

City of Seaside

Incorporated
Oct. 13, 1954



**Adopted Budget
2003 - 2004**



Mission Statement

The City of Seaside is dedicated to providing excellent municipal services that enhance the quality of life for our diverse community



City Officials

CITY COUNCIL

Jerry Smith, Mayor
Steve Bloomer, Mayor Pro Tem
Darryl Choates
Ralph Rubio
Thomas Mancini

City Manager
Daniel E. Keen

City Attorney
Don Freeman

Assistant to the City ManagerJill Anderson
Personnel Officer..... Pat Thomas
City Clerk..... Joyce Newsome
Finance DirectorDaphne Hodgson
Chief of Police Tony Sollecito
Fire Chief..... Jerry Wombacher
Director of Community Development Lou Dell'Angela
Director of Public Works Diana Ingersoll
Director of Recreation and Community ActivitiesNancy Towne



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Overview





Date: June 19, 2003

To: Honorable Mayor/Chairperson of the Agency Board
Members of the City Council and the Agency Board

From: Daniel E. Keen, City Manager/Executive Director

Subject: Fiscal Year 2003-2004 Budget for the City of Seaside and the Redevelopment Agency of the City of Seaside

The Budget for fiscal year 2003-2004 for the City of Seaside and the Redevelopment Agency of the City of Seaside sets forth a spending plan that meets the needs of the City's residents in alignment with the City's Mission Statement and Strategic Plan developed by the City Council.

The purpose of this memorandum is to summarize the major assumptions that underlay the budget, identify fiscal and economic constraints that have had and will have an impact on this year's and future budgets, and discuss the Strategic Plan that is reflected in the document.

The budget process was challenging this year because we were faced with a General Fund deficit of approximately \$1,000,000. There are a number of reasons for the deficit: negative growth in revenues due to the slow local economy, increasing costs for retirement and health benefits, and scheduled cost-of-living increases which are in accordance with previously adopted Memoranda of Understanding.

- The City of Seaside did not experience the effects of the national downturn in the economy until recently. However, based on recent trends in sales tax revenues and transient occupancy tax revenues, staff has conservatively projected the 2003-2004 fiscal year major tax revenues approximately \$175,000 less than the previous year.
- The existing employee memoranda of understanding, which were negotiated three years ago, include 5% cost of living increases, at a cost of approximately \$360,000. (In recognition of the budget situation, there is no cost of living increase incorporated into this budget for executive management employees.) Projected increases in health insurance costs are approximately \$100,000. Increases in the PERS contribution rates, largely for public safety employees, are \$390,000.

Staff identified several alternatives the City Council and the Agency Board considered to balance the 2003-2004 Budget. The following alternatives were considered:

- Utilize existing fund balances, including the reserve for contingencies, to continue operations during the 2003-2004 fiscal year.
- Reduce expenditures across a range of city programs and services.
- Consider new revenues such as increases in fees for service, an increase in the utility users tax rate or an increase in transient occupancy tax rate.
- Repay all or a portion of the loan between the Redevelopment Agency and the City.

- Seek concessions from the employee bargaining units to reduce the City's costs, subject to the collective bargaining process.
- Modify city operations (such as hours of operation) to reduce City costs.

The City Council and the Agency Board considered the alternatives at the Budget Study Session held June 12, 2003. The Council and the Board decided to balance the 2003-2004 Budget as follows: 1) 75% of the deficit to be funded with a repayment of the loan between the Redevelopment Agency and the City of Seaside, and 2) 25% of the deficit to be funded from the General Fund Operating Fund Balance.

ASSUMPTIONS

Revenues

The City Council adopted the 2002-2003 Budget using conservative revenue estimates in anticipation of the slow economy. However, the slow economy did not significantly affect the City of Seaside's revenues until the second half of the fiscal year. During the first and second quarters of 2003, the City experienced a substantial downturn in sales tax revenues and transient occupancy tax revenues. It appears that the revenues for the year ending June 30, 2003 will be slightly under the adopted revenue estimates.

In light of actual revenues received in 2002-2003 and in anticipation of the continuing slow economy, we have again conservatively estimated our revenues for fiscal year 2003-2004. The total General Fund revenue estimates have been increased by approximately \$570,000, or 4% to \$14,642,000. This increase is largely due to \$150,000 for proposed fee increases, \$198,000 for the use of PERS Superfunding and \$180,000 of new public safety contract revenue.

The General Fund is the City's primary source of funds for most city operations, responsible for financing approximately 69% of overall spending.¹ As such, a closer examination of the most important revenues that make up the General Fund is important to gain a better understanding of the City's fiscal condition. These key sources are Sales Tax, Transient Occupancy Tax (TOT), Motor Vehicle In-Lieu fees (VLF), Property Tax, and Utility User Tax (UUT).

The largest revenue source in the General Fund is the **Sales tax**, derived from the 1% tax (of a total 7.25% tax) applied to all taxable goods sold within the City. In Seaside, the overwhelming majority of taxable goods continue to be motor vehicles sold within the City's Auto Center. During the last quarter, nearly 68% of the City's total sales tax revenue was derived from the 12 businesses selling automobiles in Seaside. A high dependence on motor vehicle sales for sales tax revenues makes this revenue source vulnerable to changes in the economy. The initial downturn in the national economy did not adversely affect the City of Seaside's sales tax collections; however, during the latter half of 2002 and the first quarter of 2003, we have experienced a downturn in automobile sales. Based on our sales tax revenue collections in fiscal 2002-2003, we have adjusted our estimate for 2003-2004 down by 2% to \$5,190,000.

¹ Excludes Redevelopment Agency

Another key General Fund revenue is the **Transient Occupancy Tax**, which is a 12% tax applied to all hotel/motel room rentals in the City. During the past few years, this revenue has increased dramatically, particularly as tourism on the Central Coast has increased in popularity. However, it too is subject to the whims of the economy, and we have experienced a large drop-off in collections during 2002-2003. We continue to expect that this revenue will be static or decrease during the 2003-2004 fiscal year and have adjusted our revenue estimates down by 15% to \$1,800,000.

Motor Vehicle In-Lieu fees are approximately 12%, \$1,750,000, of the General Fund. The revenue is derived from a portion of the registration fees on motor vehicles, and is distributed to cities and counties on a per capita basis. VLF is revenue that is controlled by the State, and has been, and continues to be, very vulnerable to reduction by the State legislature.

Property tax revenues comprise approximately 8%, or \$1,155,000, of the General Fund. Although Seaside has recently seen large increases in the cost of houses and property in the City, the impact on property tax revenues has been minimal, for several reasons: 1) the City receives a relatively small portion of the property tax bill – just 10-20% of the 1% levy on assessed value established by Proposition 13; 2) there are a number of exemptions available which exempt reassessment of properties at the full sales price, thereby maintaining low assessed valuations; 3) the effects of the “ERAF” shift of the early 1990’s continue to be felt, without offsetting compensation to cities by the State legislature; and 4) some of the increased assessed valuation is received by the City’s Redevelopment Agency.

The **Utility User Tax**, a 6% tax on Electric, Gas, Telephone, Water and Cable bills, is another important General Fund revenue, constituting approximately \$1,700,000, or 12%, of total General Fund revenues. The UUT is one of the City’s most stable revenues, in that it tends not to fluctuate dramatically from year-to-year. The UUT continues to be a very important source of funds, and its collection is essential to maintaining current service levels. In the upcoming budget year, we expect a small increase in this revenue source, due primarily to rising utility rates.

Seaside’s Utility User Tax was originally adopted in 1983. It was increased in 1991. An initiative petition was circulated in the City and a ballot measure was voted on in November 2002 to reduce the Utility User Tax by 2% on January 1, 2003. The voters did not approve the reduction in the UUT.

Other important General Fund revenues, such as fees for development applications and new construction, are also affected by the health of the economy. During periods of economic growth, the City will typically experience rising revenues for new building activity; during slow growth periods, such revenues will decrease. However, we have experienced an increase in these revenues, despite the slowing economy, due primarily to the rise in property values, resale of property, accelerated remodeling activity and new construction of the Seaside Highlands residential subdivision and the Cost Plus Retail development. We expect to continue to see an increase in this revenue source and we have increased the estimates accordingly.

In summary, while the General Fund revenues for the upcoming fiscal year are projected to be slightly higher than last year's estimate (an increase of \$570,200 or 4%), there continue to be a number of potential threats to the City's long-term fiscal stability: the uncertainty of the State budget crisis, actions of the State legislature, and an uncertain economy. For this reason, staff has adopted a conservative approach to estimating General Fund revenues for the upcoming fiscal year.

While the General Fund is currently stable, it is reliant on revenues that are directly related to the health of the State's economy and the actions of the California State Legislature. The State of California is currently dealing with a \$36 billion deficit that is certain to reduce the availability of state funding opportunities now, and in years to come.

In order to reduce our reliance on State revenues, the City, through the Redevelopment Agency, is working on projects that will increase our sales and property tax revenues. These projects, which have been identified in the City Council's Strategic Plan, include the development of properties that are currently underutilized, blighted, and in need of substantial rehabilitation or redevelopment. Many of these projects, if successfully implemented, will have a positive impact on future General Fund revenues. Among those projects which are particularly important to the General Fund are 1) Identifying and creating a downtown (including Broadway/Fremont) and 2) revitalization of the Auto Mall. However, our redevelopment efforts could be hampered if we do not (or cannot) continue to invest in our infrastructure and provide our community with a high level of public safety.

Expenditures

The Budget for fiscal year 2003-2004 has anticipated the costs of all employee salaries and benefits, in accordance with the negotiated employee contracts. The budget assumes that, for all departments, service levels will be maintained at the same level in the upcoming fiscal year. This is a reflection of the City Council's Strategic Plan which includes the following goals: 1) Enhancing public safety to meet increased service levels, and 2) Improving cultural and recreational activities and facilities for youth and adults.

THE "BIG PICTURE"

Included with this year's budget is a large spreadsheet, which we refer to as the "Big Sheet," which summarizes all revenues and expenditures for the 2003-2004 Fiscal Year. This is a valuable tool for both Council and staff alike: it summarizes, in one location, all of the City's revenue sources (including estimated beginning balances, projected revenues, and estimated ending balances), expenditure budgets, and how each budget is funded. Throughout the course of the fiscal year, this sheet can be used as a tool to assess the impact of positive or negative revenue changes and to identify fund sources for new initiatives.

Using the "Big Sheet," I would like to highlight the following information:

All of the City's significant revenue funds are listed across the top of the page, from left to right. The projected beginning balance is an estimate of each fund's balance as of July 1, 2003. The

estimated revenues for the year are listed below the beginning balance, resulting in a total “available for appropriation.”

Each expenditure budget is listed on the left-hand side, down the page. Within the yellow section are the requested expenditures, separated into Personnel (salaries and benefits), M & O (maintenance and operations), Debt Service, Internal Service and Capital Outlay. The total expenditures for each budget are then distributed across the various City funds, as appropriate, in the middle of the spreadsheet.

The “bottom line” for each fund is shown along the bottom of the spreadsheet. These numbers represent an estimate of balances remaining at June 30, 2004, which may also be available for appropriation by the City Council during the course of year.

The General Fund revenue plus transfers-in for the year is projected at \$15,260,678, while General Fund expenditures are estimated at \$15,505,320. The budget was balanced, as required by Municipal Code §3.10.010, with a repayment of a portion of the loan between the City and Redevelopment Agency and with the use of General Fund Operating Fund Balance. Funds have also been allocated to the Contingency Fund (Fund 101). The City Council waived the contribution to the Capital Outlay Fund (Fund 102), and Capital Projects Fund (Fund 300) for 2003-2004 in compliance with the Municipal Code.

Taking into account the June 30, 2003 estimated fund balance in the General Fund, the estimated fund balance, after transfers-out, at the end of the 2003-2004 fiscal year will be \$3,944,058. This equates to an unexpended “reserve” of \$5,408,258, including the Contingency Fund (Fund 101). Expressed as a percentage of total General Fund operations, this equates to a reserve of 35%. This is an appropriate reserve considering the fiscal uncertainties that face the City, which include the potential reductions in State funding, as well as the subsequent negative impact on the State’s general economic climate, and the increasing need to remain prepared to respond to natural and man-made disasters.

STRATEGIC PLAN

In April of 2002 and January 2003, the Council conducted strategic planning sessions to identify the City’s key priorities. During the planning process the Council worked with the Management Team to identify the City’s mission, which is stated as follows:

“The City of Seaside is dedicated to providing excellent municipal services that enhance the quality of life for our diverse community.”

Six three-year goals were also developed in the session to address the community’s main concerns as expressed in the community-wide survey conducted in 2001 and the Council’s key priorities. While there are many worthy projects that the City could pursue, the Strategic Plan identifies the following five as being most critical to the City’s vitality. The five goals for fiscal years 02-03, 03-04, and 04-05 are:

- *Identify and create a downtown (including Broadway/Fremont)*

- *Enhance the economic base of the City*
- *Complete the update of the General Plan and zoning ordinances*
- *Enhance public safety to meet increased service levels*
- *Improve cultural and recreational activities and facilities for youth and adults*

The Fiscal Year 2003-2004 budget has been developed to move toward fulfillment of the City's mission and accomplishment of the five goals. Each goal is linked to a set of short-term objectives that are designed to promote progress and accountability. In the development of the budget, we targeted our resources towards those programs and projects that will allow us to make significant progress toward our long-term goals. These plans are set forth below.

Identify and create a downtown (including Broadway/Fremont)

The Community Development Department will manage this project, which will include:

- Completion of a final development plan
- Identification of an architectural theme and master plan for the downtown
- Negotiate and contract with a developer for construction
- Work with the Director of Finance to present to the Agency the consideration of the issuance of Redevelopment Tax Increment Bonds to help finance the Broadway/Fremont Project

Enhance the economic base of the City

In FY 2003-2004, the City Manager and Community Development Department will work with the assistance of a consultant to:

- Complete the Auto Center Revitalization Plan
- Work with the Director of Finance to present to the Agency the consideration of the issuance of Redevelopment Tax Increment Bonds to finance the Auto Center Revitalization Plan
- Develop and implement an economic development project tracking system to update the City Council on projects such as Outback Steakhouse and Chili's
- Develop an Economic Development Strategic Plan for the City to the year 2010

Complete the update of the General Plan and zoning ordinances

Work on this project was initiated in FY 2000-2002 and will be completed in FY 2003-2004. The following project components will be completed in the next twelve months:

- Complete a Draft General Plan for presentation to the City Council and Planning Commission
- Conduct two public forums on the General Plan
- Present to the City Council a proposal to address second-story additions in sensitive viewshed areas

- Complete a Draft of the Zoning Ordinance Updates for presentation to the City Council and Planning Commission

Enhance public safety to meet increased service levels

The Police and Fire Departments have included funding for the following activities in its budget in order to meet the goal of enhancing public safety:

- Seek grant funding for additional police officers
- Present to the City Council a plan to open the gates to General Jim Moore Blvd.
- Achieve approval of an agreement to provide fire services to the City of Del Rey Oaks
- Place in service a new fire aerial ladder truck
- Present to the City Council a plan to convert the library building to a Police Station
- Present to the City Council a site for a second fire/police station to serve North Seaside

Improve cultural and recreational activities and facilities for youth and adults

The Recreation and Community Activities Department plans to lead the effort to improve the City's cultural and recreational opportunities with the following program and facility improvements:

- Develop a staffing plan to coordinate activities at the new community center and Soper Field
- Present the final draft of the Parks and Recreation Master Plan to the Recreation Commission and the City Council
- Plan the grand re-opening of the Patullo Swim Center

General Support Services

The budget also includes a number of programs designed to support the accomplishment of our strategic planning goals, while meeting our responsibilities to provide a safe and productive work environment.

Conclusion

The Budget for Fiscal Year 2003-2004 has been developed to reflect the Council's direction to focus on the accomplishment of the long-term goals identified in the Strategic Plan. As presented, it represents a fiscally responsible plan to strategically invest the City's resources to maintain financial stability while promoting community vitality. I am proud to present this budget as a demonstration of the City's commitment to fulfilling its mission and achieving its goals with sound financial management, strategic planning and respect for the residents and businesses we serve.



RESOLUTION NO. 03-41

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE AND THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE ADOPTING THE ANNUAL BUDGET AND THE ANNUAL APPROPRIATIONS LIMIT OF THE CITY OF SEASIDE AND THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE FOR THE FISCAL YEAR 2003-2004

WHEREAS, the City Council of the City of Seaside and the Redevelopment Agency Board of the Redevelopment Agency of the City of Seaside have considered the Fiscal Year 2003-2004 Annual Budget; and

WHEREAS, the City Council and the Agency Board have reviewed the Fiscal Year 2003-2004 Operating Budget contained in the aforementioned document and made desired modifications; and

WHEREAS, the City Council and the Agency Board are required to adopt a balanced budget in which total appropriations do not exceed estimated revenues; and

WHEREAS, the City Council is required to adopt an annual appropriations limit; and

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside and the Redevelopment Agency Board of the Redevelopment Agency of the City of Seaside adopts the following:

1. The Fiscal Year 2003-2004 Annual Operating Budget, as may be modified.
2. Personnel costs are appropriated with the following restrictions: a) Authorized positions are limited to the positions approved and the funds appropriated for the approved positions. b) The City Manager/Executive Director may authorize filling vacant, approved positions, as necessary, restricted to the funds available.
3. The City Manager/Executive Director may approve appropriation transfers of \$10,000 or less. Transfers in excess of \$10,000 must be authorized by the City Council or the Agency Board, as appropriate. Transfers may not exceed the amount appropriated to each Department.
4. The Director of Finance shall make any modifications authorized by the City Council or the Agency Board to the Fiscal Year 2003-2004 Annual Budget prior to publication. The Fiscal Year 2003-2004 Adopted Annual Budget will be published as required by the Municipal Code and City Ordinance.
5. The appropriations limit for the Fiscal Year 2003-2004, in accordance with Article XIII B of the California State Constitution, calculated as follows:

2002-2003 Appropriations Limit	\$16,101,100
2002-2003 Appropriations Subject to the Limit	\$11,501,800
2002-2003 Limit in Excess of Appropriations	\$ 4,599,300

2002-2003 Appropriations Limit Adjustment Factors:

Per Capita Personal Income	1.0231
Population Change (County factor)	1.0111

2003-2004 Appropriations Limit	\$16,655,880
2003-2004 Appropriations Subject to the Limit	\$11,220,800
2003-2004 Limit in Excess of Appropriations	\$ 5,435,080

6. In accordance with Section 3.12.110 of the City of Seaside Municipal Code, the requirements for General Fund contributions to the Capital Outlay Fund and the Capital Improvement Fund are waived.

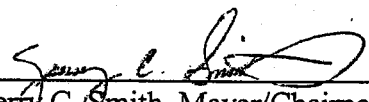
PASSED AND ADOPTED at a special meeting of the City Council of the City of Seaside and the Redevelopment Agency Board of the Redevelopment Agency of the City of Seaside duly held on the 19th day of June, 2003 by the following vote:

AYES: COUNCILMEMBERS/BOARDMEMBERS: Choates, Rubio, Bloomer, Smith

NOES: COUNCILMEMBERS/BOARDMEMBERS: None


ABSENT: COUNCILMEMBERS/BOARDMEMBERS: Mancini

ABSTAIN: COUNCILMEMBERS/BOARDMEMBERS: None

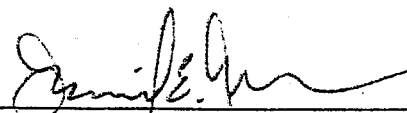


Jerry C. Smith, Mayor/Chairperson
City of Seaside/Redevelopment Agency of
the City of Seaside

ATTEST:



Joyce E. Newsome, City Clerk
City of Seaside



Daniel E. Keen, Secretary
Redevelopment Agency of the City of
Seaside

**CITY OF SEASIDE AND SEASIDE REDEVELOPMENT AGENCY
STAFF REPORT**

TO: Honorable Mayor/Chair and City Council/Board Members

FROM: Daniel E. Keen, City Manager/Executive Director

BY: Daphne H. Hodgson, Finance Director

DATE: June 19, 2003

SUBJECT: REVIEW AND ADOPT THE PROPOSED BUDGET FOR THE 2003-2004 FISCAL YEAR FOR THE CITY OF SEASIDE AND THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE AND REVIEW AND ADOPT THE PROPOSED FEE SCHEDULE

PURPOSE

The purpose of this item is to provide the City Council and the Agency Board the opportunity review and adopt the 2003-2004 Fiscal Year Proposed Budget for the City of Seaside and the Redevelopment Agency of the City of Seaside. In addition, the City Council and the Agency Board may review and adopt the Proposed Fee Schedule.

RECOMMENDATION

It is recommended that the City Council and the Agency Board review the 2003-2004 Proposed Budget and Proposed Fee Schedule and:

1. Adopt a Resolution approving the Fiscal Year 2003-2004 Annual Budget of the City of Seaside and the Redevelopment Agency of the City of Seaside; and
2. Adopt the Annual Appropriations Limit for Fiscal Year 2003-2004 for the City of Seaside.
3. Adopt a Resolution approving the Proposed Fee Schedule.

BACKGROUND

A Draft of the Fiscal Year 2003-2004 Annual Budget of the City of Seaside and the Redevelopment Agency of the City of Seaside was presented to the City Council/Agency Board on May 15, 2003. In addition, the Proposed Fee Schedule was presented. The Budget, as presented, incorporates the City Council's Strategic Plan and Goals as developed during the Strategic Planning sessions conducted in April 2002 and January 2003. The Budget maintains prior year service levels and does not include any new programs.

The Budget, as presented, was reviewed and discussed at a City Council/Agency Board Study session on June 12, 2003. During the study session, the overall budget was reviewed and the General Fund budget was reviewed. The underlying budget assumptions were discussed and the General Fund revenues were examined. In addition, each department discussed their respective budgets, pointing out the how the Strategic Plan objectives were included in their budget.

The Budget indicated a General Fund deficit of approximately \$1,000,000. During the Study Session of June 12th, the Budget was modified for various items listed in Attachment A. These modifications reduced the deficit to approximately \$825,000. At the Study Session, the City Council and the Agency Board directed Staff to close the budget deficit, as follows: 75% (\$618,750) with a repayment of the loan between the Redevelopment Agency and the City of Seaside; and 25% (\$206,250) with the use of the General Fund Operating Fund Balance.

At this time, the City does not know the effect the adoption of the State Budget will have on City funding. It appears that there may be a payment of approximately \$500,000 due to the State from the City of Seaside. This payment may be payable from any source of funding the City chooses. If this occurs, the City will make this payment from the Redevelopment Agency Capital Projects Fund.

California Constitution Article XIII B specifies that State and Local Agencies must annually adopt an Appropriations Limit (also known as the Gann Limit). The appropriations limit places an upper limit on the amount of money that can be spent from tax proceeds. Each year the limit is adjusted by factors derived from the change in population and the change in per capita personal income. The City of Seaside population change factor was -.20 and the County factor was 1.11. Therefore the factor used for the 2003-2004 calculation is the County factor of 1.11. The City of Seaside has a 2003-2004 Appropriation Limit of \$16,655,880. The appropriations subject to the limit are \$11,220,800. Appropriations do not exceed the limit by \$5,435,080.

FISCAL IMPACT

The 2003-2004 Annual Budget of the City of Seaside and the Redevelopment Agency of the City of Seaside is now balanced. The appropriations do not exceed the estimated revenues except as authorized by the City Council and the Agency Board to be funded by Redevelopment loan repayments and General Fund Operating Fund Balance or where funds have been accumulated for capital purchases, projects and improvements. Appropriations have been budgeted against correct funding sources.

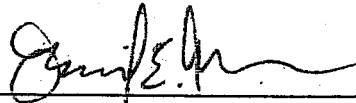
ATTACHMENTS

The City Council/Agency Board received a complete 2003-2004 Draft Budget at the May 15, 2003 meeting.

The following items are attached to this staff report:

1. Attachment A lists the changes to the Draft Budget made by the City Council/Agency Board on June 12, 2003.
2. Budget adoption resolution, including the Appropriations Limit
3. Fee Schedule adoption resolution

Reviewed for Submission to the City Council/Agency
Board



Daniel E. Keen, City Manager/Executive Director

Attachment A
 City of Seaside
 2003-2004 Budget
 Modifications per Study Session

DESCRIPTION:	AMOUNT:
Police Department – new revenues	
Sand city Backup Contract	\$ 5,000
Sand City Jail Contract	\$ 13,000
Del Rey Oaks Jail Contract	\$ 12,000
Police Department – savings	
Animal Sheltering Services Contract	\$ 50,000
Fire Department – new revenues	
Del Rey Oaks Fire Contract	\$ 150,000
Community Development Department – savings	
Zoning Ordinance Update funded from the Redevelopment Agency	\$ 30,000
Public Works – additional costs	
Hope Services Contract	(\$ 54,000)
Management Information Services – additional costs	
Firewall Modifications (General Fund portion)	<u>(\$ 29,000)</u>
 TOTAL NET CHANGE	 <u>\$175,000</u>

CITY OF SEASIDE

BUDGET PROCESSES AND PROCEDURES

The City of Seaside's budget process begins with the City Council's commitment to strategic planning and goal setting. The City Council conducts two strategic planning sessions per year. The goals that are developed in these sessions form the basis for the development of the budget.

In February of each year, a Mid-Year Review of the current year budget is conducted. After this review is complete and adjustments are made to the current year budget, as needed, the process begins for the development of the next year's budget.

Each department reviews their prior years expenditures, their current year goals and their goals for the upcoming year. From this information, the departments prepare their proposed budget. The department's proposed appropriations are submitted to the Finance Department for compilation.

The Finance Department prepares revenues estimates using a variety of projections techniques, i.e. prior year collections, economic trends analysis, knowledge of program changes, etc. The revenues estimates and the department's proposed appropriations are compiled into the first draft of the proposed budget. The first draft is presented to the City Manager for review.

The City Manager meets with the departments and Finance to discuss the proposed appropriations. From these discussions a balanced Proposed Budget is prepared. The Proposed Budget is presented to the City Council for their review.

The City Council conducts at least two public meetings to discuss the budget and hear community input. The Budget is formally adopted prior to July 1, of each year.

The Adopted Budget may be adjusted from time to time during the fiscal year as needed to accomplish the goals of the City Council. An adjustment of less than \$10,000 within a department may be proposed by the department head and approved by the Finance Director and the City Manager. Budget adjustments of more than \$10,000 require City Council approval.



Fund Balances



**CITY OF SEASIDE
FUND BALANCE FORWARD ESTIMATE
2003-2004**

<u>Fund #</u>	<u>Fund Name</u>	<u>Beginning Fund Balance for Budget</u>	<u>2003/2004 Estimated Revenues</u>	<u>2003/2004 Estimated Expenditures</u>	<u>2003/2004 Transfers In (Out)</u>	<u>6/30/2004 Estimated Fund Balance</u>
100	General	4,223,600	14,641,928	15,515,520	583,850	3,933,858
101	Contingency	1,429,300	-	-	34,900	1,464,200
102	Capital Outlay	1,126,400	-	305,400		821,000
103	Laguna Grande	(325,600)	266,500	257,900		(317,000)
106	OES/FEMA	(900)	-	-		(900)
113	POMA	(101,900)	815,900	889,000		(175,000)
200	CDBG	352,200	831,900	536,100		648,000
201	Federal Aid Urban	800,300	-	-	(800,300)	-
202	Federal Highway Admin	5,500	-	-		5,500
203	BJA Grant	(2,200)	-	-		(2,200)

**CITY OF SEASIDE
FUND BALANCE FORWARD ESTIMATE
2003-2004**

<u>Fund #</u>	<u>Fund Name</u>	<u>Beginning Fund Balance for Budget</u>	<u>2003/2004 Estimated Revenues</u>	<u>2003/2004 Estimated Expenditures</u>	<u>2003/2004 Transfers In (Out)</u>	<u>6/30/2004 Estimated Fund Balance</u>
204	Office of Traffic Safety - Police	(6,500)	-	4,000		(10,500)
206	School CPP Grant	13,000	-	-		13,000
208	CLEEP	126,600	-	105,000		21,600
209	MPC Training - Police	6,300	-	-		6,300
210	Highway User Tax (2105)	(533,600)	243,500	1,279,200	1,788,600	219,300
211	Traffic Safety - streets	23,800	-	-		23,800
212	Highway User Tax (2107)	-	280,000	-	(280,000)	-
214	Gas Tax-Engineering (2107.5)	22,500	6,000	-		28,500
215	Highway User Tax (2106)	-	100,000	-	(100,000)	-
216	Traffic Congestion	108,300	-	-	(108,300)	-

**CITY OF SEASIDE
FUND BALANCE FORWARD ESTIMATE
2003-2004**

<u>Fund #</u>	<u>Fund Name</u>	<u>Beginning Fund Balance for Budget</u>	<u>2003/2004 Estimated Revenues</u>	<u>2003/2004 Estimated Expenditures</u>	<u>2003/2004 Transfers In (Out)</u>	<u>6/30/2004 Estimated Fund Balance</u>
218	MPC Training - Fire	10,600	-	-		10,600
220	Proposition 172	21,300	87,200	92,900		15,600
221	Ca Supplemental Law Enforce	151,600	-	99,400		52,200
222	Roberti Z'Berg	43,000	-	-		43,000
224	Surface Transportation	317,200	500,000	-	(500,000)	317,200
226	Local Coastal Program	6,300	-	-		6,300
227	Coastal Conservation Grant	19,100	-	-		19,100
240	Underage Drinking	-	40,000	40,000		-
241	Drug Programs	23,500	-	4,200		19,300
244	Found Property	1,300	-	-		1,300

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**CITY OF SEASIDE
FUND BALANCE FORWARD ESTIMATE
2003-2004**

<u>Fund #</u>	<u>Fund Name</u>	<u>Beginning Fund Balance for Budget</u>	<u>2003/2004 Estimated Revenues</u>	<u>2003/2004 Estimated Expenditures</u>	<u>2003/2004 Transfers In (Out)</u>	<u>6/30/2004 Estimated Fund Balance</u>
251	Senior Programs	303,800	15,000	-		318,800
252	Oldemeyer Maintenance	3,600	15,000	-		18,600
253	Youth Center Maintenance	52,500	25,000	-		77,500
254	Employee events	500	3,000	3,000		500
300	Capital Projects	(733,700)	-	-		(733,700)
351	Kenneth Street Assessment	(9,500)	-	-		(9,500)
352	City-wide Curb and Gutter	33,600	68,700	68,700		33,600
401	Water Fund	1,232,700	396,800	591,300		1,038,200
501	Equipment Maintenance	185,400	471,600	542,300		114,700
502	Insurance	55,100	530,500	527,700		57,900

**CITY OF SEASIDE
FUND BALANCE FORWARD ESTIMATE
2003-2004**

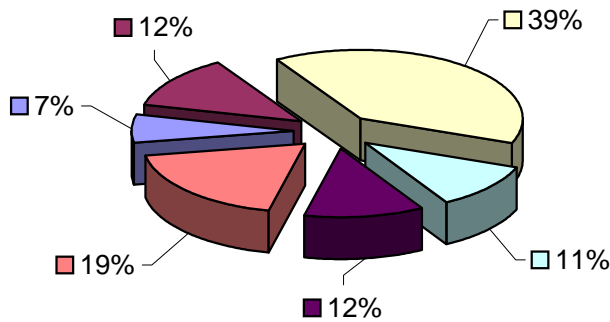
<u>Fund #</u>	<u>Fund Name</u>	<u>Beginning Fund Balance for Budget</u>	<u>2003/2004 Estimated Revenues</u>	<u>2003/2004 Estimated Expenditures</u>	<u>2003/2004 Transfers In (Out)</u>	<u>6/30/2004 Estimated Fund Balance</u>
503	Management Information	1,800	527,700	527,700		1,800
504	Leave Distribution	(200,000)	-	200,000		(400,000)
951	Sanitation District Operating	278,100	358,100	562,400	-	73,800
952	Sanitation Dist. Capital Outlay	(400)	-	47,100	-	(47,500)
953	Sanitation Dist. Capital Imp.	230,500	5,000	-		235,500
954	Sanitation Dist. Insurance	90,700	-	15,000		75,700
991	RDA Operating & Capital	277,100	4,394,300	1,529,803	(1,418,750)	1,722,847
992	Redevelopment Debt Service	39,000	-	739,700	800,000	99,300
993	Redevelopment Housing	<u>3,424,700</u>	<u>1,201,500</u>	<u>644,400</u>	<u>-</u>	<u>3,981,800</u>
	Total	<u>13,126,500</u>	<u>25,825,128</u>	<u>25,127,723</u>	<u>-</u>	<u>13,823,905</u>

Revenue

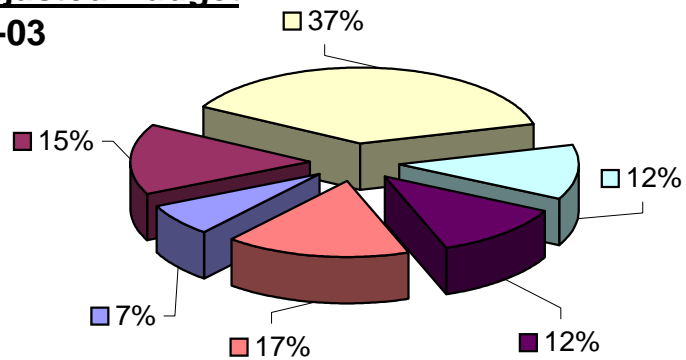


General Fund Revenues

Actual 01-02



Adjusted Budget 02-03

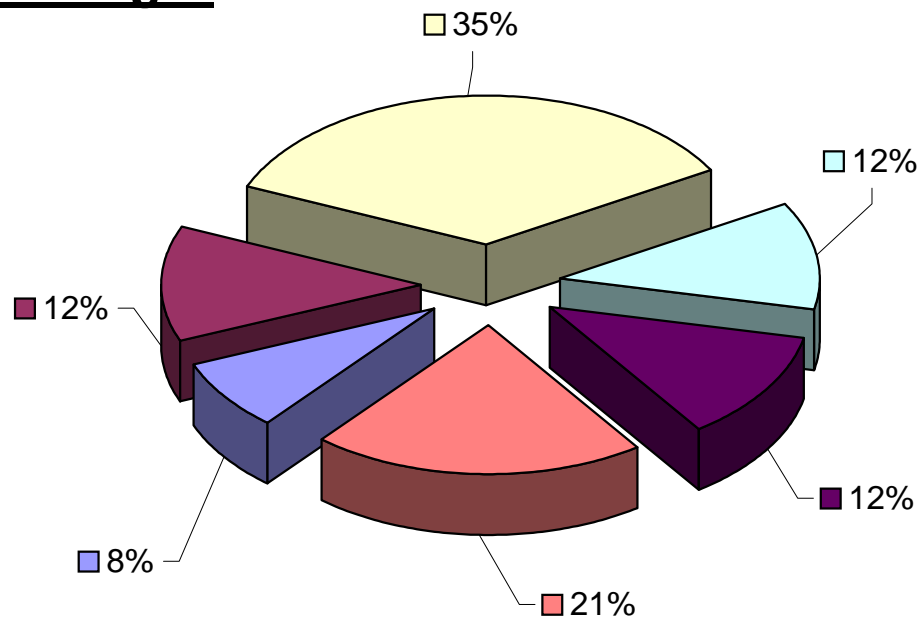


- Property Tax
- Transient Occupancy Tax
- Sales Tax
- Utility Users Tax
- Motor Vehicle In-Lieu

	<u>Actual</u> <u>99-00</u>	<u>Actual</u> <u>00-01</u>	<u>Actual</u> <u>01-02</u>
<u>Property Tax</u>	798,230	944,070	993,812
<u>Transient Occupancy Tax</u>	2,043,774	2,113,672	1,865,414
<u>Sales Tax</u>	4,887,865	5,349,134	5,933,687
<u>Utility Users Tax</u>	1,410,285	1,662,879	1,604,020
<u>Motor Vehicle In-Lieu</u>	2,103,509	1,840,914	1,810,207
<u>Other General Fund Revenues</u>	2,649,135	2,943,744	2,772,112
	13,892,798	14,854,413	14,979,252

- Property Tax
- Transient Occupancy Tax
- Sales Tax
- Utility Users Tax
- Motor Vehicle In-Lieu
- Other General Fund Revenues

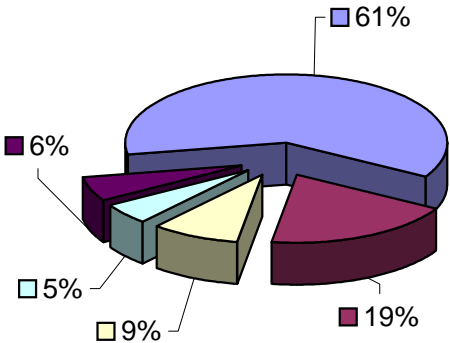
Adopted Budget 03-04



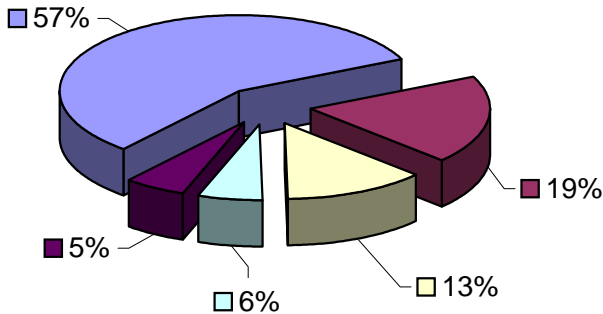
Adjusted Budget 02-03	Adopted Budget 03-04
982,500	1,155,000
2,110,000	1,800,000
5,300,000	5,190,000
1,649,000	1,700,000
1,700,000	1,750,000
2,330,550	3,046,928
14,072,050	14,641,928

Total Revenues - all funds

**Actual
01-02**



**Adjusted Budget
02-03**

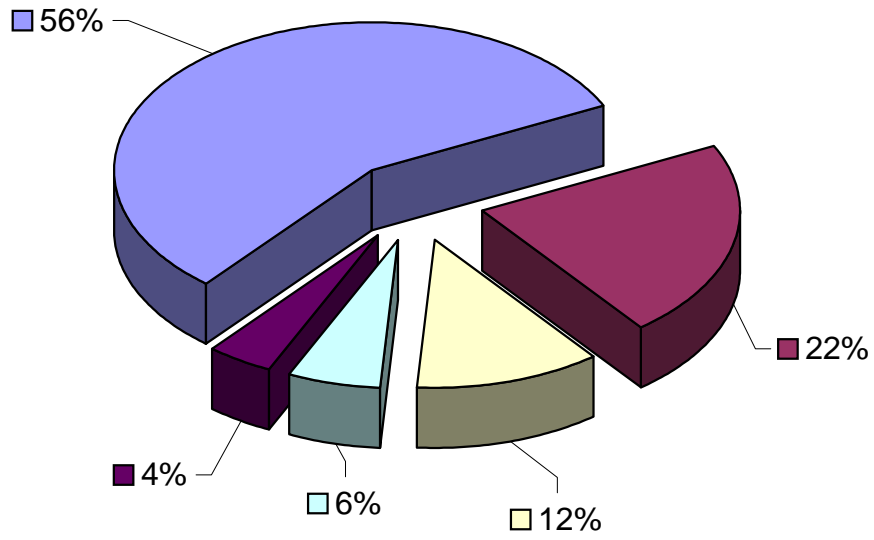


- General Funds
- Redevelopment Agency Funds
- Public Works Funds
- Internal Service Funds
- Other Special Revenue Funds

	<u>Actual</u> <u>99-00</u>	<u>Actual</u> <u>00-01</u>	<u>Actual</u> <u>01-02</u>
General Funds	13,892,798	14,854,413	14,979,252
Redevelopment Agency Funds	4,473,274	5,387,636	4,707,716
Public Works Funds	1,764,528	1,715,414	2,178,020
Internal Service Funds	2,244,700	1,736,193	1,248,520
Other Special Revenue Funds	770,843	1,346,418	1,410,993
	23,146,143	25,040,074	24,524,501

- General Funds
 - Public Works Funds
 - Other Special Revenue Funds
- Redevelopment Agency Funds
 - Internal Service Funds

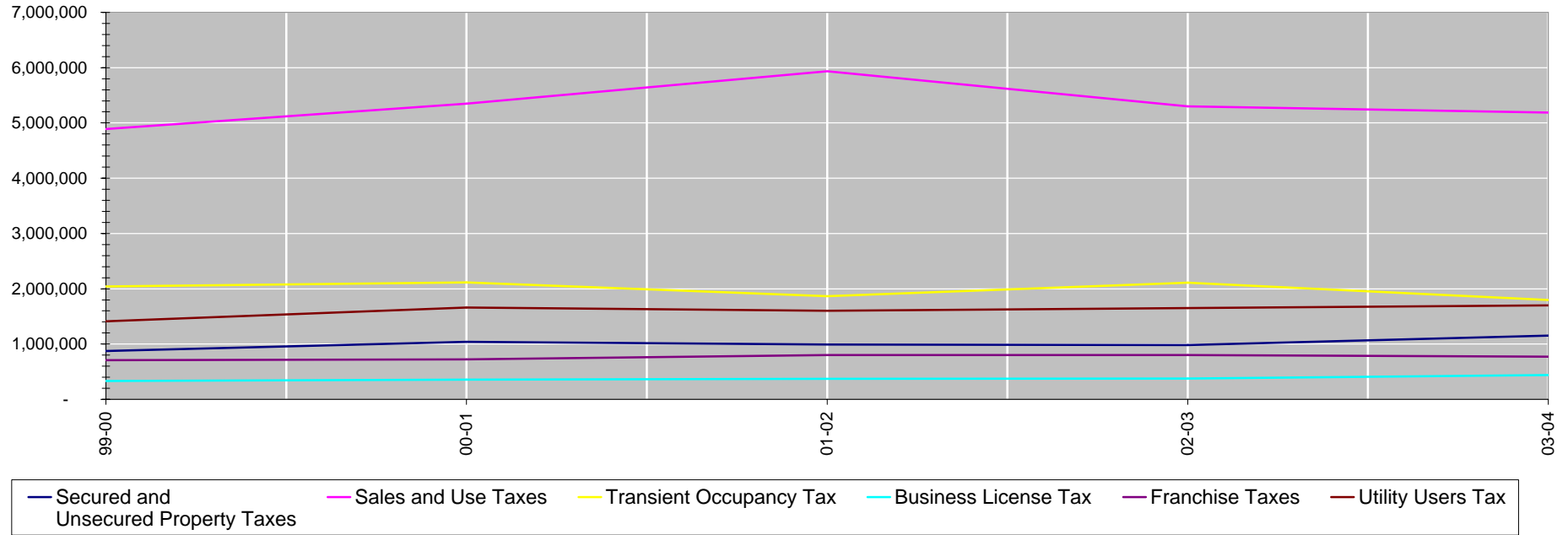
Adopted Budget 03-04



Adjusted Budget	Adopted Budget
<u>02-03</u>	<u>03-04</u>
14,072,050	14,641,928
4,640,000	5,595,800
3,189,850	2,971,800
1,448,000	1,529,800
1,353,422	1,085,800
24,703,322	25,825,128



Taxes



	Actual	Actual	Actual	Adjusted Budget	Adopted Budget
	99-00	00-01	01-02	02-03	03-04
Secured and Unsecured Property Taxes	872,548	1,042,553	993,812	982,500	1,155,000
Sales and Use Taxes	4,887,865	5,349,134	5,933,687	5,300,000	5,190,000
Transient Occupancy Tax	2,043,774	2,113,672	1,865,414	2,110,000	1,800,000
Business License Tax	332,381	356,443	371,151	375,000	440,000
Franchise Taxes	706,294	723,345	798,749	800,000	770,000
Utility Users Tax	1,410,284	1,662,879	1,604,020	1,649,000	1,700,000
	10,253,146	11,248,026	11,566,833	11,216,500	11,055,000



Revenues

Fund: General Fund

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3101	Secured Property Tax	682,505	799,165	850,222	850,000	1,000,000
3103	Unsecured Property Tax	35,415	39,186	40,732	38,500	45,000
3104	Property Tax Transfer	53,302	64,943	61,019	56,000	65,000
3108	Supplemental Assessment Roll	27,008	40,776	41,839	38,000	45,000
	<i>Total Property Taxes</i>	<i>798,230</i>	<i>944,070</i>	<i>993,812</i>	<i>982,500</i>	<i>1,155,000</i>
3110	ERAF Reimbursement AB1661	74,316	98,483	-	-	-
3121	Sales & Use Tax	4,887,865	5,349,134	5,933,687	5,300,000	5,190,000
3122	Transient Occupancy Tax	2,043,774	2,113,672	1,865,414	2,110,000	1,800,000
3123	Franchise-PG&E	161,814	154,081	206,970	200,000	180,000
3124	Franchise-Television	212,301	184,302	169,582	180,000	170,000
3125	Franchise-Trash Collection	275,982	322,231	357,933	350,000	360,000
3126	Franchise-Water	26,222	30,962	33,144	35,000	30,000
3127	Franchise-Sanitation	29,975	31,769	31,120	35,000	30,000
	<i>Total Franchise Fees</i>	<i>706,294</i>	<i>723,345</i>	<i>798,749</i>	<i>800,000</i>	<i>770,000</i>
3128	Business License Tax	332,381	356,443	371,151	375,000	440,000
3131	Utility User PG&E	623,997	850,266	703,028	850,000	780,000
3132	Utility User Telephone	442,282	521,471	601,672	475,000	545,000
3133	Utility User Cal AM Water	167,359	146,893	116,743	150,000	170,000
3134	Utility User-City Water	13,810	14,667	15,185	14,000	15,000
3135	Utility User-Cable	162,837	129,582	167,392	160,000	190,000
	<i>Total Utility User Tax</i>	<i>1,410,285</i>	<i>1,662,879</i>	<i>1,604,020</i>	<i>1,649,000</i>	<i>1,700,000</i>
	Taxes	10,253,145	11,248,026	11,566,833	11,216,500	11,055,000

Revenues

Fund: General Fund

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3201	Bingo Permit	1,161	100	-	100	100
3202	Animal License	3,207	4,436	4,521	3,000	3,000
3205	Parade Permit	-	50	-	100	100
3210	Plan Check Fees	-	-	35,009	30,000	50,000
3211	Building Permit	72,620	73,633	86,914	75,000	100,000
3212	Electrical Permit	7,073	8,379	8,310	8,000	8,000
3213	Plumbing Permit	9,627	8,917	10,988	10,000	10,000
3214	Certificate of Occupancy	6,787	9,649	10,418	10,000	10,000
3215	Sewer Permits	-	-	406	100	200
3221	Sign Permit	1,292	20	-	100	500
3223	Home Occupation/Garage Sales	3,149	3,750	4,024	4,000	4,000
3224	Zoning permit - Residential	1,516	1,718	3,522	2,000	2,000
3225	Use Permit	5,477	13,125	15,119	15,000	15,000
3231	Street Opening Permit	1,280	4,297	3,702	4,300	4,000
3232	Tree Permits	-	-	-	-	100
3242	Other Licenses & Permits	580	255	-	300	200
	Licenses and Permits	113,769	128,329	182,933	162,000	207,200
3302	Parking Fines	23,699	27,051	28,671	35,000	30,000
3303	Other Court Fines	117,615	84,377	60,642	70,000	60,000
3304	Property Maintenance Fines	2,725	3,021	5,168	3,000	4,000
3305	Building fines	-	776	4,040	3,000	2,000
3509	Traffic Safety Fines	38,858	85,828	68,808	70,000	65,000
	Fines	182,897	201,053	167,329	181,000	161,000

Revenues

Fund: General Fund

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3401	Interest Income	564,003	965,621	476,323	150,000	150,000
3405	Land/Cell Sites Rentals	6,857	6,732	19,799	6,800	30,000
3406	Wheeler Property Rent	5,500	6,000	5,500	5,500	5,500
3480	Golf Course rental	-	-	50,000	75,000	100,000
	Income From Investments	576,360	978,353	551,622	237,300	285,500
3501	Motor Vehicle in Lieu	2,103,509	1,840,914	1,810,207	1,700,000	1,750,000
3502	Homeowner Property Relief	9,805	10,591	9,987	10,000	10,000
3504	Police Officer Training Stds.	18,828	11,255	10,056	10,000	-
3505	Off Highway Motor Vehicle	1,208	1,455	313	1,000	1,000
3506	SB90 Reimbursement	91,156	26,618	162,242	50,000	-
3508	Booking Fees	-	-	-	-	-
3543	CDBG Grant - General Plan	-	-	-	-	100,000
3544	Dept of Commerce Grant - General Plan	-	-	-	-	126,228
	Revenue From Other Agencies	2,224,506	1,890,833	1,992,805	1,771,000	1,987,228
3601	Police - DUI/Drug	-	-	8,000	1,000	1,000
3602	Vehicle Abatement Fee	67,536	71,019	55,906	55,000	60,000
3603	Fixit Ticket Fee	1,965	1,974	2,171	2,000	3,000
3604	Police Contract Revenues	-	-	-	-	30,000
3605	Fingerprint Fee	-	2,820	11,860	8,000	5,000
3606	Animal Shelter Fee	460	230	1,680	200	2,300
3608	Police False Alarm	1,860	1,980	1,320	1,600	3,000
3609	Haz Mat Cleanup Police	135	1,247	-	1,000	100
3610	Haz Mat Clean-up P.W.	-	2,072	(1,263)	1,000	100
3611	Fire Public Safety Service Charge	246	443	875	400	400
3612	Fire - Vehicle & Overtime Reimbursements	-	-	5,338	1,000	1,600
3613	Fire - Administration Charge	-	-	8,789	1,000	100

Revenues

Fund: General Fund

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3614	Fire Contract Revenues	-	-	-	-	150,000
3621	Haz Mat Inspection (Fire)	15	2,818	6,049	2,500	1,500
3623	Fire Inspection-Business	6,295	-	4,600	1,000	100
3627	Fireworks Inspection Booth	1,560	-	780	100	700
3628	Plan Check Fire Ext/Sprinkler	-	40	80	-	100
3641	Building Permits & Inspection - Fire	30,330	626	(132)	25,000	100
3651	Use Dev/Precise Plan	1,738	-	-	-	1,000
3652	Real Property Certification	16,182	13,263	13,016	15,000	15,000
3653	BAR Review / Sign Permit	11,884	11,442	8,613	12,000	15,000
3654	Sale of Maps, Pubs, Reports	961	3,293	1,631	2,000	2,000
3656	Planning Fees for Pass-thru Developer Costs	-	-	-	85,000	65,000
3657	Variance Appli. Filing Fee	1,119	6,136	3,387	5,000	5,000
3658	Environmental Review Fee	4,493	608	1,190	5,000	1,000
3659	Plan Check Inspection	377	413	-	500	100
3660	Appeals / Planning / BAR	1,582	512	1,082	1,000	1,000
3661	Subdivision Map Fee	2,262	2,980	2,090	2,200	1,100
3666	Engineering Plan Check	628	420	4,435	500	500
3667	Site Plan Review	1,900	1,016	1,349	1,000	1,000
3668	Zoning/Plan Amendments	-	-	2,670	-	1,500
3670	Jazz Art Show	-	-	5,904	3,000	4,500
3671	Recreation Income	5,498	4,166	4,280	5,700	6,000
3672	Center Rental	35,235	41,640	43,623	40,000	45,000
3673	Pre-School Fee	13,973	15,504	11,489	16,000	14,000
3674	Other Community Classes	6,218	14,721	14,343	10,000	15,000
3675	Art Commission	-	-	2,491	600	2,000
3676	Swimming Pool Revenue	21,007	20,043	16,626	21,900	10,000
3677	Swimming Pool Rent	10,566	11,903	14,057	12,000	10,000
3678	Swimming Pool Class Fees	26,302	26,108	28,610	27,500	15,000
3679	Recreation Day Camp	1,660	29,533	35,399	25,000	30,000
3681	Senior Taxi Scrip Program	-	-	8,680	8,000	1,600

