.

- The Board recommends that the City Council direct staff to explore costs and benefits of constructing an improved holding kennel that could serve the needs of Greenfield and other South County cities, while at the same time potentially curbing the costs of transporting animals to the County Animal Shelter, by returning lost animals to their owners and charging a nominal fee for stray pickup, shelter, food and water.

7. POLICE DEPARTMENT

Observation:

The Board was impressed with the presentation of the Police Department budget and the proactive approach toward development and implementation of a Reserve Officer program, the effective use of personnel to achieve three patrols throughout peak hours and looks forward to

the proposed Town Hall Meetings. In addition, the Board acknowledges that a Greenfield police officer, on his own accord, has purchased and is currently training a canine for possible certification.

Recommendations:

- The Board recommends that the City Council provide any support necessary to assist the Police Department in achieving its goals and objectives as set forth in the proposed budget.
- In the event the subject canine becomes a Certified Canine Officer, the Board recommends that the City evaluate the costs and benefits of adding a Canine Officer to the Greenfield Police Department, as Canine Officers are proven assets to any law enforcement agency.

8. PUBLIC WORKS DEPARTMENT AND WASTEWATER TREATMENT PLANT

Observation:

To address staff deficiencies in the Public Works Department this fiscal year, the proposed budget calls for the hiring of additional employees and necessary funding to address critical operational needs regarding the Sewer and Water Division, the Street and Water Division and the Wastewater Treatment Plant. The Board acknowledges the estimated cost of $1.5 million to achieve the necessary wastewater treatment improvements and that the City currently **does not** have any specific proposal for how these funds will be generated.

Recommendations:

- The Board recommends that the City Council provide any support necessary to assist the Public Works Department in achieving its goals and objectives as set forth in the proposed budget.
- Ensure that the Board be given the opportunity to review the method of financing to implement the waste water treatment improvements.
- That the public be made aware that the City is faced with potential penalties, and the amount thereof, if mandated improvements are not achieved, as well as an explanation the exactly what the minimum standards of the State tertiary treatment process are.
- The Board recommends that the City Council consider exploring whether practicality and potential for long term cost savings exists in the City joining Soledad's wastewater treatment plant, which was designed to be a regional facility.

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9. SUCCESSOR DEVELOPMENT

Observation:

The Board notes that the Successor Agency is currently liquidating the assets of the former Redevelopment Agency, and paying off the former RDA's debts.

Recommendations:

- The Board recommends that the City Council request the Successor Agency closely monitor the accrual of consultant fees and related costs to avoid current projects becoming over budget, as well as not assuming further liabilities.

- The Board recommends that the City Council make it a priority to direct and support all efforts to wind down the affairs of the Successor Agency.

10. POSSIBLE INCREASE TO USER FEES

Observation:

The City has not increased many of its user fees for several years. Increasing user fees will provide an increase to City revenue, especially in light of Greenfield's anticipated future growth.

Recommendations:

- Explore the benefit of studying all user fees, impact fees and collection of business taxes to ensure that they are being properly administered, collected and recorded.

- Review any and all rental agreements generated by the City to see if there is a potential to increase rental revenue.

11. EMPLOYEE COMPENSATION AND BENEFITS

Observation:

The Cost Centers for each department do not list employee positions and compensation. For example, the City Manager budget is $325,000. The Board learned that this amount includes salaries and benefits for both the City Manager and the Executive Assistant positions, which is unclear as one initially views the City Manager budget. In addition, the Board was surprised to learn of the amount of health insurance ($519,800) and PERS ($661,600) the City pays for approximately 40 employees.

Recommendations:

- The Board recommends consideration of itemizing employee salaries and benefit costs per Cost Center, as well as any discretionary spending sums allotted to each department to promote transparency and a better understanding of monies being spent.

- The Board recommends that the City Council consider addressing the high health insurance premiums the City continues to face.

- The Board recommends that the City Council consider directing the conduction of a survey of other Monterey County municipalities ' insurance and pension benefit programs to see how the City compares in these trying economic times.

12. MEASURE X FUNDS

Observation:

To date, initial revenue collected by the City from the Measure X tax measure has been required, in part, to be spent on recurring annual expenses, such as maintenance of Patriot Park ($75,000), operational expenses for the Civic Center ($95,000), Supplemental health insurance for City employees ($130,000) and various insurance premium increases. The Board acknowledges that these expenses comply with the intent of Measure X, with regard to restoration of services, increased recreation and maintaining the financial viability of the City. Furthermore, the Board notes the hiring of an Accounting Operations Manager, Code Enforcement Officer and continuing the CCYSO contract for another year are also in compliance with the intent Measure X.

Recommendation:

- The Board recommends that the City Council implement a Cost Center for the Measure X funds, or some tracking mechanism to assist the Board in monitoring future Measure X spending. The Board believes that the voters' and taxpayers' expectations are such that this revenue will be specifically set aside to prevent potential reduction of services to the Police Department, restore police staffing and services, maintain financial viability of the City, ensure adequate park maintenance, restore City Hall service hours and return recreation programs for the youth. We believe that a clear presentation of how the Measure X funds are being allocated and actually spent will promote accountability and transparency.

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13. TRANSPARENCY OF CITY FINANCES AND SPENDING

Observation:

The Board acknowledges that the City has budgeted and will be purchasing new financial software and has recently hired an Accounting Operations Manager. According to the City Manager, these expenses are necessary and it is anticipated that costs will balance out what the City has spent in past years to different accounting firms, as well as provide the benefit of centralizing the City's finances.

Recommendation:

- The Board recommends that the City Council direct staff to provide an accurate monthly revenue and expenditure report to both the Council and the public by posting such reports on the City's website.

14. REDUCTION OF ENERGY COSTS TO THE CITY

Observation:

The City is expending a high amount on energy costs for many of its assets; to wit, the Civic Center, the Community Center, park and street lighting, etc.

Recommendation:

- The Board would like to City Council to direct staff to look into the application of solar and wind energy tools, including the application of white paint where feasible to the roof tops of City assets in an effort to reduce energy costs incurred by the City.

15. FINANCIAL RESERVES

Observation:

The Board recognizes and is pleased that the 2013-2014 Annual Budget reflects an ending balance of $1.2 million in the General Fund.

Recommendations:

- The Board recommends that the City Council consider continuation of a healthy reserve in the General Fund of not less than $1 million in case of financial emergency.

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CONCLUSION

The Board would like to thank the City Council and City Manager for creating the Budget and Finance Advisory Board for the City of Greenfield. The Board would also like to thank its former Chair, Lee-Ann Ruyle for her expertise in municipal budgeting, as well as the institutional knowledge she provided to the Board throughout our meeting process. We look forward to working together as a full board to ensure broader dialogue, as well as additional community input.