Revenues

Fund: General Fund

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3682	Black History	-	-	299	500	100
3683	Summer Concerts	-	-	(1,868)	4,500	5,000
3684	Junior Golf Program	-	-	773	2,050	100
3693	Sanitation District Overhead	95,928	92,176	81,593	90,000	35,000
3691	Park Rental Fees	-	-	-	-	100
3699	Police Service Charges	3,097	1,223	1,875	1,500	3,900
	Proposed fee increases					150,000
	Fees & Charges	373,012	382,369	413,690	498,250	715,600
3563	Other Revenues- Reimbursements	128,295	25,450	1,504	1,000	1,000
3709	Sale of Real / Personal Property	2,764	-	-	-	-
3720	Misc Revenue	38,050	-	59,122	5,000	5,000
3750	Seaside Highlands-K&B Bakewell	-	-	-	-	-
3765	Reimbursements-Police	-	-	939	-	15,000
3766	Reimbursements-Fire	-	-	939	-	10,000
3767	Reimbursements-Public Works	-	-	634	-	1,000
3768	Reimbursements-Recreation	-	-	2	-	100
3790	Donations	-	-	-	-	100
3791	Clearing-Suspense	-	-	40,750	-	100
3799	Cash Over (Short)	-	-	150	-	100
	Miscellaneous - Other Revenue	169,109	25,450	104,040	6,000	32,400
	Use of PERS Superfunded Status					198,000
	General Fund Revenue	13,892,798	14,854,413	14,979,252	14,072,050	14,641,928



Revenues

Fund: All Other Funds

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
Fund 103 Laguna Grande Parking						
3712	Laguna Grande Parking Authority	98,862	67,075	65,000	170,000	260,500
	Use of PERS Superfunded Status					6,000
	Total Revenue	98,862	67,075	65,000	170,000	266,500
Fund 106 FEMA/OES						
3562	FEMA/OES	-	15,304	22,348	40,789	-
	Total Revenue	-	15,304	22,348	40,789	-
Fund 113 POMA						
3715	POMA	307,636	62,596	787,038	720,000	800,000
	Use of PERS Superfunded Status					15,900
	Total Revenue	307,636	62,596	787,038	720,000	815,900
Fund 200 Community Development Block Grant						
3407	Rent - Embassy Suites	-	-	85,000	100,000	102,000
3541	CDBG Grant Revenue	57,633	515,262	600,000	500,000	502,000
3551	Misc. Revenue	52,847	26,659	17,100	20,000	20,000
3552/3554	CDBG Program Income	185,619	265,212	284,330	300,000	200,000
	Use of PERS Superfunded Status					7,900
	Total Revenue	296,099	807,133	986,430	920,000	831,900
Fund 203 BJA Grant						
3561	Bureau of Justice Assistance	168,080	154,014	61,021	47,898	-
	Total Revenue	168,080	154,014	61,021	47,898	-

Revenues

Fund: All Other Funds

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
Fund 204 Office of Traffic Safety						
3509	Office of Traffic Safety	32,210	-	592	6,200	-
	Total Revenue	32,210	-	592	6,200	-
Fund 206 CPP Grant						
3566	CPP Grant	61,254	6,008	9,441	20,700	-
	Total Revenue	61,254	6,008	9,441	20,700	-
Fund 208 California Law Enforcement Grant						
3568	CLEEP Grant	-	110,474	41,668	-	-
	Total Revenue	-	110,474	41,668	-	-
Fund 209 MPC Training - Police						
3765	MPC Reimbursements	-	-	6,310	-	-
	Total Revenue	-	-	6,310	-	-
Fund 210 Gas Tax (2105)						
3503	Gas Tax (2105)	243,626	232,827	186,131	205,000	215,000
	Use of PERS Superfunded Status					28,500
	Total Revenue	243,626	232,827	186,131	205,000	243,500
Fund 212 Gas Tx (2107)						
3503	Gas Tax (2107)	324,345	307,914	242,330	270,000	280,000
	Total Revenue	324,345	307,914	242,330	270,000	280,000

Revenues

Fund: All Other Funds

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
Fund 214 Gas Tax (2107.5)						
	Gas Tax (2107.5)	6,000	6,000	6,000	6,000	6,000
	Total Revenue	6,000	6,000	6,000	6,000	6,000
Fund 215 Gas Tax (2106)						
3503	Gas Tac (2106)	114,469	108,949	80,323	90,000	100,000
	Total Revenue	114,469	108,949	80,323	90,000	100,000
Fund 216 Traffic Congestion						
3514	Traffic Congestion Relief	-	215,901	79,440	43,000	-
	Total Revenue	-	215,901	79,440	43,000	-
Fund 218 MPC Training - Fire						
3765	MPC Reimbursements	-	-	12,109	-	-
	Total Revenue	-	-	12,109	-	-
Fund 220 Public Safety 1/2 Cent Sales Tax						
3507	Public Safety 1/2 Cent Sales Tax	69,422	81,499	80,906	85,000	85,000
	Use of PERS Superfunded Status					2,200
	Total Revenue	69,422	81,499	80,906	85,000	87,200
Fund 221 Cal Supp Grant						
3510	Ca. Supplemental Law Enforcement	143,357	110,573	111,440	100,000	-
	Total Revenue	143,357	110,573	111,440	100,000	-

Revenues

Fund: All Other Funds

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
Fund 224 RSTP Grant						
3567	RSTP Grant	-	-	-	935,850	500,000
	Total Revenue	-	-	-	935,850	500,000
Fund 240 ABC/CSU Underage Drinking Grant						
3541	Grant Revenue	-	-	-	10,000	40,000
	Total Revenue	-	-	-	10,000	40,000
Fund 241 Narcotics Enforcement Fund						
3306	Asset Seizure funds	-	-	-	-	-
	Total Revenue	-	-	-	-	-
Fund 244 Found Property						
3563	Other revenue	-	-	-	-	-
	Total Revenue	-	-	-	-	-
Fund 251 Senior Programs						
3690	Senior Programs	-	-	-	15,000	15,000
	Total Revenue	-	-	-	15,000	15,000
Fund 252 Oldemeyer Center Fund						
3672	Center Rentals	-	-	-	13,735	15,000
	Total Revenue	-	-	-	13,735	15,000

Revenues

Fund: All Other Funds

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
Fund 253 Youth Center Fund						
3672	Center Rentals	-	-	-	25,000	25,000
	Total Revenue	-	-	-	25,000	25,000
Fund 254 Employee Events						
3720	Miscellaneous revenue	-	-	-	3,000	3,000
	Total Revenue	-	-	-	3,000	3,000
Fund 351 Kenneth Street Assessment District						
3752	Assessments	-	-	8,833	2,000	-
	Total Revenue	-	-	8,833	2,000	-
Fund 352 Citywide Curbs, Gutters & Sidewalks						
3752	Assessments	421	61,413	69,895	64,100	68,700
	Total Revenue	421	61,413	69,895	64,100	68,700
Fund 401 Water Fund						
3696	Service Charges	310,677	330,184	330,033	360,000	380,000
	Use of PERS Superfunded Status					16,800
	Total Revenue	310,677	330,184	330,033	360,000	396,800
Fund 501 Equipment Maintenance						
3701	Internal Service Charges	508,610	508,610	433,600	425,000	460,000
	Use of PERS Superfunded Status					11,600
	Total Revenue	508,610	508,610	433,600	425,000	471,600

Revenues

Fund: All Other Funds

Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
Fund 502 Property / Casualty						
3710	Internal Service Charges	1,191,867	683,282	425,420	700,000	530,100
	Use of PERS Superfunded Status					400
	Total Revenue	1,191,867	683,282	425,420	700,000	530,500
Fund 503 Management Information Systems						
3703	Internal Service Charges	544,223	544,301	389,500	250,000	527,700
	Total Revenue	544,223	544,301	389,500	250,000	527,700
Fund 504 Leave Distribution Fund						
3701	Internal Service Charges	-	-	-	73,000	
	Total Revenue	-	-	-	73,000	-
Fund 951-954 Sanitation District Funds						
3101	Property Taxes	119,858	132,083	128,850	150,000	130,000
3401	Interest	57,687	53,944	45,000	20,000	10,000
3692	User Fees	176,555	176,933	217,000	210,000	200,000
	Other	4,813	21,008	10,875	10,000	10,000
	Use of PERS Superfunded Status					13,100
	Total Revenue	358,913	383,968	401,725	390,000	363,100
Fund 991 Redevelopment Agency Project Fund						
3105	Property Taxes	3,106,457	3,155,428	3,159,653	3,200,000	3,900,000
3401	Interest	457,365	634,977	331,483	300,000	400,000
	Other	10	474,063	76,186	70,000	70,000
	Use of PERS Superfunded Status					24,300
	Total Revenue	3,563,832	4,264,468	3,567,322	3,570,000	4,394,300

Revenues

Fund: All Other Funds

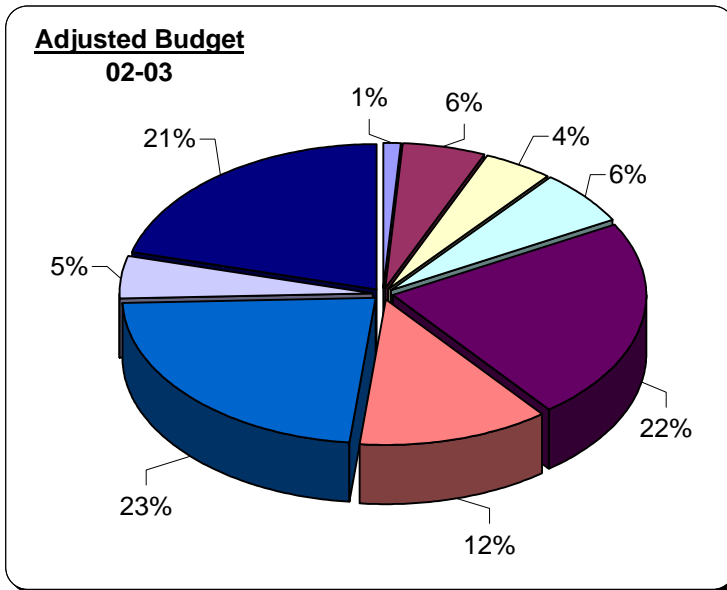
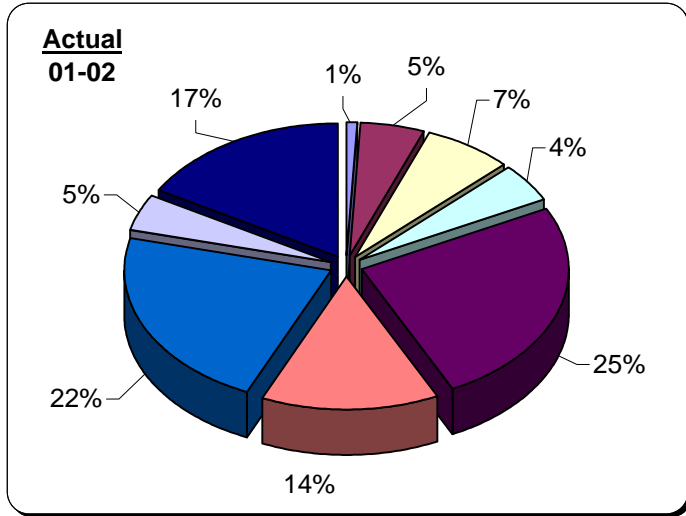
Code	Code Description	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
Fund 993	Redevelopment Agency Housing Set-Aside Fund					
3105	Property Taxes	776,614	788,856	820,946	800,000	900,000
3401	Interest	126,659	182,957	82,871	120,000	100,000
3554	Program Income	6,169	151,355	236,577	150,000	200,000
	Use of PERS Superfunded Status					1,500
	Total Revenue	909,442	1,123,168	1,140,394	1,070,000	1,201,500
TOTAL REVENUES:		9,253,345	10,185,661	9,545,249	10,631,272	11,183,200



Expenditures

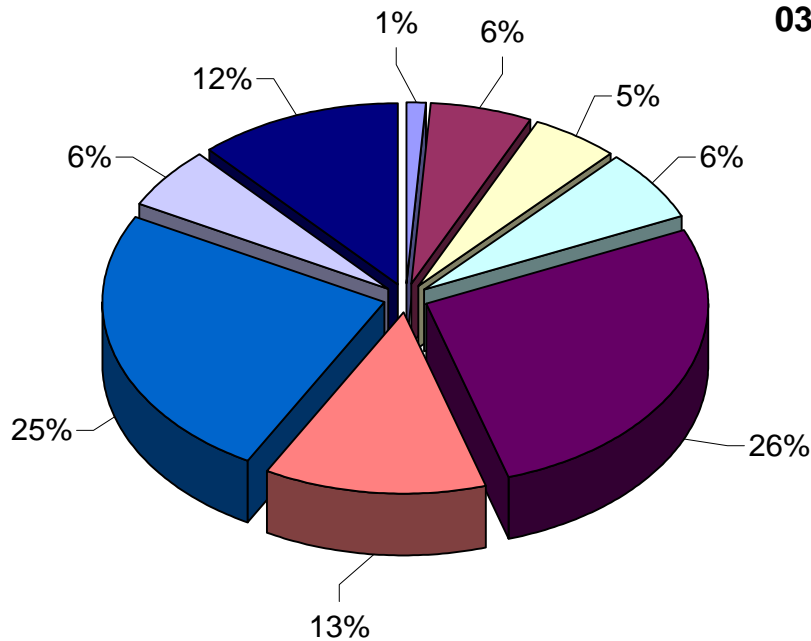


Total Expenditures by function-all funds



	Actual 99-00	Actual 00-01	Actual 01-02
Legislative Body	214,504	192,983	205,247
City Manager / City Admin	832,809	982,224	1,169,242
Finance Department	1,239,145	1,174,311	1,645,987
Community Development Dept	976,492	1,047,169	1,047,800
Police Department	4,946,848	5,327,471	5,919,744
Fire Department	2,535,520	2,580,350	3,258,332
Public Works Department	3,875,805	4,885,311	5,233,858
Recreation & Community Actv.	910,588	1,064,250	1,067,357
Redevelopment Agency City Seaside	2,110,271	5,199,843	3,874,205
Total	17,641,981	22,453,912	23,421,772

**Adopted Budget
03-04**

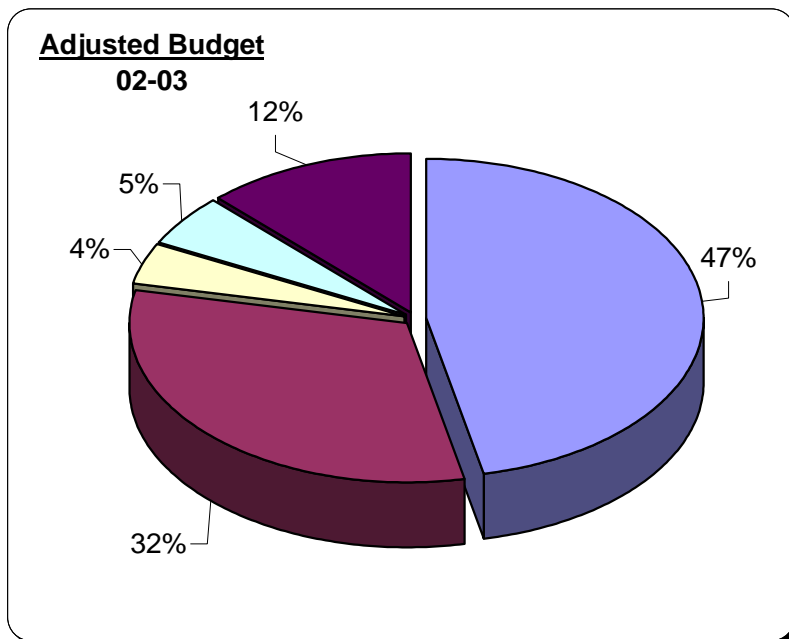
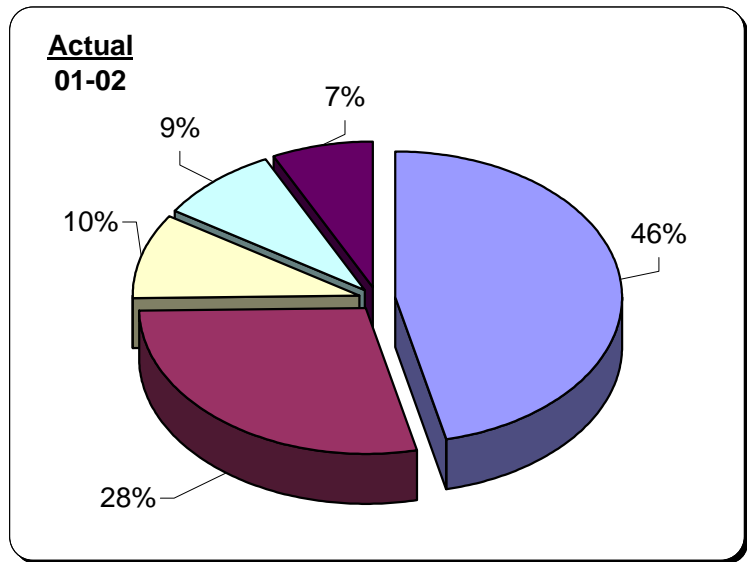


- Legislative Body
- City Manager / City Admin
- Finance Department
- Community Development Dept
- Police Department
- Fire Department
- Public Works Department
- Recreation & Community Actv.
- Redevelopment Agency City Seaside

Adjusted Budget 02-03	Adopted Budget 03-04	
276,500	293,520	Legislative Body
1,534,800	1,429,000	City Manager / City Admin
1,204,924	1,256,600	Finance Department
1,658,404	1,620,800	Community Development Dept
6,303,070	6,796,700	Police Department
3,357,431	3,181,300	Fire Department
6,336,173	6,211,200	Public Works Department
1,342,894	1,424,700	Recreation & Community Actv.
5,768,849	2,913,903	Redevelopment Agency City Seaside
27,783,045	25,127,723	Total

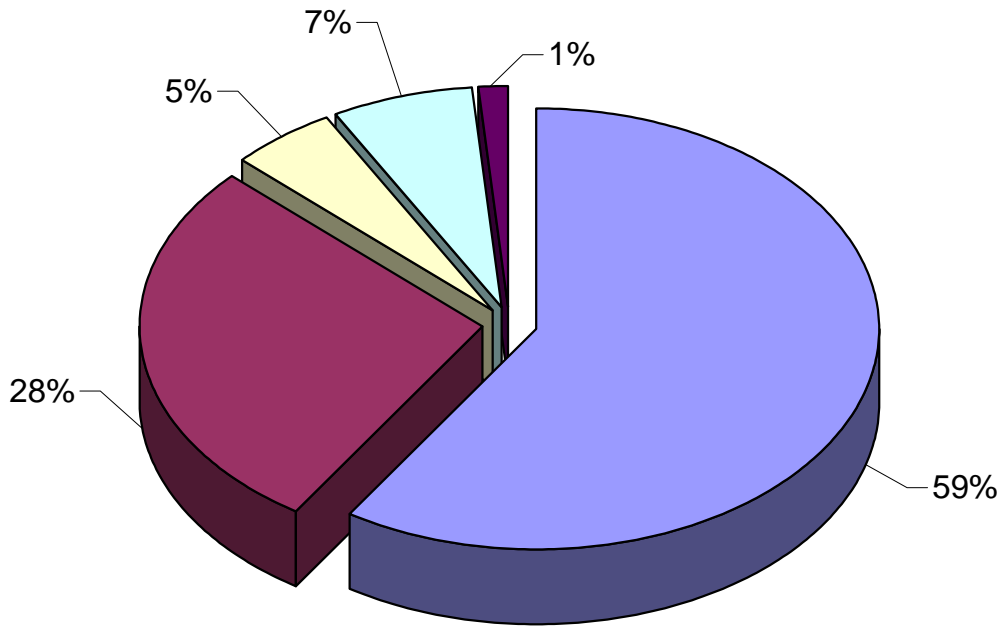
Total Expenditures

by type - all funds



	Actual 99-00	Actual 00-01	Actual 01-02
Personnel	9,515,897	9,993,881	10,863,817
Maintenance & Operation	4,368,446	5,555,416	6,615,233
Debt Service	868,383	3,650,030	2,246,451
Internal Service	2,062,307	1,955,759	2,012,402
Cap. Outlay	826,948	1,298,827	1,683,869
Total	17,641,981	22,453,912	23,421,772

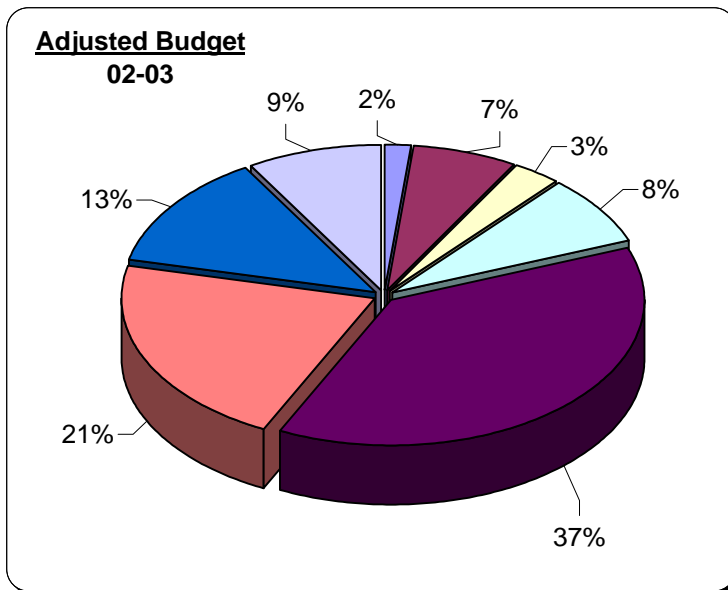
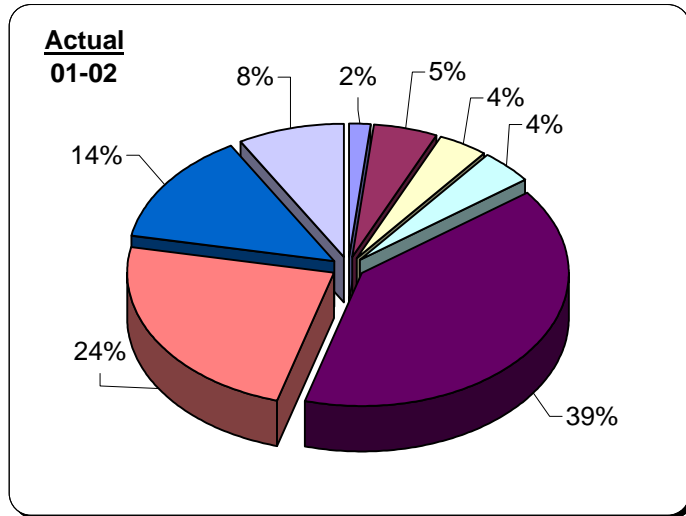
Adopted Budget
03-04



- Personnel
- Maintenance & Operation
- Debt Service
- Internal Service
- Cap. Outlay

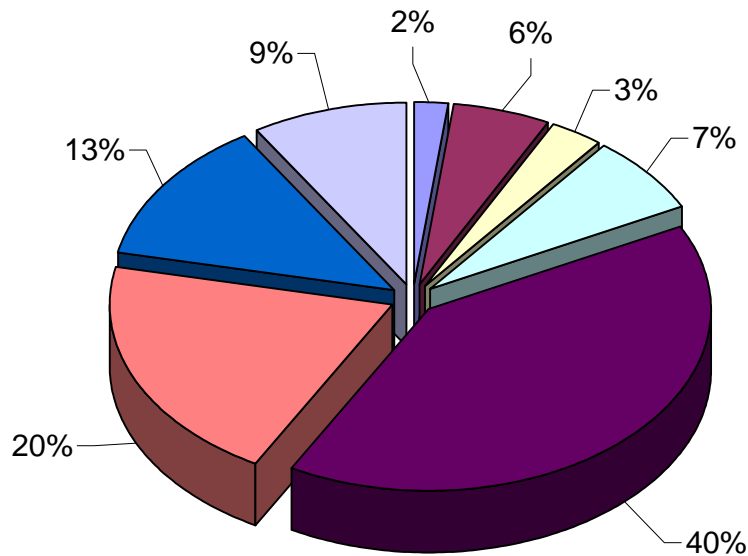
Adjusted Budget	Adopted Budget	
02-03	03-04	
12,940,460	14,852,100	Personnel
8,794,161	7,000,020	Maintenance & Operation
1,199,130	1,268,700	Debt Service
1,472,743	1,662,803	Internal Service
3,376,551	344,100	Cap. Outlay
27,783,045	25,127,723	Total

Total Expenditures by function-general fund



	Actual 99-00	Actual 00-01	Actual 01-02
Legislative Body	214,504	192,983	205,247
City Manager / City Admin	553,200	645,811	661,876
Finance Department	508,965	487,101	510,728
Community Development Dept	519,848	481,979	527,139
Police Department	4,580,262	4,607,405	5,134,980
Fire Department	2,531,389	2,580,350	3,056,018
Public Works Department	1,142,828	1,422,481	1,778,518
Recreation & Community Actv.	910,588	1,064,250	1,067,357
Total	10,961,585	11,482,360	12,941,862

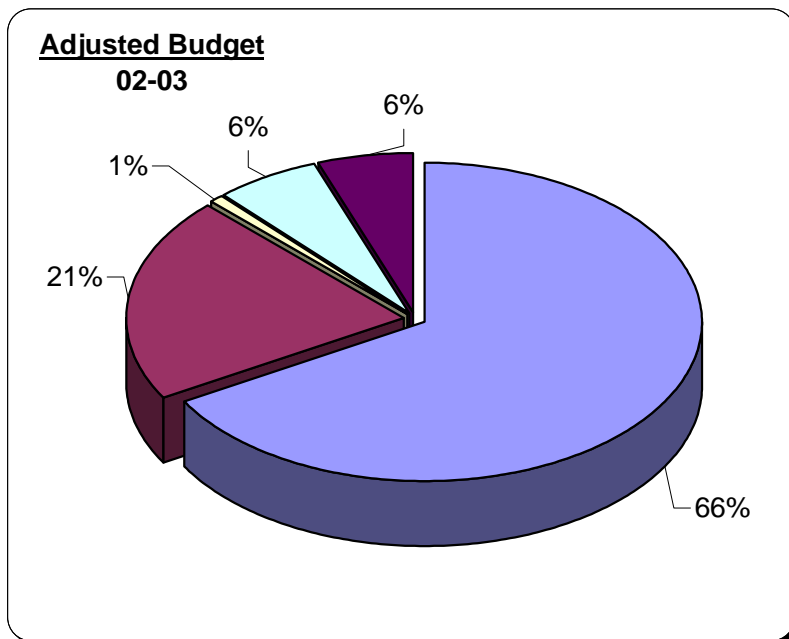
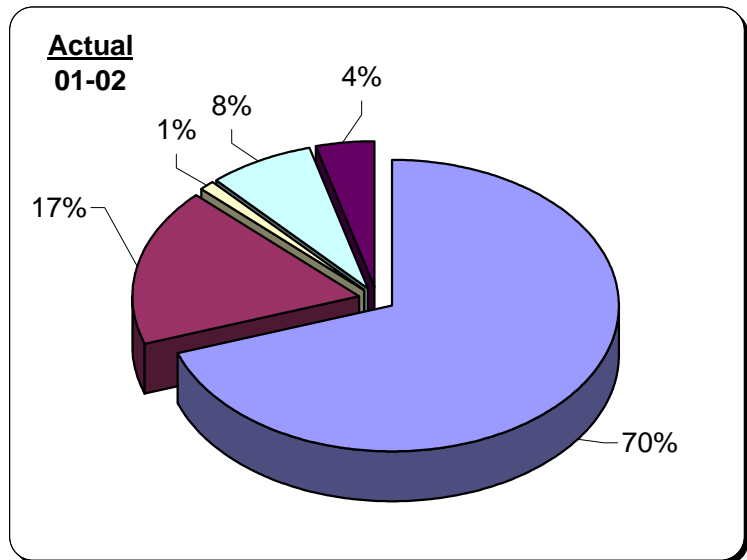
**Adopted Budget
03-04**



- Legislative Body
- City Manager / City Admin
- Finance Department
- Community Development Dept
- Police Department
- Fire Department
- Public Works Department
- Recreation & Community Actv.

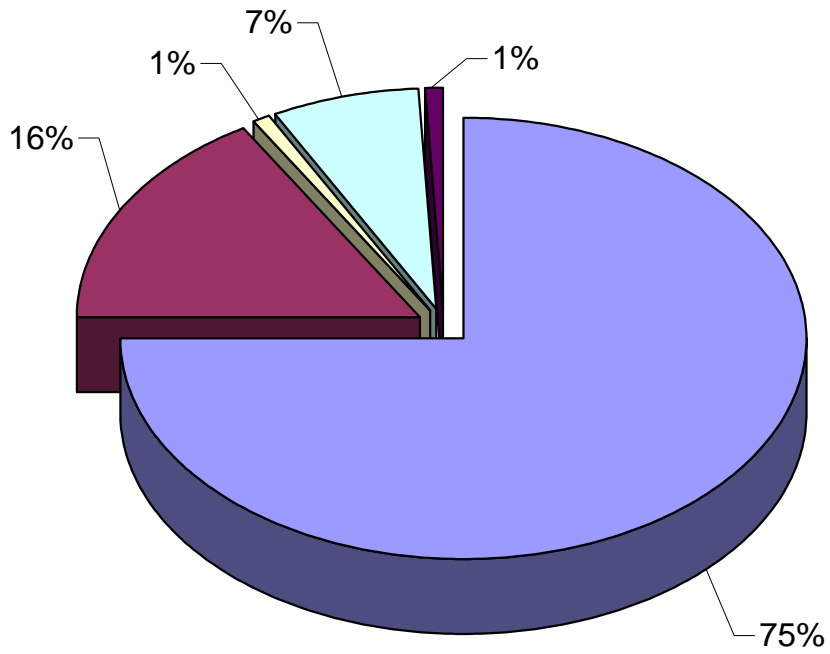
Adjusted Budget 02-03	Adopted Budget 03-04	
266,300	293,520	Legislative Body
1,027,600	901,300	City Manager / City Admin
474,200	460,200	Finance Department
1,223,304	1,127,000	Community Development Dept
5,913,225	6,414,900	Police Department
3,349,931	3,175,300	Fire Department
1,988,025	2,027,000	Public Works Department
1,331,506	1,421,700	Recreation & Community Actv.
15,574,091	15,820,920	Total

Total Expenditures by type - general fund



	Actual 99-00	Actual 00-01	Actual 01-02
Personnel	7,863,228	8,085,530	9,030,194
Maintenance & Operation	1,461,832	1,828,009	2,252,742
Debt Service	33,578	33,578	156,627
Internal Service	1,602,015	1,489,575	975,500
Cap. Outlay	932	45,668	526,799
Total	10,961,585	11,482,360	12,941,862

Adopted Budget
03-04



- Personnel
- Maintenance & Operation
- Debt Service
- Internal Service
- Cap. Outlay

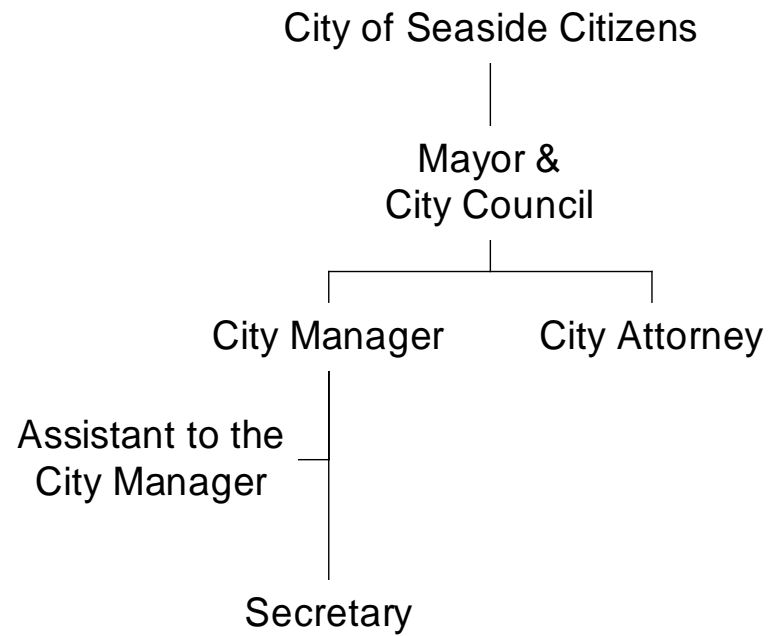
Adjusted Budget	Adopted Budget	
02-03	03-04	
10,392,760	11,879,400	Personnel
3,225,537	2,565,020	Maintenance & Operation
133,300	138,800	Debt Service
936,500	1,109,100	Internal Service
885,994	128,600	Cap. Outlay
15,574,091	15,820,920	Total



Legislative Body



City of Seaside
Legislative Body



**CITY OF SEASIDE
MAYOR AND CITY COUNCIL
FISCAL YEAR 2003-2004**

ACTIVITY DESCRIPTION

The City Council is a legislative and policy-making body that is elected on a nonpartisan basis to represent the residents of Seaside. The Mayor is elected every two years in a general election. Serving with the Mayor are four members of the City Council who are elected at-large for terms of four years each. The terms of the four Councilmembers overlap, so every two years, two members of the City Council are selected by the voters through a general election.

The City Council is responsible for making policy determinations on issues that impact the City of Seaside. The City Council meets on the first and third Thursdays of each month with special meetings as needed to address the issues facing Seaside. At these public meetings, the City Council makes policy determinations; approves agreements and contracts; adopts ordinances (local laws) and regulations; and authorizes the expenditure of City funds. In addition, the City Council reviews and adopts an annual budget. The City Council also develops and maintains significant intergovernmental relations with local, state and federal agencies in order to enhance the economic vitality of Seaside.

The City Council also serves as the Board of the Directors of the Redevelopment Agency of the Seaside.

ACTIVITY GOALS

Conduct two strategic planning sessions with the City's Management Team.

Continue to support the Seaside/Sand City Chamber of Commerce.

Maintain the City's memberships in the Fort Ord Reuse Authority, Association of Monterey Bay Area Governments, and the League of California Cities.

Continue to Contribute to the County Youth program.

FINANCIAL NOTES

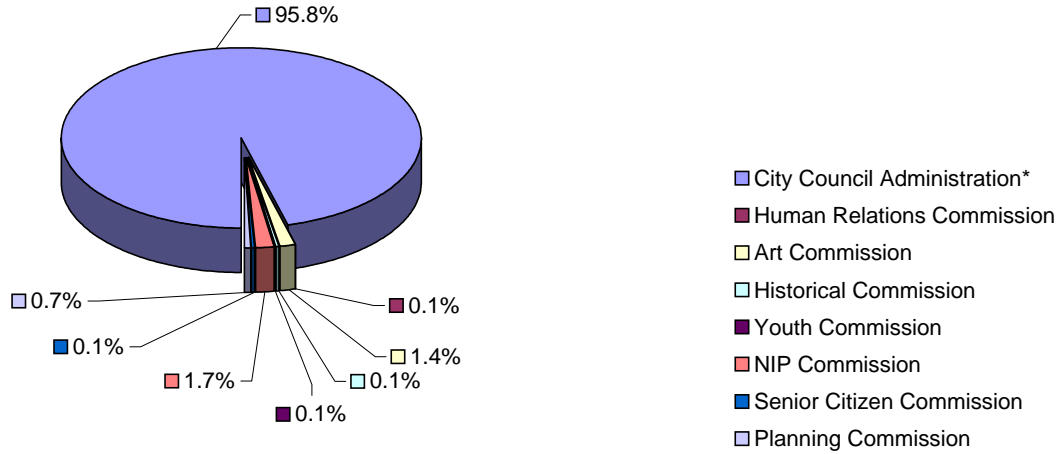
There are no significant changes from FY 02-03 Budget.



Legislative Body

03-04 Adopted Budget

by function - all funds

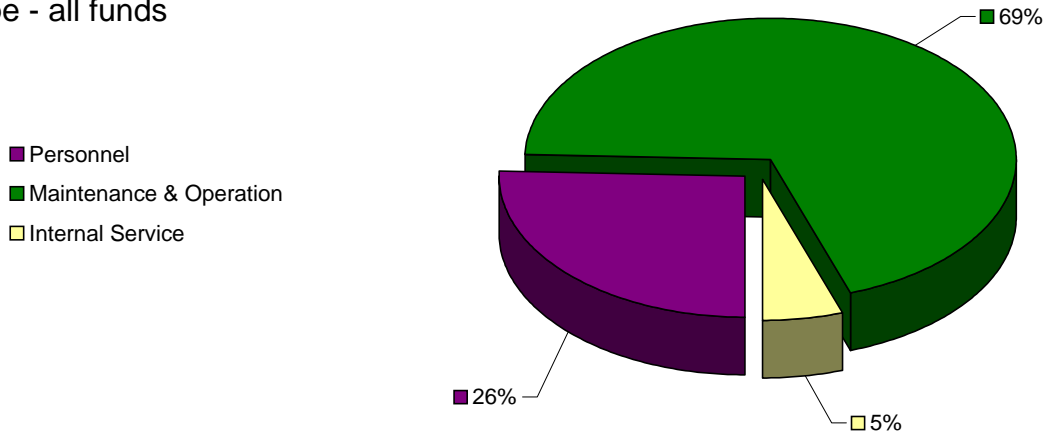


*\$10,200 funded by fund 601

	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
City Council Administration*	75,100	190,420	-	15,600	-	281,120
Human Relations Commission	-	400	-	-	-	400
Art Commission	-	4,100	-	-	-	4,100
Historical Commission	-	200	-	-	-	200
Youth Commission	-	400	-	-	-	400
NIP Commission	-	5,000	-	-	-	5,000
Senior Citizen Commission	-	300	-	-	-	300
Planning Commission	-	2,000	-	-	-	2,000
Total	75,100	202,820	-	15,600	-	293,520

03-04 Adopted Budget

by type - all funds



Legislative Body
PROGRAM: City Council Administration

FUND: General Fund
ACCOUNT: 100-0-1010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Mayor , 4 Council members and .50 Admin Secretary	43,560	45,855	36,303	42,000	44,200
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	163	50	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	211	195	192	300	300
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	200	200
0031	PERS Pension	Payments for Public Employees Retirement System	1,542	201	112	1,300	1,800
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	0	900	900
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	6,224	7,032	8,574	10,900	20,200
0051	Dental Insurance - Guardian	Payments for employee dental benefits	2,285	2,582	3,148	4,000	4,700
0061	Vision Ins - CPIC	Payments for employee vision benefits	146	165	201	300	300
0071	LTD - Met Life	Payments for employee Long Term Disability	49	55	67	100	100
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	49	55	67	100	100
0091	FICA Tax	Payments to Social Security systems for eligible employees	1,012	1,189	1,298	1,400	1,600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	472	555	606	700	700
Subtotal Personnel Services:			55,713	57,934	50,568	62,200	75,100
MAINTENANCE & OPERATION							
1030	Consultant	Strategic planning follow-up (two meetings at \$3,000 each)	0	30	0	11,000	6,000
2043	Temporary Contract Service	Expenses for temporary, short-term contractual services	139	500	9,804	1,000	0
2044	Copier Services	Maintenance expenses for copy machines including lease charges	367	474	546	100	800
2050	Photo Service	Photo developing expenses	0	101	53	200	100

Legislative Body
PROGRAM: City Council Administration

FUND: General Fund
ACCOUNT: 100-0-1010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	46	42	48	100	100
2063	Publishing & Legal Advertising	Expenses for publishing legal notices, job announcements, and other city information	0	0	0	1,000	1,000
2075	Contract Services	One Voice Mural Project for 02-03 funded by Mayors Youth Fund. (previously funded by 100-0-9200-Recreation)	0	0	0	0	10,200
3092	Stationery Supplies	Expenses for miscellaneous office supplies	518	525	193	700	700
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	2,847	4,244	4,821	7,500	10,000
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	10,865	16,430	7,095	21,000	21,000
4122	Dues & Membership	FORA membership (\$28,000), other (\$3,000)	37,001	11,629	3,211	31,000	31,000
4124	Mail Services	Mail costs including lease of equipment	66	77	469	500	420
5132	Telephone	Telephone costs	1,354	1,039	1,855	3,000	3,000
7161	League of California Cities	Annual membership dues for League of California Cities	5,840	6,068	11,217	13,500	12,000
7162	Community Human Services	Annual membership dues for Community Human Services JPA	29,222	28,000	30,700	32,500	33,000
7163	Chamber of Commerce	City contribution to Seaside/Sand City Chamber of Commerce	15,500	27,000	30,000	30,000	30,000
7164	AMBAG	Annual membership dues for Association of Monterey Bay Area Governments	17,849	5,269	5,530	6,100	6,100
7165	Grants	Grants to community organizations	0	0	0	500	0
7177	Monterey County Youth Program	City contribution to Monterey County Youth Program	0	0	22,680	25,000	25,000
	Subtotal Maintenance & Operations:		121,614	101,427	128,222	184,700	190,420
	INTERNAL SERVICE CHARGES						
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	10,162	9,380	1,800	5,300	5,600
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	20,843	19,240	14,200	6,300	10,000

Legislative Body
PROGRAM: City Council Administration

FUND: General Fund
ACCOUNT: 100-0-1010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
	Subtotal Internal Service Charges:		31,005	28,620	16,000	11,600	15,600
TOTAL ALL EXPENDITURES:			208,332	187,981	194,789	258,500	281,120

Legislative Body
PROGRAM: City Council: Mayor Smith (PA# 18)

FUND: General Fund
ACCOUNT: 100-0-1010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	2,536	3,652	1,337	5,000	5,000
	Subtotal Maintenance & Operations:		2,536	3,652	1,337	5,000	5,000
TOTAL ALL EXPENDITURES:			2,536	3,652	1,337	5,000	5,000

Legislative Body
PROGRAM: City Council: Council Member Choates (PA# 19)

FUND: General Fund
ACCOUNT: 100-0-1010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	2,048	3,962	227	4,000	4,000
	Subtotal Maintenance & Operations:		2,048	3,962	227	4,000	4,000
TOTAL ALL EXPENDITURES:			2,048	3,962	227	4,000	4,000

Legislative Body
PROGRAM: City Council: Council Member Mancini (PA# 20)

FUND: General Fund
ACCOUNT: 100-0-1010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	2,979	3,500	819	4,000	4,000
	Subtotal Maintenance & Operations:		2,979	3,500	819	4,000	4,000
TOTAL ALL EXPENDITURES:			2,979	3,500	819	4,000	4,000

Legislative Body
PROGRAM: City Council: Mayor Pro Tem Bloomer (PA# 21)

FUND: General Fund
ACCOUNT: 100-0-1010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	1,643	1,399	425	4,000	4,000
	Subtotal Maintenance & Operations:		1,643	1,399	425	4,000	4,000
TOTAL ALL EXPENDITURES:			1,643	1,399	425	4,000	4,000

Legislative Body
PROGRAM: City Council: Council Member Rubio (PA# 22)

FUND: General Fund
ACCOUNT: 100-0-1010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	1,651	2,836	2,411	4,000	4,000
	Subtotal Maintenance & Operations:		1,651	2,836	2,411	4,000	4,000
TOTAL ALL EXPENDITURES:			1,651	2,836	2,411	4,000	4,000

Legislative Body
PROGRAM: Human Relations Commission

FUND: General Fund
ACCOUNT: 100-0-1310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	0	0	200	200
4122	Dues & Membership	Annual dues for personal and city memberships	0	0	3	200	200
	Subtotal Maintenance & Operations:		0	0	3	400	400
TOTAL ALL EXPENDITURES:			0	0	3	400	400

Legislative Body
PROGRAM: Art Commission

FUND: General Fund
ACCOUNT: 100-0-1320

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	465	155	296	300	600
7171	Art Commission Activities	Refreshments for receptions, entertainment, lights for gallery, promotion of events. \$1000 increase due to trust fund account change.	4,613	3,761	7,444	6,800	3,500
	Subtotal Maintenance & Operations:		5,078	3,916	7,740	7,100	4,100
TOTAL ALL EXPENDITURES:			5,078	3,916	7,740	7,100	4,100

Legislative Body
PROGRAM: Historical Commission

FUND: General Fund
ACCOUNT: 100-0-1330

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	0	0	176	200	200
	Subtotal Maintenance & Operations:		0	0	176	200	200
TOTAL ALL EXPENDITURES:			0	0	176	200	200

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	444	500	96	500	200
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	0	0	500	200
	Subtotal Maintenance & Operations:		444	500	96	1,000	400
TOTAL ALL EXPENDITURES:			444	500	96	1,000	400

Legislative Body
PROGRAM: NIP Commission

FUND: General Fund
ACCOUNT: 100-0-1350

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
2053	Outside Printing Service	Code Violation Education Brochure Printing (\$ 3,000)	0	0	0	3,000	3,000
3095	Department Consumables	NIP consumables	500	585	1,324	1,000	1,500
7168	Christmas Decorations	Prize monies for decoration contest	0	0	500	0	500
	Subtotal Maintenance & Operations:		500	585	1,824	4,000	5,000
TOTAL ALL EXPENDITURES:			500	585	1,824	4,000	5,000

Legislative Body
PROGRAM: Senior Citizen Commission

FUND: General Fund
ACCOUNT: 100-0-1360

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	150	0	619	300	300
	Subtotal Maintenance & Operations:		150	0	619	300	300
TOTAL ALL EXPENDITURES:			150	0	619	300	300

Legislative Body
PROGRAM: Planning Commission

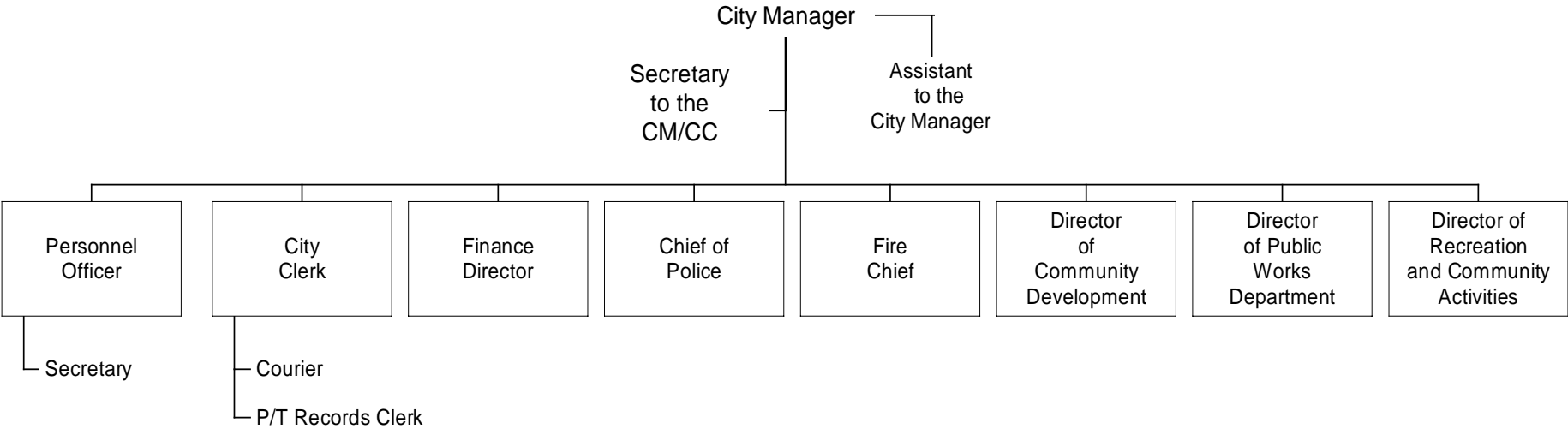
FUND: General Fund
ACCOUNT: 100-0-1370

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	0	0	5,000	2,000
	Subtotal Maintenance & Operations:		0	0	0	5,000	2,000
TOTAL ALL EXPENDITURES:			0	0	0	5,000	2,000

City Manager



City of Seaside Office of the City Manager



**CITY OF SEASIDE
CITY MANAGER ADMINISTRATION
FISCAL YEAR 2003-2004**

ACTIVITY DESCRIPTION

The City Manager is responsible for making policy recommendations to the City Council and implementing City Council policy directives. The Office of the City Manager is comprised of three divisions: City Manager Administration, City Clerk, and Personnel. Under the direction of the City Manager, the Administration division oversees the general operation of all City Departments, including the implementation of the City's Strategic Plan.

Administration directs the preparation of City Council and Redevelopment Agency agendas and provides staff support for these meetings. It also provides reports, analysis, and other information to the City Council and Redevelopment Agency on an ongoing basis.

FY 03-04 ACTIVITY GOALS

Design and produce three issues of the *Seaside Community News*.

Continue efforts to improve and maintain the City's Web site.

Monitor the implementation of the City's Strategic Plan.

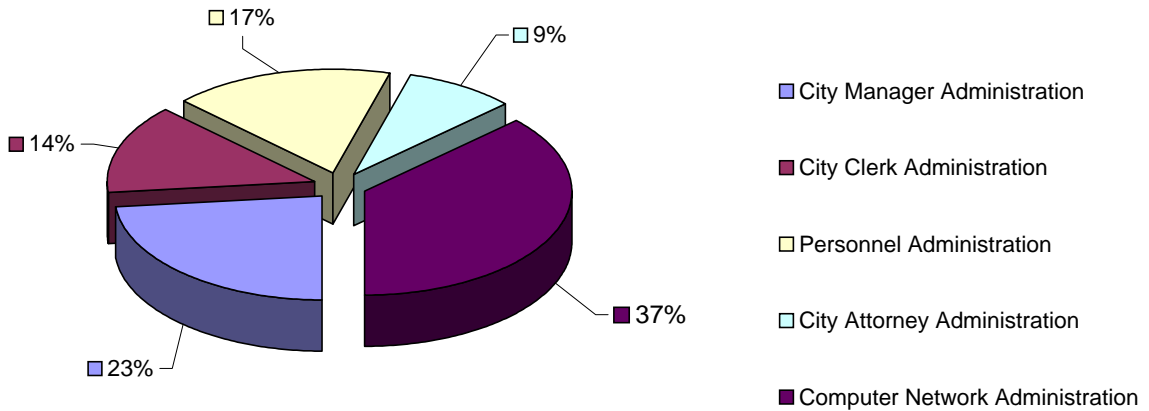
FINANCIAL NOTES

Funds for public information were reduced from \$100,000 to \$62,000 in consideration of citywide budget constraints.

Department of the City Manager

03-04 Adopted Budget

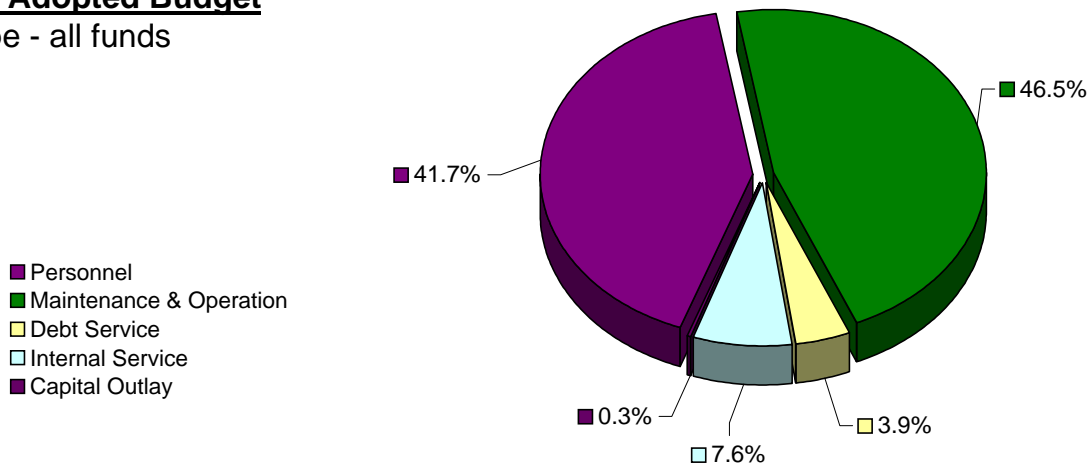
by function - all funds



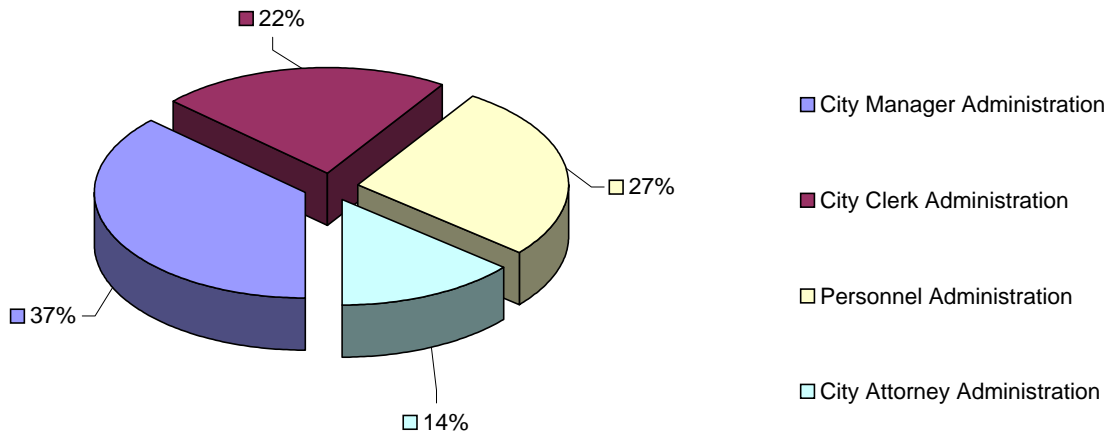
	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
City Manager Administration	200,500	102,100	-	29,500	-	332,100
City Clerk Administration	147,000	36,000	-	17,800	-	200,800
City Clerk-Elections	-	-	-	-	-	-
Personnel Administration	136,300	90,600	-	16,500	-	243,400
City Attorney Administration	80,200	40,000	-	4,800	-	125,000
Computer Network Administration	31,700	395,200	56,300	39,500	5,000	527,700
Total	595,700	663,900	56,300	108,100	5,000	1,429,000

03-04 Adopted Budget

by type - all funds

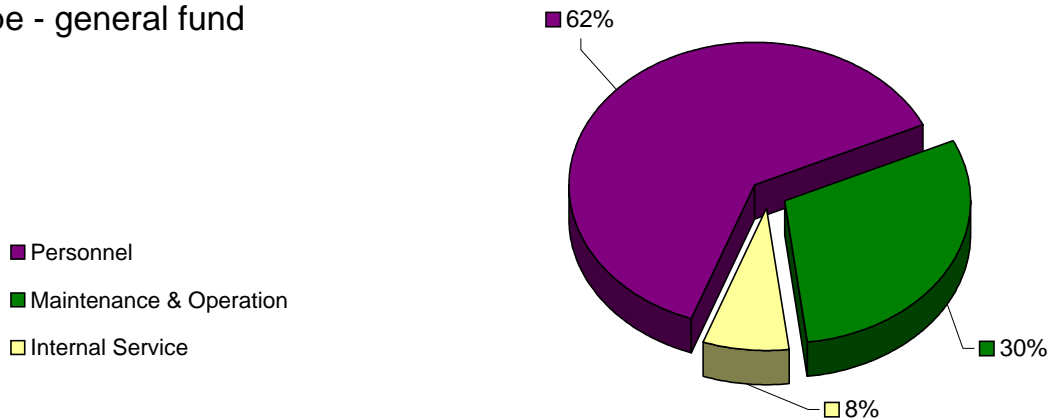


03-04 Adopted Budget
by function - general fund



	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
City Manager Administration	200,500	102,100	-	29,500	-	332,100
City Clerk Administration	147,000	36,000	-	17,800	-	200,800
City Clerk-Elections	-	-	-	-	-	-
Personnel Administration	136,300	90,600	-	16,500	-	243,400
City Attorney Administration	80,200	40,000	-	4,800	-	125,000
Computer Network Administration	-	-	-	-	-	-
Total	564,000	268,700	-	68,600	-	901,300

03-04 Adopted Budget
by type - general fund



City Manager Department
PROGRAM: City Manager Administration

FUND: General Fund
ACCOUNT: 100-0-2010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.40 City Manager, .50 Assistant to the City Manager, .75 Admin Secretary, .50 Secretary to the City Manager	61,519	71,651	103,213	157,400	154,300
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	216	114	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	316	307	575	1,000	800
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	4,100	5,000
0018	Auto Allowance	Employee auto allowance expenses	0	0	78	1,400	1,400
0031	PERS Pension	Payments for Public Employees Retirement System	3,371	260	546	9,700	10,900
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	329	7,900	6,600
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	4,774	8,221	9,300	14,300	15,100
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	50	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	562	967	1,100	1,700	2,200
0061	Vision Ins - CPIC	Payments for employee vision benefits	77	132	150	200	300
0071	LTD - Met Life	Payments for employee Long Term Disability	128	220	250	400	500
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	255	440	500	800	1,000
0092	Medicare Tax	Payments to Medicare systems for eligible employees	943	1,083	1,529	2,400	2,300
	Subtotal Personnel Services:		72,161	83,396	117,620	201,400	200,500
MAINTENANCE & OPERATION							
1024	Public Information	City newsletter (\$ 42,000), website design and improvements and public education (\$ 20,000)	2,660	959	2,000	100,000	62,000
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	0	195	0	2,500	1,000
1030	Consultant	Cable Franchise (\$ 15,000), professional consulting services.	25,542	2,000	5,482	1,500	15,000

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City Manager Department
PROGRAM: City Manager Administration

FUND: General Fund
ACCOUNT: 100-0-2010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2043	Temporary Contract Service	Expenses for temporary, short-term contractual services	558	19,875	5,510	3,000	0
2044	Copier Services	Maintenance expenses for copy machines including lease charges	1,777	947	308	2,500	500
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	1,970	90	58	500	500
2054	Equipment Repair	Payments to contractors for repair services or routine maintenance of non-automotive equipment	0	181	88	200	200
2078	Other Expense	Moving Expense Reimbursement	0	12,000	0	0	0
3092	Stationery Supplies	Expenses for miscellaneous office supplies	1,872	1,838	253	1,500	1,500
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	520	994	1,784	2,600	2,600
3102	Computer Supplies	Miscellaneous computer supplies and hardware	0	0	106	0	0
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	340	4,071	2,342	5,250	5,200
4122	Dues & Membership	Annual dues for personal and city memberships	729	1,561	2,038	3,000	3,000
4123	Books & Periodicals	Publications and subscriptions	0	0	180	1,200	800
4124	Mail Services	Mail costs including lease of equipment	149	516	317	200	200
5132	Telephone	Telephone costs	4,450	10,592	6,243	2,000	9,000
6141	Employee Auto Reimbursement	Employee auto allowance expenses	0	2,850	2,700	150	100
7167	Employee Anniversary Awards	Recognition awards to city employees	0	0	1,150	1,500	500
	Subtotal Maintenance & Operations:		40,567	58,669	30,559	127,600	102,100
	INTERNAL SERVICE CHARGES						
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	7,670	7,080	0	0	0
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	11,148	10,290	5,300	6,700	8,900

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City Manager Department
PROGRAM: City Manager Administration

FUND: General Fund
ACCOUNT: 100-0-2010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	24,711	22,810	15,600	9,400	20,600
	Subtotal Internal Service Charges:		43,529	40,180	20,900	16,100	29,500
TOTAL ALL EXPENDITURES:			156,257	182,244	169,080	345,100	332,100

City Manager Department
PROGRAM: City Manager Administration

FUND: Capital Outlay Fund
ACCOUNT: 102-0-2010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8187	Department Equipment	Miscellaneous city department equipment purchase costs	0	0	1,878	650	0
	Subtotal Capital Outlay:		0	0	1,878	650	0
TOTAL ALL EXPENDITURES:			0	0	1,878	650	0



City Clerk





**CITY OF SEASIDE
FISCAL YEAR 2003-2004
CITY CLERK**

ACTIVITY DESCRIPTION

The City Clerk's office is responsible for the preparation of agendas and minutes for the City Council and Redevelopment Agency. This office also certifies and distributes ordinances and resolutions as appropriate and/or legally required. Additional responsibilities include the publishing and posting of legal notices; the processing of claims and lawsuits; maintenance of the Seaside Municipal Code; and responding to requests for public information.

ACTIVITY OBJECTIVES

Finalize records management plan for the City Clerk's office.

FINANCIAL NOTES

Funds for legal advertising were reduced 50% due to the fiscal constraints facing the City.

City Manager Department
PROGRAM: City Clerk

FUND: General Fund
ACCOUNT: 100-0-2021

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.75 City Clerk, .50 Secretary, 1.00 Courier	53,350	66,229	88,200	73,400	85,600
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	381	110	295	100	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	779	715	862	1,200	700
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	1,400	1,400
0020	Part-time Hourly Wages	30 hr records clerk	0	0	0	24,900	29,000
0031	PERS Pension	Payments for Public Employees Retirement System	3,355	988	433	5,100	6,000
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	121	2,800	2,800
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,417	2,100	2,100
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	11,745	23,036	8,103	5,600	7,900
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,113	3,755	2,600	5,700
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	66	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	649	781	659	500	1,000
0061	Vision Ins - CPIC	Payments for employee vision benefits	65	78	66	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	195	234	198	100	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	519	625	527	400	800
0091	FICA Tax	Payments to Social Security systems for eligible employees	401	485	657	600	1,800
0092	Medicare Tax	Payments to Medicare systems for eligible employees	379	458	621	500	1,700
Subtotal Personnel Services:			71,818	94,852	105,980	121,300	147,000

City Manager Department
PROGRAM: City Clerk

FUND: General Fund
ACCOUNT: 100-0-2021

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1029	Training & Education	CEPO Conference, and other misc training	144	2,034	703	2,500	2,000
1030	Consultant	Translation services , records retention and misc.	1,223	2,028	2,911	9,700	9,000
2043	Temporary Contract Service	Rental of audio visual equipment, minutes transcription, and video taping	0	16,829	2,650	6,000	4,000
2044	Copier Services	Maintenance expenses for copy machines including lease charges	3,116	2,351	2,237	21,000	3,900
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	181	0	91	500	300
2063	Publishing & Legal Advertising	Expenses for publishing legal notices, job announcements, and other city information	6,680	8,122	10,646	12,000	6,000
2067	City Code Update	Updates to municipal code	1,692	386	2,678	2,000	3,500
3092	Stationery Supplies	Expenses for miscellaneous office supplies	564	1,220	901	1,000	1,500
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	27	0	0	100	0
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	286	911	1,635	1,000	500
4122	Dues & Membership	Annual dues for personal and city memberships	200	348	370	600	400
4123	Books & Periodicals	Publications and subscriptions	180	500	262	700	600
4124	Mail Services	Mail costs including lease of equipment	372	235	1,159	1,300	1,300
5132	Telephone	Telephone costs	1,084	1,218	2,287	3,000	3,000
	Subtotal Maintenance & Operations:		15,749	36,182	28,531	61,400	36,000
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	3,857	3,560	2,600	2,700	2,900
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	9,934	9,170	3,400	5,700	4,900

City Manager Department
PROGRAM: City Clerk

FUND: General Fund
ACCOUNT: 100-0-2021

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	5,211	4,810	3,400	4,700	10,000
	Subtotal Internal Service Charges:		19,002	17,540	9,400	13,100	17,800
TOTAL ALL EXPENDITURES:			106,569	148,573	143,910	195,800	200,800

City Manager Department
PROGRAM: Elections

FUND: General Fund
ACCOUNT: 100-0-2022

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	6,816	7,251	0	0	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	13	0	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	35	30	0	0	0
0031	PERS Pension		501	59	0	0	0
	Subtotal Personnel Services:		7,365	7,340	0	0	0
MAINTENANCE & OPERATION							
2043	Temporary Contract Service	County election charges.	21,326	0	0	16,000	0
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	0	27	0	200	0
	Subtotal Maintenance & Operations:		21,326	27	0	16,200	0
TOTAL ALL EXPENDITURES:			28,691	7,367	0	16,200	0



Personnel Department





**CITY OF SEASIDE
PERSONNEL ADMINISTRATION
FY 2003-2004**

ACTIVITY DESCRIPTION:

The Personnel Office administers a centralized, merit personnel system. The personnel system includes: the recruitment, testing selection, and placement of employees; classification of positions; employee relations (negotiations, grievances, discipline and complaints); employee development and training; and employee information database.

ACTIVITY GOALS:

- Review each vacant position for possible cost-savings and fill critical vacancies as needed.
- Recruit, test, select and place qualified applicants, ensuring a merit system consistent with equal employment guidelines.
- Provide equitable and adequate pay for duties through properly classified positions.
- Interpret and administer the personnel rules and memorandums of understanding. Analyze and prepare alternatives for re-opening the contracts if necessary.
- Optimize training opportunities that improve employee skills and productivity.
- Manage employee information to provide data for reports, analysis, and planning.

FINANCIAL COMMENTS:

Funding for recruitments and training programs has been reduced. Vacant positions will be filled on a critical need basis and the Dale Carnegie program will not be offered this fiscal year.

City Manager Department
PROGRAM: Personnel Administration

FUND: General Fund
ACCOUNT: 100-0-2031

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.00 Personnel Officer, .50 Secretary	82,922	90,668	97,927	95,700	109,400
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	0	0	100	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	410	385	479	600	600
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	1,400	1,400
0031	PERS Pension	Payments for Public Employees Retirement System	6,068	751	462	6,700	7,700
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	904	4,800	4,600
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	7,764	9,089	10,210	12,000	9,200
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	40	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	334	391	440	500	1,100
0061	Vision Ins - CPIC	Payments for employee vision benefits	61	71	80	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	91	107	120	100	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	273	320	360	400	1,500
0092	Medicare Tax	Payments to Medicare systems for eligible employees	145	198	226	1,400	300
	Subtotal Personnel Services:		98,068	101,979	111,248	123,800	136,300
MAINTENANCE & OPERATION							
1029	Training & Education	Labor Relations Consortium, City Consortium, Professional Image-Customer Service Training, Diversity Training, Avoid Violence in the Workplace.	4,505	5,415	40,039	50,000	23,000
1030	Consultant	FLSA Audit, Labor Attorney	0	38,071	37,787	25,000	24,000
1033	Fitness Program	City share of gym program	0	0	0	14,400	13,400
2043	Temporary Contract Service	Expenses for temporary, short-term contractual services	8,513	1,558	0	0	0

City Manager Department
PROGRAM: Personnel Administration

FUND: General Fund
ACCOUNT: 100-0-2031

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2044	Copier Services	Maintenance expenses for copy machines including lease charges	4,635	4,135	2,228	10,000	1,900
2048	Typewriter Repair	Maintenance expenses for repair of electric typewriters	65	91	104	200	200
2053	Outside Printing Service	Executive Management and Management flyers	1,190	3,982	3,246	4,000	1,000
2064	Personnel Recruitment	Newspaper, professional magazine, internet advertising	5,936	17,526	17,074	10,000	5,000
2065	Exams	Police and Fire exams	1,061	8,967	13,594	15,000	7,000
3092	Stationery Supplies	Expenses for miscellaneous office supplies	582	979	2,158	2,000	2,000
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	0	0	0	2,000	2,000
3104	Computer Software	Computer software and licenses	0	0	9,089	0	0
4121	Meetings & Travel	CALPELRA Conference / Liebert, Cassidy & Whitmore Conference	368	3,628	7,594	5,000	4,000
4122	Dues & Membership	TPO and CALPELRA memberships	0	0	0	2,500	2,000
4123	Books & Periodicals	Publications and subscriptions	0	0	650	500	500
4124	Mail Services	Mail costs including lease of equipment	464	408	2,000	2,000	2,000
5132	Telephone	Telephone costs	1,398	1,345	2,409	2,800	2,600
	Subtotal Maintenance & Operations:		28,717	86,104	137,972	145,400	90,600
	INTERNAL SERVICE CHARGES						
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	10,844	10,010	6,000	8,600	6,500
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	10,086	9,310	6,600	4,700	10,000
	Subtotal Internal Service Charges:		20,930	19,320	12,600	13,300	16,500
	TOTAL ALL EXPENDITURES:		147,715	207,404	261,820	282,500	243,400



City Attorney





**CITY OF SEASIDE
CITY ATTORNEY
FISCAL YEAR 2003-2004**

ACTIVITY DESCRIPTION

The City Attorney represents the City in legal disputes and advises the City Council and City staff on legal matters. In addition, the City Attorney reviews all ordinances, resolutions, and contracts to confirm that they are legally correct.

ACTIVITY GOALS

Continue to provide legal assistance to the City.

FINANCIAL NOTES

The amount budgeted for legal and consultant services was reduced 40% as a result of the City's fiscal condition with the assumption that there would be a reduced need for professional services in Fiscal Year 2003-2004.

City Attorney Department
PROGRAM: City Attorney Administration

FUND: General Fund
ACCOUNT: 100-0-3010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.00 City Attorney	87,268	66,000	68,805	70,600	74,100
0006	Workers Compensation	Program share of worker's compensation insurance cost	436	286	287	400	400
0031	PERS Pension	Payments for Public Employees Retirement System	0	0	0	4,900	0
0091	FICA Tax	Payments to Social Security systems for eligible employees	4,226	4,021	4,269	4,300	4,600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	1,081	1,029	1,092	1,100	1,100
Subtotal Personnel Services:			93,011	71,335	74,453	81,300	80,200
MAINTENANCE & OPERATION							
1022	Legal Services	Payments for contracted law services, special counsel and other related legal expenses	12,539	21,117	4,703	25,000	20,000
1030	Consultant	Miscellaneous professional consulting services	0	0	6,109	75,000	20,000
Subtotal Maintenance & Operations:			12,539	21,117	10,813	100,000	40,000
INTERNAL SERVICE CHARGES							
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	8,418	7,770	1,800	6,700	4,800
Subtotal Internal Service Charges:			8,418	7,770	1,800	6,700	4,800
TOTAL ALL EXPENDITURES:			113,968	100,222	87,066	188,000	125,000

Management Information Systems





**CITY OF SEASIDE
MANAGEMENT INFORMATION SYSTEMS
FISCAL YEAR 2003-2004**

ACTIVITY DESCRIPTION

The Management Information Systems (MIS) Division of the City Manager's Department is responsible for the administration of the City's computer network and related information technology projects. This includes the management of contracts with the City's network operating support provider.

ACTIVITY OBJECTIVES

Increase maintenance of the City's network file servers to provide a reliable and effective technology infrastructure.

Continue to update and improve the City's Web site.

Install a network firewall to enhance the security of the City's network and the integrity of the information that it contains.

FINANCIAL NOTES

The costs associated with this budget activity are distributed to each City department as an internal service charge. In previous years, there was an MIS reserve that offset actual costs. As a result, the 2003-2004 budget was increased to reflect the actual cost of supporting and maintaining the City's management information systems.

Finance Department
PROGRAM: Network Administration

FUND: Management Informations System
ACCOUNT: 503-0-4010

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.30 Assistant to the City Manager	38,664	0	0	0	25,500
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	664	0	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	261	0	0	0	200
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	0	600
0031	PERS Pension	Payments for Public Employees Retirement System	2,576	0	0	0	1,800
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	0	0	1,100
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	2,388	0	0	0	1,500
0051	Dental Insurance - Guardian	Payments for employee dental benefits	318	0	0	0	200
0061	Vision Ins - CPIC	Payments for employee vision benefits	159	0	0	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	159	0	0	0	100
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	318	0	0	0	200
0092	Medicare Tax	Payments to Medicare systems for eligible employees	786	0	0	0	400
	Subtotal Personnel Services:		46,293	0	0	0	31,700
MAINTENANCE & OPERATION							
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	1,035	0	0	0	0
1030	Consultant	Consultant and additional services (+\$ 10,000)	97,970	232,803	287,674	355,000	276,300
2043	Temporary Contract Service	Expenses for temporary, short-term contractual services. Additional special projects.	1,040	0	0	0	7,000
2044	Copier Services	Maintenance expenses for copy machines including lease charges	198	0	0	0	0
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	0	0	288	0	0

Finance Department
PROGRAM: Network Administration

FUND: Management Informations System
ACCOUNT: 503-0-4010

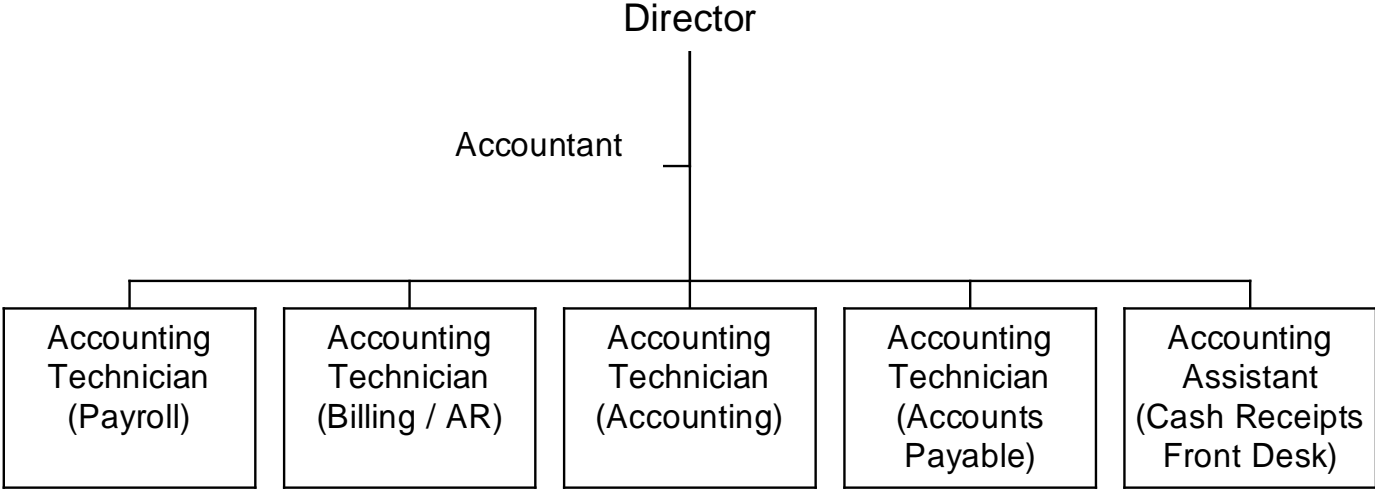
Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3092	Stationery Supplies	Expenses for miscellaneous office supplies	89	0	0	0	0
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	1,002	114	0	0	0
3102	Computer Supplies	Miscellaneous computer supplies and hardware	51,548	26,760	15,179	29,000	18,000
3104	Computer Software	Computer software and licenses, Firewall Upgrades	40,503	34,477	132,106	55,000	70,000
4124	Mail Services	Mail costs including lease of equipment	0	0	5	0	0
5132	Telephone	Telephone costs	4,839	8,303	14,014	15,500	8,400
5138	Data Communications	Expenses for rental of communications facilities, such as T-1 Lines	12,407	13,017	12,389	13,000	15,500
9603	Depreciation Expense	Systematic amortization of fixed assets	0	0	35,366	0	0
	Subtotal Maintenance & Operations:		210,631	315,474	497,022	467,500	395,200
DEBT SERVICE							
9608	Lease Payments	Lease payments	0	0	0	39,700	56,300
	Subtotal Debt Service:		0	0	0	39,700	56,300
CAPITAL OUTLAY							
8182	Computer Purchase	Purchase printers	0	0	0	0	5,000
8183	Communication Equipment	Communication equipment purchase costs	0	0	10,344	0	0
	Subtotal Capital Outlay:		0	0	10,344	0	5,000

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	7,670	7,080	0	0	0
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	15,015	13,860	0	0	7,800
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	0	0	0	0	31,700
	Subtotal Internal Service Charges:		22,685	20,940	0	0	39,500
TOTAL ALL EXPENDITURES:			279,609	336,414	507,366	507,200	527,700

Finance Department



City of Seaside
Finance Department



CITY OF SEASIDE FINANCE DEPARTMENT FISCAL YEAR 2003-2004

ACTIVITY DESCRIPTION

The Finance Department provides a wide variety of services to the residents of Seaside and to all departments within the City. Listed below are examples of the core services offered:

Payroll

Accurate and timely processing of the bi-weekly payroll for the City's 250 employees. Payments to vendors directly related to, administration of payroll benefits, and other payroll related issues.

Accounts Receivable/Cash Receipts

Process billing for water, business licenses, vehicle abatement and other services provided. Accurate and timely receipt of, and accounting for all monies received.

Accounting

Provide accurate accounting of all revenues and expenditures. Preparation of financial statements, annual budgets, other year-end financial reports, and supports the preparation of the annual audited financial statements.

Accounts Payable

Provide accurate and timely payments to vendors, for goods and services rendered.

Risk Management

Provide risk management services for injured employees, citizens and/or property damage. Maintain a safe and healthy work environment for employees and a safe City for the residents of Seaside.

ACTIVITY GOALS

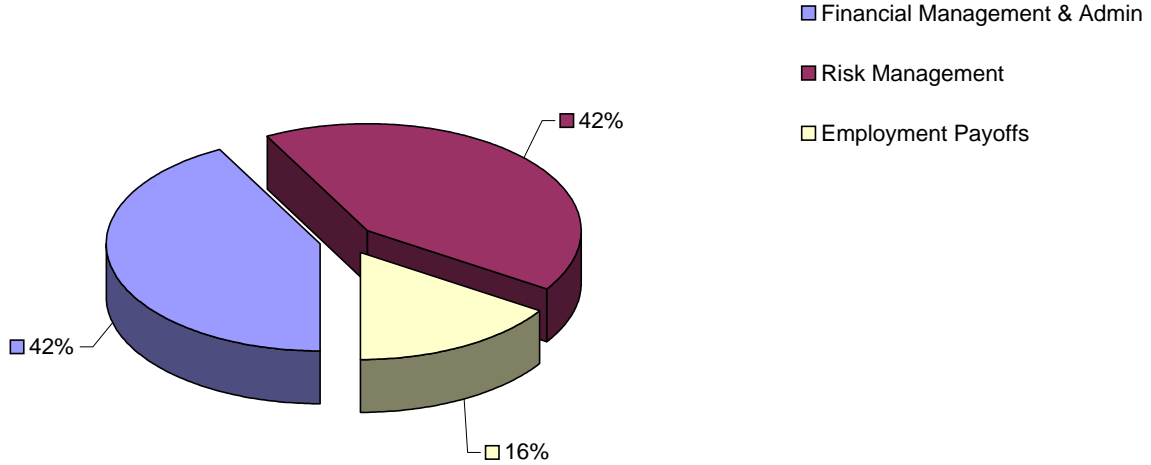
The Department will continue to improve the efficiency and effectiveness of the Finance Functions.

- Continue to improve record retention and storage
- Provide timely and accurate financial reports to Council, City Manager and City Departments

Finance Department

03-04 Adopted Budget

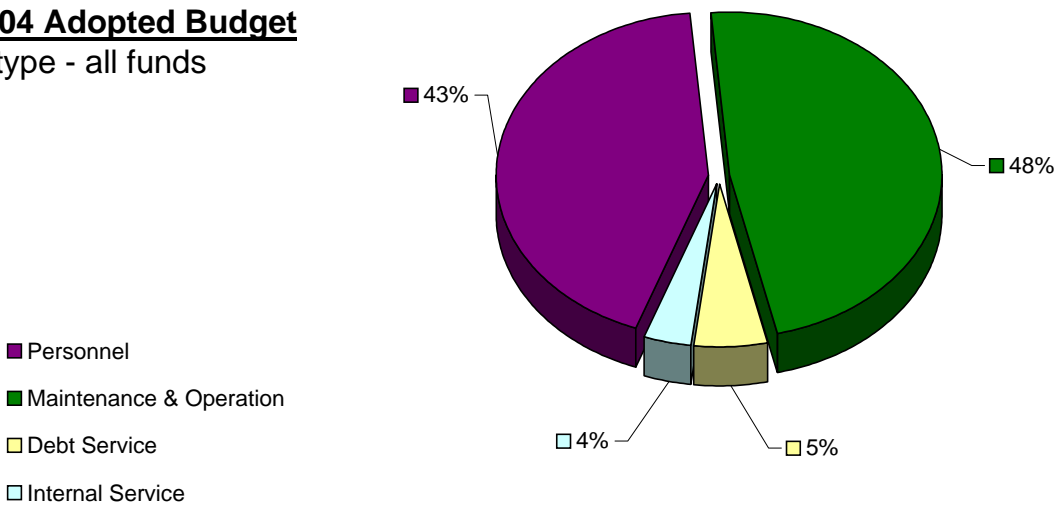
by function - all funds



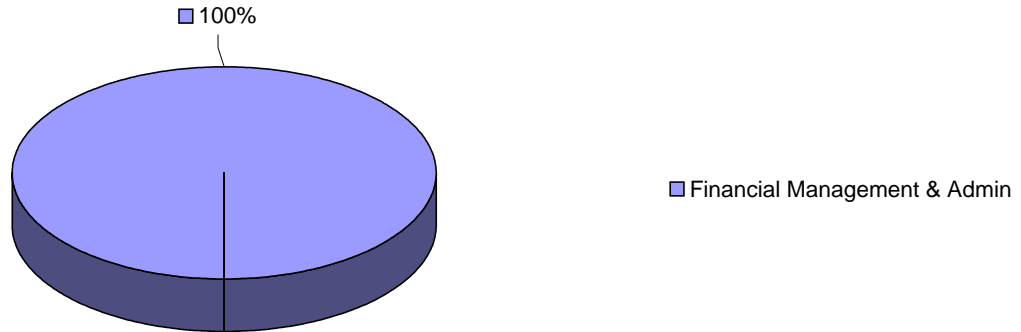
	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Financial Management & Admin	332,900	82,000	68,700	45,300	-	528,900
Risk Management	6,600	521,100	-	-	-	527,700
Employment Payoffs	200,000	-	-	-	-	200,000
Total	539,500	603,100	68,700	45,300	-	1,256,600

03-04 Adopted Budget

by type - all funds

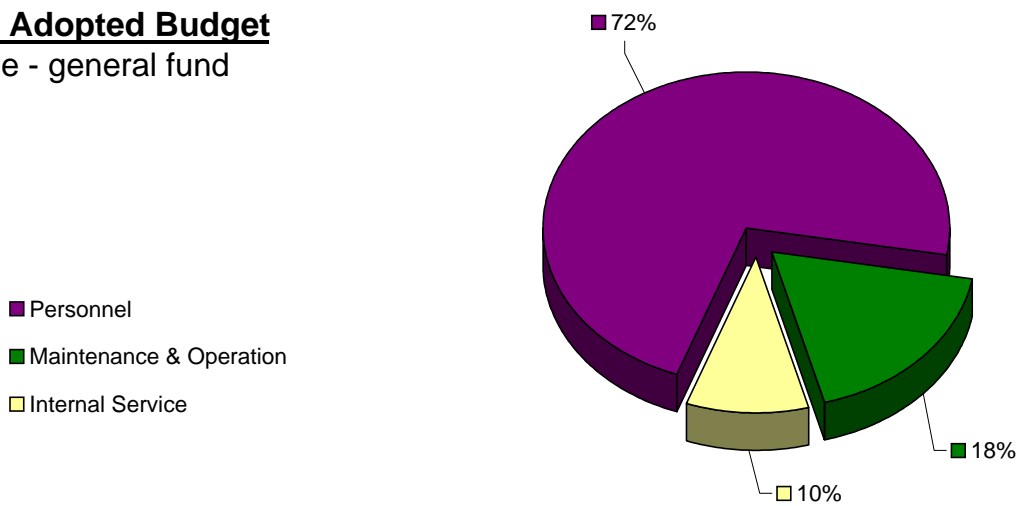


03-04 Adopted Budget
by function - general fund



	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Financial Management & Admin	332,900	82,000	-	45,300	-	460,200
Risk Management	-	-	-	-	-	-
Employment Payoffs	-	-	-	-	-	-
Total	332,900	82,000	-	45,300	-	460,200

03-04 Adopted Budget
by type - general fund



Finance Department
PROGRAM: Financial Management & Admin

FUND: General Fund
ACCOUNT: 100-0-5110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.45 Finance Director, .55 Accountant, 2.75 Accounting Technician, .80 Accounting Assistant	155,874	136,857	206,811	234,500	249,300
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	5,780	4,740	1,805	3,000	3,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	891	633	1,341	1,500	1,300
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	2,900	2,800
0031	PERS Pension	Payments for Public Employees Retirement System	6,075	3,212	1,155	16,300	17,400
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	98	4,100	3,300
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	5,309	7,500	7,400
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, Includes 2.0 retirees	22,019	59,080	16,505	9,700	21,000
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	4,707	12,987	7,600	20,300
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	64	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	715	696	960	600	1,500
0061	Vision Ins - CPIC	Payments for employee vision benefits	95	93	128	100	200
0071	LTD - Met Life	Payments for employee Long Term Disability	381	371	512	300	800
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	667	649	896	500	1,400
0092	Medicare Tax	Payments to Medicare systems for eligible employees	1,572	1,625	2,594	3,400	3,100
	Subtotal Personnel Services:		194,069	212,663	251,165	292,000	332,900
MAINTENANCE & OPERATION							
1025	City Audit	Annual audit of city financial records	18,003	10,770	13,800	15,000	7,500
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	242	1,963	2,161	6,400	5,000

Finance Department
PROGRAM: Financial Management & Admin

FUND: General Fund
ACCOUNT: 100-0-5110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
1030	Consultant	Miscellaneous professional consulting services	145,969	84,291	91,817	50,000	20,000
1040	Property Tax Admin Fees	Payments to the County for property tax administration	0	0	13,071	15,000	17,300
2043	Temporary Contract Service	Expenses for temporary, short-term contractual services	58,632	77,417	44,716	15,000	1,000
2044	Copier Services	Maintenance expenses for copy machines including lease charges	1,509	2,283	3,273	6,300	2,300
2048	Typewriter Repair	Maintenance expenses for repair of electric typewriters	269	0	119	100	100
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	315	928	539	1,100	1,000
2074	Bank Fees & Misc Charges	Credit card settlement charges and misc bank fees	0	0	0	1,000	1,500
2078	Other Expense	Miscellaneous other expenses	1,549	977	4,805	800	800
3092	Stationery Supplies	Expenses for miscellaneous office supplies	7,684	7,879	6,301	9,900	8,000
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	514	604	2,554	1,500	1,500
3101	Printed Forms	Printing costs for pre-printed forms	1,507	1,897	867	3,000	2,000
3102	Computer Supplies	Miscellaneous computer supplies and hardware	0	335	279	500	300
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	46	112	500	500
4122	Dues & Membership	Annual dues for personal and city memberships	405	541	650	500	500
4123	Books & Periodicals	Publications and subscriptions	0	741	931	1,000	1,700
4124	Mail Services	Mail costs including lease of equipment	1,414	1,652	6,896	7,500	4,500
5132	Telephone	Telephone costs	4,309	5,416	6,571	6,500	6,500
	Subtotal Maintenance & Operations:		242,321	197,741	199,462	141,600	82,000
INTERNAL SERVICE CHARGES							
9699	Operating Transfer Out	Transfer of funds to another City fund	0	0	905,500	0	0

06

Finance Department
PROGRAM: Financial Management & Admin

FUND: General Fund
ACCOUNT: 100-0-5110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	13,260	12,240	16,000	18,700	11,500
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	59,315	64,457	44,100	21,900	33,800
	Subtotal Internal Service Charges:		72,575	76,697	965,600	40,600	45,300
TOTAL ALL EXPENDITURES:			508,965	487,101	1,416,228	474,200	460,200

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9602	Payment on Principal	Principal payments on bonded debt	10,000	10,000	10,000	10,000	0
9605	Interest Expense	Interest expenses on bonded debt	4,000	2,500	1,110	624	0
	Subtotal Debt Service:		14,000	12,500	11,110	10,624	0
TOTAL ALL EXPENDITURES:			14,000	12,500	11,110	10,624	0

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9602	Payment on Principal	Citywide curbs and Gutters	35,361	43,000	70,000	35,000	40,000
9605	Interest Expense	Citywide curbs and Gutters	34,286	33,000	-2,810	30,000	26,700
9606	Other Debt Service Expense	Debt service admin fees	865	950	1,020	800	2,000
	Subtotal Debt Service:		70,512	76,950	68,210	65,800	68,700
TOTAL ALL EXPENDITURES:			70,512	76,950	68,210	65,800	68,700

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.05 Finance Director	0	0	0	0	4,900
0006	Workers Compensation	Program share of worker's compensation insurance cost	0	0	0	0	100
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	0	100
0031	PERS Pension	Payments for Public Employees Retirement System	0	0	0	0	400
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	0	0	200
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	0	0	0	0	400
0051	Dental Insurance - Guardian	Payments for employee dental benefits	0	0	0	0	100
0061	Vision Ins - CPIC	Payments for employee vision benefits	0	0	0	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	0	0	0	0	100
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	0	0	0	0	100
0092	Medicare Tax	Payments to Medicare systems for eligible employees	0	0	0	0	100
	Subtotal Personnel Services:		0	0	0	0	6,600
MAINTENANCE & OPERATION							
1022	Legal Services	Payments for contracted law services, special counsel and other related legal expenses	134,252	267,358	29,645	125,000	60,000
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	0	165	1,256	1,000	1,000
1030	Consultant	Payment for contracted claims administration and other related expenses.	0	0	0	0	35,000
2088	Judgments/Damages	Payments for legal judgments and damage claims	145,919	219,310	642,775	155,000	75,000
2090	Insurance Premiums	Premium for insurance	150,235	0	248,902	300,000	350,000
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	0	0	161	300	100

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
	Subtotal Maintenance & Operations:		430,406	486,833	922,739	581,300	521,100
TOTAL ALL EXPENDITURES:			430,406	486,833	922,739	581,300	527,700

Finance Department
PROGRAM: Employment Payoffs

FUND: Employment Payoff Fund
ACCOUNT: 504-0-5130

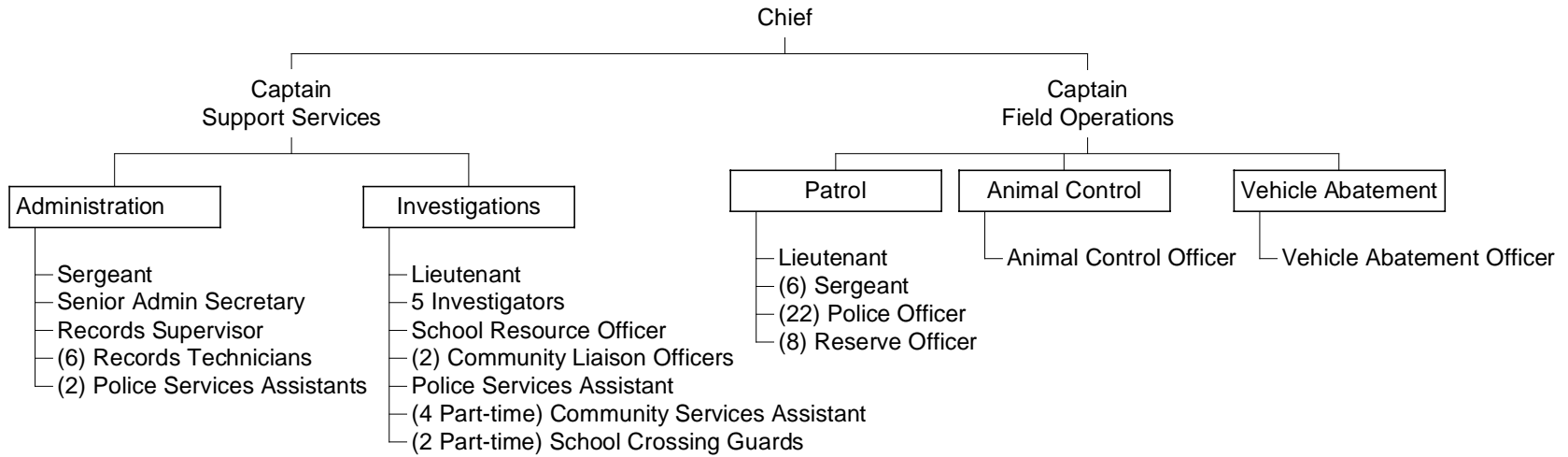
Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0008	Unemployment Charges	Unemployment insurance cost	3	7,453	0	1,000	2,740
0009	Sick Leave Payoff	Annual payments to employees for unused sick leave accrual	82,689	57,344	47,800	20,000	54,795
0010	Management Leave Payoff	Payments to management employees for unused management leave	19,193	7,874	9,800	2,000	5,479
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	113,377	38,256	75,600	50,000	136,986
	Subtotal Personnel Services:		215,262	110,927	133,200	73,000	200,000
TOTAL ALL EXPENDITURES:			215,262	110,927	133,200	73,000	200,000



Police Department



City of Seaside Police Department



CITY OF SEASIDE POLICE DEPARTMENT FISCAL YEAR 2003-2004

ACTIVITY DESCRIPTION

The City of Seaside Police Department provides a wide range of services to protect and serve the community. The Department includes several divisions including: Police Administration, Investigations, Field Operations, Vehicle Abatement and Animal Control.

ADMINISTRATION

The Administration Division of the Police Department is responsible for records, management, training and development, equipment maintenance, inventory control, and maintaining the integrity of property evidence for legal proceedings. Supervision of the City's jail is the responsibility of this Division. Additional activities include the provision of fingerprinting services and assisting members of the public that call or visit the Police Station.

INVESTIGATIONS

The Investigations Division investigates Part I crimes to include homicides, sexual assault, robbery, burglary, and other major complex crimes such as fraud, embezzlement and incidents referred from the Patrol Division involving multiple suspects. Narcotics enforcement investigations are coordinated through the Investigations Division in collaboration with the Monterey Co. Sheriff's Office Narcotics Division, State BNE and DEA. The division also investigates allegations of abuse and sexual assault/molestation against children and other crimes with juvenile suspects as referred through the Patrol Division. The Investigation Division also maintains a database for certified gangs and gang members. This Division is also responsible for liaison activities with local schools and the City's Neighborhood and Business Watch groups.

FIELD OPERATIONS

The Patrol Division is the uniformed division of the Police Department, which performs a variety of emergency and non-emergency services. Patrol Officers may have initial investigative responsibilities for crimes of all nature. Issuing traffic citations and arresting violators of crime are common functions, as are mediating family and civil conflicts. The Patrol Division also incorporates numerous pro-active projects to reduce crime and traffic related incidents. These programs include under-age tobacco and alcohol sales, sting operations, driver's license/driving under the influence checkpoints and cooperative actions with State Parole or County Probation.

VEHICLE ABATEMENT

The Vehicle Abatement Officer (VAO) is responsible for locating, identifying, citing and/or removing or otherwise abating abandoned vehicles, along with assisting the Patrol Division in parking enforcement. The VAO investigates complaints of abandoned vehicles, preparing appropriate documentation. Coordinating with contract towing companies for the removal of abated vehicles in accordance with City and/or California State Ordinances.

ANIMAL CONTROL

The Animal Control Officer enforces all City and California State Ordinances pertaining to animals. Working closely with Monterey County Animal Control, as well as other local Animal Control Officers to maintain safe, clean standards of animal care, responsibility and awareness. Current priorities include reducing the feral cat population, education of the public regarding laws and consequences of feeding stray or wild animals and the reduction of the number of at-large dogs.

2003-2004 OBJECTIVES

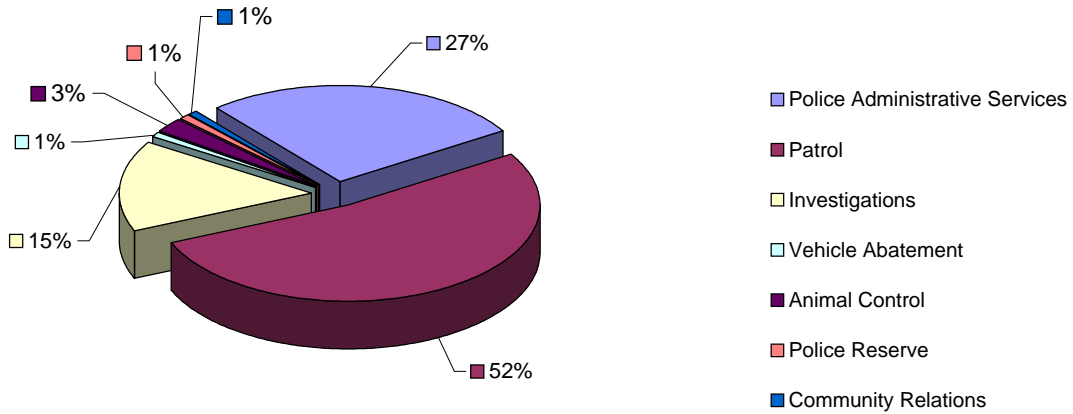
- Enhance Community Oriented Policing:
 - Mobile Community Substation
 - Second Community Liaison Officer
 - Increased narcotics unit staffing/deployment of trained narcotics dog
 - Second School Resource Officer
- Complete wireless mobile communications project (grant funded)
- Implement Juvenile Diversion Counselor program (August – grant funded)
- Purchase new patrol car video cameras to replace existing system (grant funded)
- Establish a second School Resource Officer (grant funded)
- Installation of new Records Management System (funded FY02-03)
- Implementation of Police Canine program (asset forfeiture funded)
- Continue grant applications...currently pending: 2 bicycle patrol officers.
- Establish new “Critical Incident Response Team.”



Police Department

03-04 Adopted Budget

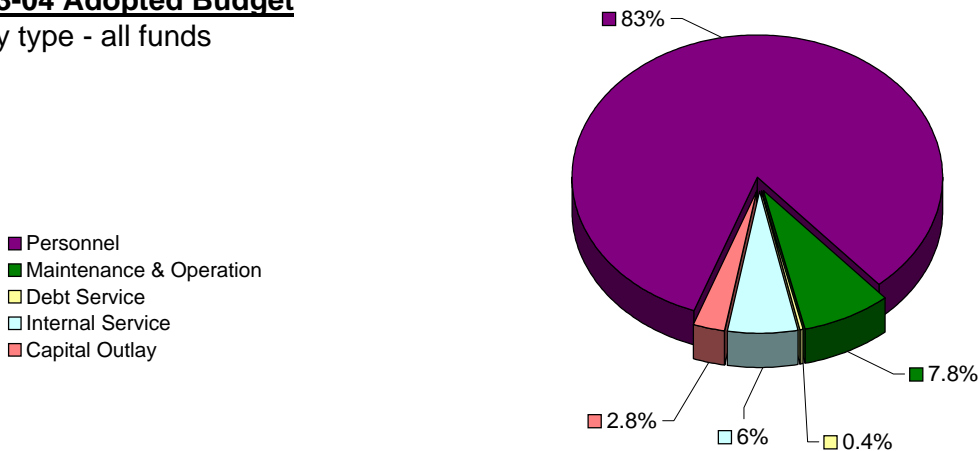
by function - all funds



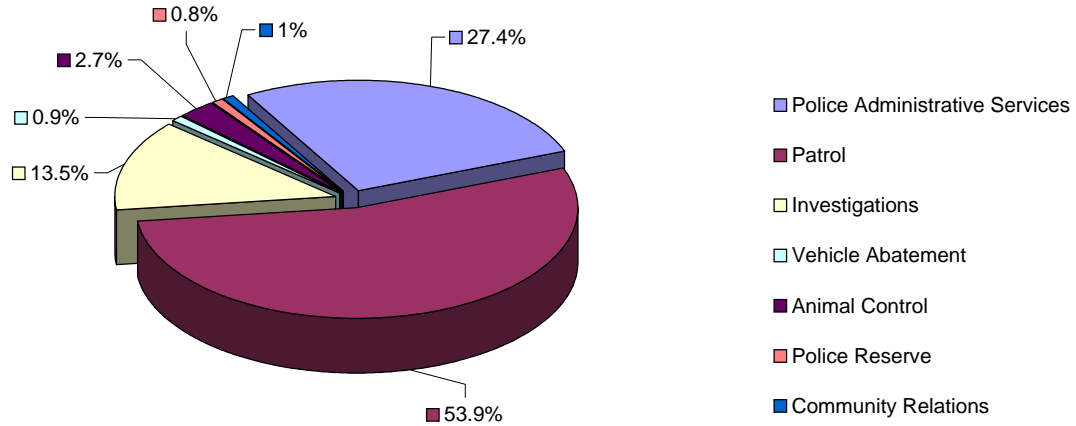
	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Police Administrative Services	1,056,700	402,400	24,600	307,400	55,300	1,846,400
Patrol	3,317,900	45,800	-	98,400	105,000	3,567,100
Investigations	1,036,400	9,300	-	-	500	1,046,200
Vehicle Abatement	55,800	-	-	-	-	55,800
Animal Control	70,400	71,500	-	-	32,000	173,900
Police Reserve	53,500	-	-	-	-	53,500
Community Relations	49,300	4,500	-	-	-	53,800
Total	5,640,000	533,500	24,600	405,800	192,800	6,796,700

03-04 Adopted Budget

by type - all funds

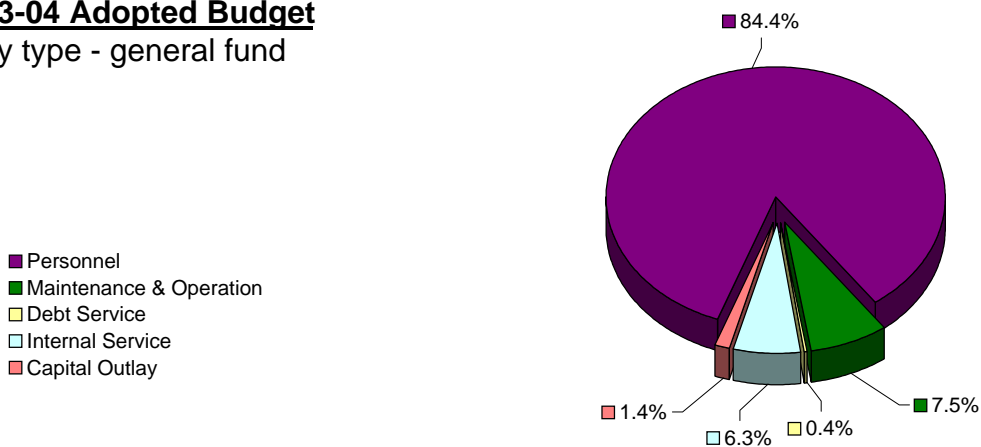


03-04 Adopted Budget
by function - general fund



	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Police Administrative Services	1,009,800	358,200	24,600	307,400	55,300	1,755,300
Patrol	3,317,900	41,800	-	98,400	-	3,458,100
Investigations	856,000	8,000	-	-	500	864,500
Vehicle Abatement	55,800	-	-	-	-	55,800
Animal Control	70,400	71,500	-	-	32,000	173,900
Police Reserve	53,500	-	-	-	-	53,500
Community Relations	49,300	4,500	-	-	-	53,800
Total	5,412,700	484,000	24,600	405,800	87,800	6,414,900

03-04 Adopted Budget
by type - general fund



Police Department
PROGRAM: Police Administrative Services

FUND: General Fund
ACCOUNT: 100-0-6110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Chief of Police, 1.0 Captain (Support Svcs), 1.0 Police Sergeant (Admin), 1.0 Senior Admin Secretary, 1.0 Police Records Supervisor, 6.0 Police Records Technician, 1.08 Police Services Assistant	535,622	425,308	558,185	600,500	650,900
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	16,362	15,339	65,830	20,000	20,000
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	5,284	5,409	6,688	5,000	6,000
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	7,547	5,460	7,109	7,600	7,600
0006	Workers Compensation	Program share of worker's compensation insurance cost	58,639	36,284	50,975	73,700	57,600
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	6,700	8,600
0031	PERS Pension	Payments for Public Employees Retirement System	55,902	19,314	28,010	46,200	70,800
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	5,424	20,200	14,700
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, +8 Retirees	81,126	77,122	78,038	77,500	147,600
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	99	100	200
0051	Dental Insurance - Guardian	Payments for employee dental benefits	6,422	6,105	6,186	6,100	12,900
0061	Vision Ins - CPIC	Payments for employee vision benefits	565	537	544	500	1,100
0071	LTD - Met Life	Payments for employee Long Term Disability	565	537	544	500	1,100
0072	LTD - CLEA	Payments for employee Long Term Disability	154	147	148	100	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	1,747	1,661	1,682	1,700	3,400
0091	FICA Tax	Payments to Social Security systems for eligible employees	743	556	1,286	4,300	0
0092	Medicare Tax	Payments to Medicare systems for eligible employees	3,244	2,428	5,613	18,600	7,000
	Subtotal Personnel Services:		773,922	596,207	816,360	889,300	1,009,800

Police Department
PROGRAM: Police Administrative Services

FUND: General Fund
ACCOUNT: 100-0-6110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1026	Medical Exams	Recruits, sex assault exams, child abuse exams, flu & Hep-B shots	13,858	16,325	15,819	14,500	14,500
1027	Background Investigation	Pschy's, Poly's, Background checks	5,333	17,628	18,178	16,000	10,000
1028	Computer Programming	RMS, MCT's, CLETS, RUMBA	2,464	2,464	6,848	13,000	5,000
1029	Training & Education	POST, CPT, in-service, Recruit	17,427	24,074	39,419	40,048	45,000
2041	County Communications	Dispatch fee (Total cost \$120,000 : 40,000 paid from fund 220)	0	173,453	123,061	110,000	80,000
2042	Automated Criminal Justice	ACJIS County fee	19,133	30,385	16,062	35,000	35,000
2043	Temporary Contract Service	Expenses for temporary, short-term contractual services	0	0	7,400	0	0
2044	Copier Services	Maintenance expenses for copy machines including lease charges, cartridges, drums, copy count	5,853	7,264	7,702	7,000	7,000
2048	Typewriter Repair	Maintenance expenses for repair of electric typewriters	0	0	211	0	0
2049	Uniform Service / Laundry	Expenses for laundering of uniforms and uniform services	0	0	501	1,000	1,000
2050	Photo Service	CD'S, photo paper	1,979	3,084	1,220	1,500	500
2053	Outside Printing Service	Business cards, forms, booklets.	3,783	4,539	3,950	4,800	4,500
2054	Equipment Repair	Radar repair/calibrate, shredder svc, radar trailer svc.	350	253	1,291	1,500	800
2057	Pest Control	Monthly spray of PD & jail	840	910	840	900	900
2063	Publishing & Legal Advertising	Advertise for found property, PD vacancies	0	0	460	2,000	500
2064	Personnel Recruitment	LIVESCAN fee in-house & public, Credit Bureau member dues and credit check fee.	567	1,376	11,678	14,700	15,000
2066	Computer Maintenance	MASI Records Management System	0	0	0	0	29,000
2078	Other Expense	DOJ drug screen, GSR, car wash, veh storage, haz mat disposal.	10,175	8,443	14,025	17,650	12,000
2079	County Service Fee	County booking fee	20,151	24,039	57,985	79,774	30,000
2087	Equipment Rental	Records copier rental	0	0	3,005	3,500	7,000
3092	Stationery Supplies	Misc office supplies and paper purchase	4,797	5,810	6,344	7,000	5,900

Police Department
PROGRAM: Police Administrative Services

FUND: General Fund
ACCOUNT: 100-0-6110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3095	Department Consumables	Latex gloves, antimicrobial wipes, narc test kits, evidence stickers, disinfectant, flares,	4,687	9,411	7,458	7,000	7,000
3102	Computer Supplies	Misc computer supplies	3	1,390	584	1,500	1,800
4121	Meetings & Travel	Teambuilding seminar, parking fees, meals, airfare, rental car	956	0	1,457	5,300	1,500
4122	Dues & Membership	CPOA, NCGIA, FBI, CLEARs, CAPE, IACP, CPCA	1,143	388	938	1,200	1,200
4123	Books & Periodicals	CPOLS lic, Hill Donnely dir, Point of View, PC/VC lic, code books	1,691	2,994	1,980	2,000	800
4124	Mail Services	Dept mailings, BG letters	953	1,831	3,159	2,000	2,000
5132	Telephone	AT&T Land line, cellular, pager's, TRAK, Dept phones	28,198	37,945	33,711	40,000	40,000
6141	Employee Auto Reimbursement	Mileage reimbursement for court, meetings	38	76	110	600	300
	Subtotal Maintenance & Operations:		144,379	374,082	385,400	429,472	358,200
	INTERNAL SERVICE CHARGES						
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	245,624	226,730	158,700	192,500	153,300
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	140,647	129,828	92,300	75,000	154,100
	Subtotal Internal Service Charges:		386,271	356,558	251,000	267,500	307,400
	TOTAL ALL EXPENDITURES:		1,304,572	1,326,847	1,452,760	1,586,272	1,675,400

Police Department
PROGRAM: Police Administrative Services

FUND: Capital Outlay
ACCOUNT: 102-0-6110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9607	Lease Payments	Police RMS Lease payment	0	0	0	25,000	24,600
	Subtotal Debt Service:		0	0	0	25,000	24,600
CAPITAL OUTLAY							
8181	Vehicle Purchase	Admin Vehicle	0	0	0	24,863	0
8182	Computer Purchase	New RMS Contingency	0	0	0	109,700	40,300
8187	Department Equipment	Furniture / Det. Div	0	0	37,771	5,090	15,000
	Subtotal Capital Outlay:		0	0	37,771	139,653	55,300
TOTAL ALL EXPENDITURES:			0	0	37,771	164,653	79,900

Police Department
PROGRAM: Police Administrative Services

FUND: BJA Grant
ACCOUNT: 203-0-6110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1028	Computer Programming	Custom programming and troubleshooting for computer software	0	0	5,675	0	0
2050	Photo Service	Photo developing expenses	0	451	0	0	0
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	0	10,000	768	0	0
3097	Safety Equipment	Miscellaneous personal safety equipment (protective vests, turnout coats)	2,706	3,000	0	0	0
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	18	0	0	0
Subtotal Maintenance & Operations:			2,706	13,470	6,443	0	0
CAPITAL OUTLAY							
8181	Vehicle Purchase	New vehicle purchase costs	52,325	313,925	37,187	0	0
8182	Computer Purchase	Computer hardware purchase costs	0	34,189	7,011	0	0
8183	Communication Equipment	Communication equipment purchase costs	39,668	0	67,271	0	0
8184	Police Equipment	Police department equipment purchase costs	108,691	3,656	12,139	6,126	0
Subtotal Capital Outlay:			200,685	351,771	123,608	6,126	0
TOTAL ALL EXPENDITURES:			203,392	365,240	130,051	6,126	0

Police Department
PROGRAM: Police Administrative Services

FUND: COPS More 98
ACCOUNT: 205-0-6110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8182	Computer Purchase	Computer hardware purchase costs	102,340	134,929	108,001	0	0
	Subtotal Capital Outlay:		102,340	134,929	108,001	0	0
TOTAL ALL EXPENDITURES:			102,340	134,929	108,001	0	0

Police Department
PROGRAM: Police Administrative Services

FUND: Prop 172-Sales Tax
ACCOUNT: 220-0-6110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.92 Police Services Assistant	0	0	651	29,600	30,900
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	0	0	0	200	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	0	0	0	500	700
0006	Workers Compensation	Program share of worker's compensation insurance cost	0	0	0	200	1,200
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	300	600
0031	PERS Pension	Payments for Public Employees Retirement System	0	0	0	2,100	2,200
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	51	1,500	1,300
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	0	0	-44	8,300	7,800
0051	Dental Insurance - Guardian	Payments for employee dental benefits	0	0	-6	1,200	1,100
0061	Vision Ins - CPIC	Payments for employee vision benefits	0	0	-1	200	200
0071	LTD - Met Life	Payments for employee Long Term Disability	0	0	-1	200	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	0	0	-1	200	200
0092	Medicare Tax	Payments to Medicare systems for eligible employees	0	0	9	2,300	500
Subtotal Personnel Services:			0	0	658	46,800	46,900
MAINTENANCE & OPERATION							
2041	County Communications	Payments for City share of Countywide Communications Center costs (Total cost 120,000 : 80,000 from paid from fund 100)	0	0	160,000	0	40,000
Subtotal Maintenance & Operations:			0	0	160,000	0	40,000

Police Department
PROGRAM: Police Administrative Services

FUND: Prop 172-Sales Tax
ACCOUNT: 220-0-6110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8181	Vehicle Purchase	New vehicle purchase costs	0	0	42,985	0	0
8184	Police Equipment	Police department equipment purchase costs	0	171,034	0	0	0
	Subtotal Capital Outlay:		0	171,034	42,985	0	0
INTERNAL SERVICE CHARGES							
9699	Operating Transfer Out	10% of BJA Grant to match for portable radio purchase	0	0	6,700	0	0
	Subtotal Internal Service Charges:		0	0	6,700	0	0
TOTAL ALL EXPENDITURES:			0	171,034	210,343	46,800	86,900

Police Department
PROGRAM: Police Administrative Services

FUND: Narcotic Enforce. Fund
ACCOUNT: 241-0-6110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
3091	Canine Maintenance	Police department equipment purchase costs / K9 Maintenance	0	0	0	0	4,200
	Subtotal Maintenance & Operations:		0	0	0	0	4,200
CAPITAL OUTLAY							
8184	Police Equipment	Police department equipment purchase costs	0	0	6,018	4,500	0
8187	Department Equipment	Miscellaneous city department equipment purchase costs	0	0	1,564	0	0
	Subtotal Capital Outlay:		0	0	7,582	4,500	0
TOTAL ALL EXPENDITURES:			0	0	7,582	4,500	4,200

Police Department
PROGRAM: Patrol

FUND: General Fund
ACCOUNT: 100-0-6120

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Captain (Field Operation), 1.0 Police Lieutenant, 6.0 Police Sergeants, 22.0 Police Officers	1,420,948	1,406,238	1,583,781	1,817,700	2,010,500
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	171,402	192,466	224,148	180,000	180,000
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	77,645	69,483	80,122	75,000	80,000
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	20,526	17,297	17,549	21,600	22,700
0006	Workers Compensation	Program share of worker's compensation insurance cost	295,560	250,633	291,187	418,600	369,900
0009	Sick Leave Payoff	Annual payments to employees for unused sick leave accrual	0	0	15,805	0	0
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	21,938	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	19,200	17,400
0031	PERS Pension	Payments for Public Employees Retirement System	192,929	131,833	122,246	158,100	312,600
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	162,860	159,911	175,872	202,400	257,100
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	277	300	500
0051	Dental Insurance - Guardian	Payments for employee dental benefits	14,726	14,460	15,928	18,300	33,200
0061	Vision Ins - CPIC	Payments for employee vision benefits	1,534	1,506	1,659	1,900	3,000
0071	LTD - Met Life	Payments for employee Long Term Disability	205	201	221	300	200
0072	LTD - CLEA	Payments for employee Long Term Disability	1,585	1,556	1,714	2,000	3,100
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	1,176	1,155	1,272	1,500	2,400
0092	Medicare Tax	Payments to Medicare systems for eligible employees	18,555	18,924	21,769	25,500	25,300
Subtotal Personnel Services:			2,379,651	2,265,664	2,575,487	2,942,400	3,317,900

Police Department
PROGRAM: Patrol

FUND: General Fund
ACCOUNT: 100-0-6120

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
2052	Radio Repair	Contract maint for portable & mobile radios, base station, remote sets, siren/PA units, light bar/controllers, and replacement parts as needed	9,623	13,829	15,525	12,000	12,000
2060	Blood Alcohol	CHOMP and Natividad blood draws, State mandated costs per DUI	431	520	1,385	2,100	1,800
2061	Prisoner Meals	Microwavable meals for prisoners	625	1,263	786	1,000	700
3097	Safety Equipment	Vests, flashlights, Patrol Car Window Guards (funded in part from BJA)	0	1,569	6,208	10,300	20,000
3103	Ammunition	Training/duty ammo, targets, less lethal training/duty rds	3,250	5,247	6,745	6,000	7,300
	Subtotal Maintenance & Operations:		13,929	22,428	30,649	31,400	41,800
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	255,784	233,940	203,000	90,900	98,400
	Subtotal Internal Service Charges:		255,784	233,940	203,000	90,900	98,400
TOTAL ALL EXPENDITURES:			2,649,364	2,522,032	2,809,136	3,064,700	3,458,100

Police Department
PROGRAM: Patrol

FUND: MPUSD
ACCOUNT: 118-0-6120

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	0	0	2,172	0	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	805	22,218	2,422	0	0
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	103	103	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	2,753	3,142	0	0	0
0031	PERS Pension	Payments for Public Employees Retirement System	1,323	1,025	107	0	0
	Subtotal Personnel Services:		4,984	26,488	4,701	0	0
TOTAL ALL EXPENDITURES:			4,984	26,488	4,701	0	0

Police Department
PROGRAM: Patrol

FUND: BJA
ACCOUNT: 203-0-6120

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8181	Vehicle Purchase	Mobile Community Policing Sub Station Vehicle	0	0	0	53,219	0
	Subtotal Capital Outlay:		0	0	0	53,219	0
TOTAL ALL EXPENDITURES:			0	0	0	53,219	0

Police Department
PROGRAM: Patrol

FUND: Office of Traffic Safety
ACCOUNT: 204-0-6120

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
3097	Safety Equipment	Bicycle helmets	0	0	2,570	3,500	1,300
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	0	201	1,100	1,100
4123	Books & Periodicals	Publications and subscriptions	0	0	938	1,600	1,600
	Subtotal Maintenance & Operations:		0	0	3,709	6,200	4,000
TOTAL ALL EXPENDITURES:			0	0	3,709	6,200	4,000

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8182	Computer Purchase	Wireless antenna sites	0	0	3,109	3,100	10,000
8183	Communication Equipment	Radio for new mobile substation	0	0	0	0	5,000
8184	Police Equipment	Replace Car Cams	0	0	19,611	0	90,000
	Subtotal Capital Outlay:		0	0	22,721	3,100	105,000
TOTAL ALL EXPENDITURES:			0	0	22,721	3,100	105,000

Police Department
PROGRAM: Patrol

FUND: Ca Supplemental Law Enforcement
ACCOUNT: 221-0-6120

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
3103	Ammunition	Costs for public safety department ammunition	0	0	3,124	0	0
	Subtotal Maintenance & Operations:		0	0	3,124	0	0
CAPITAL OUTLAY							
8181	Vehicle Purchase	New vehicle purchase costs	0	0	131,633	0	0
8182	Computer Purchase	Computer hardware purchase costs	0	0	16,111	0	0
8184	Police Equipment	Police department equipment purchase costs	0	0	49,954	0	0
	Subtotal Capital Outlay:		0	0	197,698	0	0
TOTAL ALL EXPENDITURES:			0	0	200,822	0	0

Police Department
PROGRAM: Investigations

FUND: General Fund
ACCOUNT: 100-0-6130

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Police Lieutenant, 5.0 Police Investigators, 1.0 Community Liaison Officer, 1.0 School Resource Officer, .10 Police Services Assistant, 2.0 School Crossing Guards	212,904	340,078	347,434	499,100	562,900
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	9,816	6,999	15,697	22,000	15,000
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	578	898	584	2,500	2,500
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	2,940	4,050	3,471	6,100	6,100
0006	Workers Compensation	Program share of worker's compensation insurance cost	41,691	56,693	63,718	114,300	101,900
0009	Sick Leave Payoff	Annual payments to employees for unused sick leave accrual	0	0	3,232	0	0
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	3,434	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	5,400	4,200
0031	PERS Pension	Payments for Public Employees Retirement System	25,902	29,912	31,375	44,100	86,500
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	6	100	100
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	25,234	38,492	41,704	46,000	58,400
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	103	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	2,116	3,227	3,505	3,900	6,700
0061	Vision Ins - CPIC	Payments for employee vision benefits	249	380	412	500	800
0072	LTD - CLEA	Payments for employee Long Term Disability	249	380	412	500	800
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	280	427	464	500	900
0091	FICA Tax	Payments to Social Security systems for eligible employees	255	455	474	600	800
0092	Medicare Tax	Payments to Medicare systems for eligible employees	2,611	4,667	4,855	6,700	8,300
	Subtotal Personnel Services:		324,825	486,658	520,882	752,400	856,000

Police Department
PROGRAM: Investigations

FUND: General Fund
ACCOUNT: 100-0-6130

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
2070	Alarm Service	Detective sub station alarm	403	437	410	500	500
4125	Investigation Expense	Expenses for undercover police department investigations	11,980	15,000	4,099	8,400	7,500
	Subtotal Maintenance & Operations:		12,383	15,437	4,509	8,900	8,000
TOTAL ALL EXPENDITURES:			337,208	502,095	525,391	761,300	864,000

Police Department
PROGRAM: Investigations

FUND: Capital Outlay
ACCOUNT: 102-0-6130

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8187	Department Equipment	Miscellaneous city department equipment purchase costs	0	0	90	1,500	500
	Subtotal Capital Outlay:		0	0	90	1,500	500
TOTAL ALL EXPENDITURES:			0	0	90	1,500	500

Police Department
PROGRAM: Investigations

FUND: Community Dev Block Grant
ACCOUNT: 200-0-6130

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.90 Police Services Assistant	0	0	17,698	26,400	30,600
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	0	-49	2,000	0
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	0	0	152	200	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	0	0	502	700	700
0006	Workers Compensation	Program share of worker's compensation insurance cost	0	0	2,587	200	1,200
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	300	0
0031	PERS Pension	Payments for Public Employees Retirement System	0	0	1,071	0	2,200
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	56	1,300	1,300
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	0	0	1,955	5,700	4,600
0051	Dental Insurance - Guardian	Payments for employee dental benefits	0	0	425	1,200	900
0061	Vision Ins - CPIC	Payments for employee vision benefits	0	0	43	100	100
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	0	0	85	200	200
0092	Medicare Tax	Payments to Medicare systems for eligible employees	0	0	1,054	1,600	500
	Subtotal Personnel Services:		0	0	25,580	39,900	42,300
TOTAL ALL EXPENDITURES:			0	0	25,580	39,900	42,300

Police Department
PROGRAM: Investigations

FUND: School CPP Grant
ACCOUNT: 206-0-6130

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Part-Time Youth Diversion Counselor (Reimbursed by MPUSD from OCJP grant)	20,970	68	796	1,000	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	804	94	12,100	14,000	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	360	0	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	4,071	0	0	0	0
0031	PERS Pension	Payments for Public Employees Retirement System	2,691	7	654	600	0
	Subtotal Personnel Services:		28,897	169	13,550	15,600	0
MAINTENANCE & OPERATION							
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	958	0	0	0	0
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	0	0	0	4,100	0
	Subtotal Maintenance & Operations:		958	0	0	4,100	0
TOTAL ALL EXPENDITURES:			29,854	169	13,550	19,700	0

Police Department
PROGRAM: Investigations

FUND: Ca Supplemental Law Enforcement
ACCOUNT: 221-0-6130

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Community Liaison Officer	0	0	0	142,654	60,900
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	0	0	29,346	0
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	0	0	0	200	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	0	0	0	800	800
0006	Workers Compensation	Program share of worker's compensation insurance cost	0	0	0	14,400	11,300
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	600	600
0031	PERS Pension	Payments for Public Employees Retirement System	0	0	138	5,400	9,900
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	0	0	0	4,100	12,800
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	0	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	0	0	0	300	1,700
0061	Vision Ins - CPIC	Payments for employee vision benefits	0	0	0	0	200
0071	LTD - Met Life	Payments for employee Long Term Disability	0	0	0	100	0
0072	LTD - CLEA	Payments for employee Long Term Disability	0	0	0	0	100
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	0	0	0	0	100
0092	Medicare Tax	Payments to Medicare systems for eligible employees	0	0	0	900	900
	Subtotal Personnel Services:		0	0	138	198,800	99,400
TOTAL ALL EXPENDITURES:			0	0	138	198,800	99,400

Police Department
PROGRAM: Investigations

FUND: - ABC/CSUMB Underage Drinking
ACCOUNT: 240-0-6130

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	0	0	5,000	38,700
Subtotal Personnel Services:			0	0	0	5,000	38,700
MAINTENANCE & OPERATION							
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	0	0	2,500	1,300
Subtotal Maintenance & Operations:			0	0	0	2,500	1,300
CAPITAL OUTLAY							
8184	Police Equipment	Police department equipment purchase costs	0	0	0	2,500	0
Subtotal Capital Outlay:			0	0	0	2,500	0
TOTAL ALL EXPENDITURES:			0	0	0	10,000	40,000

Police Department
PROGRAM: Investigations

FUND: - Narcotic Enforce. Fund
ACCOUNT: 241-0-6130

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
2078	Other Expense - Forfeiture	Miscellaneous public safety expenses: carwashes, hazardous waste removal, vehicle storage	0	0	17,110	1,500	0
	Subtotal Maintenance & Operations:		0	0	17,110	1,500	0
TOTAL ALL EXPENDITURES:			0	0	17,110	1,500	0

Police Department
PROGRAM: Vehicle Abatement

FUND: General Fund
ACCOUNT: 100-0-6150

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Vehicle Abatement Officer	32,080	31,557	35,331	35,600	37,800
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	0	19	100	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	540	450	770	800	800
0006	Workers Compensation	Program share of worker's compensation insurance cost	1,216	1,032	1,246	1,700	5,600
0009	Sick Leave Payoff	Annual payments to employees for unused sick leave accrual	0	0	574	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	400	600
0031	PERS Pension	Payments for Public Employees Retirement System	1,796	205	152	2,500	2,700
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	264	1,800	1,600
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	3,371	3,481	3,739	4,300	5,100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	330	341	367	400	500
0061	Vision Ins - CPIC	Payments for employee vision benefits	66	68	73	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	132	137	147	200	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	132	137	147	200	200
0092	Medicare Tax	Payments to Medicare systems for eligible employees	478	472	538	500	600
	Subtotal Personnel Services:		40,141	37,880	43,367	48,600	55,800
TOTAL ALL EXPENDITURES:			40,141	37,880	43,367	48,600	55,800

Police Department
PROGRAM: Vehicle Abatement

FUND: Capital Outlay
ACCOUNT: 102-0-6150

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8181	Vehicle Purchase	New vehicle purchase costs	0	0	18,013	0	0
	Subtotal Capital Outlay:		0	0	18,013	0	0
TOTAL ALL EXPENDITURES:			0	0	18,013	0	0

Police Department
PROGRAM: Animal Control

FUND: General Fund
ACCOUNT: 100-0-6160

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Animal Control Officer	30,319	16,722	34,754	35,400	42,700
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	0	0	29	0	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	418	225	386	800	800
0006	Workers Compensation	Program share of worker's compensation insurance cost	1,266	478	0	200	6,200
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	503	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	400	0
0031	PERS Pension	Payments for Public Employees Retirement System	1,110	227	149	0	3,000
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	80	1,800	1,800
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	3,537	7,015	11,564	10,200	12,800
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	0	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	470	932	1,536	1,400	1,700
0061	Vision Ins - CPIC	Payments for employee vision benefits	55	110	181	200	200
0071	LTD - Met Life	Payments for employee Long Term Disability	55	110	181	200	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	55	110	181	200	200
0092	Medicare Tax	Payments to Medicare systems for eligible employees	795	230	1,049	700	700
	Subtotal Personnel Services:		38,080	26,159	50,592	51,500	70,400
MAINTENANCE & OPERATION							
2051	Veterinary Services	Routine and emergency vet services	2,714	1,172	1,583	2,700	1,500

Police Department
PROGRAM: Animal Control

FUND: General Fund
ACCOUNT: 100-0-6160

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2073	Subcontracted Work	Animal Shelter Service contract (40,000); share of debt service on County facility (30,000)	73,984	54,438	114,214	125,000	70,000
	Subtotal Maintenance & Operations:		76,698	55,610	115,797	127,700	71,500
TOTAL ALL EXPENDITURES:			114,778	81,769	166,389	179,200	141,900

Police Department
PROGRAM: Animal Control

FUND: Capital Outlay
ACCOUNT: 102-0-6160

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8181	Vehicle Purchase	New Animal Control Vehicle & Outfitting same	0	0	0	0	32,000
	Subtotal Capital Outlay:		0	0	0	0	32,000
TOTAL ALL EXPENDITURES:			0	0	0	0	32,000

Police Department
PROGRAM: Police Reserve

FUND: General Fund
ACCOUNT: 100-0-6170

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	8.0 Level I Reserve Officers paid	35,832	38,507	45,882	42,000	42,000
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	0	0	1,000	0
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	0	0	433	0	0
0004	Uniform Allowance	One uniform replacement per Reserve (8) and initial purchase for four new-hires.	93	293	1,000	0	500
0006	Workers Compensation	Program share of worker's compensation insurance cost	6,619	6,099	6,228	9,500	7,600
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	503	0	0
0031	PERS Pension	Payments for Public Employees Retirement System	0	0	317	0	0
0091	FICA Tax	Payments to Social Security systems for eligible employees	2,191	2,325	2,581	2,500	2,700
0092	Medicare Tax	Payments to Medicare systems for eligible employees	568	603	669	700	700
	Subtotal Personnel Services:		45,303	47,827	57,613	55,700	53,500
TOTAL ALL EXPENDITURES:			45,303	47,827	57,613	55,700	53,500

Police Department
PROGRAM: Community Relations

FUND: General Fund
ACCOUNT: 100-0-6180

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	4 CSA's	65,073	73,569	17,963	38,000	45,400
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	545	54	605	0	0
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	0	0	105	0	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	1,689	414	164	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	10,572	6,515	2,970	300	300
0009	Sick Leave Payoff	Annual payments to employees for unused sick leave accrual	0	0	282	0	0
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	481	0	0
0031	PERS Pension	Payments for Public Employees Retirement System	6,765	3,203	1,588	0	0
0091	FICA Tax	Payments to Social Security systems for eligible employees	1,299	2,619	235	1,000	2,900
0092	Medicare Tax	Payments to Medicare systems for eligible employees	312	629	56	200	700
	Subtotal Personnel Services:		86,254	87,003	24,449	39,500	49,300
MAINTENANCE & OPERATION							
1027	Background Investigation	Youth Diversion Counselor position	525	0	0	800	0
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	0	0	0	1,500	500
3092	Stationery Supplies	Expenses for miscellaneous office supplies	0	0	0	500	0
3095	Department Consumables	Team Jersey's for PAL program	1,953	1,394	0	3,000	1,000
4121	Meetings & Travel	CLO events, PAL Education events, Two PAL director conferences	0	0	0	2,500	1,000
4122	Dues & Membership	Annual dues for personal and city memberships	115	30	0	100	100
4123	Books & Periodicals	Publications and subscriptions	50	528	0	2,500	1,000

Police Department
PROGRAM: Community Relations

FUND: General Fund
ACCOUNT: 100-0-6180

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
5131	Gas & Electric	Gas and electric utility costs	0	0	0	600	600
5133	Water	Water utility costs	0	0	0	300	300
	Subtotal Maintenance & Operations:		2,643	1,952	0	11,800	4,500
TOTAL ALL EXPENDITURES:			88,896	88,955	24,449	51,300	53,800

Police Department
PROGRAM: Community Relations

FUND: COPS FAST Grant
ACCOUNT: 109-0-6180

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	19,785	17,690	17,963	0	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	24	605	0	0
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	0	0	105	0	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	266	186	164	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	3,312	2,860	2,970	0	0
0009	Sick Leave Payoff	Annual payments to employees for unused sick leave accrual	0	0	282	0	0
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	481	0	0
0031	PERS Pension	Payments for Public Employees Retirement System	2,652	1,446	1,588	0	0
	Subtotal Personnel Services:		26,015	22,206	24,158	0	0
TOTAL ALL EXPENDITURES:			26,015	22,206	24,158	0	0

Police Department
PROGRAM: Community Relations

FUND: Ca Supplemental Law Enforcement
ACCOUNT: 221-0-6180

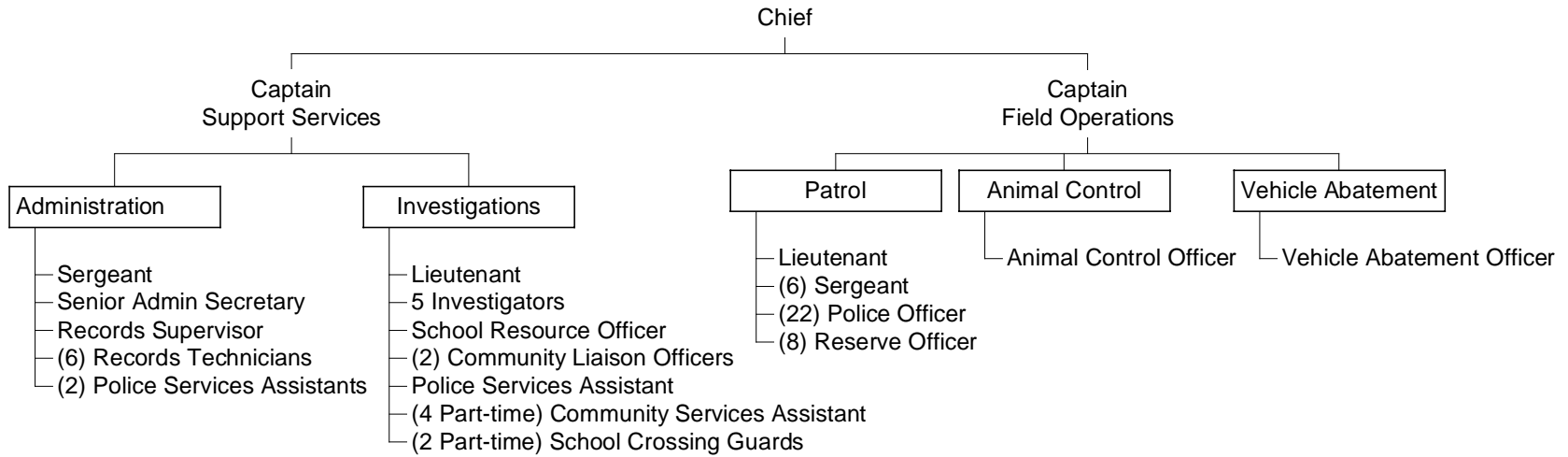
Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	4 CSA's - Budgeted in General Fund in 2002-2003 & 2003-2004	0	0	14,958	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	0	0	1,341	0	0
	Subtotal Personnel Services:		0	0	16,299	0	0
TOTAL ALL EXPENDITURES:			0	0	16,299	0	0



Fire Department



City of Seaside Police Department



**CITY OF SEASIDE
FIRE DEPARTMENT
FISCAL YEAR 2003-2004**

ACTIVITY DESCRIPTION

The mission of the Seaside Fire Department is to provide the community with professional services in order to protect life, property, and the environment from fires, disaster, and health emergencies. The department has a full time staff of 26 people, divided into two divisions, which are the Administration and Operation Divisions. The Administration Division is responsible for planning, budgeting, personnel development, and setting and meeting specific goals and objectives relative to maintaining and improving services.

The Operations Division is responsible for providing various emergency and non-emergency services to the community. It is the primary force utilized in the mitigation, and when possible, the elimination of life and property loss, due to hostile fires or other circumstances. This division is also charged with programs that include training, Fire Prevention, Hazardous Materials, Emergency Services, and Fire Reserves.

ACTIVITY GOALS

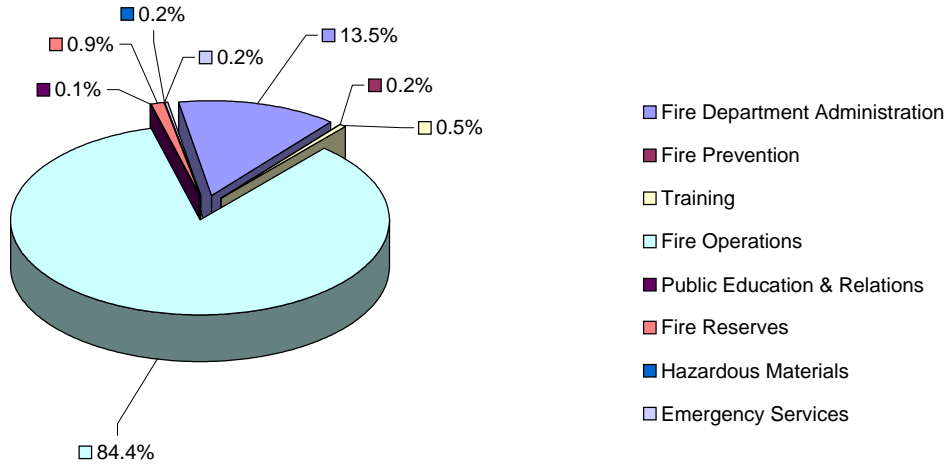
- Fill 2 vacant Firefighter positions
- Develop specifications and purchase a unit to replace a 1976 Van Pelt fire engine with funds provided by FOR A for the use of wildland/brush fire fighting.
- Recruit to fill all 20 Reserve Firefighter positions.
- Upgrade the City's Emergency Response Plan and conduct a training exercise with City staff.
- Assemble information to have the fire department map books reproduced into a digital format.

FINANCIAL NOTES

- Filling 2 vacant Firefighter positions will bring all three shifts to a level of eight personnel per shift and a net estimated savings in overtime of \$20,000
- Replacement of one fire engine without City general funds expenditure at a purchase of \$237,000
- The hiring and estimated cost of the Fire Reserves is \$29,100
- The estimated cost of the Emergency Services upgrade is \$6,600
- The digitization of fire department map books is estimated at \$9,000

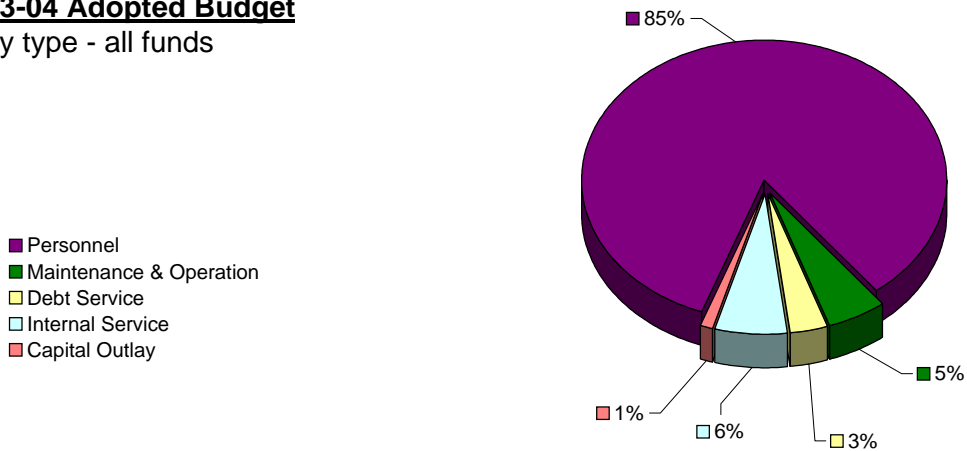
Fire Department

03-04 Adopted Budget by function - all funds

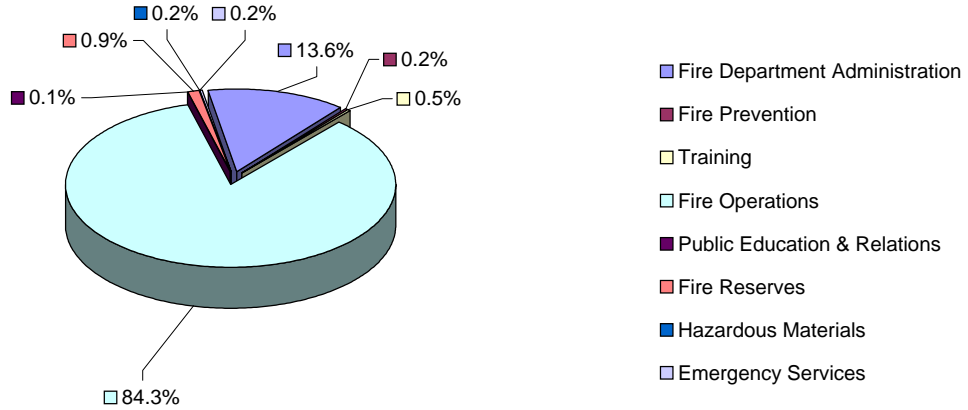


	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Fire Department Administration	250,500	39,600	8,100	132,200	-	430,400
Fire Prevention	-	6,300	-	-	-	6,300
Training	-	15,500	-	-	-	15,500
Fire Operations	2,411,600	70,300	94,500	69,700	37,800	2,683,900
Public Education & Relations	-	3,000	-	-	-	3,000
Fire Reserves	8,600	20,500	-	-	-	29,100
Hazardous Materials	-	6,500	-	-	-	6,500
Emergency Services	-	6,600	-	-	-	6,600
	2,670,700	168,300	102,600	201,900	37,800	3,181,300

03-04 Adopted Budget by type - all funds

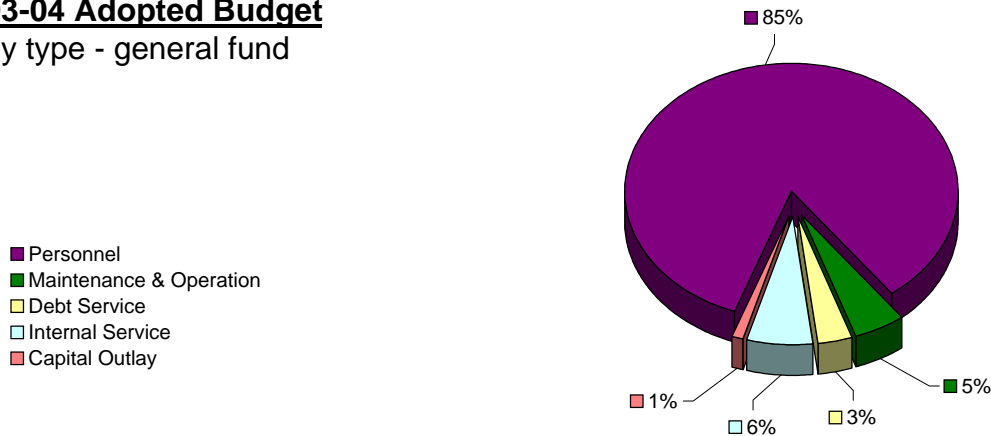


03-04 Adopted Budget
by function - general fund



	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Fire Department Administration	250,500	39,600	8,100	132,200	-	430,400
Fire Prevention	-	6,300	-	-	-	6,300
Training	-	15,500	-	-	-	15,500
Fire Operations	2,411,600	64,300	94,500	69,700	37,800	2,677,900
Public Education & Relations	-	3,000	-	-	-	3,000
Fire Reserves	8,600	20,500	-	-	-	29,100
Hazardous Materials	-	6,500	-	-	-	6,500
Emergency Services	-	6,600	-	-	-	6,600
	2,670,700	162,300	102,600	201,900	37,800	3,175,300

03-04 Adopted Budget
by type - general fund



Fire Department
PROGRAM: Fire Department Administration

FUND: General Fund
ACCOUNT: 100-0-6610

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Fire Chief, 1.0 Senior Admin Secretary	55,457	90,542	144,141	140,600	153,100
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	60	0	0	0	0
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	0	0	77	0	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	411	692	540	600	700
0006	Workers Compensation	Program share of worker's compensation insurance cost	2,948	4,837	8,432	8,000	6,800
0010	Management Leave Payoff	Payments to management employees for unused management leave	0	0	2,769	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	1,400	2,400
0031	PERS Pension	Payments for Public Employees Retirement System	6,464	8,627	8,983	8,800	20,200
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,416	2,100	2,100
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, Includes 8.0 Retirees	28,326	53,211	31,622	39,700	54,100
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,836	3,332	4,200	5,700
0051	Dental Insurance - Guardian	Payments for employee dental benefits	805	1,095	994	1,200	1,700
0061	Vision Ins - CPIC	Payments for employee vision benefits	0	0	0	0	200
0071	LTD - Met Life	Payments for employee Long Term Disability	95	129	117	100	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	474	644	585	700	1,000
0092	Medicare Tax	Payments to Medicare systems for eligible employees	298	92	1,618	2,000	2,300
Subtotal Personnel Services:			95,338	161,706	204,626	209,400	250,500
MAINTENANCE & OPERATION							
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	60	0	0	500	500

Fire Department
PROGRAM: Fire Department Administration

FUND: General Fund
ACCOUNT: 100-0-6610

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2043	Temporary Contract Service	Expenses for temporary, short-term contractual services	15,872	19,666	0	400	1,000
2044	Copier Services	Maintenance expenses for copy machines including lease charges	839	907	830	1,200	0
2048	Typewriter Repair	Maintenance expenses for repair of electric typewriters	161	247	216	900	300
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	255	229	174	300	300
2054	Equipment Repair	Payments to contractors for repair services or routine maintenance of non-automotive equipment	80	39	96	200	100
2065	Police & Fire Exams	Testing expenses for police and fire personnel	5,000	4,422	703	5,000	6,000
3092	Stationery Supplies	Expenses for miscellaneous office supplies	941	1,536	2,042	1,200	1,000
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	817	1,033	8,543	1,600	1,000
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	101	1,552	1,917	1,000	1,000
4122	Dues & Membership	Annual dues for personal and city memberships	330	330	680	400	400
4123	Books & Periodicals	Publications and subscriptions	26	29	143	200	200
4124	Mail Services	Mail costs including lease of equipment	239	217	805	800	800
5131	Gas & Electric	Gas and electric utility costs	8,691	9,811	11,216	12,500	12,000
5132	Telephone	Telephone costs	5,114	6,465	14,255	13,000	15,000
	Subtotal Maintenance & Operations:		38,526	46,485	41,619	39,200	39,600
	INTERNAL SERVICE CHARGES						
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	111,627	103,040	58,400	88,200	80,500
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	56,323	51,990	37,000	26,200	51,700

Fire Department
PROGRAM: Fire Department Administration

FUND: General Fund
ACCOUNT: 100-0-6610

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
	Subtotal Internal Service Charges:		167,950	155,030	95,400	114,400	132,200
TOTAL ALL EXPENDITURES:			301,814	363,220	341,644	363,000	422,300

Fire Department
PROGRAM: Fire Department Administration

FUND: Capital Outlay
ACCOUNT: 102-0-6610

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9607	Lease Payments	Chevy Tahoe lease payment	0	0	93,850	8,100	8,100
	Subtotal Debt Service:		0	0	93,850	8,100	8,100
CAPITAL OUTLAY							
8181	Vehicle Purchase	2001-2002 Budget Chevy Tahoe - Leased	0	29,987	0	0	0
8187	Department Equipment	Air tank refill machine	0	0	33,168	58,331	0
	Subtotal Capital Outlay:		0	29,987	33,168	58,331	0
TOTAL ALL EXPENDITURES:			0	29,987	127,018	66,431	8,100

Fire Department
PROGRAM: Fire Prevention

FUND: General Fund
ACCOUNT: 100-0-6620

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries		115,111	109,494	0	0	0
0003	Holiday Overtime		40	9	0	0	0
0004	Uniform Allowance	Moved to operations	1,146	798	0	0	0
0006	Workers Compensation		7,056	5,615	0	0	0
0031	PERS Pension		12,539	9,711	0	0	0
	Subtotal Personnel Services:		135,892	125,627	0	0	0
MAINTENANCE & OPERATION							
1029	Training & Education	Arson investigation training	20	0	625	2,500	2,500
2050	Photo Service	Photo developing expenses	118	607	312	500	500
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	0	158	165	500	500
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	0	332	1,200	1,200
4122	Dues & Membership	Annual dues for personal and city memberships	30	140	210	300	300
4123	Books & Periodicals	Publications and subscriptions	775	75	1,206	1,300	1,300
	Subtotal Maintenance & Operations:		943	980	2,849	6,300	6,300
TOTAL ALL EXPENDITURES:			136,835	126,607	2,849	6,300	6,300

Fire Department
PROGRAM: Training

FUND: General Fund
ACCOUNT: 100-0-6630

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries		79,156	92,423	0	0	0
0002	Overtime		254	18	0	0	0
0003	Holiday Overtime	Moved to operations	58	18	0	0	0
0004	Uniform Allowance		831	745	0	0	0
0006	Workers Compensation		5,072	4,844	0	0	0
0031	PERS Pension		8,959	8,039	0	0	0
	Subtotal Personnel Services:		94,330	106,087	0	0	0
MAINTENANCE & OPERATION							
1029	Training & Education	State Fire Marshal training for new employees	9,171	3,743	8,537	10,000	10,000
1030	Consultant	Miscellaneous professional consulting services	0	0	12,339	0	0
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	138	84	119	1,000	1,000
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	370	0	69	1,000	1,000
4122	Dues & Membership	One time expense for county wide fire training simulator	815	700	720	3,000	1,500
4123	Books & Periodicals	Publications and subscriptions	257	1,791	1,110	2,000	2,000
	Subtotal Maintenance & Operations:		10,751	6,318	22,894	17,000	15,500
TOTAL ALL EXPENDITURES:			105,081	112,405	22,894	17,000	15,500

Fire Department
PROGRAM: Training

FUND: MPC Training - Fire
ACCOUNT: 218-0-6630

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8187	Department Equipment	Miscellaneous city department equipment purchase costs	0	0	0	5,000	0
	Subtotal Capital Outlay:		0	0	0	5,000	0
TOTAL ALL EXPENDITURES:			0	0	0	5,000	0

Fire Department
PROGRAM: Fire Operations

FUND: General Fund
ACCOUNT: 100-0-6640

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	3.0 Battalion Chiefs, 6.0 Fire Captains, 6.0 Fire Engineers, 9.0 Firefighters (includes vac/comp/sick payoff in 01-02)	1,028,416	1,056,761	1,234,697	1,313,000	1,474,800
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	155,137	121,257	371,625	200,000	200,000
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	52,380	50,457	59,722	50,000	50,000
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	11,875	8,510	11,693	13,200	13,200
0006	Workers Compensation	Program share of worker's compensation insurance cost	74,842	62,411	75,312	106,500	93,200
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	21,600	21,600
0031	PERS Pension	Payments for Public Employees Retirement System	134,899	101,226	107,876	116,400	229,000
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	127,458	139,316	159,845	196,000	276,300
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	119	100	300
0051	Dental Insurance - Guardian	Payments for employee dental benefits	15,897	17,376	19,951	24,500	33,700
0061	Vision Ins - CPIC	Payments for employee vision benefits	1,428	1,561	1,792	2,200	3,000
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	476	520	597	700	1,000
0092	Medicare Tax	Payments to Medicare systems for eligible employees	10,332	11,313	15,143	18,800	15,500
	Subtotal Personnel Services:		1,613,140	1,570,708	2,058,373	2,063,000	2,411,600
MAINTENANCE & OPERATION							
1026	Medical Exams	Pre-employment medical exams	7,071	9,371	9,244	15,900	12,000
1027	Background Investigation	Pre-employment background investigations	908	0	1,880	3,200	3,200
2041	County Communications	Payments for City share of Countywide Communications Center costs (payment moved to fund 220)	0	4,392	6,362	6,000	0

Fire Department
PROGRAM: Fire Operations

FUND: General Fund
ACCOUNT: 100-0-6640

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2049	Uniform Service / Laundry	Expenses for laundering of uniforms and uniform services	3,481	3,892	4,373	5,000	5,000
2052	Radio Repair	Expenses for repair of handheld and in-vehicle radios	1,989	3,117	2,349	3,500	2,500
2055	Fire Equipment Repair	Payments to contractors for repair of fire department equipment	1,993	643	618	2,000	2,000
3093	Janitorial Supplies	Includes purchase of floor refinishing machine	1,428	1,916	1,509	4,000	3,100
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	10,311	15,276	24,563	19,000	21,000
3097	Safety Equipment	Miscellaneous personal safety equipment (protective vests, turnout coats)	7,035	5,956	8,169	12,000	11,000
5132	Telephone	Telephone costs	2,323	2,402	3,291	4,500	4,500
	Subtotal Maintenance & Operations:		36,539	46,966	62,358	75,100	64,300
	CAPITAL OUTLAY						
8187	Department Equipment	Miscellaneous city department equipment purchase costs	0	0	4,540	0	0
	Subtotal Capital Outlay:		0	0	4,540	0	0
	INTERNAL SERVICE CHARGES						
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	82,507	76,160	66,100	64,400	69,700
	Subtotal Internal Service Charges:		82,507	76,160	66,100	64,400	69,700
	TOTAL ALL EXPENDITURES:		1,732,186	1,693,834	2,191,371	2,202,500	2,545,600

Fire Department
PROGRAM: Fire Operations

FUND: Capital Outlay
ACCOUNT: 102-0-6640

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	0	0	11,024	0	0
Subtotal Personnel Services:			0	0	11,024	0	0
DEBT SERVICE							
9607	Lease Payments	Fire Truck Lease	33,578	33,578	156,627	32,000	32,000
9608	Lease Payments	Fire Truck Lease	0	0	0	65,000	62,500
Subtotal Debt Service:			33,578	33,578	156,627	97,000	94,500
CAPITAL OUTLAY							
8181	Vehicle Purchase	New fire truck purchase - to be leased	0	0	7,494	530,000	0
8185	Fire Equipment	Replacement of 1/3 fire hose; Confined space rescue equipment	932	0	250,362	20,000	0
8187	Department Equipment	Fire hose nozzles & other operations equipment	0	0	0	0	37,800
Subtotal Capital Outlay:			932	0	257,857	550,000	37,800
TOTAL ALL EXPENDITURES:			34,510	33,578	425,508	647,000	132,300

Fire Department
PROGRAM: Fire Operations

FUND: CDBG Fund
ACCOUNT: 200-0-6640

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8187	Department Equipment	Fire Department renovations	0	0	99,487	0	0
	Subtotal Capital Outlay:		0	0	99,487	0	0
TOTAL ALL EXPENDITURES:			0	0	99,487	0	0

Fire Department
PROGRAM: Fire Operations

FUND: Prop 172-Sales Tax
ACCOUNT: 220-0-6640

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
2041	County Communications	Payments for City share of Countywide Communications Center costs	0	0	79,917	0	6,000
	Subtotal Maintenance & Operations:		0	0	79,917	0	6,000
CAPITAL OUTLAY							
8182	Computer Purchase	Computer hardware purchase costs	4,131	0	0	2,500	0
	Subtotal Capital Outlay:		4,131	0	0	2,500	0
TOTAL ALL EXPENDITURES:			4,131	0	79,917	2,500	6,000

Fire Department
PROGRAM: Public Education & Relations

FUND: General Fund
ACCOUNT: 100-0-6650

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries		81,227	71,027	0	0	0
0002	Overtime		268	18	0	0	0
0003	Holiday Overtime		132	9	0	0	0
0004	Uniform Allowance	History added to fire operations	818	566	0	0	0
0006	Workers Compensation		5,144	3,736	0	0	0
0031	PERS Pension		10,797	6,032	0	0	0
	Subtotal Personnel Services:		98,386	81,387	0	0	0
MAINTENANCE & OPERATION							
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	0	750	774	2,500	2,500
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	0	0	500	500
	Subtotal Maintenance & Operations:		0	750	774	3,000	3,000
TOTAL ALL EXPENDITURES:			98,386	82,137	774	3,000	3,000

Fire Department
PROGRAM: Fire Reserves

FUND: General Fund
ACCOUNT: 100-0-6660

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	20 Reserve Firefighters	24,969	31,935	17,687	3,000	6,000
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	0	144	0	0
0003	Holiday Overtime	Overtime wages paid to public safety personnel for hours worked on holidays	0	0	393	0	0
0004	Uniform Allowance	Payments to employees for purchase and cleaning of uniforms	212	230	1,315	1,000	2,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	1,536	1,651	671	500	500
0031	PERS Pension	Payments for Public Employees Retirement System	2,296	2,559	1,397	0	0
0092	Medicare Tax	Payments to Medicare systems for eligible employees	389	349	331	500	100
	Subtotal Personnel Services:		29,402	36,724	21,938	5,000	8,600
MAINTENANCE & OPERATION							
1026	Medical Exams	Pre-employment medical exams	5,422	10,176	5,777	5,000	5,000
1027	Background Investigation	Pre-employment background investigations	42	0	0	5,000	5,000
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	0	0	0	500	500
3097	Safety Equipment	Miscellaneous personal safety equipment (protective vests, turnout coats)	4,099	7,039	6,717	10,000	10,000
4123	Books & Periodicals	Publications and subscriptions	0	0	285	500	0
	Subtotal Maintenance & Operations:		9,563	17,215	12,779	21,000	20,500
TOTAL ALL EXPENDITURES:			38,965	53,939	34,717	26,000	29,100

Fire Department
PROGRAM: Hazardous Materials

FUND: General Fund
ACCOUNT: 100-0-6670

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries		53,873	58,781	0	0	0
0002	Overtime		132	18	0	0	0
0003	Holiday Overtime		40	9	0	0	0
0004	Uniform Allowance	History added to fire operations	560	465	0	0	0
0006	Workers Compensation		3,400	3,016	0	0	0
0031	PERS Pension		6,127	5,025	0	0	0
	Subtotal Personnel Services:		64,132	67,314	0	0	0
MAINTENANCE & OPERATION							
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	0	0	520	2,500	3,000
2055	Fire Equipment Repair	Payments to contractors for repair of fire department equipment	258	666	203	500	300
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	622	692	-88	1,500	1,700
3097	Safety Equipment	Miscellaneous personal safety equipment (protective vests, turnout coats)	1,358	584	1,032	1,500	1,000
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	0	0	500	500
	Subtotal Maintenance & Operations:		2,238	1,942	1,667	6,500	6,500
TOTAL ALL EXPENDITURES:			66,370	69,256	1,667	6,500	6,500

Fire Department
PROGRAM: Hazardous Materials

FUND: OES/FEMA
ACCOUNT: 106-0-6670

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
3097	Safety Equipment	Miscellaneous personal safety equipment (protective vests, turnout coats)	0	0	22,910	0	0
	Subtotal Maintenance & Operations:		0	0	22,910	0	0
TOTAL ALL EXPENDITURES:			0	0	22,910	0	0

Fire Department
PROGRAM: Emergency Services

FUND: General Fund
ACCOUNT: 100-0-6680

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries		14,640	13,098	0	0	0
0002	Overtime		42	5	0	0	0
0003	Holiday Overtime		13	0	0	0	0
0004	Uniform Allowance	History added to fire operations	139	97	0	0	0
0006	Workers Compensation		879	640	0	0	0
0031	PERS Pension		1,483	1,248	0	0	0
	Subtotal Personnel Services:		17,196	15,088	0	0	0
MAINTENANCE & OPERATION							
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	0	0	0	1,500	1,500
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	0	0	364	1,500	0
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	0	300	1,064	4,500	5,100
4122	Dues & Membership	Annual dues for personal and city memberships	0	0	0	300	0
4123	Books & Periodicals	Publications and subscriptions	46	0	0	300	0
	Subtotal Maintenance & Operations:		46	300	1,428	8,100	6,600
TOTAL ALL EXPENDITURES:			17,242	15,387	1,428	8,100	6,600

Fire Department
PROGRAM: Emergency Services

FUND: Capital Outlay Fund
ACCOUNT: 102-0-6680

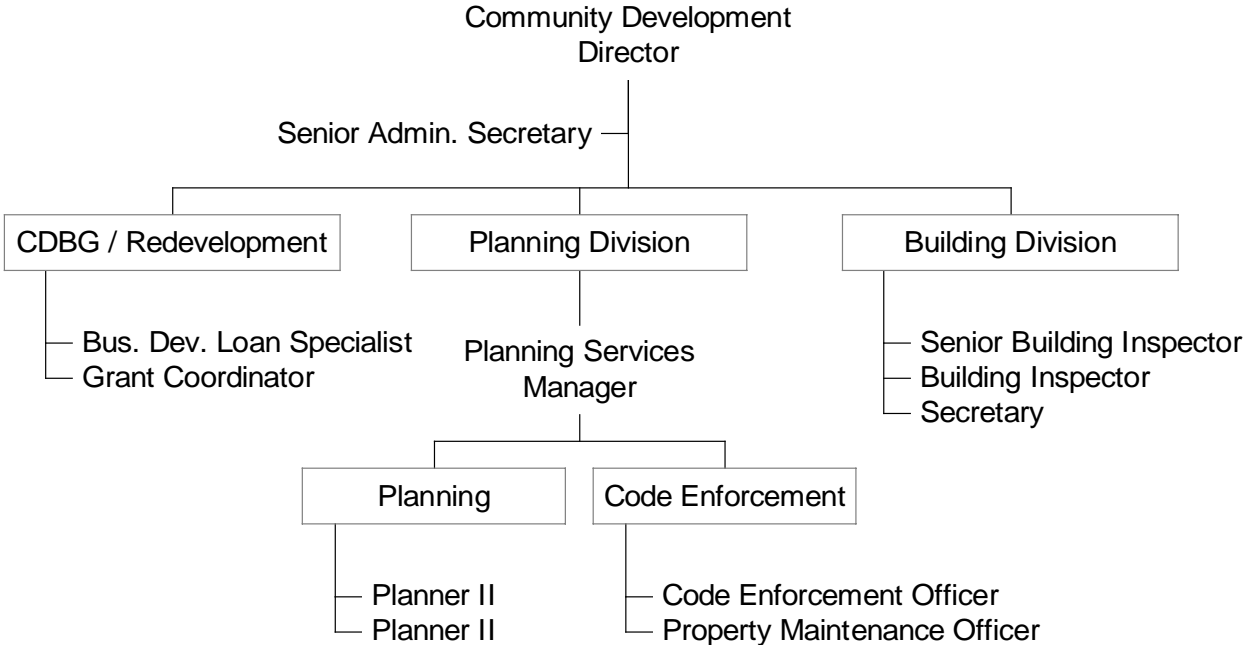
Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8187	Department Equipment	EOC Relocation & Renovation program	0	0	0	4,100	0
	Subtotal Capital Outlay:		0	0	0	4,100	0
TOTAL ALL EXPENDITURES:			0	0	0	4,100	0



Community Development



City of Seaside
Community Development Department



**CITY OF SEASIDE
COMMUNITY DEVELOPMENT DEPARTMENT
FISCAL YEAR 2003-04**

DEPARTMENT DESCRIPTION

The Community Development Department is responsible for the overall management and administration of Planning Division, Building Division and Redevelopment-CDBG Division. The Department also acts as liaison to the Planning Commission, Board of Architectural Review, Neighborhood Improvement Program Commission, Historical Commission, Redevelopment Agency and Parking Authority.

The Planning Division has three primary functions: current planning, long-range planning and code enforcement. In the current planning area, the Division processes development applications and environmental impact assessments for all development proposals. The Division also processes home occupation and fireworks stand permits. In the area of long-range planning, the Division is in charge of updating the City's General Plan and Zoning Ordinance. This also includes making recommendations to the City Manager, Planning Commission and City Council on the future use of property in the former Fort Ord area of Seaside. The code enforcement function responds to citizen complaints on property maintenance problems and illegal uses. Neighborhood cleanup programs are also coordinated by Division staff.

The Building Division is responsible for insuring that new buildings, building additions and alterations that are constructed in the City meet building, electrical, mechanical, plumbing and other City codes and ordinances. Specific duties of the Division include plan checking, permit issuance, building inspections and addressing building code and illegal occupancy violations.

The Community Development Block Grant (CDBG) Program function prepares and administers housing and other programs to provide safe housing, community services and expanded economic opportunities primarily for persons of low and moderate income. This Federal-funded program also allows the City to make building rehabilitation loans to home and business owners. Loans and grants are also available to make improvements to buildings and roadways to make them handicap-accessible.

The Department's Redevelopment staff assists the City Manager/Executive Director of Seaside Redevelopment Agency in the administration of Redevelopment programs and projects throughout the City. The City's redevelopment program was established to protect and promote sound development and eliminate blight conditions present in residential and business

areas. The Redevelopment Agency has the authority to acquire, sell, lease and develop property to eliminate blight, rehabilitate deteriorating housing and commercial properties and promote new development such as restaurants, hotels, shopping areas and affordable housing.

2003-2004 Objectives:

1. Develop an architectural theme and master plan for revitalization and expansion of the City's Downtown/western Broadway Avenue area.
2. Adopt a new City General Plan and update the City's Zoning Ordinance.
3. Work with a select developer to construct new buildings on the Fremont-Broadway site.
4. Develop a coordinated and comprehensive code enforcement program to eliminate blight and revitalize targeted neighborhoods and business areas.
5. Develop economic strategies for specific areas of the City to encourage new development activity that will produce additional tax revenue and new retail and service uses for the City and its residents..
6. Work with selected developers to construct a new Chili's Restaurant and new Outback Steakhouse Restaurant on sites located along Canyon Del Rey Boulevard.
7. Review plans and monitor the build-out of the Seaside Highlands housing project in the North Seaside/ former Fort Ord area.
8. Update the Redevelopment Agency's housing rehabilitation loan program, first time home buyer program, emergency home repair loan and grant program to make it more accessible to the public.

9. Prepare the City's annual CDBG Action Plan and Annual Performance Report and implement all CDBG activities and programs approved by the City Council.

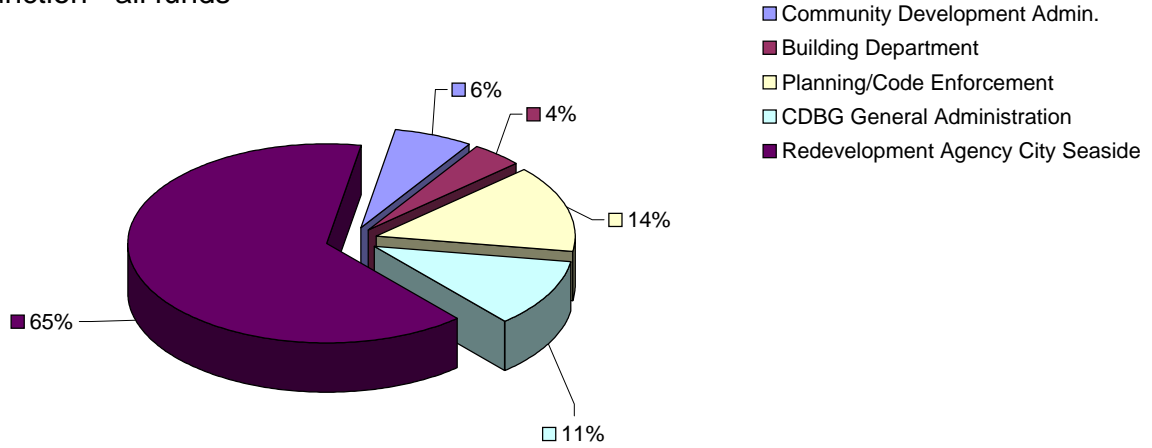
10. Work with selected developers and non-profit housing groups to produce additional workforce and affordable rental and ownership housing in the North Seaside area.



Community Development

03-04 Adopted Budget

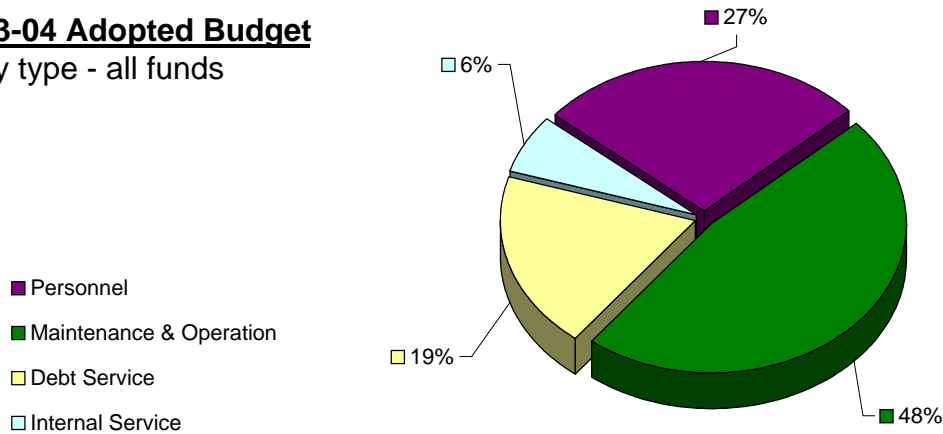
by function - all funds



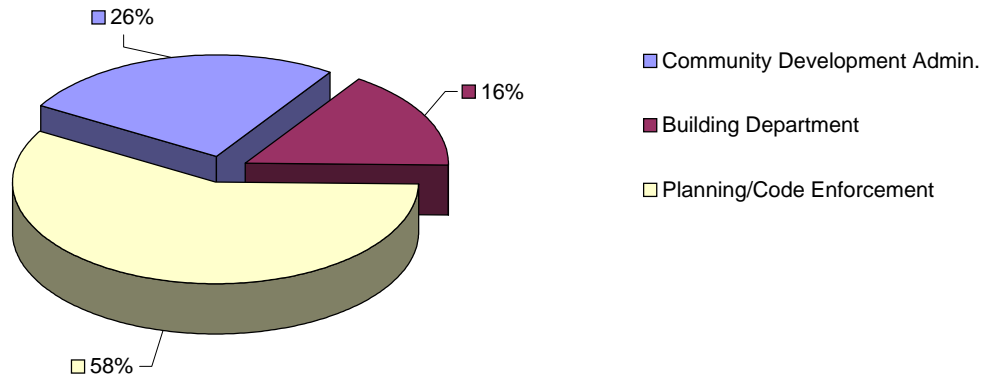
	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Community Development Admin.	65,000	142,800	-	86,100	-	293,900
Building Department	178,600	-	-	-	-	178,600
Planning/Code Enforcement	418,100	236,400	-	-	-	654,500
CDBG General Administration	101,500	55,300	322,900	14,100	-	493,800
Redevelopment Agency City Seaside	473,700	1,701,400	549,700	189,103	-	2,913,903
Total	1,236,900	2,135,900	872,600	289,303	-	4,534,703

03-04 Adopted Budget

by type - all funds

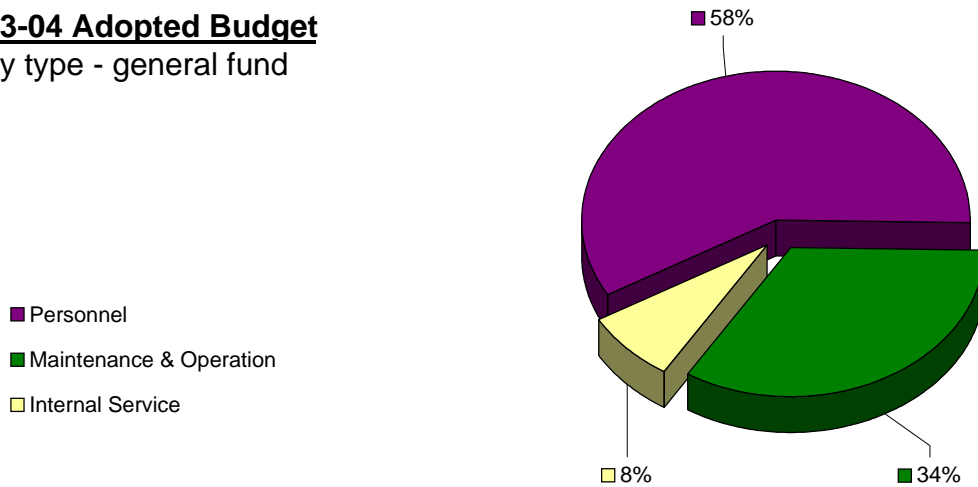


03-04 Adopted Budget
by function - general fund



	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Community Development Admin.	65,000	142,800	-	86,100	-	293,900
Building Department	178,600	-	-	-	-	178,600
Planning/Code Enforcement	418,100	236,400	-	-	-	654,500
CDBG General Administration	-	-	-	-	-	-
Redevelopment Agency City Seaside	-	-	-	-	-	-
Total	661,700	379,200	-	86,100	-	1,127,000

03-04 Adopted Budget
by type - general fund



Community Development Department
PROGRAM: Community Development Admin

FUND: General Fund
ACCOUNT: 100-0-7110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.30 Dir. Comm. Development, .40 Sr. Admin Secretary	101,456	91,911	90,290	47,300	51,400
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	6	20	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	495	394	383	300	300
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	700	700
0020	Part-time Hourly Wages	Summer planning intern	0	0	452	15,000	0
0031	PERS Pension	Payments for Public Employees Retirement System	7,592	395	284	0	3,600
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	66	1,500	1,400
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,057	2,800	900
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	9,293	12,796	4,252	1,700	2,500
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	836	1,630	600	2,300
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	71	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	332	218	213	100	300
0061	Vision Ins - CPIC	Payments for employee vision benefits	111	73	71	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	221	145	142	100	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	443	291	283	100	400
0092	Medicare Tax	Payments to Medicare systems for eligible employees	1,466	2,859	1,959	1,500	800
	Subtotal Personnel Services:		121,409	109,924	101,174	71,700	65,000
MAINTENANCE & OPERATION							
1029	Training & Education	Training for all Community Development Dept. staff	2,815	2,855	2,697	4,800	2,500

Community Development Department
PROGRAM: Community Development Admin

FUND: General Fund
ACCOUNT: 100-0-7110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
1030	Consultant	Zoning ordinance update (transferred to Redevelopment Agency Project Fund)	37,545	27,955	0	0	0
1034	Plan Check Contract Services	Expenses for plan check, reimbursed by applicants	0	0	0	80,000	50,000
1036	LAFCO Charges	Payment to the County for the Local Agency Formation Commission	0	0	14,040	15,000	15,000
2043	Temporary Contract Service	Clerical and environmental services as needed	18,074	24,026	40,231	25,000	20,000
2044	Copier Services	Maintenance expenses for copy machines including lease charges	3,447	3,117	2,595	30,300	5,600
2048	Typewriter Repair	Allowance for typewriter repair.	87	10	225	200	0
2053	Outside Printing Service	Outside printing costs for the entire department.	1,148	235	3,003	3,500	1,500
2063	Publishing & Legal Advertising	Planning Commission legal ads and other department publications.	1,104	7,020	5,401	5,000	6,500
2073	Subcontracted Work	Expenses for consultants, reimbursed by applicants, EIR, etc.	0	1,141	0	80,000	15,000
3092	Stationery Supplies	Office supplies needed for the entire department.	2,256	1,459	7,130	6,500	6,500
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	535	1,354	3,641	2,500	3,000
4121	Meetings & Travel	Costs involved in attending meetings by department staff	408	1,019	740	1,000	500
4122	Dues & Membership	Professional dues and memberships for Community Development staff.	664	36	543	1,500	1,000
4123	Books & Periodicals	Publications and subscriptions	41	45	2,876	2,300	2,000
4124	Mail Services	Mailing and overnight delivery costs for the department	870	791	2,770	2,700	2,700
5132	Telephone	Telephone costs for the entire department.	4,828	4,047	7,650	8,000	11,000
	Subtotal Maintenance & Operations:		73,822	75,110	93,541	268,300	142,800
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	21,148	20,779	13,000	16,500	17,900
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	37,993	35,900	16,400	26,000	26,000

Community Development Department
PROGRAM: Community Development Admin

FUND: General Fund
ACCOUNT: 100-0-7110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	53,961	49,187	25,100	20,300	42,200
	Subtotal Internal Service Charges:		113,102	105,866	54,500	62,800	86,100
TOTAL ALL EXPENDITURES:			308,333	290,900	249,214	402,800	293,900

Community Development Department
PROGRAM: Code Enforcement

FUND: General Fund
ACCOUNT: 100-0-7120

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries		49,928	48,984	57,268	0	0
0006	Workers Compensation	Code Enforcement officers moved to 100-7310 planning	1,869	1,586	479	0	0
0031	PERS Pension		2,761	312	492	0	0
0033	LIUNA Pension		0	0	1,408	0	0
Subtotal Personnel Services:			54,558	50,883	59,647	0	0
MAINTENANCE & OPERATION							
1029	Training & Education		1,000	1,193	0	0	0
2044	Copier Services		45	203	0	0	0
2048	Typewriter Repair		87	10	0	0	0
2053	Outside Printing Service		191	109	0	0	0
2073	Subcontracted Work	History added to 100-7110	0	0	16,758	0	0
3092	Stationery Supplies		257	0	0	0	0
3095	Department Consumables		290	0	0	0	0
4121	Meetings & Travel		4	0	0	0	0
4122	Dues & Membership		200	0	0	0	0
4124	Mail Services		84	83	0	0	0
5132	Telephone		339	64	0	0	0
Subtotal Maintenance & Operations:			2,497	1,662	16,758	0	0

Community Development Department
PROGRAM: Code Enforcement

FUND: General Fund
ACCOUNT: 100-0-7120

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	3,857	3,560	0	0	0
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	4,247	3,920	0	0	0
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	4,875	4,707	0	0	0
	Subtotal Internal Service Charges:		12,979	12,188	0	0	0
TOTAL ALL EXPENDITURES:			70,034	64,733	76,405	0	0

Community Development Department
PROGRAM: Building

FUND: General Fund
ACCOUNT: 100-0-7210

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Secretary, .75 Sr. Building Inspector, .75 Building Inspector	47,986	32,735	78,192	119,700	135,300
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	544	0	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	1,114	530	2,779	4,000	3,800
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	1,500	1,200
0031	PERS Pension	Payments for Public Employees Retirement System	2,641	204	564	0	9,500
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	92	2,300	2,200
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,709	3,700	3,700
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, Includes 1.0 Retiree	8,140	17,758	7,394	12,100	9,000
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,232	3,361	5,500	10,000
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	34	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	101	99	134	200	400
0061	Vision Ins - CPIC	Payments for employee vision benefits	25	25	34	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	127	123	168	300	500
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	203	197	269	400	800
0092	Medicare Tax	Payments to Medicare systems for eligible employees	736	443	1,056	1,700	2,000
	Subtotal Personnel Services:		61,617	53,346	95,785	151,600	178,600
MAINTENANCE & OPERATION							
1029	Training & Education	History added to 100-0-7110	100	125	0	0	0
1034	Plan Check Contract Services		0	0	4,303	0	0

Community Development Department
PROGRAM: Building

FUND: General Fund
ACCOUNT: 100-0-7210

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2043	Temporary Contract Service		3,594	0	0	0	0
2044	Copier Services		22	901	0	0	0
2053	Outside Printing Service		468	0	0	0	0
2073	Subcontracted Work	History added to 100-0-7110	0	1,141	1,305	0	0
3092	Stationery Supplies		473	0	0	0	0
4121	Meetings & Travel		14	220	0	0	0
4122	Dues & Membership		195	0	0	0	0
4123	Books & Periodicals		41	45	0	0	0
4124	Mail Services		21	4	0	0	0
5132	Telephone		2,198	603	0	0	0
	Subtotal Maintenance & Operations:		7,126	3,039	5,607	0	0
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	9,577	9,838	0	0	0
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	12,133	11,200	0	0	0
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	19,500	18,000	0	0	0
	Subtotal Internal Service Charges:		41,210	39,038	0	0	0
TOTAL ALL EXPENDITURES:			109,953	95,423	101,392	151,600	178,600

Community Development Department
PROGRAM: Planning/Code Enforcement

FUND: General Fund
ACCOUNT: 100-0-7310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.40 Sr. Admin Secretary, .80 Planning Svcs Mgr, 2.0 Code Enforcement Officers, 2.0 Planner II	4,289	0	77,013	298,700	325,800
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	280	0	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	37	0	383	5,800	5,200
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	3,000	4,200
0031	PERS Pension	Payments for Public Employees Retirement System	306	0	-42	9,320	22,700
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	253	8,900	8,400
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	705	3,000	5,000
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, Includes 1.0 Retiree	2,298	16,398	9,026	19,100	22,700
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,105	3,736	7,900	13,700
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	27	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	98	322	545	1,200	2,000
0061	Vision Ins - CPIC	Payments for employee vision benefits	15	48	82	200	300
0071	LTD - Met Life	Payments for employee Long Term Disability	49	161	273	600	1,000
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	108	355	600	1,300	2,200
0092	Medicare Tax	Payments to Medicare systems for eligible employees	96	0	1,106	6,100	4,800
	Subtotal Personnel Services:		7,576	18,389	93,707	365,220	418,100
MAINTENANCE & OPERATION							
1029	Training & Education	History added to 100-0-7110	1,715	1,537	0	0	0
1030	Consultant		37,465	27,955	-8,491	0	0

Community Development Department
PROGRAM: Planning/Code Enforcement

FUND: General Fund
ACCOUNT: 100-0-7310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
1035	Consultant - General Plan		0	0	91,316	303,684	236,400
2043	Temporary Contract Service		14,480	2,157	0	0	0
2044	Copier Services		3,184	2,008	0	0	0
2053	Outside Printing Service	History added to 100-7110	405	127	0	0	0
2063	Publishing & Legal Advertising		1,104	7,020	0	0	0
3092	Stationery Supplies		1,526	1,204	0	0	0
3095	Department Consumables		245	920	0	0	0
4121	Meetings & Travel		390	799	0	0	0
4122	Dues & Membership		0	36	0	0	0
4124	Mail Services		482	689	0	0	0
5132	Telephone		782	2,866	0	0	0
	Subtotal Maintenance & Operations:		61,778	47,319	82,825	303,684	236,400
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	3,857	3,779	0	0	0
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	13,726	13,500	0	0	0
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	14,625	12,670	0	0	0
	Subtotal Internal Service Charges:		32,208	29,949	0	0	0
TOTAL ALL EXPENDITURES:			101,562	95,656	176,532	668,904	654,500

Community Development Department
PROGRAM: Planning & Zoning

FUND: General Fund
ACCOUNT: 100-0-7320

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries		75,017	76,067	83,244	0	0
0006	Workers Compensation	History added to 100-0-7110	368	324	575	0	0
0031	PERS Pension		5,255	578	318	0	0
0033	LIUNA Pension		0	0	440	0	0
	Subtotal Personnel Services:		80,640	76,969	84,577	0	0
MAINTENANCE & OPERATION							
2043	Temporary Contract Service	History added to 100-0-7110	0	5,039	0	0	0
	Subtotal Maintenance & Operations:		0	5,039	0	0	0
TOTAL ALL EXPENDITURES:			80,640	82,008	84,577	0	0

Community Development Department
PROGRAM: CDBG General Administration

FUND: Community Dev Block Grant
ACCOUNT: 200-0-5410

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.05 Finance Director, .10 Accountant, .15 Accounting Technician, .20 Dir. Comm. Development, .75 Grant Coordinator	139,004	113,383	109,474	80,200	80,700
0099	Additional Compensation	Supplemental compensation (education incentive and employee recognition)	0	0	0	100	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	427	195	24	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	1,086	1,627	767	500	500
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	900	900
0031	PERS Pension	Payments for Public Employees Retirement System	7,936	906	886	100	5,700
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	54	3,700	1,400
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,671	1,900	1,900
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	13,208	27,600	6,209	4,900	3,300
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,961	3,074	2,400	5,100
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	60	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	341	308	241	200	400
0061	Vision Ins - CPIC	Payments for employee vision benefits	85	77	60	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	256	231	181	100	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	426	384	301	200	500
0092	Medicare Tax	Payments to Medicare systems for eligible employees	1,331	926	739	1,200	600
Subtotal Personnel Services:			164,100	147,599	123,740	96,400	101,500
MAINTENANCE & OPERATION							
1025	City Audit	Annual audit of city financial records	0	0	5,000	5,000	4,000

Community Development Department
PROGRAM: CDBG General Administration

FUND: Community Dev Block Grant
ACCOUNT: 200-0-5410

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	488	869	0	1,000	1,000
1030	Consultant	Miscellaneous professional consulting services	4,166	1,747	14,531	25,000	34,700
2044	Copier Services	Maintenance expenses for copy machines including lease charges	1,117	357	120	700	200
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	0	0	27	500	500
2063	Publishing & Legal Advertising	Expenses for publishing legal notices, job announcements, and other city information	955	697	1,183	2,400	1,500
3092	Stationery Supplies	Expenses for miscellaneous office supplies	7	76	0	500	500
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	579	0	267	1,500	500
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	0	0	659	1,000	500
4122	Dues & Membership	Annual dues for personal and city memberships	0	0	0	500	0
4123	Books & Periodicals	Publications and subscriptions	0	0	0	400	200
4124	Mail Services	Mail costs including lease of equipment	82	26	7	800	800
5132	Telephone	Telephone costs	1,043	406	512	700	900
7165	Grants	Conflict resolution	0	0	39,000	10,000	10,000
9529	Coalition of Homeless Svcs	City Contribution to Coalition of Homeless Services Program	0	50,000	25,000	0	0
9530	Genesis House Pre Dev Costs	City Contribution to pre-development costs for Genesis House	0	0	18,918	0	0
	Subtotal Maintenance & Operations:		8,437	54,176	105,225	50,000	55,300
DEBT SERVICE							
9602	Payment on Principal	Principal payments on bonded debt	75,000	80,000	90,000	95,000	150,000
9605	Interest Expense	Interest expenses on bonded debt	196,237	271,536	186,297	180,600	172,900
	Subtotal Debt Service:		271,237	351,536	276,297	275,600	322,900

Community Development Department
PROGRAM: CDBG General Administration

FUND: Community Dev Block Grant
ACCOUNT: 200-0-5410

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
INTERNAL SERVICE CHARGES							
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	7,659	7,070	12,000	8,400	4,100
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	5,211	4,810	3,400	4,700	10,000
	Subtotal Internal Service Charges:		12,870	11,880	15,400	13,100	14,100
TOTAL ALL EXPENDITURES:			456,644	565,190	520,661	435,100	493,800

Community Development Department
PROGRAM: Redevelopment Agency City Seaside

FUND: RDA Capital Projects
ACCOUNT: 991-0-9910

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.50 City Manager, .20 Assistant to the City Manager, .25 Secretary to the CM/CC, .25 Finance Director, .10 Accountant, .25 Accounting Technician, .05 Accounting Assistant, .25 City Clerk, .20 Director of Public Works, .30 Sr. Admin Secretary, .50 Director of Comm. Dev, .20 Planning Services Manager, .15 Grant Coordinator, .75 Business Loan Specialist, .25 Senior Building Inspector, .25 Building Inspector	156,317	179,441	252,500	349,000	347,000
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	509	295	759	500	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	2,837	3,280	5,941	8,400	5,000
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	8,100	9,100
0018	Auto Allowance	Employee auto allowance expenses	0	0	848	1,800	1,800
0031	PERS Pension	Payments for Public Employees Retirement System	10,113	1,961	791	19,900	24,300
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	613	15,600	12,600
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,026	2,100	2,100
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	14,174	20,607	16,794	26,700	27,500
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	818	2,221	3,500	5,700
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	78	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	926	918	1,247	2,000	3,200
0061	Vision Ins - CPIC	Payments for employee vision benefits	116	115	156	200	400
0071	LTD - Met Life	Payments for employee Long Term Disability	260	258	351	600	900
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	752	746	1,013	1,600	2,600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	2,668	3,692	3,616	5,100	4,000
	Subtotal Personnel Services:		188,672	212,132	287,954	445,200	446,300

Community Development Department
PROGRAM: Redevelopment Agency City Seaside

FUND: RDA Capital Projects
ACCOUNT: 991-0-9910

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1022	Legal Services	Anticipated legal expenses related to Broadway / Freemont, Bay Paper site, 1350 Del Monte site, hotel project, First Tee project site, Hayes Housing, and litigation related to water issues	9,716	33,277	209,954	300,000	250,000
1025	City Audit	Annual audit of city financial records	6,541	8,941	7,000	6,000	9,000
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	0	0	0	10,000	0
1030	Consultant	75,000 for Auto Center - 60,000 Fort Ord Main Gate - 40,000 misc consultant related to Broadway/Freemont - 50,000 West Broadway business district - 25,000 misc consultants - General Plan Match, Zoning Ordinance Update	63,934	210,596	309,137	250,000	430,000
1036	LAFCO Charges	Payment to the County of the Local Agency Formation Commission	0	0	0	15,000	10,000
1040	Property Tax Admin Fees	Payments to the County for property tax administration	0	0	55,934	60,000	60,000
2044	Copier Services	Maintenance expenses for copy machines including lease charges	5,194	900	537	3,600	2,700
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	835	43	4,288	5,000	5,000
2063	Publishing & Legal Advertising	Expenses for publishing legal notices, job announcements, and other city information	0	677	3,485	2,000	4,000
3092	Stationery Supplies	Expenses for miscellaneous office supplies	-10	12	571	500	500
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	0	213	631	500	200
3102	Computer Supplies	Miscellaneous computer supplies and hardware	0	0	0	500	250
4121	Meetings & Travel	Expenses for city-related meetings and travel; conference and seminar registration and expenses	92	950	0	5,000	500
4122	Dues & Membership	Monterey Cnty Convention and Visitors Bureau (40,000), Monterey Visitor Information Center (10,000), CRA, and CALED Memberships	2,595	2,713	50,584	54,000	55,000
4123	Books & Periodicals	Publications and subscriptions	0	250	250	1,000	250
4124	Mail Services	Mail costs including lease of equipment	291	857	1,103	500	500
5132	Telephone	Telephone costs	762	1,760	1,371	2,500	500
9503	Reimbursable Projects	Miscellaneous project costs to be reimbursed	201,412	30,109	0	0	0

Community Development Department
PROGRAM: Redevelopment Agency City Seaside

FUND: RDA Capital Projects
ACCOUNT: 991-0-9910

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9599	Rental Property Expense	Expenses incurred for maintenance of rental properties owned by Redevelopment Agency	5,473	9,228	17,906	20,000	16,000
9694	Commercial Façade Program	Expenses for RACS Commercial Façade Improvement Program	48,515	71,485	20,670	45,000	50,000
	Subtotal Maintenance & Operations:		345,351	372,011	683,421	781,100	894,400
CAPITAL OUTLAY							
8182	Computer Purchase	Computer hardware purchase costs	0	4,999	0	0	0
8188	Copy Machine	Payments for Copy Machine	0	1,955	1,865	2,000	0
	Subtotal Capital Outlay:		0	6,954	1,865	2,000	0
CAPITAL PROJECTS							
9192	Property Purchase	500,000 Remaining acquisitions for Broadway / Fremont - 700,000 Library site acquisition	0	0	300,016	1,200,000	0
9194	Prime Contractor	200,000 Demolition, site preparation for Broadway / Fremont, and Library Design.	0	5,914	3,296	800,000	0
	Subtotal Capital Projects:		0	5,914	303,312	2,000,000	0
INTERNAL SERVICE CHARGES							
9699	Operating Transfer Out	Transfer of funds to another City fund	0	59,850	727,700	0	0
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	26,109	24,010	19,000	117,000	34,000
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	4,500	4,500	1,400	6,300	10,000

Community Development Department
PROGRAM: Redevelopment Agency City Seaside

FUND: RDA Capital Projects
ACCOUNT: 991-0-9910

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9701	Repayment of Housing		0	0	57,502	99,543	145,103
	Subtotal Internal Service Charges:		30,609	88,360	805,602	222,843	189,103
TOTAL ALL EXPENDITURES:			564,631	685,371	2,082,154	3,451,143	1,529,803

Community Development Department
PROGRAM: Redevelopment Agency City Seaside

FUND: RDA Debt Service
ACCOUNT: 992-0-9910

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
9693	Pass-thru Expense	Redevelopment Agency pass-through payments of tax increment revenues	426,176	373,381	163,353	183,500	190,000
Subtotal Maintenance & Operations:			426,176	373,381	163,353	183,500	190,000
DEBT SERVICE							
9602	Payment on Principal	Mortgage payment for 1137 Broadway	9,521	9,486	9,859	11,800	12,500
9604	Fee Expense	Miscellaneous fees for Agency transactions (escrows, other public agency fees)	6,023	138,236	5,797	5,000	5,000
9605	Interest Expense	Mortgage payment for 1137 Broadway	6,461	274,209	4,893	4,500	6,000
9691	RACS Bond Principal Expense	Principal payments on Redevelopment Agency debt	180,000	2,395,000	900,000	255,000	265,000
9692	RACS Bond Interest Expense	Interest payments on Redevelopment Agency debt	277,051	358,535	484,890	112,900	116,000
9702	ERAF Payment to County	Educational Revenue Augmentation Fund payment to the County	0	0	0	145,106	145,200
Subtotal Debt Service:			479,056	3,175,466	1,405,439	534,306	549,700
TOTAL ALL EXPENDITURES:			905,231	3,548,847	1,568,792	717,806	739,700

Community Development Department
PROGRAM: Redevelopment Agency City Seaside

FUND: RDA Set Aside
ACCOUNT: 993-0-9910

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.25 Business Dvlp Loan Specialist - proposed reclass, .10 Grant Coordinator - proposed reclass	0	0	3,250	22,200	21,400
0006	Workers Compensation	Program share of worker's compensation insurance cost	0	0	0	800	700
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	300	300
0031	PERS Pension	Payments for Public Employees Retirement System	0	0	-51	1,600	1,500
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	0	1,100	700
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	0	200	300
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	0	0	275	1,000	1,300
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	0	75	300	600
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	13	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	0	0	13	0	100
0061	Vision Ins - CPIC	Payments for employee vision benefits	0	0	13	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	0	0	13	0	100
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	0	0	25	100	200
0092	Medicare Tax	Payments to Medicare systems for eligible employees	0	0	0	300	0
	Subtotal Personnel Services:		0	0	3,626	27,900	27,400
MAINTENANCE & OPERATION							
1022	Legal Services	Payments for contracted law services, special counsel and other related legal expenses	0	0	0	60,000	100,000
1030	Consultant	Miscellaneous professional consulting services	0	0	0	10,000	15,000
7165	Grants	Grants to community organizations	1,928	4,801	0	2,000	2,000

Community Development Department
PROGRAM: Redevelopment Agency City Seaside

FUND: RDA Set Aside
ACCOUNT: 993-0-9910

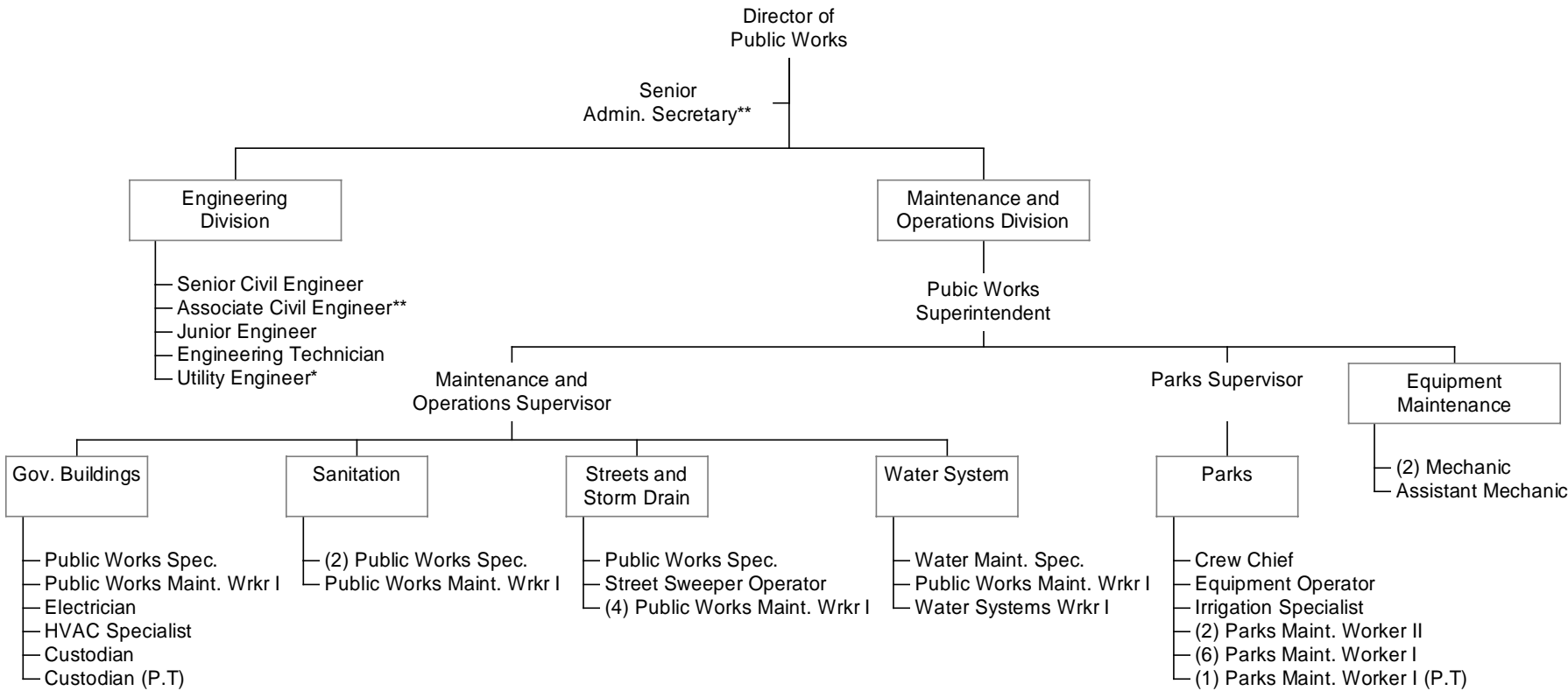
Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9526	Housing Programs	First time home buyers, Rehab loans, Paintbrush program and emergency loans & grants	366,149	460,824	219,633	1,500,000	500,000
	Subtotal Maintenance & Operations:		368,076	465,625	219,633	1,572,000	617,000
CAPITAL PROJECTS							
9192	Property Purchase	Real estate purchase costs	272,332	500,000	0	0	0
	Subtotal Capital Projects:		272,332	500,000	0	0	0
TOTAL ALL EXPENDITURES:			640,408	965,625	223,259	1,599,900	644,400



Department of Public Works



City of Seaside Public Works Department



* New Position

** Reclassification

**CITY OF SEASIDE
DEPARTMENT OF PUBLIC WORKS
FISCAL YEAR 2003-2004 BUDGET**

ACTIVITY DESCRIPTION

The Department of Public Works provides a vast array of municipal services to the citizens of Seaside. Listed below are some of the services the department provides:

- Engineering design and construction on major community improvement projects.
- Maintenance and repair of all city owned buildings.
- Annual flushing and repair of all sewer lines in Seaside, Sand City and Del Ray Oaks.
- Maintenance and repair of all city streets to include painting, storm drain cleaning and signage.
- Contracted maintenance to the Ord Military Community.
- Providing safe and clean drinking water.
- Beautification of our parks and medians and providing safe and attractive parks for all our citizens to enjoy.

ACTIVITY GOALS

The Department will continue its goal of improving the appearance of public property by:

- Upgrade to water saving irrigation systems within parks, medians and open space.
- Upgrade the security of our water system.
- Continue the contract with Hope Services to maintain our parks.
- Continue tree trimming by contractors.
- Complete damaged sidewalk replacements.
- Complete replacements of street name and regulatory signs.
- Upgrade landscaping in roadway medians.
- Upgrade street appearance through repairs and painting.

The Department will create an automated work order system and a preventative Public Works Maintenance Program. by:

- Collecting field data on existing infrastructure.
- Researching record information and inventory of public infrastructure.
- Uploading the data into the Public Works Maintenance Software.

The Department will implement a formal 6-year Capital Improvement Program (CIP) with the:

- Completion of the Seaside County Sanitation District (SCSD) Master Plan.
- Completion of the Parks and Recreation Master Plan
- Implement Pavement Management System Program recommendations.
- Identify and fund infrastructure needs for redevelopment and economic development sites.
- Replace the City Hall Emergency Generator
- Construct the Fremont Boulevard Improvements Project
- Replace the Cutino Park Restroom.
- Repair the 90" Stormdrain Outfall
- Continued Implementation of the Phase 2 NPDES Permit Requirements.
- Overlay Colonel Durham Ave. and 1st. Street.
- Complete the Pattullo Swim Center Renovation.

The Department will continue to provide Public Works services to maintain the Joint Powers Agency Contract and the Base Realignment and Closure Contract with the United States Army.

The Department will upgrade and fill the following positions:

- Upgrade the Secretary position to Senior Administrative Secretary.
- Upgrade the Mechanics Assistant Position to Mechanic
- Upgrade the Mechanic to Shop Supervisor.
- Recruit a Utility Engineer Position.
- Recruit an Associate Civil Engineer Position

FINANCIAL COMMENTS

Personnel:

- Upgrade three positions and actively recruit for two positions.

Equipment:

- Emergency generator for sewer and water

Engineering:

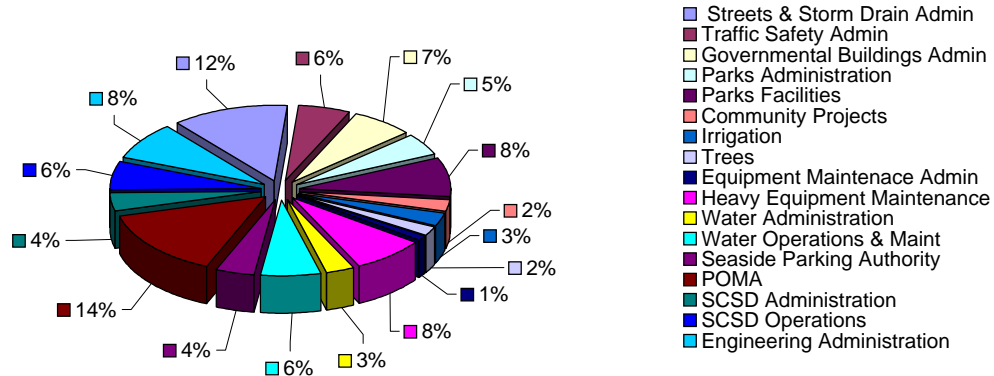
- Implementation of the city approved 6-Year Capital Improvement Program.



Department of Public Works

03-04 Adopted Budget

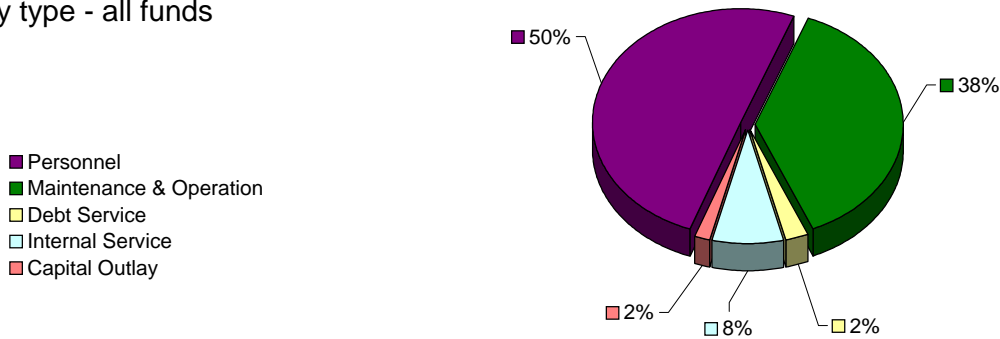
by function - all funds



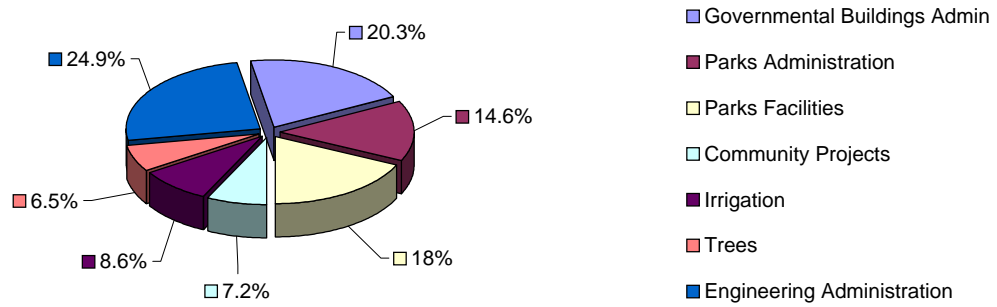
	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Streets & Storm Drain Admin	440,900	134,700	56,100	131,700	5,000	768,400
Traffic Safety Admin	57,900	295,000	8,500	-	-	361,400
Governmental Buildings Admin	160,400	221,300	100	28,200	1,000	411,000
Parks Administration	119,800	61,300	-	114,400	-	295,500
Parks Facilities	284,800	223,200	6,700	-	-	514,700
Community Projects	121,100	23,600	300	-	-	145,000
Irrigation	86,500	86,900	-	-	-	173,400
Trees	108,200	19,000	4,500	-	-	131,700
Equipment Maintenance Admin	28,700	14,200	-	26,700	500	70,100
Heavy Equipment Maintenance	206,800	245,400	-	-	20,000	472,200
Water Administration	145,900	17,500	-	25,700	-	189,100
Water Operations & Maint	186,600	168,500	7,100	-	40,000	402,200
Seaside Parking Authority	123,300	125,200	-	9,400	-	257,900
POMA	359,100	436,500	53,500	39,900	-	889,000
SCSD Administration	133,300	99,400	-	21,000	-	253,700
SCSD Operations	158,600	108,500	7,100	56,600	40,000	370,800
Engineering Administration	398,900	71,900	-	32,300	2,000	505,100
Total	3,120,800	2,352,100	143,900	485,900	108,500	6,211,200

03-04 Adopted Budget

by type - all funds

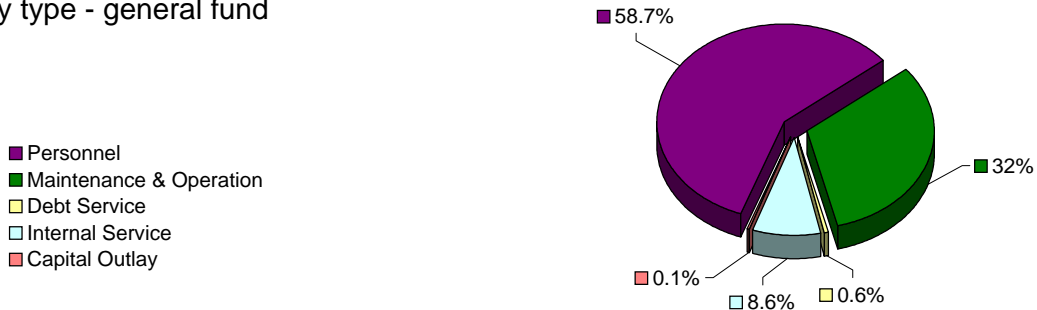


03-04 Adopted Budget
by function - general fund



	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Streets & Storm Drain Admin	-	-	-	-	-	-
Traffic Safety Admin	-	-	-	-	-	-
Governmental Buildings Admin	160,400	221,300	100	28,200	1,000	411,000
Parks Administration	119,800	61,300	-	114,400	-	295,500
Parks Facilities	194,000	164,600	6,700	-	-	365,300
Community Projects	121,100	23,600	300	-	-	145,000
Irrigation	86,500	86,900	-	-	-	173,400
Trees	108,200	19,000	4,500	-	-	131,700
Equipment Maintenance Admin	-	-	-	-	-	-
Heavy Equipment Maintenance	-	-	-	-	-	-
Water Administration	-	-	-	-	-	-
Water Operations & Maint	-	-	-	-	-	-
Seaside Parking Authority	-	-	-	-	-	-
POMA	-	-	-	-	-	-
SCSD Administration	-	-	-	-	-	-
SCSD Operations	-	-	-	-	-	-
Engineering Administration	398,900	71,900	-	32,300	2,000	505,100
	1,188,900	648,600	11,600	174,900	3,000	2,027,000

03-04 Adopted Budget
by type - general fund



Public Works Department
PROGRAM: Streets & Storm Drains Admin

FUND: Highway User's Tax (2105)
ACCOUNT: 210-0-8110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.10 Accountant, .15 Accounting Technician, .10 Director of Public Works, .10 Senior Secretary, .33 Utility Engineer, .10 PW Superintendent, .20 Maint. Operations Supervisor, 2.0 PW Maint. Specialist, 2.0 PW Maint Worker I, 1.0 Street Sweeper Operator	149,949	153,194	185,503	274,900	304,100
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	5,416	9,014	6,394	13,000	13,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	18,958	17,675	16,864	41,300	34,600
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	2,400	2,800
0031	PERS Pension	Payments for Public Employees Retirement System	7,509	1,012	982	0	21,200
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	41	2,500	2,200
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	4,857	11,500	11,400
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, Includes 2.4 Retirees	30,055	148,811	8,340	10,600	13,900
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	13,782	21,087	26,900	31,100
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	68	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	345	443	339	400	1,000
0061	Vision Ins - CPIC	Payments for employee vision benefits	69	89	68	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	622	798	610	800	1,000
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	898	1,152	881	1,100	1,500
0092	Medicare Tax	Payments to Medicare systems for eligible employees	1,013	1,397	1,814	4,000	2,900
	Subtotal Personnel Services:		214,834	347,366	247,848	389,600	440,900

Public Works Department
PROGRAM: Streets & Storm Drains Admin

FUND: Highway User's Tax (2105)
ACCOUNT: 210-0-8110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1028	Computer Programming	Accela PW Software program (Streets portion)	0	0	0	0	1,300
1029	Training & Education	Asphalt, traffic controls and concrete workshops	350	551	330	2,100	2,100
1030	Consultant	Miscellaneous professional consulting services (2nd and Lightfighter)	0	0	170	0	5,000
2044	Copier Services	Maintenance expenses for copy machines including lease charges	148	0	0	350	400
2049	Uniform Service / Laundry	Uniforms for new employees and maintenance of old	3,616	2,258	2,864	3,500	3,500
2052	Radio Repair	Repairs to hand held and vehicle radios	0	800	0	900	900
2068	Refuse Disposal	Dispose of trash, concrete and asphalt	0	5,000	0	1,600	2,000
2073	Subcontracted Work	Annual maintenance contract for traffic signal, city owned street lights and misc repairs	9,750	27,311	15,104	13,000	15,000
3092	Stationery Supplies	Paper for fax/copier/printer	0	0	379	300	300
3095	Department Consumables	Street signs, traffic regulator signs, concrete, man holes, signal parts, storm drain boxes, control boxes	18,268	33,251	60,755	81,300	81,300
3096	Street Sweeper Brooms	Brooms for new & old sweeper	9,685	9,719	7,159	8,000	8,000
3097	Safety Equipment	Safety boots, hard hats, safety vests, eye protection	896	600	1,818	2,000	2,000
4121	Meetings & Travel	Training and meetings	120	0	320	500	500
4122	Dues & Membership	APWA	0	0	236	500	500
5131	Gas & Electric	For corporation yard	7,425	8,559	8,085	8,000	8,400
5132	Telephone	For corporation yard	849	1,743	2,652	2,500	2,500
5133	Water	For corporation yard	0	500	1,548	1,500	1,000
	Subtotal Maintenance & Operations:		51,107	90,292	101,419	126,050	134,700

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Public Works Department
PROGRAM: Streets & Storm Drains Admin

FUND: Highway User's Tax (2105)
ACCOUNT: 210-0-8110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9607	Lease Payments	Street Sweeper Lease Payment (67%, 33% in Fund 113)	0	0	110,405	28,000	42,000
9608	Lease Payments	Backhoe Lease Payment	0	0	0	7,100	7,100
9609	Lease Payments	Portion on lift truck lease & Paint truck lease payment	0	0	0	4,800	7,000
	Subtotal Debt Service:		0	0	110,405	39,900	56,100
CAPITAL OUTLAY							
8181	Vehicle Purchase	Replace 1984 GMC Pick-up (105,300 miles)	0	0	0	40,000	0
8186	Public Works Equipment	Concrete Grinder	0	0	0	500	5,000
	Subtotal Capital Outlay:		0	0	0	40,500	5,000
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	53,777	49,640	43,100	85,400	92,500
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	19,262	17,780	8,700	29,300	25,500
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	39,884	36,816	25,600	9,400	13,700
	Subtotal Internal Service Charges:		112,923	104,236	77,400	124,100	131,700
TOTAL ALL EXPENDITURES:			378,864	541,894	537,071	720,150	768,400

Public Works Department
 PROGRAM: Streets & Storm Drains Admin

FUND: - Surface Trans. PGM Fund
 ACCOUNT: 224-0-8110

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
9197	Harcourt Ave		0	0	11,095	73,675	0
	Subtotal Maintenance & Operations:		0	0	11,095	73,675	0
TOTAL ALL EXPENDITURES:			0	0	11,095	73,675	0

Public Works Department
PROGRAM: Traffic Safety Administration

FUND: Highway User's Tax (2105)
ACCOUNT: 210-0-8210

203

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.10 Director of Public Works, .10 Senior Secretary, .10 PW Superintendent, .50 PW Maint Worker I	6,171	6,784	14,701	37,100	41,400
0002	Overtime	After hours street sign maintenance / potholes	154	0	67	1,000	1,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	643	618	10,636	5,000	3,500
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	500	500
0031	PERS Pension	Payments for Public Employees Retirement System	320	-1,254	272	0	2,900
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	26	800	700
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,618	1,300	1,300
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	657	3,112	289	900	1,800
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	269	378	1,200	3,400
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	11	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	32	47	33	100	300
0061	Vision Ins - CPIC	Payments for employee vision benefits	11	16	11	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	11	16	11	0	100
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	32	47	33	100	300
0092	Medicare Tax	Payments to Medicare systems for eligible employees	54	256	133	500	500
	Subtotal Personnel Services:		8,085	9,911	28,218	48,500	57,900
MAINTENANCE & OPERATION							
2059	Street Lighting	PG&E electricity for streetlights and signals	227,366	217,331	226,477	200,000	250,000
2077	Traffic Signal Maintenance	Street light maintenance / Traffic signal maint	35,953	10,961	29,092	30,000	30,000

Public Works Department
PROGRAM: Traffic Safety Administration

FUND: Highway User's Tax (2105)
ACCOUNT: 210-0-8210

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2080	Congestion Management Program	TAMC fees	15,070	13,869	1,625	15,000	15,000
Subtotal Maintenance & Operations:			278,389	242,161	257,193	245,000	295,000
DEBT SERVICE							
9609	Lease Payments	Portion of lift truck lease	0	0	0	18,200	8,500
Subtotal Debt Service:			0	0	0	18,200	8,500
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	7,670	7,078	6,200	0	0
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	23,963	22,120	10,600	0	0
Subtotal Internal Service Charges:			31,633	29,198	16,800	0	0
TOTAL ALL EXPENDITURES:			318,107	281,269	302,211	311,700	361,400

Public Works Department
PROGRAM: Traffic Safety Administration

FUND: Gas Tax Engineering (2107.5)
ACCOUNT: 214-0-8210

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1030	Consultant	Misc traffic studies, radar speed studies	0	0	0	25,000	0
3095	Department Consumables	Traffic counters and appurtenances	0	0	0	10,000	0
	Subtotal Maintenance & Operations:		0	0	0	35,000	0
TOTAL ALL EXPENDITURES:			0	0	0	35,000	0

Public Works Department
PROGRAM: Governmental Buildings Admin

FUND: General Fund
ACCOUNT: 100-0-8310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.10 Senior Secretary, .10 PW Superintendent, .20 Maint. Operations Supervisor, 1.0 PW Maint. Specialist, 1.0 Public Works Maint. Worker I, 1.5 Custodians	97,187	100,693	136,326	138,100	113,900
0002	Overtime	After hour and weekend call-backs & scheduled overtime	2,176	2,203	8,195	3,500	3,500
0006	Workers Compensation	Program share of worker's compensation insurance cost	9,671	8,592	11,115	18,800	12,000
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	25	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	900	900
0031	PERS Pension	Payments for Public Employees Retirement System	4,553	1,115	2,331	700	7,000
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	15	300	300
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	4,995	4,900	4,800
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, Includes .10 retiree	13,498	55,689	3,170	6,100	1,000
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	5,089	6,781	12,900	13,100
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	28	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	37	41	28	100	100
0061	Vision Ins - CPIC	Payments for employee vision benefits	37	41	28	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	224	248	165	300	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	373	414	276	500	600
0091	FICA Tax	Payments to Social Security systems for eligible employees	534	543	735	600	1,000
0092	Medicare Tax	Payments to Medicare systems for eligible employees	1,601	1,628	2,205	1,900	1,700
	Subtotal Personnel Services:		129,891	176,295	176,417	189,800	160,400

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Public Works Department
PROGRAM: Governmental Buildings Admin

FUND: General Fund
ACCOUNT: 100-0-8310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1029	Training & Education	CPO, electrical, HVAC, plumbing, ADA classes	0	1,913	1,501	2,500	2,500
2043	Temporary Contract Service	Temporary help	5,237	1,929	1,851	300	500
2044	Copier Services	Maintenance expenses for copy machines including lease charges	22	0	38	350	300
2049	Uniform Service / Laundry	Uniforms for Governmental Buildings personnel	0	0	643	1,000	1,000
2057	Pest Control	Oldemeyer & Pattullo monthly spraying and as needed	1,038	1,608	1,528	2,300	2,700
2070	Alarm Service	Monitoring and Maint, Oldemeyer and Pattullo	627	1,415	740	1,500	1,500
2073	Subcontracted Work	Oldemeyer Fire Suppression System, Fire Station exterior siding replacement and Parking lots.	37,895	37,836	47,716	41,200	42,000
2078	Other Expense	Air District permits	1,047	1,424	792	1,500	1,500
2087	Equipment Rental	Lifts for lights inside Fire Department	0	270	0	200	1,000
3092	Stationery Supplies	Expenses for miscellaneous office supplies	0	0	265	300	300
3093	Janitorial Supplies	Paper & cleaning supplies, tools, dispensers & fixtures for Laguna Grande restroom	5,601	11,805	8,359	10,200	11,000
3095	Department Consumables	Parts & supplies for electrical, plumbing, heating structural and aesthetic repairs to bldgs	37,587	39,880	58,375	49,500	50,000
3097	Safety Equipment	Steel toe boots for new employees	520	600	1,002	1,000	1,000
4121	Meetings & Travel	Expenses for city-related meetings, conferences and seminars	22	188	51	500	500
4122	Dues & Membership	Annual dues for memberships	0	0	0	100	100
4123	Books & Periodicals	Certified pool operator magazine, building codes, ADA & OSHA reference	0	0	0	100	100
5131	Gas & Electric	PG & E charges for Pattullo, Corp Yard & 1600 La Salle	74,255	104,963	90,783	80,000	83,000
5132	Telephone	Telephone services, additions and repairs	1,073	1,933	2,273	2,700	2,700
5133	Water	Water charges for Pattullo, Corp Yard & 1600 La Salle including projected Cal-Am rate increases	10,199	10,948	11,327	12,600	12,600
5136	Sewer Service Charge	MRWPCA (City Hall, Corp Yard & 1600 La Salle)	7,757	6,283	6,538	11,000	7,000
Subtotal Maintenance & Operations:			182,880	222,994	233,783	218,850	221,300

Public Works Department
PROGRAM: Governmental Buildings Admin

FUND: General Fund
ACCOUNT: 100-0-8310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8187	Department Equipment	Desks & chairs	0	0	495	0	1,000
	Subtotal Capital Outlay:		0	0	495	0	1,000
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	7,670	7,080	6,200	7,600	8,200
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	22,523	20,790	10,500	13,200	14,200
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	4,333	4,000	2,800	3,100	5,800
	Subtotal Internal Service Charges:		34,526	31,870	19,500	23,900	28,200
TOTAL ALL EXPENDITURES:			347,297	431,160	430,195	432,550	410,900

Public Works Department
PROGRAM: Governmental Buildings Admin

FUND: Capital Outlay
ACCOUNT: 102-0-8310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9609	Lease Payments	Lift truck lease	0	0	0	200	100
	Subtotal Debt Service:		0	0	0	200	100
CAPITAL OUTLAY							
8181	Vehicle Purchase	One Ton with Utility Bed (Replaces Rusted 1984 GMC van w/ 32,430 miles)	0	0	0	28,000	0
8187	Department Equipment	Desks and chairs	0	0	7,309	1,000	0
	Subtotal Capital Outlay:		0	0	7,309	29,000	0
TOTAL ALL EXPENDITURES:			0	0	7,309	29,200	100

Public Works Department
PROGRAM: Parks Administration

FUND: General Fund
ACCOUNT: 100-0-8410

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.10 Director of Public Works, .10 Senior Secretary, .10 PW Superintendent, 1.0 Parks Maint. Supervisor	41,756	37,784	45,406	75,700	85,700
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	361	1,240	691	4,000	4,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	5,762	4,404	5,941	11,800	9,800
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	25	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	700	700
0031	PERS Pension	Payments for Public Employees Retirement System	2,285	665	125	0	6,100
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	34	800	700
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	2,349	5,800	2,300
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	6,800	29,615	9,694	5,600	1,800
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	2,170	5,357	3,100	6,300
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	85	0	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	115	207	255	100	300
0061	Vision Ins - CPIC	Payments for employee vision benefits	38	69	85	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	115	207	255	100	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	153	275	340	200	400
0092	Medicare Tax	Payments to Medicare systems for eligible employees	211	233	408	1,100	1,200
	Subtotal Personnel Services:		57,596	76,869	71,050	109,000	119,800
MAINTENANCE & OPERATION							
1028	Computer Programming	Accella PW software program (Parks Dept portion)	0	0	0	0	1,300

**Public Works Department
PROGRAM: Parks Administration**

**FUND: General Fund
ACCOUNT: 100-0-8410**

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
1029	Training & Education	Pesticide seminars and continuing education hours, Pacific Maint. Mgmt, School Irrg, Tree and Turf related programs.	150	199	1,002	2,000	2,000
1030	Consultant	Del Monte & CDR 218 Medians, Laguna Grande Park & Fire department landscape / irrigation consulting	0	0	0	4,300	2,500
2044	Copier Services	Maintenance expenses for copy machines including lease charges	46	100	88	375	300
2049	Uniform Service / Laundry	Laundry for Supervisor + Crew Chief - replacement hats	0	423	894	1,500	1,500
2052	Radio Repair	Expenses for maintenance & upgrades on radios	472	0	294	500	500
2073	Subcontracted Work	Landscape Architect Designs/Plans Fire Department	1,276	1,334	581	1,500	1,500
3092	Stationery Supplies	Office supplies for Supervisor & Crew Chief	163	145	244	600	600
3095	Department Consumables	Printer cartridges, office equipment, filing and misc.	212	457	1,106	1,000	1,000
3097	Safety Equipment	Safety Boots x 13, Safety Jackets, Hard Hats, and misc equipment	1,481	1,800	3,917	4,000	4,000
4121	Meetings & Travel	City / Parks related meetings & travel	404	-81	1,000	2,000	2,000
4122	Dues & Membership	Pesticide / Backflow / Contr. Lic / C.P.R.S. / PAPA / APWA	27	0	368	1,800	1,800
4123	Books & Periodicals	Parks, and landscape related books, and periodicals	0	0	0	800	800
5132	Telephone	Cell phone & telephone costs	619	1,904	2,170	2,500	2,500
	Subtotal Maintenance & Operations:		4,850	6,281	11,666	22,875	22,300
	INTERNAL SERVICE CHARGES						
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	57,579	53,150	46,200	66,300	71,700
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	50,202	46,340	20,200	37,800	26,900
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	5,149	4,753	3,400	3,100	15,800

Public Works Department
PROGRAM: Parks Administration

FUND: General Fund
ACCOUNT: 100-0-8410

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
	Subtotal Internal Service Charges:		112,930	104,243	69,800	107,200	114,400
	TOTAL ALL EXPENDITURES:		175,376	187,393	152,515	239,075	256,500

Public Works Department
PROGRAM: Parks Administration

FUND: Capital Outlay
ACCOUNT: 102-0-8410

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1030	Consultant	Parks and Recreation Master Plan; Balance to be carried forward to 2003/2004	0	0	24,790	70,600	39,000
Subtotal Maintenance & Operations:			0	0	24,790	70,600	39,000
CAPITAL OUTLAY							
8182	Computer Purchase	Computer hardware purchase costs	0	0	0	1,500	0
8187	Department Equipment	Miscellaneous city department equipment purchase costs	0	0	0	2,500	0
Subtotal Capital Outlay:			0	0	0	4,000	0
TOTAL ALL EXPENDITURES:			0	0	24,790	74,600	39,000

Public Works Department
PROGRAM: Parks Facilities

FUND: General Fund
ACCOUNT: 100-0-8420

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.50 Equipment Operator, .25 Parks Maint. Crew Chief, 2.0 Parks Maint Worker II	196,774	211,670	189,376	114,100	126,800
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	10,097	15,910	16,080	15,000	15,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	29,464	28,824	26,350	20,200	18,000
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	1,000	1,000
0031	PERS Pension	Payments for Public Employees Retirement System	10,693	5,282	1,650	500	8,900
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	6,541	9,040	5,800
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	23,484	133,205	0	0	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	13,321	19,380	24,300	15,700
0071	LTD - Met Life	Payments for employee Long Term Disability	748	848	617	800	500
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	897	1,018	741	900	600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	1,989	2,839	2,634	2,400	1,700
Subtotal Personnel Services:			274,146	412,916	263,369	188,240	194,000
MAINTENANCE & OPERATION							
1029	Training & Education	Irrigation, Turf, Trees, Safety, Pesticide/Seminars, Continuing Education Hrs. (More of the crew will be licensed)	0	0	0	1,000	1,000
2049	Uniform Service / Laundry	Uniform Service For Crew Uniform services for crew, locker rentals and replacement of damaged items.	2,553	1,840	3,578	4,000	4,500
2052	Radio Repair	Repairs on truck radios, possible County Fees, and other unforeseen expenses.	945	300	981	1,000	1,000
2057	Pest Control	Subcontracted services for park structures, use of restricted chemicals, and unforeseen miscellaneous problem areas of parks and grounds.	0	0	0	1,500	1,500

Public Works Department
PROGRAM: Parks Facilities

FUND: General Fund
ACCOUNT: 100-0-8420

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2068	Refuse Disposal	No more dumping across street so bi-weekly trash runs to Marin. Paint, Haz Mat, extra large materials, concrete, stumps. Increased trips to dump and increased in fees.	918	1,000	387	2,500	2,500
2073	Subcontracted Work	Fences, Lighting, Plumbing Concrete work in Laguna Grande, Niel, Capra, Cunningham, Soliz & Metz, HOPE Services Contract	2,135	3,774	59,766	75,000	75,000
2087	Equipment Rental	Misc landscaping equipment and rental tools	262	1,287	1,582	500	500
3093	Janitorial Supplies	Garbage Bags, Brooms, Soap, Disinfectant, Paper Towels, and miscellaneous supplies.	661	432	994	1,500	1,500
3095	Department Consumables	Fire Dept., Laguna Grande landscape, DM Rec Trail landscaped, sod, plants, trees, trash cans, wood chips, fertilizers, landscape supplies, park necessities, benches, barbecues.	7,786	9,164	50,599	51,700	55,000
3097	Safety Equipment	Rain Gear, Gloves, Dust masks, Eye protection, Safety Vests, Hearing protection first aid kits	0	0	0	2,000	2,000
3099	Chemicals	Herbicide for Parks, Vacant lots, Government buildings , rec trails, and other landscaped areas	0	0	0	800	1,000
3106	Rock/Sand/Gravel	Decomposed granite for landscaping, sand for playgrounds and backfill, gravel, large rocks for landscape.	0	0	0	2,500	3,000
3107	Tools	Tools for equipment room, for maintenance of parks equipment and service items.	0	0	0	1,000	1,000
4121	Meetings & Travel	Pesticide Seminars, Tree Trimming and Safety Related Meetings	0	0	0	1,000	1,000
4122	Dues & Membership	Fees for PAPA, Pesticide Licenses, (more staff to be licensed)	0	0	0	500	500
5131	Gas & Electric	Continued rate increases	5,944	6,925	9,166	8,000	10,000
5132	Telephone	Cell phone charges for parks worker II's	0	0	0	200	2,500
5133	Water	Bottled Water Service for Crew	0	0	448	800	800
5136	Sewer Service Charge	Park Restrooms at Cutino, Laguna Grande, and Metz	0	283	0	300	300
	Subtotal Maintenance & Operations:		21,204	25,006	127,500	155,800	164,600
TOTAL ALL EXPENDITURES:			295,350	437,922	390,869	344,040	358,600

Public Works Department
PROGRAM: Parks Facilities

FUND: Capital Outlay
ACCOUNT: 102-0-8420

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9609	Lease Payments	Portion of Lift truck & Tractor w/ Attachments lease payment.	0	0	0	1,300	6,700
	Subtotal Debt Service:		0	0	0	1,300	6,700
CAPITAL OUTLAY							
8181	Vehicle Purchase	New vehicle purchase costs	0	0	149,200	65,000	0
8186	Public Works Equipment	Public Works department equipment purchase costs	0	0	0	25,000	0
8187	Department Equipment	Playground equipment replacement (parks to be identified) CDBG funding	0	0	14,625	0	0
	Subtotal Capital Outlay:		0	0	163,825	90,000	0
TOTAL ALL EXPENDITURES:			0	0	163,825	91,300	6,700

Public Works Department
PROGRAM: Parks Facilities

FUND: Gas Tax Select (2106)
ACCOUNT: 210-0-8420

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.50 Equipment operator, 1.0 Parks Maint Worker I (Median Work, Irrigation, Landscape etc.)	23,762	12,327	19,836	59,400	62,100
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	558	4,197	363	1,500	1,500
0006	Workers Compensation	Program share of worker's compensation insurance cost	3,455	2,040	2,970	11,100	8,900
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	500	500
0031	PERS Pension	Payments for Public Employees Retirement System	1,255	-255	182	0	4,400
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	752	3,200	3,200
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	3,097	7,565	0	0	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	757	1,895	5,600	8,600
0071	LTD - Met Life	Payments for employee Long Term Disability	108	53	66	200	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	108	53	66	200	300
0092	Medicare Tax	Payments to Medicare systems for eligible employees	230	18,064	275	900	1,000
	Subtotal Personnel Services:		32,573	44,800	26,405	82,600	90,800
MAINTENANCE & OPERATION							
3095	Department Consumables	New irrigation, plants, trees, woodchips, Del Monte, 215 CDR med. Landscape material for exist.	0	0	3,205	15,000	16,000
3099	Chemicals	Round-up for street medians, alleys, curbs/gutters & sidewalks.	0	0	0	800	1,000
3107	Tools	Specialty edgers, and blades street medians.	0	0	0	1,500	1,500
5131	Gas & Electric	Irrigation Clocks & Controllers	398	49	286	400	100

Public Works Department
PROGRAM: Parks Facilities

FUND: Gas Tax Select (2106)
ACCOUNT: 210-0-8420

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
5133	Water	Medians & frontage new planted irrigation area (Ord Grove med. On-line) proposed rate increases & shortage of rainfall.	36,000	22,204	38,725	35,000	40,000
	Subtotal Maintenance & Operations:		36,398	22,252	42,216	52,700	58,600
CAPITAL OUTLAY							
8187	Department Equipment	Replacement trailer for mower	0	0	0	5,000	0
	Subtotal Capital Outlay:		0	0	0	5,000	0
TOTAL ALL EXPENDITURES:			68,971	67,052	68,621	140,300	149,400

Public Works Department
PROGRAM: Parks Facilities

FUND: Highway User's (2106) Fund
ACCOUNT: 215-0-8420

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	0	0	21,802	0	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	0	1,589	0	0
	Subtotal Personnel Services:		0	0	23,344	0	0
MAINTENANCE & OPERATION							
5131	Gas & Electric	Gas and electric utility costs	0	0	80	0	0
	Subtotal Maintenance & Operations:		0	0	80	0	0
TOTAL ALL EXPENDITURES:			0	0	23,424	0	0

Public Works Department
PROGRAM: Community Projects

FUND: General Fund
ACCOUNT: 100-0-8430

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.25 Parks Maint. Crew Chief, 1.5 Parks Maint Worker I	44,186	28,568	54,608	68,400	74,300
0002	Overtime	Christmas Decorating, Parades, Special Events	18,893	12,376	14,971	14,900	14,900
0006	Workers Compensation	Program share of worker's compensation insurance cost	8,062	3,547	5,557	12,100	10,600
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	600	600
0031	PERS Pension	Payments for Public Employees Retirement System	2,801	-347	72	0	5,300
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,664	3,700	3,700
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	6,660	23,680	0	0	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	2,368	7,043	6,500	10,000
0071	LTD - Met Life	Payments for employee Long Term Disability	200	142	211	200	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	266	189	282	300	400
0092	Medicare Tax	Payments to Medicare systems for eligible employees	466	466	846	1,000	1,000
	Subtotal Personnel Services:		81,534	70,988	85,254	107,700	121,100
MAINTENANCE & OPERATION							
2049	Uniform Service / Laundry	Laundry uniform service & replacements.	783	565	1,330	2,050	2,050
2052	Radio Repair	Maintenance of handheld radios.	236	100	294	300	300
2087	Equipment Rental	Generators, Extra Seating / Stages, lighting for special events.	0	0	748	500	750
3095	Department Consumables	Chairs, Tables, Extension Cords, Cleaning Supplies, Decorations.	0	158	509	500	500
7168	Christmas Decorations	New banners, streetlight decorations citywide, Christmas trees for all departments, City Hall tree.	4,979	8,130	10,000	15,000	15,000

Public Works Department
PROGRAM: Community Projects

FUND: General Fund
ACCOUNT: 100-0-8430

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
7175	Summer Park Concerts	Banners, concert supplies, and concert related work & lawn repairs, (summer related work)	2,022	2,000	1,999	5,000	5,000
	Subtotal Maintenance & Operations:		8,020	10,953	14,880	23,350	23,600
TOTAL ALL EXPENDITURES:			89,554	81,941	100,134	131,050	144,700

Public Works Department
PROGRAM: Community Projects

FUND: Capital Outlay
ACCOUNT: 102-0-8430

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9609	Lease Payments	Portion of lift truck lease	0	0	0	700	300
	Subtotal Debt Service:		0	0	0	700	300
TOTAL ALL EXPENDITURES:			0	0	0	700	300

Public Works Department
PROGRAM: Irrigation

FUND: General Fund
ACCOUNT: 100-0-8440

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.25 Parks Maint. Crew Chief, 1.0 Parks Irrigation Specialist	25,070	25,856	61,459	56,200	60,300
0002	Overtime	On Call Repairs,Leaks/Breaks Water mains etc.	152	214	2,041	2,000	2,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	3,585	2,867	7,474	9,900	8,600
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	500	500
0031	PERS Pension	Payments for Public Employees Retirement System	1,337	0	437	0	4,200
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	2,365	3,600	2,600
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	2,411	13,700	0	0	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,370	5,409	7,500	7,100
0071	LTD - Met Life	Payments for employee Long Term Disability	68	77	152	200	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	102	116	229	300	300
0092	Medicare Tax	Payments to Medicare systems for eligible employees	327	340	911	800	700
	Subtotal Personnel Services:		33,052	44,539	80,477	81,000	86,500
MAINTENANCE & OPERATION							
2049	Uniform Service / Laundry	Laundry Service Replacement Uniforms - Hats.	78	56	132	200	250
2052	Radio Repair	Hand held radio remote irrigation controller / radio repairs. Communication devices in controllers	0	50	196	500	500
2073	Subcontracted Work	Repairs and maintenance to Laguna Grande irrigation well, controller work, mainline work (DM Blvd. medians & CDR 218)	0	0	5,595	8,950	8,000
2087	Equipment Rental	Trencher, and specialty irrigation related rental equipment & tools.	0	0	0	3,500	3,500
3095	Department Consumables	Continuing the Irrigation, upgrades all areas, back flows, meters, water saving irrig. On CDR 218 & DM Blvd. Fire Department irrigation upgrade. 1 computer linked controller.	11,535	12,971	32,155	25,000	20,000

Public Works Department
PROGRAM: Irrigation

FUND: General Fund
ACCOUNT: 100-0-8440

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3097	Safety Equipment	Safety equipment for Irrigation dept.	0	0	0	500	500
3107	Tools	Cordless power tools, pipe tools, wrenches, saw blades, cutters, mapp gas, and irrigation tools.	0	0	42	3,000	3,000
4123	Books & Periodicals	Irrigation Manuals, Irrigation and Design Related Books.	0	0	0	500	500
5131	Gas & Electric	Power for future controllers	0	450	0	300	150
5132	Telephone	Cell Phone for irrigation.	0	0	0	200	500
5133	Water	For City Parks, more irrigation in operation, rate increases, lack of rain.	51,666	56,430	52,773	60,000	50,000
	Subtotal Maintenance & Operations:		63,279	69,957	90,893	102,650	86,900
TOTAL ALL EXPENDITURES:			96,331	114,496	171,370	183,650	173,400

Public Works Department
PROGRAM: Trees

FUND: General Fund
ACCOUNT: 100-0-8450

225

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.25 Parks Maint. Crew Chief, 1.5 Parks Maint Worker I	13,789	18,146	25,234	66,900	74,300
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	733	295	2,573	2,000	2,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	2,023	2,478	4,216	12,100	10,600
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	600	600
0031	PERS Pension	Payments for Public Employees Retirement System	740	-600	259	0	5,300
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,284	3,700	3,700
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	1,819	13,585	0	0	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,359	1,800	6,900	10,000
0071	LTD - Met Life	Payments for employee Long Term Disability	55	82	54	200	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	73	109	72	300	400
0092	Medicare Tax	Payments to Medicare systems for eligible employees	109	175	338	1,000	1,000
	Subtotal Personnel Services:		19,341	35,627	35,830	93,700	108,200
MAINTENANCE & OPERATION							
1029	Training & Education	Tree cutting, trimming classes, and seminars.	0	0	0	750	700
2049	Uniform Service / Laundry	Replacement Uniforms, Laundry Service.	78	56	40	450	500
2052	Radio Repair	Hand Held & Truck Radio repairs, unforeseen City fees.	142	150	196	300	300
2057	Pest Control	Professional spraying for large, tall trees, fee increases and excess pests.	0	0	0	1,500	2,000
2073	Subcontracted Work	Continue with much needed tree thinning & topping of park & City trees, Laguna Grande, Neil, Trinity, Capra, Stuart parks.	0	0	5,000	10,000	10,000
3095	Department Consumables	Chainsaws, parts, pruners, saws, ropes, gear, new trees, tree stakes, & tree ties, fertilizer.	1,603	1,757	4,118	5,000	5,000

Public Works Department
PROGRAM: Trees

FUND: General Fund
ACCOUNT: 100-0-8450

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3097	Safety Equipment	Chainsaw safety equipment.	0	0	0	500	500
	Subtotal Maintenance & Operations:		1,823	1,963	9,355	18,500	19,000
TOTAL ALL EXPENDITURES:			21,164	37,591	45,185	112,200	127,200

Public Works Department
PROGRAM: Trees

FUND: Capital Outlay
ACCOUNT: 102-0-8450

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9609	Lease Payments	Portion of Lift truck lease	0	0	0	1,000	4,500
	Subtotal Debt Service:		0	0	0	1,000	4,500
TOTAL ALL EXPENDITURES:			0	0	0	1,000	4,500

Public Works Department
PROGRAM: Equipment Maintenance Administration

FUND: Equipment Maintenance
ACCOUNT: 501-0-8510

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.10 Director of Public Works, .10 Senior Secretary, .10 Public Works Superintendent	31,179	29,592	12,231	20,300	21,500
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	181	1,130	28	100	100
0006	Workers Compensation	Program share of worker's compensation insurance cost	4,474	3,649	1,246	2,000	700
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	400	400
0031	PERS Pension	Payments for Public Employees Retirement System	1,892	566	77	0	1,600
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	26	800	700
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	0	200	300
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	8,128	18,343	6,356	2,800	1,800
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	966	1,467	600	600
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	244	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	739	965	733	300	300
0061	Vision Ins - CPIC	Payments for employee vision benefits	246	322	244	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	246	322	244	100	100
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	493	644	489	200	200
0092	Medicare Tax	Payments to Medicare systems for eligible employees	270	254	41	200	200
	Subtotal Personnel Services:		47,849	56,753	23,426	28,200	28,700
MAINTENANCE & OPERATION							
1029	Training & Education	Fire mechanic academy; update training	1,188	2,056	1,961	3,500	3,500
2044	Copier Services	Maintenance expenses for copy machines including lease charges	448	300	0	175	200

Public Works Department
PROGRAM: Equipment Maintenance Administration

FUND: Equipment Maintenance
ACCOUNT: 501-0-8510

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2052	Radio Repair	Mobile radio repair	598	500	0	500	500
2078	Other Expense	Misc. expenses: car wash tickets; hazardous waste disposal; permit alcomp.	40	200	0	1,000	800
3092	Stationery Supplies	General office supplies	0	0	319	400	400
3097	Safety Equipment	Miscellaneous personal safety equipment (protective vests, turnout coats)	0	501	1	400	400
3101	Printed Forms	Equipment repair orders	0	0	0	200	200
4121	Meetings & Travel	Expenses for meals & lodging during official functions	142	585	564	1,500	1,500
4122	Dues & Membership	Professional associations membership/ASE	0	200	140	300	400
4123	Books & Periodicals	Training manuals; trade publications	26	2,630	1,000	2,300	2,500
5131	Gas & Electric	Utility expense	2,716	3,402	3,327	4,500	3,500
5132	Telephone	Phone expense	438	61	253	700	300
9603	Depreciation Expense	Systematic amortization of fixed assets	0	0	16,483	0	0
Subtotal Maintenance & Operations:			5,596	10,434	24,047	15,475	14,200
CAPITAL OUTLAY							
8187	Department Equipment	Miscellaneous city department equipment purchase costs	0	0	0	500	500
Subtotal Capital Outlay:			0	0	0	500	500
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	3,857	3,560	3,100	4,000	4,300
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	23,281	21,490	11,800	18,800	15,500

Public Works Department
PROGRAM: Equipment Maintenance Administration

FUND: Equipment Maintenance
ACCOUNT: 501-0-8510

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	5,485	5,063	3,600	3,100	6,900
	Subtotal Internal Service Charges:		32,622	30,113	18,500	25,900	26,700
TOTAL ALL EXPENDITURES:			86,067	97,300	65,972	70,075	70,100

Public Works Department
PROGRAM: Heavy Equipment Maintenance

FUND: Equipment Maintenance
ACCOUNT: 501-0-8520

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	2.0 Equipment Mechanics, 1.0 Mechanics Assistant	82,456	88,586	130,461	147,000	142,100
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	184	445	4,632	2,000	7,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	11,702	10,884	12,552	26,200	20,200
0011	Tool Allowance	Payments to employees for personal tool use	0	0	675	900	900
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	600	700
0031	PERS Pension	Payments for Public Employees Retirement System	4,496	120	1,059	0	10,000
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	4,360	6,300	6,300
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	11,145	59,055	0	0	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	5,906	13,059	16,000	17,100
0071	LTD - Met Life	Payments for employee Long Term Disability	326	345	382	500	500
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	391	414	458	600	600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	632	739	1,277	1,400	1,400
	Subtotal Personnel Services:		111,332	166,492	168,915	201,500	206,800
MAINTENANCE & OPERATION							
2049	Uniform Service / Laundry	Uniform and shop towel expense	1,468	1,829	2,452	3,000	3,200
2054	Equipment Repair	Shop equipment repair expense	0	266	413	2,000	1,000
2068	Refuse Disposal	Scrap tire and metal disposal	1,000	564	670	600	600
3095	Department Consumables	Welding supplies; hardware; chemicals	3,532	4,454	4,975	5,000	5,000
3097	Safety Equipment	Safety boots; eye protection gear	458	30	905	300	300

Public Works Department
PROGRAM: Heavy Equipment Maintenance

FUND: Equipment Maintenance
ACCOUNT: 501-0-8520

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
3107	Tools	Misc. special shop tools	422	757	585	800	500
6144	Vehicle Parts	Vehicle repair parts eg: brakes;pumps;electrical;etc.	55,326	45,006	59,643	65,000	63,000
6145	Vehicle Fuel	Gasoline and diesel fuels	83,264	80,384	89,703	100,000	115,000
6146	Oil and Lubricants	Motor oil; transmission fluid; grease	2,121	2,981	3,492	4,000	4,800
6147	Tires	Car and truck tires; tubes	10,181	7,231	9,945	12,000	12,000
6148	Outside Repair	Transmission repair; radiator repair; wheel alignments	37,242	21,183	36,690	45,000	25,000
6149	Body Repairs and Painting	Collision repair; upgrading fleet appearance	16,538	13,134	19,106	20,685	15,000
	Subtotal Maintenance & Operations:		211,553	177,819	228,579	258,385	245,400
	CAPITAL OUTLAY						
8187	Department Equipment	Vehicle computer scan tools; equipment updates	22,997	25,164	25,109	22,000	20,000
	Subtotal Capital Outlay:		22,997	25,164	25,109	22,000	20,000
	TOTAL ALL EXPENDITURES:		345,883	369,475	422,603	481,885	472,200

Public Works Department
PROGRAM: Water Administration

FUND: Water Fund
ACCOUNT: 401-0-8610

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.05 City Manager, .10 Finance Director, .05 Accountant, .45 Accounting Technician, .10 Accounting Assistant, .10 Director of Public Works, .10 Senior Secretary, .10 Public Works Superintendent, .20 Maint. Operations Supervisor, .33 Utility Engineer	30,039	31,589	22,424	73,300	109,000
0002	Overtime	Seminars, meetings	512	343	1,502	1,000	1,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	4,364	3,789	2,683	4,100	2,500
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	1,077	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	1,200	1,700
0018	Auto Allowance	Employee auto allowance expenses	0	0	10	200	200
0031	PERS Pension	Payments for Public Employees Retirement System	1,849	706	194	0	7,700
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	60	1,300	2,800
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	1,135	2,400	1,800
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, includes 2.45 retirees	9,562	23,862	7,872	11,200	10,400
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,611	3,297	4,700	4,900
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	67	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	344	394	404	600	1,200
0061	Vision Ins - CPIC	Payments for employee vision benefits	57	66	67	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	172	197	202	300	300
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	401	460	471	700	700
0092	Medicare Tax	Payments to Medicare systems for eligible employees	327	360	224	1,100	1,500
	Subtotal Personnel Services:		47,627	63,377	41,689	102,300	145,900

**Public Works Department
PROGRAM: Water Administration**

**FUND: Water Fund
ACCOUNT: 401-0-8610**

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1025	City Audit	Annual audit of City financial records	0	0	1,300	2,800	1,500
1029	Training & Education	AWWA, DOHS, Backflow Cert./ Awwa, CRWA workshops	218	88	2,587	2,000	2,000
2044	Copier Services	Maintenance expenses for copy machines including lease charges	448	209	89	170	250
2053	Outside Printing Service	Doorhangers, forms, other printing	2,039	1,038	941	549	1,000
2078	Other Expense	Licenses and permits- DOHS	4,423	4,723	728	1,500	2,000
3092	Stationery Supplies	Office supplies and paper	70	209	196	200	200
3095	Department Consumables	Chlorine tester, parts for Well #3 & # 4 alarm system	0	63	776	750	750
3097	Safety Equipment	Safety boots, vests, hard hats	349	350	677	1,000	1,000
4121	Meetings & Travel	CRWA, AWWA Conferences	533	521	1,935	1,000	1,000
4122	Dues & Membership	CRWA, AWWA	808	976	806	1,500	1,500
4123	Books & Periodicals	Publications and subscriptions	468	752	255	500	500
4124	Mail Services	Mail costs including lease of equipment, PO BOX rental.	337	196	1,675	1,900	2,300
5132	Telephone	Telephone costs & cell phone, 2nd cell	3,343	3,097	1,771	2,500	2,500
9603	Depreciation Expense	Systematic amortization of fixed assets	0	0	22,182	0	0
9610	Bad Debt	Uncollectable Invoices	0	0	1,009	1,000	1,000
	Subtotal Maintenance & Operations:		13,035	12,223	36,928	17,369	17,500
CAPITAL OUTLAY							
8187	Department Equipment	Miscellaneous city department equipment purchase costs	0	0	0	750	0
	Subtotal Capital Outlay:		0	0	0	750	0

Public Works Department
PROGRAM: Water Administration

FUND: Water Fund
ACCOUNT: 401-0-8610

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	3,857	3,560	3,100	4,000	4,300
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	12,047	11,120	9,400	13,300	12,400
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	24,432	22,553	16,000	6,300	9,000
	Subtotal Internal Service Charges:		40,336	37,233	28,500	23,600	25,700
TOTAL ALL EXPENDITURES:			100,999	112,833	107,116	144,019	189,100

Public Works Department
PROGRAM: Water Operations & Maint

FUND: Water Fund
ACCOUNT: 401-0-8620

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Public Works Maint. Worker I, 1.0 Water Systems Specialist, 1.0 Water Systems Worker I	58,392	52,106	98,833	123,900	129,000
0002	Overtime	Emergency repairs and after hour calls	1,521	2,918	792	5,000	3,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	6,006	5,413	10,827	21,000	18,300
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	1,499	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	1,500	700
0031	PERS Pension	Payments for Public Employees Retirement System	2,712	-977	730	700	9,100
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	8	1,400	0
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	2,808	6,300	6,300
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	8,352	40,495	0	0	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	4,050	10,187	10,500	17,100
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	0	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	147	142	179	200	500
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	293	284	357	400	600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	663	696	1,417	2,000	1,900
	Subtotal Personnel Services:		78,086	105,126	127,637	172,900	186,600
MAINTENANCE & OPERATION							
1030	Consultant	SCADA. Meter / water read	2,665	0	0	500	500
2049	Uniform Service / Laundry	Laundry service	1,025	960	1,628	1,900	1,900
2052	Radio Repair	Repair of truck / hand held radios	425	0	410	500	1,500

Public Works Department
PROGRAM: Water Operations & Maint

FUND: Water Fund
ACCOUNT: 401-0-8620

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2072	Water Sampling	Annual source water sampling, lead copper testing, chlor	2,263	2,598	836	3,000	7,500
2073	Subcontracted Work	Repairs Well #3, maint. On Well # 4, SCADA.	15,951	15,109	17,003	31,000	31,000
3092	Stationery Supplies	Office supplies	0	0	77	100	100
3095	Department Consumables	Water meters, fire hydrants, plumbing supp. Concrete/ asphalt	47,063	54,005	39,512	64,000	64,000
3107	Tools	Small tools and equipment purchases	1,527	1,500	0	0	0
5131	Gas & Electric	Wells & tank site power	39,335	40,193	76,290	62,000	62,000
Subtotal Maintenance & Operations:			110,255	114,365	135,756	163,000	168,500
DEBT SERVICE							
9608	Lease Payments	Backhoe Lease Payment	0	0	0	7,100	7,100
Subtotal Debt Service:			0	0	0	7,100	7,100
CAPITAL OUTLAY							
8186	Public Works Equipment	Public Works department equipment purchase costs	0	315	0	1,000	0
8187	Department Equipment	Stand alone portable generator. (Shared with Seaside County Sanitation District)	9,476	12,226	-13	0	40,000
Subtotal Capital Outlay:			9,476	12,541	-13	1,000	40,000
TOTAL ALL EXPENDITURES:			197,817	232,032	263,380	344,000	402,200

Public Works Department
PROGRAM: Seaside Parking Authority

FUND: Laguna Grande Parking
ACCOUNT: 103-0-8710

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.10 PW Superintendent, 1.0 Parks Maint Worker I, 1.0 Public Works Maint Wrkr I	11,201	5,049	6,992	46,700	85,400
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	727	2,876	978	1,500	1,500
0006	Workers Compensation	Program share of worker's compensation insurance cost	1,654	981	4,695	7,400	11,300
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	500	500
0031	PERS Pension	Payments for Public Employees Retirement System	623	-95	32	500	6,000
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	8	300	300
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	0	2,100	4,200
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	1,337	4,605	29	100	500
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	457	670	3,100	11,400
0051	Dental Insurance - Guardian	Payments for employee dental benefits	11	8	6	0	100
0061	Vision Ins - CPIC	Payments for employee vision benefits	11	8	6	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	22	16	12	100	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	56	40	29	100	500
0092	Medicare Tax	Payments to Medicare systems for eligible employees	69	78	108	700	1,300
	Subtotal Personnel Services:		15,711	14,023	13,565	63,100	123,300
MAINTENANCE & OPERATION							
1030	Consultant	Landscape consultant for upgrades and future work. Unforeseen problems with irr/plants.	0	0	0	2,500	1,500
2068	Refuse Disposal	Clean up of illegal dumping, excess trash, large debris, and hazardous materials.	0	0	205	1,000	1,800
2073	Subcontracted Work	Continued sweeping service, tree trimming, pressure washing, restriping, asphalt & concrete repair.	26,410	31,796	33,818	48,500	45,000

Public Works Department
PROGRAM: Seaside Parking Authority

FUND: Laguna Grande Parking
ACCOUNT: 103-0-8710

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2087	Equipment Rental	Miscellaneous expenses for rental of equipment	0	0	260	1,000	0
2090	Liability Insurance	Premium to be additional insured on city policy	0	0	21,139	26,500	26,500
3095	Department Consumables	Landscape Maint. Plants/Supplies, Irrigation maintenance sup, new signs, new back flow.	372	1,171	6,715	12,000	12,000
3099	Chemicals	Round-up, Pre-Emergent	0	0	0	300	400
5131	Gas & Electric	New lighting, irrigation controller, rate increases.	11,734	12,591	15,122	13,000	13,000
5133	Water	New landscaping installed & irrigation, rate increases, unknown history, lack of rain.	3,489	1,494	1,879	17,500	25,000
	Subtotal Maintenance & Operations:		42,004	47,052	79,138	122,300	125,200
	CAPITAL PROJECTS						
9193	Landscaping Project	Parking lot re-landscaping	0	0	0	156,377	0
9194	Prime Contractor	Parking lot re-landscaping	0	0	2,903	147,097	0
9195	Project Appurtenances	Lighting fixture project	0	0	201,933	0	0
	Subtotal Capital Projects:		0	0	204,836	303,474	0
	INTERNAL SERVICE CHARGES						
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	22,787	24,496	3,700	3,900	6,800
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	0	0	0	3,100	2,600
	Subtotal Internal Service Charges:		22,787	24,496	3,700	7,000	9,400
	TOTAL ALL EXPENDITURES:		80,503	85,571	301,239	495,874	257,900

Public Works Department
PROGRAM: POMA JPA

FUND: Poma
ACCOUNT: 113-0-8730

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.10 Senior Secretary, .20 PW Superintendent, .20 Maint. Operations Supervisor, 1.0 Electrician, .50 PW Maint Worker I, 1.5 Parks Maint Worker, 1.0 HVAC Specialistl	136,898	160,920	196,619	186,300	254,000
0002	Overtime	After hour calls	3,032	4,201	9,155	7,500	7,500
0006	Workers Compensation	Program share of worker's compensation insurance cost	19,202	19,809	21,559	19,100	32,600
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	615	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	1,600	2,000
0031	PERS Pension	Payments for Public Employees Retirement System	7,320	2,194	1,514	-200	15,900
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	23	700	700
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	6,909	8,000	10,000
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	14,196	87,471	3,613	3,500	1,500
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	8,391	17,518	16,900	27,400
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	109	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	146	210	219	200	200
0061	Vision Ins - CPIC	Payments for employee vision benefits	73	105	109	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	293	420	438	400	700
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	512	734	766	700	1,100
0091	FICA Tax	Payments to Social Security systems for eligible employees	704	772	1,146	900	1,600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	953	1,044	1,551	1,200	3,700
	Subtotal Personnel Services:		183,329	286,270	261,863	247,000	359,100

Public Works Department
PROGRAM: POMA JPA

FUND: Poma
ACCOUNT: 113-0-8730

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Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1029	Training & Education	Electrical, HVAC & boiler classes	0	1,665	4,179	5,000	5,000
1030	Consultant	Traffic signal/Engineering	0	870	0	15,000	15,000
2043	Temporary Contract Service	Labor services that are reimbursable	0	20,104	3,795	40,000	45,000
2044	Copier Services	Maintenance expenses for copy machines including lease charges	300	300	45	270	200
2049	Uniform Service / Laundry	Laundry service/new employee uniforms	0	1,129	1,834	2,500	2,500
2068	Refuse Disposal	Dump fees, sweeping haul-offs	4,000	5,254	1,755	8,000	8,000
2073	Subcontracted Work	Plumbing AC, concrete, sweeping	111,506	429,616	231,316	242,300	242,300
2087	Equipment Rental	Inside lifts	1,000	76,844	56,749	80,000	10,000
3095	Department Consumables	Nuts, bolts, fixtures, bulbs & materials as needed	96,995	123,209	74,811	100,000	100,000
3097	Safety Equipment	Safety boots, vests, eye protection/ new employees	0	600	1,599	2,000	2,000
3099	Chemicals	Round-up, pre-emerent, no-foam for weeds	0	0	0	4,000	4,000
5132	Telephone	Phone bills, cell phones	1,451	1,528	1,706	2,500	2,500
	Subtotal Maintenance & Operations:		215,253	661,119	377,789	501,570	436,500
DEBT SERVICE							
9607	Lease Payments	Lease payments on 3 trucks and street sweeper lease payment (33%, 67% in Fund 210), Sewer Truck Lease Payment	0	0	211,318	67,500	53,500
	Subtotal Debt Service:		0	0	211,318	67,500	53,500
CAPITAL OUTLAY							

Public Works Department
PROGRAM: POMA JPA

FUND: Poma
ACCOUNT: 113-0-8730

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
8186	Public Works Equipment	Public Works department equipment purchase costs	11,921	44,853	5,233	0	0
	Subtotal Capital Outlay:		11,921	44,853	5,233	0	0
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	0	2,442	8,700	10,400	11,200
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	0	0	0	26,600	18,100
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	30,875	28,500	20,300	3,100	10,600
	Subtotal Internal Service Charges:		30,875	30,942	29,000	40,100	39,900
TOTAL ALL EXPENDITURES:			441,377	1,023,185	885,203	856,170	889,000

Public Works Department
PROGRAM: CSUMB

FUND: CSUMB
ACCOUNT: 114-0-8740

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	7,679	7,000	0	0	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	52	53	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	1,069	796	0	0	0
0031	PERS Pension	Payments for Public Employees Retirement System	410	-226	0	0	0
	Subtotal Personnel Services:		9,211	7,623	0	0	0
MAINTENANCE & OPERATION							
6144	Vehicle Parts	Vehicle parts expenses	7,833	16,515	726	0	0
6148	Outside Repair	Contracted services for vehicle repairs conducted by private firms	4,686	24,045	0	0	0
	Subtotal Maintenance & Operations:		12,519	40,561	726	0	0
TOTAL ALL EXPENDITURES:			21,730	48,184	726	0	0

Public Works Department
PROGRAM: BRAC

FUND: BRAC
ACCOUNT: 119-0-8750

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	39,487	20,752	27,646	0	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	492	881	225	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	5,792	2,978	6,036	0	0
0031	PERS Pension	Payments for Public Employees Retirement System	2,178	-1,423	21	0	0
	Subtotal Personnel Services:		47,949	23,188	33,928	0	0
MAINTENANCE & OPERATION							
2068	Refuse Disposal	Large Debris	4,000	5,000	0	0	0
2073	Subcontracted Work	Contract Labor	8,324	7,314	237,496	0	0
3095	Department Consumables	Equipment, and Tools	37,913	19,647	22,654	0	0
	Subtotal Maintenance & Operations:		50,237	31,960	260,150	0	0
CAPITAL OUTLAY							
8186	Public Works Equipment	Public Works department equipment purchase costs	28,559	31,449	0	0	0
	Subtotal Capital Outlay:		28,559	31,449	0	0	0
TOTAL ALL EXPENDITURES:			126,745	86,598	294,078	0	0

Public Works Department
PROGRAM: SCSD Administration

FUND: Sanitation Dist General Fund
ACCOUNT: 951-0-8810

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.05 City Manager, .10 Finance Director, .10 Accountant, .25 Accounting Technician, .05 Accounting Assistant, .10 Director of Public Works, .10 Senior Secretary, .10 Public Works Superintendent, .33 Utility Engineer	80,748	90,526	119,520	55,300	87,200
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	1,560	2,337	-80	2,000	2,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	3,718	4,643	4,437	12,200	2,000
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	4,350	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	500	1,600
0018	Auto Allowance	Employee auto allowance expenses	0	0	10	200	200
0031	PERS Pension	Payments for Public Employees Retirement System	9,681	10,007	7,813	0	6,100
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	75	1,400	2,900
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	93	400	900
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, Includes 3.1 retirees	3,516	10,571	8,418	17,400	24,700
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	359	868	1,800	2,300
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	38	100	100
0051	Dental Insurance - Guardian	Payments for employee dental benefits	100	218	264	500	1,200
0061	Vision Ins - CPIC	Payments for employee vision benefits	14	31	38	100	200
0071	LTD - Met Life	Payments for employee Long Term Disability	28	62	75	200	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	85	187	226	500	600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	290	382	1,089	800	1,100
	Subtotal Personnel Services:		99,740	119,322	147,234	93,400	133,300

Public Works Department
PROGRAM: SCSD Administration

FUND: Sanitation Dist General Fund
ACCOUNT: 951-0-8810

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1022	Legal Services	Claims for damage, lawyer / court fees	5,000	5,000	3,992	3,500	3,500
1025	City Audit	Department audit, outside services	9,406	3,289	4,500	4,500	3,000
1026	Medical Exams	DMV physicals for class B licenses	178	318	609	1,000	1,000
1029	Training & Education	Training programs shoring and confined space	117	424	392	1,000	1,000
1030	Consultant	Engineering expertise	555	9,031	3,500	3,000	3,000
2044	Copier Services	General maint and repairs	351	278	88	200	200
2052	Radio Repair	Repair of truck and hand held radios	0	500	0	300	300
2053	Outside Printing Service	Documents / budget / notices / business cards	0	0	51	200	200
2063	Publishing & Legal Advertising	Publishing costs	0	0	0	1,000	1,000
2076	City Overhead	City of Seaside overhead charge	23,502	27,511	25,305	31,000	26,800
2078	Other Expense	Licenses and permits	2,464	2,054	0	400	400
2090	Liability Insurance	Premium for district to be additional insured on city policy	0	0	1,500	2,500	2,500
3092	Stationery Supplies	Miscellaneous stationary supplies	192	0	176	200	200
3095	Department Consumables	Tools, supplies, other equipment as needed	614	65	2,275	1,400	1,400
4121	Meetings & Travel	Expense for meeting / training attendance	361	287	1,250	1,800	1,800
4122	Dues & Membership	Professional organizations & associations	0	0	125	500	500
4124	Mail Services	Postage expenses	21	5	49	100	100
5132	Telephone	Cell phone / long distance charges	830	1,973	16	500	500
6141	Employee Auto Reimbursement	Employee auto allowance expenses	0	0	150	0	0
9196	Impact Fees	Sanitation system impact fees distributed to Sanitation District member agencies	36,000	37,750	70,410	37,000	37,000
	Subtotal Maintenance & Operations:		79,591	88,485	114,389	90,100	84,400

Public Works Department
PROGRAM: SCSD Administration

FUND: Sanitation Dist General Fund
ACCOUNT: 951-0-8810

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
INTERNAL SERVICE CHARGES							
9699	Operating Transfer Out	Transfer of funds to another City fund	89,000	56,625	0	0	0
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	0	0	10,200	14,700	13,600
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	13,000	13,000	9,200	12,500	7,400
	Subtotal Internal Service Charges:		102,000	69,625	19,400	27,200	21,000
TOTAL ALL EXPENDITURES:			281,332	277,432	281,023	210,700	238,700

Public Works Department
PROGRAM: SCSD Administration

FUND: Sanitation Dist Capital Outlay
ACCOUNT: 952-0-8810

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8181	Vehicle Purchase	New vehicle purchase costs	192,482	0	0	0	0
8187	Department Equipment	Miscellaneous city department equipment purchase costs	7,046	0	0	0	0
	Subtotal Capital Outlay:		199,529	0	0	0	0
TOTAL ALL EXPENDITURES:			199,529	0	0	0	0

Public Works Department
PROGRAM: SCSD Administration

FUND: Sanitation Dist Insurance Resv
ACCOUNT: 954-0-8810

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
2088	Judgments/Damages	Payments for legal judgments and damage claims	1,276	0	401	15,000	15,000
	Subtotal Maintenance & Operations:		1,276	0	401	15,000	15,000
TOTAL ALL EXPENDITURES:			1,276	0	401	15,000	15,000

Public Works Department
PROGRAM: SCSD Operations

FUND: Sanitation Dist General Fund
ACCOUNT: 951-0-8820

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Public Works Main. Specialist, .20 Maint. Operations Supervisor, 1.0 Public Works Main. Worker I	91,728	91,840	58,539	120,700	102,700
0002	Overtime	After hours- sewage spills, back-ups	14,548	15,824	13,405	20,000	15,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	12,564	12,377	11,785	8,000	13,400
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	10,173	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	800	800
0031	PERS Pension	Payments for Public Employees Retirement System	4,843	0	400	0	7,000
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	2,585	6,100	4,600
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	14,322	49,525	6,673	5,500	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	4,245	8,085	6,700	12,600
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	64	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	248	270	257	200	400
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	310	337	321	300	500
0092	Medicare Tax	Payments to Medicare systems for eligible employees	717	973	931	1,600	1,500
	Subtotal Personnel Services:		139,280	175,392	113,219	170,000	158,600
MAINTENANCE & OPERATION							
1029	Training & Education	Training programs, seminars	84	0	0	1,000	1,000
2049	Uniform Service / Laundry	Laundry and new uniforms	477	1,129	1,834	2,500	2,500
2052	Radio Repair	Repairs to truck / hand held radios	0	0	95	600	600
2053	Outside Printing Service	SCSD letter head, envelopes	0	0	0	300	300

Public Works Department
PROGRAM: SCSD Operations

FUND: Sanitation Dist General Fund
ACCOUNT: 951-0-8820

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2054	Equipment Repair	Repairs to specialty vehicles, camera & equipment	0	0	9,052	10,000	10,000
2063	Publishing & Legal Advertising	Expense for publishing legal notices and other city info	0	0	0	300	300
2068	Refuse Disposal	Empty sewer debris, old manholes	1,500	25,266	320	1,000	1,000
2073	Subcontracted Work	Root treatment, MRWPCA, video inspection, other expenses	17,964	22,500	19,167	27,000	35,000
2087	Equipment Rental	Snorkel lift, trash pump, compressor, jack hammer	1,224	0	0	1,500	1,500
3092	Stationery Supplies	Paper for fax/printer/copy, pens , staples, folders	0	27	160	200	500
3095	Department Consumables	Hoses, chemicals, tools, pipe and manholes.	38,158	27,168	21,096	40,000	40,000
3097	Safety Equipment	Safety boots/vests/hard hats	349	349	816	1,000	1,000
4121	Meetings & Travel	Conferences, training & certificates, travel expenses	0	0	35	900	900
4122	Dues & Membership	APWA	0	0	0	800	800
4124	Mail Services	Mail costs including lease of equipment	0	0	0	100	100
5131	Gas & Electric	Lift station electricity	5,000	5,516	5,502	8,000	8,000
5132	Telephone	Office/ cell phone bill	4,662	3,279	4,490	5,000	5,000
	Subtotal Maintenance & Operations:		69,417	85,235	62,566	100,200	108,500
	INTERNAL SERVICE CHARGES						
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	15,951	14,160	12,300	52,400	56,600
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	5,000	5,000	3,600	0	0
	Subtotal Internal Service Charges:		20,951	19,160	15,900	52,400	56,600
	TOTAL ALL EXPENDITURES:		229,648	279,786	191,686	322,600	323,700

Public Works Department
PROGRAM: SCSD Operations

FUND: San. District Cap. Outlay
ACCOUNT: 952-0-8820

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
DEBT SERVICE							
9608	Lease Payments	Backhoe Lease payment	0	0	7,046	7,100	7,100
	Subtotal Debt Service:		0	0	7,046	7,100	7,100
CAPITAL OUTLAY							
8187	Department Equipment	Stand alone portable trailer, emergency generator, shared w/ Seaside Water Fund	2,606	0	4,303	30,000	40,000
	Subtotal Capital Outlay:		2,606	0	4,303	30,000	40,000
TOTAL ALL EXPENDITURES:			2,606	0	11,349	37,100	47,100

Public Works Department
PROGRAM: SCSD Operations

FUND: - San District Cap. Improv
ACCOUNT: 953-0-8820

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1030	Consultant	Miscellaneous professional consulting services	0	0	6,370	89,900	0
9197	Harcourt Ave		0	95,000	0	0	0
	Subtotal Maintenance & Operations:		0	95,000	6,370	89,900	0
TOTAL ALL EXPENDITURES:			0	95,000	6,370	89,900	0

Public Works Department
PROGRAM: Engineering Administration

FUND: General Fund
ACCOUNT: 100-0-8910

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	.20 Director of Public Works, .10 Senior Secretary, 1.0 Associate Engineer, 1.0 Senior Civil Engineer, 1.0 Engineering Tech, 1.0 Junior Engineer	42,165	52,736	194,646	142,000	295,200
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements (meeting attendance-MRWPCA / MPWMD / TAC / PC / BAR)	30	42	206	500	500
0006	Workers Compensation	Program share of worker's compensation insurance cost	3,379	3,569	8,528	14,500	11,000
0012	Vacation\Comp Time Payoff	Payments to employees for unused vacation and/or compensation time accrual	0	0	25	0	0
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	2,400	3,200
0031	PERS Pension	Payments for Public Employees Retirement System	2,739	-268	289	0	20,700
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	37	4,700	7,800
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	2,162	6,500	4,400
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, includes 1.0 Retiree	6,793	19,882	9,215	13,900	33,000
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,197	2,799	4,200	12,000
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	47	100	200
0051	Dental Insurance - Guardian	Payments for employee dental benefits	276	419	490	700	3,800
0061	Vision Ins - CPIC	Payments for employee vision benefits	26	40	47	100	400
0071	LTD - Met Life	Payments for employee Long Term Disability	105	160	187	300	800
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	289	439	513	800	1,800
0092	Medicare Tax	Payments to Medicare systems for eligible employees	351	441	1,776	3,800	4,100
	Subtotal Personnel Services:		56,153	78,657	220,966	194,500	398,900

**Public Works Department
PROGRAM: Engineering Administration**

**FUND: General Fund
ACCOUNT: 100-0-8910**

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1029	Training & Education	Engineering regulatory classes - Caltrans sponsored classes	1,140	1,016	1,023	2,500	2,500
1030	Consultant	Extra Staff Support - Traffic Engineering/Surveyor Services	4,890	1,345	17,116	127,000	30,000
2043	Temporary Contract Service	Contracted architect/engineer - staff augmentation	5,727	3,363	5,439	3,000	3,000
2044	Copier Services	Maintenance service for PW copy machine	143	256	453	200	200
2052	Radio Repair	Base station & hand held radio	557	100	0	400	400
2053	Outside Printing Service	Colored copies/blue prints/aerial prints/flyers	0	215	1,614	1,500	1,500
2054	Equipment Repair	Traffic counters/plotter service	0	0	0	500	500
2078	Other Expense	Digital Fliers	607	380	1,180	600	600
3092	Stationery Supplies	Expenses for miscellaneous office supplies	1,950	2,517	1,834	2,000	2,500
3095	Department Consumables	Blueprint paper/plotter paper & ink/traffic counter supplies/ paint	666	973	2,046	2,500	2,500
3097	Safety Equipment	Safety boots for 3 staff members	216	250	928	1,100	500
3102	Computer Supplies	Software / Acella software	0	0	300	0	1,300
4121	Meetings & Travel	Lodging and meetings out of town	1,430	217	1,059	1,500	1,500
4122	Dues & Membership	APWA/CSPE/AWWA/TAMC/USA	7,420	7,500	7,619	8,000	8,500
4123	Books & Periodicals	Technical books/Subdivision map act/Caltrans Manuals	288	249	300	500	500
4124	Mail Services	Postage expense	131	315	1,500	1,900	1,900
5132	Telephone	Phone & cellular phone service	3,710	4,347	8,150	14,000	14,000
Subtotal Maintenance & Operations:			28,875	23,042	50,559	167,200	71,900
INTERNAL SERVICE CHARGES							

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Public Works Department
PROGRAM: Engineering Administration

FUND: General Fund
ACCOUNT: 100-0-8910

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	3,857	3,560	3,100	5,700	6,200
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	12,816	11,830	7,200	10,600	12,400
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	16,055	14,890	10,500	3,100	13,700
	Subtotal Internal Service Charges:		32,728	30,280	20,800	19,400	32,300
TOTAL ALL EXPENDITURES:			117,756	131,979	292,326	381,100	503,100

Public Works Department
PROGRAM: Engineering Administration

FUND: Capital Outlay
ACCOUNT: 102-0-8910

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8187	Department Equipment	Map storage containers / hanging file	0	0	0	1,500	2,000
8188	Copy Machine	Purchase copy machine	0	0	0	4,510	0
	Subtotal Capital Outlay:		0	0	0	6,010	2,000
TOTAL ALL EXPENDITURES:			0	0	0	6,010	2,000

Public Works Department
PROGRAM: SCSD Operations

FUND: Sanitation Dist Capital Improv
ACCOUNT: 953-0-8930

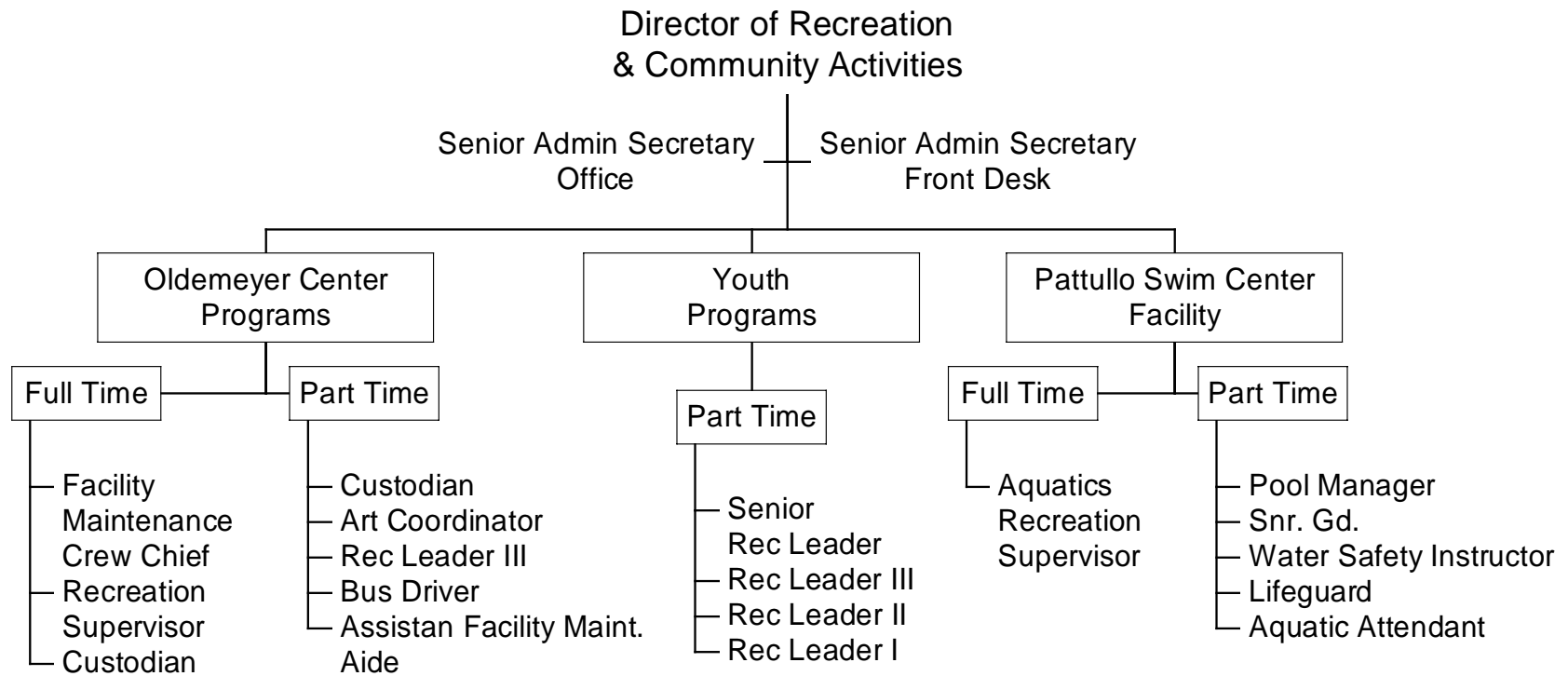
Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	0	0	521	0	0
0031	PERS Pension	Payments for Public Employees Retirement System	0	0	13	0	0
	Subtotal Personnel Services:		0	0	534	0	0
MAINTENANCE & OPERATION							
1030	Consultant	Miscellaneous professional consulting services	0	0	35,179	0	0
1031	Architect/Engineer	Miscellaneous professional architect/engineer services	0	0	0	5,000	0
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	0	0	0	500	0
2078	Other Expense	Miscellaneous public safety expenses: carwashes, hazardous waste removal, vehicle storage	0	0	0	500	0
	Subtotal Maintenance & Operations:		0	0	35,179	6,000	0
TOTAL ALL EXPENDITURES:			0	0	35,713	6,000	0



Recreation & Community Activities



City of Seaside
**Recreation and Community
 Activity Department**



**CITY OF SEASIDE
RECREATION AND COMMUNITY ACTIVITIES DEPARTMENT
FISCAL YEARS 2003-2004**

Department Mission Statement

The Recreation and Community Activities Department of the City of Seaside is Committed to Strengthening Our Community Through People, Play and Partnerships.

Department Description

The Recreation and Community Activities Department provides a wide range of recreation services for the residents of the City of Seaside. We are in the business of “creating community” for our residents and committed to providing programs that are safe, well organized, affordable and fun for the entire family.

The Recreation and Community Activities Department contributes to the mental, physical and social development of our community’s participants; striving to provide diverse and inclusive programs and events. We are committed to improving the quality of life for Seaside residents.

The Department is responsible for the overall operations of recreation services, programs, events and activities for youth, teens, seniors and families. This includes the management of three major recreation facilities; the Oldemeyer Multi-Use Center, Pattullo Swim Center and the Youth and Education Center. The Department is staffed with seven full-time positions: Director, Senior Administrative Secretary, Senior Administrative Secretary/Front Desk Operations, Recreation Coordinator, Recreation Supervisor/Aquatics Program, Facility Maintenance Crew Chief, and Custodian. These positions are also supported by dedicated part-time staff committed to providing excellent recreation services.

PROGRAM GOALS

The following program and facility improvements are scheduled for FY 2003-2004.

- Complete Phase I of the Pattullo Swim Center Rehabilitation
- Complete the Parks and Recreation Master Plan with the Public Works Department
- Increase youth sports opportunities for elementary, middle and high school youth
- Continue joint use agreement for sports field use with MPUSD

- Complete the design for the new Community Center Facility adjacent to Soper Field
- Review and recommend changes to Recreation and Community Activity Department fees and charges for 2003-04
- Support and enhance the Art in Public Places program with the Art Commission
- Enhance the adult and youth sport programs for local residents
- Improve the level of maintenance and janitorial support on recreation facilities including the Oldemeyer Center, Pattullo Swim Center and Youth and Education
- Continue to increase fee based instructor classes for the citizens of Seaside

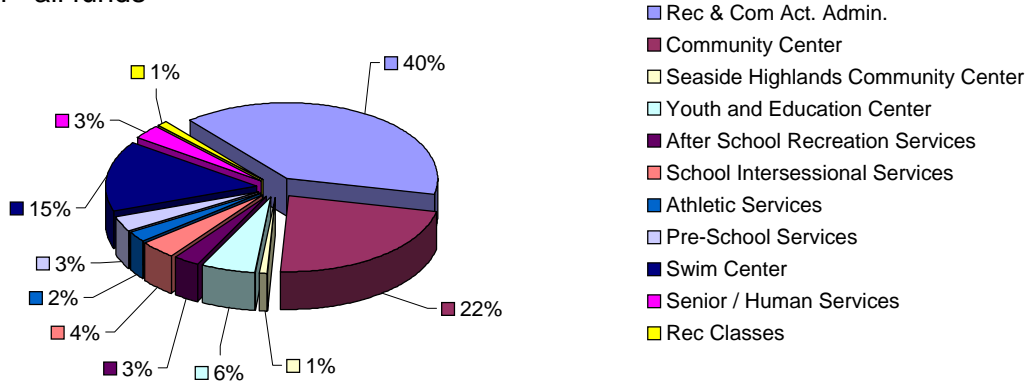
FINANCIAL NOTES

- No significant changes in overall budget
- Recreation Supervisor position is currently vacant and frozen
- Pattullo Swim Center staff funded for six months only due to closure due to restoration



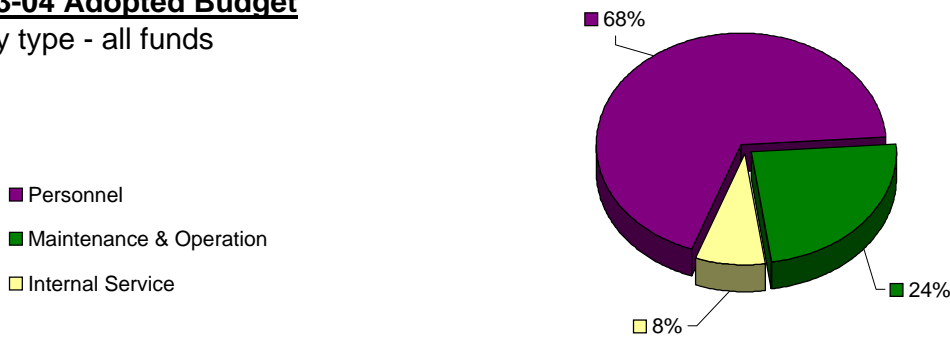
Recreation & Community Activities

03-04 Adopted Budget
by function - all funds



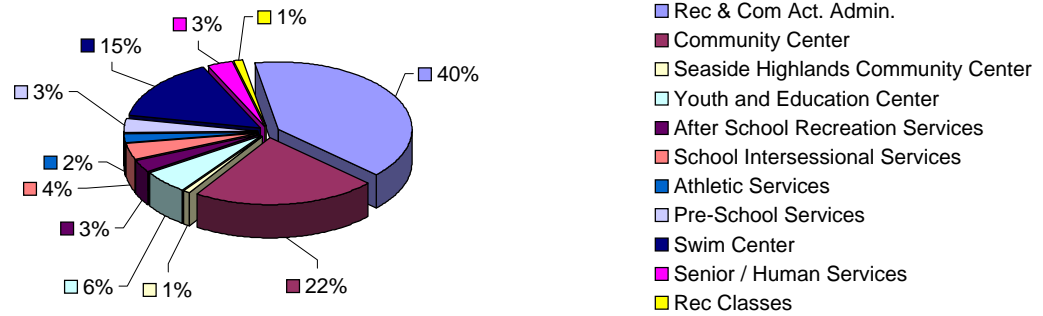
	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Rec & Com Act. Admin.	408,700	43,800	-	110,900	-	563,400
Community Center	123,400	195,500	-	-	-	318,900
Seaside Highlands Community Center	-	12,500	-	-	-	12,500
Youth and Education Center	63,000	17,900	-	-	-	80,900
After School Recreation Services	38,200	4,500	-	-	-	42,700
School Intersessional Services	47,700	8,000	-	-	-	55,700
Athletic Services	25,100	4,000	-	-	-	29,100
Pre-School Services	45,000	3,600	-	-	-	48,600
Swim Center	192,300	20,900	-	-	-	213,200
Senior / Human Services	30,000	15,700	-	-	-	45,700
Rec Classes	-	14,000	-	-	-	14,000
Total	973,400	340,400	-	110,900	-	1,424,700

03-04 Adopted Budget
by type - all funds



03-04 Adopted Budget

by function - general fund



	Personnel	Maintenance & Operation	Debt Service	Internal Service	Capital Outlay	Total
Rec & Com Act. Admin.	408,700	43,800	-	110,900	-	563,400
Community Center	123,400	192,500	-	-	-	315,900
Seaside Highlands Community Center	-	12,500	-	-	-	12,500
Youth and Education Center	63,000	17,900	-	-	-	80,900
After School Recreation Services	38,200	4,500	-	-	-	42,700
School Intersessional Services	47,700	8,000	-	-	-	55,700
Athletic Services	25,100	4,000	-	-	-	29,100
Pre-School Services	45,000	3,600	-	-	-	48,600
Swim Center	192,300	20,900	-	-	-	213,200
Senior / Human Services	30,000	15,700	-	-	-	45,700
Rec Classes	-	14,000	-	-	-	14,000
	973,400	337,400	-	110,900	-	1,421,700

03-04 Adopted Budget

by type - general fund



Recreation and Community Activities Department
PROGRAM: Recreation Administration

FUND: General Fund
ACCOUNT: 100-0-9100

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Director Cult&Leis Svcs, 2.0 Senior Admin Secretary, 1.0 Facility Maint Crew Chief, 1.0 Custodian	100,643	79,890	88,640	236,700	254,400
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	153	450	2,000	2,500
0006	Workers Compensation	Program share of worker's compensation insurance cost	489	330	383	19,800	7,100
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	3,100	3,400
0020	Part-time Hourly Wages	Direct salaries and wages for all regular part-time employed personnel	0	0	236	61,700	72,700
0031	PERS Pension	Payments for Public Employees Retirement System	7,645	646	348	0	17,800
0032	PARS Pension	Payments for Public Agency Retirement System	0	0	169	4,200	3,400
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	0	2,000	8,400
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits, 1.0 Retiree	6,197	13,917	1,553	8,500	5,100
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	1,241	2,566	14,000	22,800
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	11	100	100
0061	Vision Ins - CPIC	Payments for employee vision benefits	17	11	11	100	100
0071	LTD - Met Life	Payments for employee Long Term Disability	135	87	90	500	800
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	253	163	169	900	1,500
0091	FICA Tax	Payments to Social Security systems for eligible employees	692	757	636	3,900	4,500
0092	Medicare Tax	Payments to Medicare systems for eligible employees	753	824	692	4,200	4,100
	Subtotal Personnel Services:		116,824	98,019	95,955	361,700	408,700
MAINTENANCE & OPERATION							
1030	Consultant	Grant writing and fund raising consultant for Pattulo Swim Center	0	0	5,764	3,600	3,600

Recreation and Community Activities Department
PROGRAM: Recreation Administration

FUND: General Fund
ACCOUNT: 100-0-9100

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2043	Temporary Contract Service	Temporary help, and City of Monterey lifeguard for Seaside Beach	0	0	11,840	3,600	3,000
2049	Uniform Service / Laundry	Expenses for laundering of uniforms and uniform services. Added \$300 for steel toe boots for Crew Chief and Custodian	0	0	0	5,500	3,800
2054	Equipment Repair	Funded by room rental charges	0	0	0	800	800
2073	Subcontracted Work	Funded by room rental charges - Tri County Fire, First Alarm, and Mountain Cable for Oldemeyer Center	0	0	0	2,500	1,000
2087	Equipment Rental	Funded by room rental charges	0	0	0	1,000	500
3092	Stationery Supplies	Expenses for miscellaneous office supplies	279	238	1,044	600	600
3093	Janitorial Supplies	Funded by room rental charges	0	0	0	21,506	12,000
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	1,472	7,331	4,861	4,200	4,200
3104	Computer Software	Rec. Ware Support for the Year.	0	0	0	1,500	1,600
3107	Tools	Funded by room rental charges	0	0	0	2,000	1,000
4121	Meetings & Travel	CPRS Conference	858	938	1,602	1,200	1,200
4122	Dues & Membership	Annual dues for personal and city memberships	215	568	736	1,100	1,100
4124	Mail Services	Mail costs including lease of equipment	0	0	3,398	800	4,600
5132	Telephone	Telephone costs	742	1,287	3,056	3,000	4,800
	Subtotal Maintenance & Operations:		3,566	10,362	32,301	52,906	43,800
INTERNAL SERVICE CHARGES							
9395	Vehicle Maintenance	Transfer of funds for program share of city-wide vehicle maintenance cost	21,103	19,480	16,900	14,800	16,000
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	62,411	57,610	28,000	47,900	36,800

Recreation and Community Activities Department
PROGRAM: Recreation Administration

FUND: General Fund
ACCOUNT: 100-0-9100

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	11,422	9,563	6,800	21,900	58,100
	Subtotal Internal Service Charges:		94,936	86,653	51,700	84,600	110,900
TOTAL ALL EXPENDITURES:			215,326	195,035	179,956	499,206	563,400

Recreation and Community Activities Department
PROGRAM: Community Center

FUND: General Fund
ACCOUNT: 100-0-9200

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Comm. Svcs Prog. Coordinator	193,935	197,289	242,844	54,400	57,100
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	2,721	4,692	5,952	6,000	4,000
0006	Workers Compensation	Program share of worker's compensation insurance cost	5,823	5,100	8,049	12,600	4,000
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	400	400
0020	Part-time Hourly Wages	Direct salaries and wages for all regular part-time employed personnel	0	0	2,695	54,600	42,500
0031	PERS Pension	Payments for Public Employees Retirement System	5,069	562	730	0	4,000
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	4,311	7,600	2,100
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	14,619	68,990	0	0	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	6,899	13,485	7,500	5,700
0071	LTD - Met Life	Payments for employee Long Term Disability	513	484	473	300	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	513	484	473	300	200
0091	FICA Tax	Payments to Social Security systems for eligible employees	4,115	4,204	4,748	3,300	2,600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	2,374	2,425	2,740	1,900	600
	Subtotal Personnel Services:		229,682	291,129	286,500	148,900	123,400
MAINTENANCE & OPERATION							
1029	Training & Education	CPRS Conference, Training for 30 hour part-time staff, training for Day Camp Workers	639	705	2,605	2,000	1,000
2043	Temporary Contract Service	Expenses for temporary, short-term contractual services	350	459	5,542	500	500
2044	Copier Services	For copy machine and duplicator	5,565	10,725	8,285	900	6,000
2048	Typewriter Repair	For typewriter and fax machine repair	229	59	160	200	100

Recreation and Community Activities Department
PROGRAM: Community Center

FUND: General Fund
ACCOUNT: 100-0-9200

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2050	Photo Service	Photo developing expenses	247	262	-47	300	100
2053	Outside Printing Service	Expenses for reproduction and printing conducted by private contractors	274	475	589	400	100
2063	Publishing & Legal Advertising	Expenses for publishing legal notices, job announcements, and other city information	10,826	15,313	7,626	12,000	13,000
2070	Alarm Service	Contract alarm service expenses	3,508	4,211	5,064	4,500	4,500
2073	Subcontracted Work	Miscellaneous contracts for services rendered in support of department	745	0	13,404	0	0
2075	Recreation Contract Services	One voice Mural Project for 02-03 (moved to City Council Budget, funded by Mayors Youth fund)	0	0	7,500	7,500	0
2087	Equipment Rental	Miscellaneous expenses for rental of equipment	1,000	0	994	1,000	0
3092	Stationery Supplies	Expenses for miscellaneous office supplies	4,154	6,393	4,087	6,500	4,000
3093	Janitorial Supplies	Expenses for miscellaneous janitorial and cleaning supplies	6,613	6,011	5,459	1,600	0
3095	Department Consumables	Miscellaneous expenses for department supplies and equipment	4,874	7,069	7,571	7,500	7,000
4121	Meetings & Travel	CPRS Conference	253	1,385	1,510	1,100	1,100
4122	Dues & Membership	CPRS Dues	120	0	505	400	400
4124	Mail Services	Mail costs including lease of equipment	522	372	1,301	2,000	2,000
5131	Gas & Electric	Gas and electric utility costs	37,943	45,693	47,458	42,000	42,000
5132	Telephone	Telephone costs	9,406	9,092	12,000	12,800	12,800
5133	Water	Water utility costs	7,666	11,354	10,699	11,000	11,000
7168	Christmas Decorations	Decorations for Interior of Oldemyer Center.	0	0	150	400	400
7171	Art Commission Activities	Equipment for fixtures of art gallery including lighting, art hanging, panels, etc...	0	1,915	140	1,600	1,600
7172	City Birthday	Fireworks \$6000, security, entertainment, sound,	200	554	350	12,000	12,200
7174	Black History / Ethnic Month	Entertainment and Refreshments	400	1,100	0	500	500
7175	Summer Park Concerts	Increase due to Trust Fund Account Change	11,090	11,036	14,270	14,000	14,000
7176	International Festival	Promotion, entertainment, sound system, restrooms, security.	0	5,984	5,423	8,000	8,000

Recreation and Community Activities Department
PROGRAM: Community Center

FUND: General Fund
ACCOUNT: 100-0-9200

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
7178	Fall Fun Festival	Summer Music Festival- August 10 and 11.	0	7,175	7,236	8,500	8,000
7179	Parade of Champions	Entertainment, sound, bands, officials and awards.	11,441	9,117	10,051	14,000	12,000
7180	Hot Cars Cool Nights	Trophies, bathroom rentals, sound and D.J., promotion	0	2,800	2,124	2,900	2,900
7181	Halloween Party	Games, prizes, bounce houses, promotion	0	984	465	1,400	1,000
7182	Holiday Snow Festival	Snow, lights, bounce house, gifts pony rides	0	7,768	5,442	8,800	7,000
7183	La Posada	Entertainment, promotion, piñatas, refreshments, sound system	0	958	675	1,600	1,600
7184	Cinco De Mayo	Entertainment, promotion , piñatas, candy, bathrooms	0	4,191	212	4,200	4,200
7185	Jazz Art Show	Entertainment, promotion, piñatas, candy, bathrooms. \$3000 includes scholarships which were in trust fund accounts.	0	7,030	6,402	10,800	10,800
7186	Easter Egg Hunt	Promotion, eggs, candy, characters, bounce houses.	0	1,375	0	2,800	2,000
7187	Bach Festival	Entertainment, sound system, refreshments, media promotion.	0	550	354	1,200	700
	Subtotal Maintenance & Operations:		118,065	182,115	195,603	206,900	192,500
INTERNAL SERVICE CHARGES							
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	17,607	17,740	11,600	0	0
	Subtotal Internal Service Charges:		17,607	17,740	11,600	0	0
TOTAL ALL EXPENDITURES:			365,354	490,984	493,703	355,800	315,900

Recreation and Community Activities Department
PROGRAM: Community Center

FUND: Capital Outlay
ACCOUNT: 102-0-9200

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8187	Department Equipment	Miscellaneous city department equipment purchase costs	0	15,681	1,730	0	0
	Subtotal Capital Outlay:		0	15,681	1,730	0	0
TOTAL ALL EXPENDITURES:			0	15,681	1,730	0	0

Recreation and Community Activities Department
 PROGRAM: Community Center

FUND: Employee Events
 ACCOUNT: 254-0-9200

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
7190	Employee Events		0	0	0	3,000	3,000
	Subtotal Maintenance & Operations:		0	0	0	3,000	3,000
TOTAL ALL EXPENDITURES:			0	0	0	3,000	3,000

Recreation and Community Activities Department
PROGRAM: Seaside Highlands Community Center

FUND: General Fund
ACCOUNT: 100-0-9250

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	0	0	0	0	600
2049	Uniform Service / Laundry	Staff uniforms and tee-shirts	0	0	0	0	1,000
2054	Equipment Repair	For repair of any equipment for facility maintenance	0	0	0	0	400
2073	Subcontracted Work	Facility or program subcontract needs	0	0	0	0	1,000
3092	Stationery Supplies	Stationary supplies for the front desk	0	0	0	0	900
3095	Department Consumables	Consumables for the new community center. (Front desk and program areas.)	0	0	0	0	6,000
3104	Computer Software	RECWARE, INCODE and PUBLISHER	0	0	0	0	2,600
	Subtotal Maintenance & Operations:		0	0	0	0	12,500
TOTAL ALL EXPENDITURES:			0	0	0	0	12,500

Recreation and Community Activities Department
PROGRAM: Youth And Education Center

FUND: General Fund
ACCOUNT: 100-0-9310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	54,783	39,670	38,063	0	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	1,035	0	0	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	2,115	1,176	2,587	0	2,400
0020	Part-time Hourly Wages	Direct salaries and wages for all regular part-time employed personnel	0	0	1,694	51,700	56,300
0031	PERS Pension	Payments for Public Employees Retirement System	1,126	0	-11	0	0
0091	FICA Tax	Payments to Social Security systems for eligible employees	1,631	1,612	1,723	2,000	3,500
0092	Medicare Tax	Payments to Medicare systems for eligible employees	373	368	394	500	800
	Subtotal Personnel Services:		61,063	42,826	44,450	54,200	63,000
MAINTENANCE & OPERATION							
1027	Background Investigation	Fingerprint Checks for Staff	0	340	224	300	700
1029	Training & Education	Training programs, seminars and reimbursements for educational courses	0	0	0	0	400
2054	Equipment Repair	Sound Room Equipment, VCRs, Pool Tables	700	700	700	1,000	1,000
2073	Subcontracted Work	Teen talent show, outreach activities, field trips, and teen & middle school parties	2,572	4,169	3,570	7,000	7,500
3093	Janitorial Supplies	Funded by YEC Janitorial Fund. Expenses for miscellaneous janitorial and cleaning supplies	0	338	311	0	700
3095	Department Consumables	Refreshments, prizes, equipment, videos, and sport equipment.	5,133	5,237	4,160	9,600	7,600
	Subtotal Maintenance & Operations:		8,405	10,785	8,965	17,900	17,900

Recreation and Community Activities Department
PROGRAM: Youth And Education Center

FUND: General Fund
ACCOUNT: 100-0-9310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
INTERNAL SERVICE CHARGES							
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	0	0	300	0	0
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	29,922	27,620	3,600	0	0
	Subtotal Internal Service Charges:		29,922	27,620	3,900	0	0
TOTAL ALL EXPENDITURES:			99,390	81,231	57,314	72,100	80,900

Recreation and Community Activities Department
PROGRAM: Youth And Education Center

FUND: - Youth Center Maintenance
ACCOUNT: 253-0-9310

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8183	Network & Phone Upgrade	Communication equipment purchase costs	0	0	0	8,388	0
	Subtotal Capital Outlay:		0	0	0	8,388	0
TOTAL ALL EXPENDITURES:			0	0	0	8,388	0

Recreation and Community Activities Department
PROGRAM: After School Recreation Svcs.

FUND: General Fund
ACCOUNT: 100-0-9320

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	36,824	42,118	23,844	0	0
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	0	37	109	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	1,155	1,065	2,300	0	1,600
0020	Part-time Hourly Wages	Direct salaries and wages for all regular part-time employed personnel	0	0	664	32,500	34,000
0091	FICA Tax	Payments to Social Security systems for eligible employees	2,275	2,605	1,563	2,000	2,100
0092	Medicare Tax	Payments to Medicare systems for eligible employees	542	620	372	500	500
	Subtotal Personnel Services:		40,796	46,444	28,852	35,000	38,200
MAINTENANCE & OPERATION							
1029	Training & Education	Training for Kids Club Staff	0	0	0	600	300
2043	Temporary Contract Service	Transportation for field trips and special guests.	0	0	0	0	500
3095	Department Consumables	Games, videos, refreshments, paper products, arts and crafts supplies, school materials	1,069	1,299	3,267	3,700	3,700
	Subtotal Maintenance & Operations:		1,069	1,299	3,267	4,300	4,500
TOTAL ALL EXPENDITURES:			41,865	47,743	32,119	39,300	42,700

Recreation and Community Activities Department
PROGRAM: School Intersessional Services

FUND: General Fund
ACCOUNT: 100-0-9330

280

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	17,025	21,074	33,428	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	621	521	1,150	0	1,800
0020	Part-time Hourly Wages	Direct salaries and wages for all regular part-time employed personnel	0	0	4,979	36,700	42,700
0091	FICA Tax	Payments to Social Security systems for eligible employees	1,058	1,286	2,530	2,400	2,600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	244	297	584	500	600
	Subtotal Personnel Services:		18,948	23,177	42,671	39,600	47,700
MAINTENANCE & OPERATION							
1029	Training & Education	Summer Playground Staff Training.	0	0	0	700	500
2063	Publishing & Legal Advertising	Advertising for new Middle School Adventure Camp promotion.	0	0	0	1,000	1,000
2073	Subcontracted Work	Five Field trips @ \$600 including bus transport. 2 for summer camp, 1 for Easter Camp, Xmas Camp, and Fall Camp. One Field trip @ \$600 for new Middle School Summer Adventure camp.	501	595	802	4,000	4,000
3095	Department Consumables	Includes a summer refreshments, paper products, games, arts and crafts supplies, and sports equipment for 12 week sessions for Elementary School Day Camp at Oldemeyer Center (\$1,800) and Middle School Summer Camp (\$600).	1,696	1,623	1,729	2,400	2,500
	Subtotal Maintenance & Operations:		2,197	2,218	2,531	8,100	8,000
TOTAL ALL EXPENDITURES:			21,145	25,396	45,201	47,700	55,700

Recreation and Community Activities Department
PROGRAM: Athletic Services

FUND: General Fund
ACCOUNT: 100-0-9340

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	0	1,162	2,689	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	0	34	862	0	1,000
0020	Part-time Hourly Wages	Direct salaries and wages for all regular part-time employed personnel	0	0	392	9,000	22,400
0091	FICA Tax	Payments to Social Security systems for eligible employees	0	73	194	600	1,400
0092	Medicare Tax	Payments to Medicare systems for eligible employees	0	16	42	100	300
Subtotal Personnel Services:			0	1,285	4,180	9,700	25,100
MAINTENANCE & OPERATION							
2073	Subcontracted Work	Officials for flag football, basketball, volleyball, track, and tennis programs	0	0	0	2,800	1,500
3095	Department Consumables	Middle school sports \$1500, Flag Football \$700, Youth Basketball \$900, Saturday Youth Volleyball \$600, Track \$300, Tennis \$200 - for uniforms, balls, awards, equipment, etc...	1,506	1,170	1,018	2,500	2,500
Subtotal Maintenance & Operations:			1,506	1,170	1,018	5,300	4,000
TOTAL ALL EXPENDITURES:			1,506	2,455	5,197	15,000	29,100

Recreation and Community Activities Department
PROGRAM: Pre-School Services

FUND: General Fund
ACCOUNT: 100-0-9350

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	9,591	15,425	26,046	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	362	483	862	0	1,800
0020	Part-time Hourly Wages	Direct salaries and wages for all regular part-time employed personnel	0	0	167	34,100	40,100
0091	FICA Tax	Payments to Social Security systems for eligible employees	592	952	1,627	2,200	2,500
0092	Medicare Tax	Payments to Medicare systems for eligible employees	142	228	390	500	600
Subtotal Personnel Services:			10,687	17,088	29,092	36,800	45,000
MAINTENANCE & OPERATION							
1029	Training & Education	Training for part-time staff.	0	0	0	600	400
2043	Temporary Contract Service	Transportation and admission to Discovery Museum-San Jose.	0	0	0	1,000	500
2050	Photo Service	Film and film processing for preschool.	0	0	0	200	200
3095	Department Consumables	Food, paper products, replacement toys and books for preschool. Replacement of 30 graduation caps and gowns.	1,793	2,001	2,299	3,000	2,500
Subtotal Maintenance & Operations:			1,793	2,001	2,299	4,800	3,600
TOTAL ALL EXPENDITURES:			12,480	19,089	31,391	41,600	48,600

Recreation and Community Activities Department
PROGRAM: Swim Center

FUND: General Fund
ACCOUNT: 100-0-9400

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	1.0 Rec Supervisor-Aquatics	82,313	111,863	129,424	40,800	50,600
0002	Overtime	All authorized pay for overtime hours worked in accordance with FLSA requirements	15	0	5,494	2,000	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	2,841	3,099	5,462	8,800	6,900
0016	Deferred Compensation	City share of deferred compensation plan	0	0	0	200	0
0020	Part-time Hourly Wages	Direct salaries and wages for all regular part-time employed personnel	0	0	0	113,500	113,500
0031	PERS Pension	Payments for Public Employees Retirement System	0	0	-38	0	3,600
0033	LIUNA Pension	Supplemental pension for Misc City employees	0	0	468	2,100	2,100
0041	Medical Insurance - Blue Cross	Payments for non-SCEA employee medical benefits	52	60	0	0	0
0042	Medical Insurance - LIUNA H&W	Payments for SCEA employee medical benefits	0	6	1,274	4,700	5,700
0043	Flex-One- plan fee	Administrative cost for 125 plan	0	0	0	0	100
0071	LTD - Met Life	Payments for employee Long Term Disability	0	0	0	0	200
0081	Life Insurance - Reliance Life	Payments for employee Life insurance benefits	2	0	45	200	200
0091	FICA Tax	Payments to Social Security systems for eligible employees	4,643	6,413	7,343	6,900	7,000
0092	Medicare Tax	Payments to Medicare systems for eligible employees	1,592	2,199	2,518	2,400	2,400
	Subtotal Personnel Services:		91,458	123,641	151,989	181,600	192,300
MAINTENANCE & OPERATION							
1029	Training & Education	WSI and Lifeguard Training and education for staff, training videos	300	550	225	1,700	700
2049	Uniform Service / Laundry	Provide uniforms for all aquatics staff. Purchase of swim suits, whistles, shirts with City emblems and Parkas.	0	0	0	2,500	1,500
2053	Outside Printing Service	Promotion of pool when it reopens	0	0	0	500	500

Recreation and Community Activities Department
PROGRAM: Swim Center

FUND: General Fund
ACCOUNT: 100-0-9400

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
2054	Equipment Repair	Payments to contractors for repair services.	50	0	0	800	300
3093	Janitorial Supplies	Expenses for miscellaneous janitorial and cleaning supplies	1,799	2,626	3,151	0	3,200
3095	Department Consumables	New lane line real \$1200 and lane lines, cabinets, chairs, storage area, teaching aids, file cabinets, bull buoys, equipment and equipment baskets, lockers.	3,593	3,521	7,909	1,600	900
3097	Safety Equipment	Chemical testers, testing agents, office supplies, first aide supplies, Red Cross supplies, kickboards, pull buoys, flags, flagpoles etc...	0	0	0	2,200	2,200
3099	Chemicals	Rec will be taking over the pool maintenance from PW. Pool chemicals, chlorine, acid, chemical injector repair and parts.	0	0	0	0	10,000
5132	Telephone	Telephone costs	1,118	852	1,317	1,600	1,600
	Subtotal Maintenance & Operations:		6,860	7,548	12,602	10,900	20,900
INTERNAL SERVICE CHARGES							
9396	Liability Insurance	Transfer of funds for program share of city-wide liability insurance cost	0	0	4,200	0	0
9397	Computer System	Transfer of funds for program share of city-wide computer network operation/maintenance cost	4,875	4,500	3,200	0	0
	Subtotal Internal Service Charges:		4,875	4,500	7,400	0	0
TOTAL ALL EXPENDITURES:			103,193	135,689	171,991	192,500	213,200

Recreation and Community Activities Department
PROGRAM: Swim Center

FUND: Capital Outlay
ACCOUNT: 102-0-9400

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
CAPITAL OUTLAY							
8182	Computer Purchase	One laptop computer for Pool Supervisor so he can work at the pool.	0	0	2,000	1,900	0
8187	Department Equipment	Replace pool vacuum	0	0	0	1,500	0
	Subtotal Capital Outlay:		0	0	2,000	3,400	0
TOTAL ALL EXPENDITURES:			0	0	2,000	3,400	0

Recreation and Community Activities Department
PROGRAM: Senior / Human Services

FUND: General Fund
ACCOUNT: 100-0-9500

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
PERSONNEL SERVICES							
0001	Salaries	Direct salaries and wages for all regular full employed personnel	22,245	21,914	24,348	0	0
0006	Workers Compensation	Program share of worker's compensation insurance cost	311	244	1,054	0	1,400
0020	Part-time Hourly Wages	Direct salaries and wages for all regular part-time employed personnel	0	0	498	31,500	26,600
0091	FICA Tax	Payments to Social Security systems for eligible employees	562	541	673	2,000	1,600
0092	Medicare Tax	Payments to Medicare systems for eligible employees	140	135	168	500	400
	Subtotal Personnel Services:		23,258	22,834	26,733	34,000	30,000
MAINTENANCE & OPERATION							
1029	Training & Education	Training for Senior staff.	0	0	0	600	300
2063	Publishing & Legal Advertising	Media Ads in Senior Supplement of the Herald.	0	0	0	800	400
2073	Subcontracted Work	Miscellaneous contracts for services rendered in support of department	800	1,250	2,573	5,500	500
3095	Department Consumables	Food, refreshments, decorations, awards, kitchen appliances for senior programs and nutrition site.	7,406	8,141	6,743	11,000	11,500
7189	Senior Taxi Script	Program began 2001-2002 remaining budget will be carried forward	0	0	1,500	3,000	3,000
	Subtotal Maintenance & Operations:		8,206	9,391	10,816	20,900	15,700
TOTAL ALL EXPENDITURES:			31,464	32,225	37,549	54,900	45,700

Recreation and Community Activities Department
PROGRAM: Contract Instructional Class

FUND: General Fund
ACCOUNT: 100-0-9603

Code	Code Description	Detail	Actual 1999-00	Actual 2000-01	Actual 2001-02	Adjusted Budget 2002-03	Adopted Budget 2003-04
MAINTENANCE & OPERATION							
2075	Recreation Contract Services	Fees for adult and youth class instructors 30/70% split.	18,865	18,723	9,205	10,000	14,000
	Subtotal Maintenance & Operations:		18,865	18,723	9,205	10,000	14,000
TOTAL ALL EXPENDITURES:			18,865	18,723	9,205	10,000	14,000

Position Listing





CITY OF SEASIDE
 POSITION LIST
 AS OF JULY 1,2003

LEGISLATIVE BODY

JOB TITLE

MAYOR	
COUNCIL MEMBER	
COUNCIL MEMBER	
COUNCIL MEMBER	
COUNCIL MEMBER	5

OFFICE OF THE CITY MANAGER

JOB TITLE

	CITY MANAGER	1
	ADMINISTRATIVE SECRETARY	1
	ASSISTANT TO THE CITY MANGER	1
	SECRETARY TO THE CM/CC	1
	CITY CLERK	1
	COURIER	1
P/T	RECORDS COORDINATOR	1
	PERSONNEL OFFICER	1
	SECRETARY	1

CITY ATTORNEY

JOB TITLE

	CITY ATTORNEY	1
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FINANCE DEPARTMENT

JOB TITLE

	FINANCE DIRECTOR	1
	ACCOUNTANT	1
	ACCOUNTING TECHNICIAN	
	ACCOUNTING TECHNICIAN	
	ACCOUNTING TECHNICIAN	
	ACCOUNTING TECHNICIAN	4
	ACCOUNTING ASSISTANT	1

POLICE DEPARTMENT

JOB TITLE

	CHIEF OF POLICE	1
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SENIOR ADMIN. SECRETARY	1
POLICE CAPTAIN	
POLICE CAPTAIN	2
POLICE LIEUTENANT	
POLICE LIEUTENANT	2
POLICE SERGEANT	
POLICE SERGEANT	
POLICE SERGEANT	
POLICE SERGEANT	
POLICE SERGEANT	
POLICE SERGEANT	7
POLICE INVESTIGATOR	
POLICE INVESTIGATOR	
POLICE INVESTIGATOR	
POLICE INVESTIGATOR	
POLICE INVESTIGATOR	5
CRIME PREVENTION SPECIALIST / CLO	
CRIME PREVENTION SPECIALIST/CLO	2
SCHOOL RESOURCE OFFICER	1
POLICE OFFICER	
POLICE OFFICER	
POLICE OFFICER	
POLICE OFFICER	
POLICE OFFICER	
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POLICE OFFICER	
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POLICE OFFICER	
POLICE OFFICER	
POLICE OFFICER	20
POLICE OFFICER - in field training	
POLICE OFFICER - in field training	

POLICE OFFICER - in field training	3
RESERVE POLICE OFFICER	
RESERVE POLICE OFFICER	
RESERVE POLICE OFFICER	
RESERVE POLICE OFFICER	
RESERVE POLICE OFFICER	
RESERVE POLICE OFFICER	
RESERVE POLICE OFFICER	
RESERVE POLICE OFFICER	8
VEHICLE ABATEMENT OFFICER	1
ANIMAL CONTROL OFFICER	1
POLICE RECORDS SUPERVISOR	1
POLICE RECORDS TECHNICIAN	
POLICE RECORDS TECHNICIAN	
POLICE RECORDS TECHNICIAN	
POLICE RECORDS TECHNICIAN	
POLICE RECORDS TECHNICIAN	6
POLICE SERVICES ASSISTANT	
POLICE SERVICES ASSISTANT	
POLICE SERVICES ASSISTANT	3
COMMUNITY SVC ASSISTANT	
COMMUNITY SVC ASSISTANT	
COMMUNITY SVC ASSISTANT	
COMMUNITY SVC ASSISTANT	4
SCHOOL CROSSING GUARD	
SCHOOL CROSSING GUARD	2

FIRE DEPARTMENT

	<i>JOB TITLE</i>
FIRE CHIEF	1
SR. ADMINISTRATIVE SECRETARY	1
BATALLION CHIEF	
BATTALION CHIEF	
BATTALION CHIEF	3
FIRE CAPTAIN	
FIRE CAPTAIN	
FIRE CAPTAIN	
FIRE CAPTAIN	
FIRE CAPTAIN	
FIRE CAPTAIN	6

FIRE ENGINEER	
FIRE ENGINEER	
FIRE ENGINEER	
FIRE ENGINEER	
FIRE ENGINEER	
FIRE ENGINEER	6
FIREFIGHTER	
FIREFIGHTER	
FIREFIGHTER	
FIREFIGHTER	
FIREFIGHTER	
FIREFIGHTER	6

COMMUNITY DEVELOPMENT

	<i>JOB TITLE</i>
DIR. COMM. DEVELOP/REDEVELOP.	1
SENIOR ADMIN SECRETARY	1
PLANNING SERVICES MANAGER	1
PLANNER II	
PLANNER II	2
SR. BUILDING INSPECTOR	1
BUILDING INSPECTOR	1
SECRETARY	1
PROPERTY MAINTENANCE OFFICER	1
CODE ENFORCEMENT OFFICER	1
BUSINESS DEVLPMNT LOAN SPECLST	1
COMM DEV. PROP MAINT. OFFICER	1
GRANT COORDINATOR	1

DEPARTMENT OF PUBLIC WORKS

<i>JOB TITLE</i>	
DIRECTOR OF PUBLIC WORKS	1
SECRETARY	1
SENIOR CIVIL ENGINEER	1
UTILITY ENGINEER	1
ASSOCIATE ENGINEER	1
JUNIOR ENGINEER	1
ENGINEERING TECHNICIAN	1
PUBLIC WORKS SUPERINDENDENT	1
MAINT OPERATIONS SUPERVISOR	1
ELECTRICIAN	1
HVAC SPECIALIST	1

	PW MAINTENANCE SPECIALIST	
	PW MAINTENANCE SPECIALIST	
	PW MAINTENANCE SPECIALIST	
	PW MAINTENANCE SPECIALIST	4
	PUBLIC WORKS MAINT WORKER I	
	PUBLIC WORKS MAINT WORKER I	
	PUBLIC WORKS MAINT WORKER I	
	PUBLIC WORKS MAINT WORKER I	
	PUBLIC WORKS MAINT WORKER I	
	PUBLIC WORKS MAINT WORKER I	
	PUBLIC WORKS MAINT WORKER I	7
	PARKS EQUIPMENT OPERATOR	1
	WATER SYS MAINT SPEC	1
	WATER SYSTEMS WORKER I	1
	EQUIPMENT MECHANIC	
	EQUIPMENT MECHANIC	2
	MECHANICS ASSISTANT	1
	STREET SWEEPER OPERATOR	1
P/T	CUSTODIAN	
	CUSTODIAN	2
	PARKS MAINTENANCE SUPERVISOR	1
	PARKS MAINTENANCE CREW CHIEF	1
	PARKS IRRIGATION SPECIALIST	1
	PARKS MAINT WRKR II	
	PARKS MAINT WRKR II	2
	PARKS MAINT WORKER I	
	PARKS MAINT WORKER I	
	PARKS MAINT WORKER I	
	PARKS MAINT WORKER I	
	PARKS MAINT WORKER I	
	PARKS MAINT WORKER I	6

RECREATION AND COMMUNITY ACTIVITIES

	<i>JOB TITLE</i>	
	DIR.CULTURAL & LEIS. SVCS.	1
	SENIOR ADMIN SECRETARY	
	SENIOR ADMIN SECRETARY	2
	COMM SERVICES PROGRAM COORD.	1
	RECREATION SUPERVISOR	1
P/T	SR. RECREATION LEADER	
P/T	SR. RECREATION LEADER	
P/T	SR. RECREATION LEADER	

P/T	SR. RECREATION LEADER	
P/T	SR. RECREATION LEADER	5
P/T	RECREATION LEADER	
P/T	RECREATION LEADER	
P/T	RECREATION LEADER	3
P/T	RECREATION LEADER I	
P/T	RECREATION LEADER I	
P/T	RECREATION LEADER I	3
P/T	RECREATION LEADER II	
P/T	RECREATION LEADER II	
P/T	RECREATION LEADER II	
P/T	RECREATION LEADER II	
P/T	RECREATION LEADER II	
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P/T	RECREATION LEADER II	
P/T	RECREATION LEADER II	
P/T	RECREATION LEADER II	
P/T	RECREATION LEADER II	12
P/T	RECREATION LEADER III	
P/T	RECREATION LEADER III	
P/T	RECREATION LEADER III	
P/T	RECREATION LEADER III	
P/T	RECREATION LEADER III	
P/T	RECREATION LEADER III	
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P/T	RECREATION LEADER III	
P/T	RECREATION LEADER III	
P/T	RECREATION LEADER III	
P/T	RECREATION LEADER III	16
P/T	ASSISTANT POOL MANAGER	1
P/T	SENIOR LIFEGUARD	
P/T	SENIOR LIFEGUARD	
P/T	LIFEGUARD	
P/T	LIFEGUARD	
P/T	LIFEGUARD	

P/T	LIFEGUARD	
P/T	LIFEGUARD	5
P/T	WATER SAFETY INSTRUCTOR	
P/T	WATER SAFETY INSTRUCTOR	
P/T	WATER SAFETY INSTRUCTOR	
P/T	WATER SAFETY INSTRUCTOR	
P/T	WATER SAFETY INSTRUCTOR	
P/T	WATER SAFETY INSTRUCTOR	
P/T	WATER SAFETY INSTRUCTOR	
P/T	WATER SAFETY INSTRUCTOR	
P/T	WATER SAFETY INSTRUCTOR	10
P/T	BUS DRIVER	
P/T	BUS DRIVER	2
	FACILITY MAINT. CREW CHIEF	1
P/T	FACILITY MANAGER	1
P/T	FACILITY LEAD MAINT. AIDE	
P/T	FACILITY LEAD MAINT. AIDE	2
P/T	LEAD MAINTENANCE AIDE	1
P/T	FACILITY MAINT. AIDE	
P/T	FACILITY MAINT. AIDE	2
	CUSTODIAN	1
P/T	CUSTODIAN	
P/T	CUSTODIAN	
P/T	CUSTODIAN	3



Fees and Charges





RESOLUTION NO. 03-52

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE ADOPTING THE FEE SCHEDULE OF THE CITY OF SEASIDE

WHEREAS, the City Council of the City of Seaside has considered the attached Fee Schedule; and

WHEREAS, the City Council has reviewed the attached Fee Schedule and made desired modifications; and

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Seaside adopts the attached Fee Schedule.

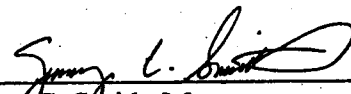
PASSED AND ADOPTED at a regular meeting of the City Council of the City of Seaside duly held on the 7th day of August 2003 by the following vote:

AYES: COUNCILMEMBERS: Mancini, Rubio, Bloomer, Smith

NOES: COUNCILMEMBERS: None


ABSENT: COUNCILMEMBERS: Choates

ABSTAIN: COUNCILMEMBERS: None



Jerry C. Smith, Mayor
City of Seaside

ATTEST:



Joyce E. Newsome, CMC
City Clerk



City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Amendments</u>			
General Plan Amendment	\$1090.00 + \$825.00 deposit ¹	\$530.00 + \$1,800 deposit	Planning Dept.
Planned Unit Development Amendment	\$335.00 + \$390.00 deposit ¹	\$ 175.00 + \$ 400 deposit	Planning Dept.
Zone Change & Zoning Amendment	\$950.00 + \$680.00 deposit ¹	\$ 910.00 + \$ 1,760 deposit	Planning Dept.
<u>Appeals</u>			
Planning Commission (from ZA, BAR, & Staff interpretation)	\$300.00 \$100.00 for Single Family	\$558.00	Planning Dept.
City Council (from PC)	\$300.00 \$100.00 for Single Family	\$512.00	Planning Dept.
<u>Art Commission</u>			
November Art Competition	\$3.00	\$3.00	Recreation
Art Gallery Exhibitor's Fee	\$25.00	\$25.00	Recreation
<u>Business License</u>			
Application Fee	\$12.00	\$10.00	Finance
Street Decoration (Municipal Code 5.04.460)	\$1.00	\$1.00	Finance

¹ Towards actual staff time

City of Seaside Fee Schedule

<u>Description</u>	<u>Adopted 8-7-03</u>	<u>Prior</u>	<u>Department</u>
<u>Business License - continued</u>			
Schedule of license fees	Municipal Code Sections 5.04.20- 5.04.10	Municipal Code Sections 5.04.20- 5.04.10	Finance
<u>Certificate of Occupancy/Compliance</u>			
Commercial/ Residential	\$130.00	\$146.00	Planning Dept.
<u>Conditional Use Permit</u>			
Large Commercial and Multi-residential	\$ 600 + \$1,000 deposit	\$ 335.00 + \$ 3,000 deposit	Planning Dept.
Single-family Home	\$300.00	\$587.00	Planning Dept.
Small Commercial & Multi-residential (less than 5)	\$500.00 + \$500.00 deposit	\$1,133.00	Planning Dept.
<u>Copies, Mailings, & Notary Fees</u>			
Furnishing existing copy of any public writing	\$ 0.10 per page	\$0.65	All Depts
Mailing copy of requested document (plus postage)	\$1.00	\$1.00	City Clerk
Comparing/Certifying to a copy of any public writing per page	\$2.00	\$2.00	City Clerk
Council Agenda mailing subscription (annual)	\$25.00	\$20.00	City Clerk

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Copies, Mailings, & Notary Fees - continued</u>			
Council Agenda Packet - each	\$15.00	\$15.00	City Clerk
Excerpts - Audio cassette tape	\$10.00	\$10.00	City Clerk
Excerpts - Video cassette tape	\$15.00	\$10.00	City Clerk
Notary Fee (State Code)	\$10.00	\$5.00	City Clerk
City Directory Fee	\$5.00	\$2.00	City Clerk
<u>Design Review</u>			
Single-family additions and remodels	\$250.00	\$336.00	Planning Dept.
Single-family, duplex, triplex units (new construction)	\$250.00	\$374.00	Planning Dept.
Sub-divisions, Multi-family (4+ units), Commercial Developments	\$600.00	\$611.00	Planning Dept.
<u>Documents / Maps</u>			
Municipal Code (bound)	\$100.00	\$100.00	City Clerk
Code Supplement - per page	\$0.50	\$0.20	City Clerk
Copies of Fire Department Reports	\$5.00	\$5.00	Fire Dept.

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Documents / Maps - continued</u>			
Postcard	\$0.25	\$0.25	Finance
Mailing Lists	\$ 0.10 per page + cost of labels	\$0.65	Finance
Non-sufficient Fund Check 1st	\$25.00	\$25.00	Finance
Non-sufficient Fund Check 2nd	\$30.00	\$30.00	Finance
Delinquent Invoice - 1st Notice	\$5.00	\$5.00	Finance
Delinquent Invoice - 2nd Notice	\$10.00	\$10.00	Finance
City Construction Standards (per copy)	\$13.00	\$8.00	PW Dept
Oversized Copies (maximum size - 36"x48")	\$13.00	\$4.00	PW Dept
Aerial photos, maps or plans	Actual cost + 10%	\$4.00	PW Dept
Annual Report / Calendar	\$2.00	\$2.00	City Clerk
City Budget - Paper	\$50.00	\$50.00	Finance
City Budget - Disk	\$5.00	\$5.00	Finance
General Plan Map	\$5.00	\$2.00	Planning Dept.
General Plan Text	\$50.00	\$20.00	Planning Dept.

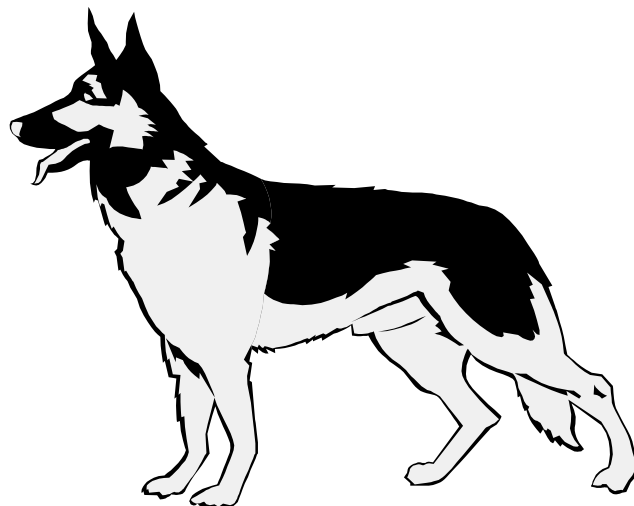
City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Documents / Maps - continued</u>			
Local Coastal Program - Land Use Plan	\$15.00	\$15.00	Planning Dept.
Sign Ordinance	\$5.00	\$5.00	Planning Dept.
Subdivision Ordinance	\$10.00	\$10.00	Planning Dept.
Zoning Ordinance Map	\$20.00 (\$40.00 laminated)	\$2.50	Planning Dept.
Zoning Ordinance Text	\$30.00	\$20.00	Planning Dept.

Dog License & Impound Fees

Animal Impound

Licensed ²	\$50.00	\$15.00	Finance
Unlicensed	\$75.00	\$25.00	Finance
2nd Offense (all)	\$100.00	\$15.00 or \$25.00	Finance
3rd Offense (all)	\$200.00	\$15.00 or \$25.00	Finance



² Must have license present at time of impound

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
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Dog License & Impound Fees - continued

License Fees

Spayed or Neutered	See chart below	\$10.00	Finance
Not spayed or Neutered	See chart below	\$20.00	Finance
Replacement of Lost Dog Tag	\$5.00	\$2.00	Finance
License Transfer Fee	\$5.00	N/A	Finance

<u>Revised Dog License Fee³</u>			
Vaccination Length	Unaltered	Altered	
7 mos. - 1 yr.	\$40.00	\$10.00	Finance
13 mos. - 2 yrs.	\$50.00	\$15.00	Finance
25 mos. or more	\$60.00	\$20.00	Finance
Senior Citizens (65 yrs. and older)			
7 mos. - 1 yr.	\$40.00	\$9.00	Finance
13 mos. - 2 yrs.	\$50.00	\$9.00	Finance
25 mos. or more	\$60.00	\$9.00	Finance

³ Mirrors Monterey County Animal Shelter Fee Schedule

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Environmental Review</u>			
Environmental Impact Report	\$1,000.00 + Consultant costs	Actual Cost + \$3,400 deposit	Planning Dept.
Initial Study and Neg Dec w/ Local Review Only	\$300.00 + \$500.00 deposit	\$1,028.00	Planning Dept.
Initial Study and Neg Dec w/ State Review	\$2,100.00	\$1,190.00	Planning Dept.
<u>Fencing</u>			
Fence Exceptions	\$100.00	\$321.00	Planning Dept.
<u>Fire Department Response Charges</u>			
Hazardous Materials Release (+ Charges from PW and PD)	\$230.00	\$230.00	Fire Dept.
Service Calls (per half hour)	\$140.00	\$140.00	Fire Dept.
Illegal Burn Calls (per half hour)	\$140.00	\$140.00	Fire Dept.
False Fire Alarms	\$295.00	\$295.00	Fire Dept.
Drug/DUI Incidents	Charged at cost	Charged at cost	Fire Dept.

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
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Schedule of charges for vehicle and personnel response

Actual costs for personnel and vehicle expenses will be charged in ½ hour increments for hazardous material spills, drunk driving related calls and misdemeanor false alarms. Charges will include overtime charges for back up personnel to maintain minimum staffing levels.

Personnel Cost (per hour - includes benefits and overhead)

Fire Chief	\$94.71	\$50.80	Fire Dept.
Division Chief	N/A	\$41.02	Fire Dept.
Battalion Chief	\$67.23	\$34.66	Fire Dept.
Captain	\$61.92	\$31.42	Fire Dept.
Engineer	\$55.49	\$29.66	Fire Dept.
Firefighter	\$49.49	\$27.15	Fire Dept.

Vehicle Cost (per hour)

Sedans: Units 6200 & 6281	\$10.00	\$10.00	Fire Dept.
Light Service Vehicles: Units 6203 & 6291	\$15.00	\$15.00	Fire Dept.
Service Vehicles: Units 6261 & 6262	\$25.00	\$25.00	Fire Dept.
Fire Apparatus: Units 610, 6211, 6212, 6271	\$50.00	\$50.00	Fire Dept.

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Inspections</u>			
Field Inspection (per hour)	\$90.00	\$40.00	Fire Dept.
Hazardous Material Inspection	\$90.00	\$40.00	Fire Dept.
New Business	\$90.00	\$40.00	Fire Dept.
Certificate of Occupancy	\$90.00	\$40.00	Fire Dept.
Christmas Tree Lot	\$90.00	\$40.00	Fire Dept.
Fireworks Stand	\$90.00	\$40.00	Fire Dept.
Occupancy Inspection Base Rate	\$90.00	\$40.00	Fire Dept.
<u>Mitigation Monitoring</u>			
Small Commercial	\$25.00 + \$260.00 deposit ⁴	\$228.00	Planning Dept.
Large Commercial	\$25.00 + \$375.00 deposit ⁴	\$430.00	Planning Dept.
<u>Occupancy Inspection Rate Schedule</u>			
Four (4) or less units	\$90.00	\$40.00	Fire Dept.
Five (5) to twenty (20) units	\$135.00	\$60.00	Fire Dept.

⁴ towards actual staff time

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department		
<u>Occupancy Inspection Rate Schedule - continued</u>					
Twenty-one (21) to fifty (50)	\$180.00	\$80.00	Fire Dept.		
More than fifty (50) units	\$225.00	\$100.00	Fire Dept.		
<u>Outdoor Sales</u>					
Outdoor Sale Refundable Deposit (Municipal Code 5.04.330)	\$200.00	\$200.00	Planning Dept.		
Outdoor Sale Application Fee	\$25.00	\$25.00	Finance		
Close Out Sales Application Fee (Municipal Code 5.12.160)	\$100.00	\$100.00	Finance		
<u>Park Reservations</u>					
	<i>Resident</i>	<i>Non-Resident</i>	<i>Resident</i>	<i>Non-Resident</i>	
1-50 Persons	\$30.00	\$35.00	\$15.00	\$20.00	PW Dept
50-100 Persons	\$50.00 ⁵	\$55.00 ⁵	\$15.00	\$20.00	PW Dept.
100-150 Persons	\$75.00 ⁶	\$80.00 ⁶	\$15.00	\$20.00	PW Dept.
Bounce House (charged per bounce house)	\$20.00		N/A		PW Dept

⁵ Required \$75.00 cleaning deposit

⁶ Requires \$125.00 cleaning deposit

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Private Group Field Preparation</u>			
Facility Use Fee	\$150.00 per day	None	PW Dept
Light Fee	\$20.00 per hour	None	PW Dept
Additional Field Prep	\$75.00 per field prep	None	PW Dept
<u>Permits</u>			
<i>Annual Fees</i>			
Explosive Storage ⁷	\$90.00	\$40.00	Fire Dept.
Auto Repair Garage ⁷	\$90.00	\$40.00	Fire Dept.
Bingo Permit	\$50.00	\$50.00	Finance
Sale & Storage of Fireworks ⁷	\$90.00	\$40.00	Fire Dept.
Spraying or Dipping Process ⁷	\$90.00	\$40.00	Fire Dept.
Home Occupation Permit	\$85.00	\$36.00	Planning Dept.
Garage Sale Permits	\$12.00	\$7.00	Planning Dept.
<i>Installation and Use Permits</i>			
Fire Alarm Installation	\$90.00	\$40.00	Fire Dept.
Fire Extinguishing System Installation	\$90.00	\$40.00	Fire Dept.

⁷ Permit fees include field inspection

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
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Installation and Use Permits - continued

Fire Hydrant Use Permit	\$90.00	\$90.00	Fire Dept.
Open Burning (\$25.00 per season + permit)	\$5.00	\$5.00	Fire Dept.

Plan Check

Public Improvements Plan Check	Actual cost + 10% admin (\$ 700 minimum)	2 % of the cost of improvements (\$ 400 minimum)	PW Dept.
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Fire Plan Check and Field Inspection

Contracted fire plan checks will be charged at actual plus 25% for administrative costs.

Plan check fee charges if fire personnel perform the service:

Manufacturing (H-1, H-2, H-3, H-4, H-5, H-6, H-7, H-8)

2 hrs. minimum building plan check +
2 hrs. minimum building field inspection

Total: 4 hrs. minimum	\$360.00	\$180.00	Building Dept.
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2 hrs. minimum fire sprinkler plan check +
3 hrs. minimum fire sprinkler field inspection

Total: 5 hrs. minimum	\$450.00	\$230.00	Fire Dept.
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Commercial (< 5,000 sq. ft.)(B, F-1, F-2, M, S-1, S-2, S-3, S-4, S-5 & U)

1 hr. minimum building plan check +
1 hr. minimum building field inspection

Total 2 hrs. minimum	\$180.00	\$90.00	Building Dept.
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City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
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Fire Plan Check and Field Inspection - continued

Commercial (< 5,000 sq. ft.)(B, F-1, F-2, M, S-1, S-2, S-3, S-4, S-5, & U)- continued

1 hr. minimum fire sprinkler plan check +
2 hrs. minimum fire sprinkler field inspection

Total 3 hr. minimum	\$270.00	\$140.00	Fire Dept.
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Commercial (> 5,000 sq. ft.)(B, F-1, F-2, M, S-1, S-2, S-3, S-4, S-5, U)

2 hrs. minimum building plan check +
2 hrs. minimum building field inspection

Total 4 hrs. minimum	\$360.00	\$180.00	Building Dept.
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2 hrs. minimum fire sprinkler plan check +
4 hrs. minimum fire sprinkler field inspection

Total 6 hrs. minimum	\$540.00	\$280.00	Building Dept.
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Public Assemblies - (< 5,000 sq. ft.)

(A-1, A-2, A-2.1, A-3, A-4, E-1, E-2, E-3, I-1.1, I-2, I-3)

2 hrs. minimum building plan check +
2 hrs. minimum building field inspection

Total 4 hrs. minimum	\$360.00	\$180.00	Building Dept.
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1 hr. minimum fire sprinkler plan check +
2 hrs. minimum fire sprinkler field inspection

Total 3 hrs. minimum	\$270.00	\$140.00	Fire Dept.
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City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Fire Plan Check and Field Inspection - continued</u>			
<i>Public Assemblies - (> 5,000 sq. ft.) (A-1, A-2, A-2.1, A-3, A-4, E-1, E-2, E-3, I-1.1, I-2, I-3)</i>			
2 hrs. minimum building plan check + 2 hrs. minimum building field inspection			
Total 4 hrs. minimum	\$360.00	\$180.00	Building Dept.
2 hrs. minimum fire sprinkler plan check + 4 hrs. minimum fire sprinkler field inspection			
Total 6 hrs. minimum	\$540.00	\$280.00	Fire Dept.
 <i>Multiple Residential (3 or >3 units attached < 5,000 sq. ft.) R-1</i>			
1 hr. minimum building plan check + 2 hrs. minimum building field inspection			
Total 3 hr. minimum	\$270.00	\$140.00	Building Dept.
1 hr. minimum fire sprinkler plan check + 2 hrs. minimum fire sprinkler inspection			
Total 3 hr. minimum	\$270.00	\$140.00	Fire Dept.
 <i>Multiple Residential (3 or >3 units attached > 5,000 sq. ft.) R-1</i>			
2 hrs. minimum building plan check + 2 hrs. minimum building field inspection			
Total 4 hr. minimum	\$360.00	\$180.00	Building Dept.
2 hrs. minimum fire sprinkler plan check + 4 hrs. minimum fire sprinkler inspection			
Total 6 hr. minimum	\$540.00	\$280.00	Fire Dept.

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Planned Unit Development</u>			
Planned Unit Developments	\$1,000 .00 + \$100.00 per unit	\$400.00 + \$1,280 deposit	Planning Dept.
<u>Police Services</u>			
Booking Fee Reimbursement	\$146.00	-0-	Police Dept.
Fingerprint Services (Live Scan), per person	\$15.00	\$6.00	Police Dept.
Additional fingerprint cards	\$2.00	\$2.00	Police Dept.
Response to False Burglar Alarms ⁸	1st response - \$ 0 2nd response - \$ 50 3rd response - \$100	\$30.00	Police Dept.
Records Check Clearance Letter	\$15.00 if no record \$ 25.00 if record	\$15.00	Police Dept.
Firearms Sales Permit	\$50.00	\$50.00	Police Dept.
Police Report (per copy)	\$.10 per page (first ten pages free)	\$0.00	Police Dept.
Concealed Weapon Permit ⁹	\$25.00	\$3.00	Police Dept.
Tow Service Provider Application	\$270.00	-0-	Police Dept.

⁸ Based upon 12 calendar months from first false alarm

⁹ Fee established by state law

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Police Services - continued</u>			
Outside Agency Background Request	\$10.00	-0-	Police Dept.
Sign-off Equipment Violation Citations	\$ 5.00- if cited by Seaside PD \$ 8.00 - all others	\$5.00	Police Dept.
DUI Incidents	\$ 350.00 min ¹⁰	\$ 350.00 min	Police Dept.
Vehicle VIN Verification	\$8.00	\$5.00	Police Dept.
Vehicle Abatement	\$90.00	\$90.00	Police Dept.
Vehicle Abatement - Appeal	\$25.00	\$25.00	Police Dept.

Public Improvements

Inspection

Cost of improvements up to \$ 100,000	See Below	4.0%	PW Dept
Cost of improvements \$ 100,000 to \$ 200,000	See Below	3.0%	PW Dept
Cost of improvements \$ 200,000 to \$ 300,000	See Below	2.0%	PW Dept
Cost of improvements from \$ 300,000 to \$ 400,000	See Below	1.0%	PW Dept

¹⁰ Police charges only, FD, PW, etc., charges would be additional. Limited by state law to \$1,000.00

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<i>Inspection - continued</i>			
Cost of improvements from \$ 400,000 on up	See Below	0.5%	PW Dept
Inspection of public improvements	Actual cost + 10% admin (\$ 500 minimum)	See Above	PW Dept
Grading Plan Check/Inspection	Fees per Ch. 70 of the current UBC Minimum \$ 320 ¹¹	Fees per Ch. 70 of the current UBC Minimum \$ 75	PW Dept
Wide Overweight Overlong Load Review	\$50 per single trip	\$15 per single trip	PW Dept
Certificate of Compliance	\$360 per application	\$155 per application	PW Dept
Final Parcel Map Review	Actual cost +10% (\$1,500 min. per application)	\$420 per application + \$32 per lot	PW Dept

Encroachment Permit

Proposed improvements estimated < \$ 5,000

Curbs & Gutters	\$155 application	\$75 application + \$0.25 (per ft.)	PW Dept
Comm. Driveway Appr. & Alleys	\$155 application	\$75 application + \$0.25 (per sq. ft.)	PW Dept
Sidewalks	\$155 application	\$75 application + \$ 0.10 (per sq. ft.)	PW Dept

¹¹ Actual Costs + 10% admin charge for consultants

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
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Encroachment Permit – continued

Trenching over 5 ft	\$155 application	\$75 application + \$1.00 (per ft. depth)	PW Dept
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Proposed improvements estimated < \$ 5,000 - continued

Paving	\$155 application	\$75 application + \$0.15 (per sq. ft.)	PW Dept
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Pipe	\$155 application	\$75 application + \$0.50 (per lineal ft.)	PW Dept
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Proposed improvements estimated > \$ 5,000

Encroachment Permit	Actual hourly rate + 10% (\$155 minimum per application)	N/A	PW Dept
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Real Property

Real Property Certification	\$100	\$58	Planning Dept.
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Recreation

<i>Preschool</i>	<i>Resident</i>	<i>Non-Resident</i>	<i>Resident</i>	<i>Non-Resident</i>	
Fees per class	\$3.00	\$3.75	\$2.40	\$3.00	Recreation
2 days wk. per mo.	\$30.00	\$37.50	\$24.00	\$30.00	Recreation

Kids Club

Individual - per mo.	\$15.00	\$20.00	\$10.00	\$15.00	Recreation
Family - per mo.	\$20.00	\$25.00	\$15.00	\$20.00	Recreation

City of Seaside Fee Schedule

Description	Adopted 8-7-03		Prior		Department
<i>Intersession Day Camp</i>					
One Week Sessions Elementary ages + activity fees	\$70.00	\$87.50	\$60.00	\$75.00	Recreation
Teen Outdoor Adventure + activity fees	\$40.00	\$50.00	\$30.00	\$37.50	Recreation
<i>Baseball Camp</i>					
M - F 9:30 - 12:30	\$45.00	\$56.00	\$45.00	\$56.00	Recreation
<i>Summer Playland</i>					
	<i>Resident</i>	<i>Non-Resident</i>	<i>Resident</i>	<i>Non-Resident</i>	
Individual - per week + activity fees	\$15.00	\$20.00	\$10.00	\$15.00	Recreation
Family - per week + activity fees	\$20.00	\$25.00	\$15.00	\$20.00	Recreation
<i>Gymnastics</i>					
Classes per month	\$30.00	\$37.50	\$25.00	\$31.25	Recreation
<i>Mini Golf</i>					
Up to 20 people	\$40.00	\$50.00			Recreation
21 to 40 people	\$65.00	\$80.00	NA		Recreation
41 to 60 people	\$90.00	\$112.00			Recreation
<i>Soccer</i>					
per session	\$53.00	\$63.00	NA		Recreation

City of Seaside Fee Schedule

Description	Adopted 8-7-03		Prior		Department
<i>Tennis</i>					
per summer session	\$35.00	\$43.00	\$30.00	\$37.00	Recreation
<i>Track</i>					
per session	\$30.00	\$31.25	\$25.00	\$31.25	Recreation
<i>Youth & Ed Center</i>					
	<i>Resident</i>	<i>Non-Resident</i>	<i>Resident</i>	<i>Non-Resident</i>	
Up to 20 people	\$50.00	\$62.00			Recreation
21 to 40 people	\$75.00	\$93.00	NA		Recreation
41 to 60 people	\$100.00	\$125.00			Recreation
<i>Youth & Ed Center, Mini Golf Combo</i>					
Up to 20 people	\$65.00	\$80.00			Recreation
21 to 40 people	\$90.00	\$112.00	NA		Recreation
41 to 60 people	\$115.00	\$143.00			Recreation
<i>Special Events</i>					
Administrative cost	\$528.00	\$528.00	NA		Recreation
Application Fee	\$25.00	\$25.00	NA		Recreation

City of Seaside Fee Schedule

Description	Adopted 8-7-03		Prior		Department
<i>Consession Booth Fees</i>					
Crafts/Flea Market/ Misc	\$35.00 ¹²	\$43.00 ¹²	\$25.00	\$30.00	Recreation
Food/Beverage	\$35.00 ¹²	\$43.00 ¹²	\$25.00	\$30.00	Recreation
Commercial	\$50.00 ¹²	\$62.00 ¹²	\$40.00	\$50.00	Recreation
<u>Room Rentals</u>					
<i>Oldemeyer Center Room Rentals</i>					
<i>Auditorium Rental</i>					
1-3 hrs (+ \$50.00 flat fee for dance studio)	See below	See below	\$70.00	\$90.00	Recreation
3 hrs. < (+ \$50.00 flat fee for dance studio)	See below	See below	\$50.00	\$50.00	Recreation
Per hour charge (Includes Dance Studio)	\$80.00	\$100.00	See above	See above	Recreation
Deposit due day of center rental	\$500.00	\$625.00	(1/2 of room rental fees, balance due 30 days before event)		Recreation
	25% non-refundable		20% non-refundable		
Alcohol	\$ 500 deposit non- refundable if PD is called or if renter breaches contract.		ABC license required for sales only		Recreation
Non-profit Organization	\$ 20.00 per 4 hrs (25 % to maint. fund)		\$ 15.00 per 3 hrs (20 % to maint. fund)		Recreation

¹² Per day

City of Seaside Fee Schedule

Description	Adopted 8-7-03		Prior		Department
<i>Oldemeyer Center Room Rentals - continued</i>					
<i>Center Sponsored Rental - Bingo</i>					
VFW Friday 5-11pm	\$270.00		\$225.00		Recreation
Avenue of Flags Sunday 5-11 pm	\$234.00		\$195.00		Recreation
 <i>Dance Studio</i>					
	<i>Resident</i>	<i>Non-Resident</i>	<i>Resident</i>	<i>Non-Resident</i>	
0-3 hrs.	\$ 55 /hr.	\$ 69/hr.	\$ 50/hr.	\$ 65/hr.	Recreation
Every hour over 3	\$ 25.00/hr.	\$ 35/hr.	\$ 25/hr.	\$ 35/hr.	Recreation
 <i>Seaside Room</i>					
0-3 hrs.	\$ 35. /hr.	\$ 44/hr.	\$ 30/hr.	\$ 35/hr.	Recreation
Every hour over 3	\$ 15/hr.	\$ 18/hr.	\$ 15/hr.	\$ 18/hr.	Recreation
 <i>Blackhorse Room</i>					
0-3 hrs.	\$ 45/hr.	\$ 55/hr.	\$ 40/hr.	\$ 50/hr.	Recreation
Every hour over 3	\$ 30/hr.	\$ 18/hr.	\$ 30/hr.	\$ 18/hr.	Recreation
 <i>Bayonet Room</i>					
0-3 hrs.	\$ 35/hr.	\$ 44/hr.	\$ 30/hr.	\$ 35/hr.	Recreation
Every hour over 3	\$ 15/hr.	\$ 18/hr.	\$ 15/hr.	\$ 18/hr.	Recreation

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department		
<i>City Hall Room Rental</i>					
Council Chambers	\$ 20/hr.	\$ 20/hr.	Finance		
Council Chambers - Non-Profit	\$ 12/hr.	\$ 12/hr.	Finance		
Conference Room	\$ 10/hr.	\$ 10/hr.	Finance		
Conference Room - Non-Profit	\$ 6/hr.	\$ 6/hr.	Finance		
<u>Senior Taxi Scrip Program</u>					
	<i>Resident</i>	<i>Non-Resident</i>	<i>Resident</i>	<i>Non-Resident</i>	
For \$ 20.00 Coupons	\$10.00	N/A	\$10.00	N/A	Recreation
<u>Sign Permits</u>					
Fixed Signs	\$110		\$138		Planning Dept.
Sign Face Changes	\$25		\$67		Planning Dept.
Temporary Signs	\$55		\$20		Planning Dept.
Street Banners	\$70		\$70		PW Dept.
Street Banner Installation(Sign Ordinance Chap 15.20.405.10)	\$ 150 + actual cost		\$70		PW Dept.
Master Sign Program	\$200 + \$650 deposit ¹³		NA		Planning Dept.
<u>Site Plan Review</u>					
Commercial	\$625.00		\$488.00		Planning Dept.

¹³ Towards actual staff time

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department		
<u>Street Maintenance</u>					
Marking curb - per curb (20' max. length)	\$300.00	None	PW Dept		
Marking 1 (one) parking space	\$300.00	None	PW Dept		
Installation of one sign	\$300.00	None	PW Dept		
<u>Subdivisions</u>					
Parcel Map (up to 4 lots)	\$830.00 + \$820 deposit ¹⁴	\$690.00 + \$800 deposit	Planning Dept.		
Lot Line Adjustment	\$325.00	\$386.00	Planning Dept.		
Tentative (4 or more lots)	\$1,050.00 + \$1,165.00 deposit ¹⁴	\$810.00 + \$ 1,280 deposit	Planning Dept.		
<u>Swim Center</u>					
<i>Swim Fees</i>	<i>Resident</i>	<i>Non- Resident</i>	<i>Resident</i>	<i>Non- Resident</i>	
Swim Classes	\$30.00	\$37.50	\$25.00	\$31.25	Recreation
Water Exercise / 2 days wk	\$30.00	\$37.50	\$25.00	\$31.25	Recreation
Water Exercise / 5 days wk	\$48.00	\$60.00	\$42.50	\$51.00	Recreation
Adult Lap Swim	\$2.50	\$3.00	\$2.00	\$2.50	Recreation
Senior Swim / Military / College Rate	\$1.50	\$2.00	\$1.00	\$1.50	Recreation

¹⁴ Towards actual staff time

City of Seaside Fee Schedule

Description	Adopted 8-7-03		Prior		Department
<u>Swim Center - continued</u>					
<i>Swim Fees - continued</i>					
	<i>Resident</i>	<i>Non-Resident</i>	<i>Resident</i>	<i>Non-Resident</i>	
Recreation Swim/Adult	\$2.50	\$3.00	\$1.50	\$2.00	Recreation
Recreation Swim / Senior / College Student / Youth / Military	\$1.50	\$2.00	\$1.00	\$1.50	Recreation
Senior Swim	\$1.50	\$2.00	\$0.00	\$1.00	Recreation
Private Rental (per hr)	\$30.00	\$37.50	\$24.50	\$31.25	Recreation
<i>Co-Sponsored Pool Rental</i>					
Seaside Dolphins Swim Team	\$13.80		\$12.00		Recreation
CSUMB	\$13.80		\$12.00		Recreation
MPUSD Special Ed. Student	\$13.80		\$12.00		Recreation
MCOE Special Ed Student	\$13.80		\$12.00		Recreation
Cypress Synchronized Club	\$23.00		\$20.00		Recreation
<i>Private Rentals -Corporate</i>					
Bamboo Reef Dive Shop	\$30.00 per hr		\$24.50 per hr		Recreation
Aquarius Dive Shop	\$30.00 per hr		\$24.50 per hr		Recreation

City of Seaside Fee Schedule

Description	Adopted 8-7-03		Prior		Department
<i>Swim Birthday Parties</i>					
	<i>Resident</i>	<i>Non-Resident</i>	<i>Resident</i>	<i>Non-Resident</i>	
2 hours - up to 50 people	\$90.00	\$150.00	\$75.00	\$150.00	Recreation
2 hours - up to 100 people	\$115.00	\$145.00	\$100.00	\$175.00	Recreation
2 hours - up to 125 people	\$135.00	\$170.00	\$125.00	\$200.00	Recreation
2 ½ hours - up to 50 people	\$120.00	\$150.00	N/A	N/A	Recreation
2 ½ hours - up to 100 people	\$145.00	\$181.00	N/A	N/A	Recreation
2 ½ hours - up to 125 people	\$135.00	\$175.00	N/A	N/A	Recreation
3 hrs - up to 50 people	\$150.00	\$187.00	N/A	N/A	Recreation
3 hrs - up to 100 people	\$175.00	\$218.00	N/A	N/A	Recreation
3 hrs - up to 125 people	\$200.00	\$250.00	N/A	N/A	Recreation
<i>Recreation and Lap Swim Cards</i>					
Family Monthly Gold Card	See chart below		\$45.00	\$56.00	Recreation
Family Platinum Card	See chart below		\$175.00	\$250.00	Recreation
Individual Platinum Card	See chart below		\$100.00	\$125.00	Recreation
Monthly Lap Card-25 Punches	See chart below		\$30.00	\$37.50	Recreation

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
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Proposed Fees for Recreation and Lap Swim Cards

	<i>Resident</i>	<i>Non-Resident</i>	
Youth Recreation Card	\$10.00 mo. / \$70.00 yr.	\$12.00 mo. / \$87.00 yr.	Recreation
Senior Lap and Recreation Card	\$15.00 mo. / \$90.00 yr.	\$19.00 mo./\$112.00 yr.	Recreation
Adult Lap and Recreation Card	\$20.00 mo. / \$160.00 yr.	\$25.00 mo. / \$200.00 yr.	Recreation
Adult Couple / Corporate	\$30.00 mo. / \$210.00 yr.	\$37.00 mo. / \$262.00 yr.	Recreation
Family - up to 4 people / Corporate	\$40.00 mo. / \$280.00 yr.	\$50.00 mo. / \$350.00 yr.	Recreation
Family - up to 8 people / Corporate	\$50.00 mo. / \$350.00 yr.	\$62.00 mo. / \$437.00 yr.	Recreation

Taxi Fees - Application & Permit

Taxi License Application	\$100.00	\$100.00	Finance
Taxi Permit (Annually)- each taxi	\$50.00	\$50.00	Finance
Taxi Driver Permit (Annually)	\$12.00	\$10.00	Police Dept

Time Extension Review

Administrative	\$50.00	\$38.00	Planning Dept.
Planning Commission	\$245.00	\$115.00	Planning Dept.

City of Seaside Fee Schedule

Description	Adopted 8-7-03	Prior	Department
<u>Tree Permit</u>			
1 - 5 Trees	\$45.00 Per Permit ¹⁵	\$20.00	PW Dept
Over 5 Trees	Charged fully allocated rates for personnel and equipment.	None	PW Dept
<u>Utility Users Tax</u>			
Exemption Fee (Filing Fee)	\$10.00	\$10.00	Finance
<u>Variance</u>			
Single-family Home	\$750.00	\$665.00	Planning Dept.
Commercial and Residential	\$1,200.00	\$1,073.00	Planning Dept.
<u>Zoning Permits</u>			
Barbeque Permit	\$35.00	\$26.00	Planning Dept.
Commercial (per unit)	\$275.00	\$263.00	Planning Dept.
Temporary Use Review	\$35.00	\$26.00	Planning Dept.

¹⁵ Permits requiring a certified arborist report will be charged actual cost + 10%

Glossary





Glossary of Budget Terms

Type of Government:

A General Law City incorporated October 13, 1954 with a City Council/City Manager structure.

Agency-The equivalent to a department within the City's organizational structure.

Annualized Cost-A full year's cost of an item or position, even though it may be utilized only in part of any year.

Appropriation-Authorization by the City Council to expend monies and incur obligations for specified purposes.

Audit-A review of the City accounts by an independent accounting firm. Independent verification that the City's financial statements accurately reflect the City's financial position.

Bond-A written promise to pay a specified sum of money, (the face value or principal amount), at a specified date or dates in the future (maturity date) together with periodic interest at a specified rate.

Capital Improvement Program- Adoption of a financial plan for neighborhood improvement projects, and the means of financing them for a specified period of time. The City annually updates the next fiscal year's Capital Improvement Program budget and reviews it's five-year Capital Improvement Plan.

Capital Improvement Project (CIP)-A permanent major addition or renovation to the City's real property assets. Project expenditures may include costs of design, construction, acquisition of buildings and/or facilities and significant repair, renewal or renovations to existing assets. Real property assets include streets, storm drains, sewer lines, parks and other public facilities. These expenditures are considered one-time costs.

City Attorney-Represents the City in legal disputes and advises the Council and staff on legal matters.

City Clerk-Maintain records of City ordinances, resolutions, contracts, minutes and other important official City documents.

City Council-A part-time legislative and policy-making body, consisting of five members, elected at large on a non-partisan basis. The members enact ordinances and resolutions essential to the City. Council meetings are held on the first and third Thursday of each month at 7:00 PM in the Seaside City Hall Council Chambers.

City Manager-Responsible for supervising activities of all City departments, implements City Council policy, prepares an annual budget, conducts personnel matters and directs the day-today operations of City government.

Commissions and Advisory Committees-There are various commissions and advisory committees serving in a voluntary basis for the City of Seaside. The committees consist of citizens appointed by the City Council to advise the City on issues such as planning, parks and recreation. All meetings are open to the public, with public participation invited and encouraged.

Community Development Department-Establishment of a General Plan, manage and monitor growth, code enforcement, coordination/implementation of activities to enhance the community's economic base, maintenance of engineering maps and survey records, administering building and health and safety inspections.

Contingency-Funds set aside or approved for use. These funds could be used for unanticipated expenditure requirements, new programs or to absorb unexpected revenue losses, only with specific Council approval and authorization.

Debt Service-Payments of interest and principal on obligations resulting from the issuance of bonds, notes or certificates of indebtedness.

Department-An organizational unit comprised of one or more divisions or sub-units.

Dedicated Reserve-Money set-aside in a special account for specified purposes, such as expected or unanticipated operational costs, equipment or capital requirements.

Division-An organizational subdivision of a department

Encumbrance-A commitment of funds for goods or services on order. Earmarked funds to be expended, representing an obligation of the agency.

Enterprise Fund-A fund established to account for the cost of those governmental facilities and services that are operated in a manner similar to private enterprises. These programs can be entirely or predominately self-supporting.

Entitlement-A grant or subvention fund available to the City on the basis of population or other established criteria, rather than based on competition or unique factors among agencies.

Equipment/Building Outlay-A budget category which includes equipment having a unit cost of more than \$1,000.00 and an estimated useful life of more than one year. Also referred to as capital outlay, smaller building and park projects are included in this category.

Expenditure-The outflow of funds paid or to be paid for an asset obtained, or good and services obtained regardless of when the expense is actually incurred.

Finance Director-Responsible for maintaining the financial records, serving as the City's banker, auditor, accountant, purchasing manager and financial investor.

Fire Department-Protecting life and properties from fire and fire-related damage. Performs investigations into suspicious fires. Conducts inspections of public and private buildings for fire hazards, and educates the public about fire and burn prevention. A full Hazardous Materials Team, serving the Monterey Peninsula.

Fiscal Year-A twelve month period of time in which the Annual Budget applies. For the City of Seaside it is July 1st through June 30th.

Fund-An independent fiscal and accounting entity used to set the financial position and results of operation related to specific purposes for which a particular fund is created.

Fund Balance-The excess of assets over liabilities, representing the cumulative effect of revenues and other financing sources over expenditures.

Full-Time Equivalent (FTE)-A standard that is used to convert part-time or temporary personnel hours to a full-time basis, allowing for comparison purposes.

General Fund-The City's principal operating fund, supported by taxes, fees and other general revenues which can be used for any legal government purpose. The fund finances the general operating programs of the City.

Grants-Contributions of gifts, cash or other assets from an outside governmental entity. Grants can be used or expended for a specific purpose, activity or facility. An example would be the Community Development Block Grant provided by the Federal Government.

Indirect Cost Reimbursement-A General Fund budget category that shows the amount of costs that are reimbursed by other funds.

Internal Service Fund-Provides a service to all City Departments, billing other funds for services rendered, as in private business. Examples of internal services would be Information Services, Vehicle Maintenance and Self-Insurance.

Long Term Debt-Borrowing of money or the issuance of bonds or other debt instruments for the financing of major capital improvements or property acquisitions, over an extended period of time. Generally Long Term Debt is spread over 20 to 30 years.

Mission Statement-A brief description of the purpose, goals and major responsibilities of an agency or organization.

Non-Departmental-Program costs that do not relate to any one specific department, but represent cost of a general, City-wide nature, such as a debt service and appropriated reserve.

Operating Budget-Annual appropriation of funds for ongoing program costs, including employee services, supplies, equipment and debt services.

Ordinance-A formal legislative enactment by the City Council. It has the full force and effect of law within the City boundaries, unless it is in conflict with a higher form of law, such as a State Statute or a Constitutional provision.

Organization-An organizational sub-division of an agency or department. A cost center or program for which an annual operating budget or capital budget is established. Sometimes referred to as a division.

Performance Indicators-Measurements depicting the effectiveness or efficiency of services provided output produced.

Program-An activity or group of activities performed for the purpose of providing a service or a support function.

Public Works Department-To oversee design and construction of all City-owned facilities. Inspections of improvements and maintenance of streets, bridges, buildings, parks, sewers, water lines, etc. Analyze traffic flow/safety, maintenance of all traffic signs and markings.

Police Department-To protect and maintain order in the event of community disturbances or emergencies. To apprehend criminals, recover stolen property, assistance in traffic accident management/investigation. Education of the citizens in regards to burglary prevention, illegal narcotics, traffic laws and personal safety.

Recreation Department-Responsible for providing recreation programs such as sports, educational, cultural, entertainment and other leisure activities.

Reserve Account-An account used to earmark a portion of the fund balances as legally segregated for a specific use.

Resolution-A special order of the City Council which requires less legal formality than an Ordinance in terms of public notice and the number of public readings prior to approval.

Resources-The total amount available for appropriation during the fiscal year, including revenues, fund transfers and beginning fund balances.

Revenue Bonds-Bonds issued to construct capital facilities, repaid from revenue produced by the operation of those facilities.

Source Document-Basic evidence needed to record an accounting transaction. Journal entries, financial records and accounting reports are eventually derived from source documents. Examples of source documents are purchase orders, invoices and time sheets.

Special Assessment Fund-A fund used to account for the financing of public improvements or services from the issuance of bonds or assessments levied against the properties benefited.

Special Revenue Fund-A fund used to account for the proceeds of special revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditure for special purchases. Examples of special revenue funds are those established for the purpose of financing schools, parks or libraries.

Suspense Account-A temporary account (i.e. not included in the financial statements) for recording part of a transaction, such as those involving receipts or disbursements, prior to final analysis or identification of that transaction.

Tax-Charges imposed by the City to obtain revenue for the public good.

Unencumbered Balance-A balance relating to a portion or the entire amount of an appropriation that has not been encumbered or expended.

Unrestricted Net Assets-Assets with no external restriction as to use or purpose. They can be employed for any purpose designated Council, as distinguished from funds restricted externally for specific purposes.

Warrant-An order drawn authorizing payment to a designated payee



Acronym Glossary

ACJIS	– Associated Criminal Justice Information System
ADA	– Americans with Disabilities Act
APWA	– American Public Works Association
ASE	– Automotive Service Excellence
AWWA	– American Water Works Association
BAR	– Board of Architectural Review
BG	– Background
BJA	– Bureau of Justice Assistance
CALPELRA	– California Public Employers Labor Relations Association
CAPE	– California Association of Property and Evidence
CEPO	– Continuing Education for Public Officials
CHOMP	– Community Hospital of the Monterey Peninsula
CLEARs	– California Law Enforcement Association of Records Supervisors
CLETS	– California Law Enforcement Telecommunication System
CPCA	– California Police Chiefs Association
CPO	– Certified Pool Operator
CPOA	– California Peace Officers Association
CPOLS	– California Police Officers Legal Source
CPRS	– California Parks and Recreation Society
CPT	– Continuing Professional Training
CRA	– California Redevelopment Association
CRWA	– California Rural Water Association

CSPE	– California Society of Professional Engineers
DOHS	– Department of Health Services
DOJ	– Department of Justice
FBI	– Federal Bureau of Investigations
FLSA	– Fair Labor Standards Act
FORA	– Fort Ord Reuse Authority
GSR	– Gun Shot Residue
HOPE	– Hope Rehabilitation Services
HVAC	– Heating, Ventilation, and Air Conditioning
IACP	– International Association of Chiefs of Police
JPA	– Joint Powers Authority
LEADS	– Law Enforcement and Detective System
MCT	– Mobile Computer Unit
MPWMD	– Monterey Peninsula Water Management District
MRWPCA	– Monterey Regional Water Pollution Control Agency
NCGIA	– Northern California Gang Investigators Association
NIP	– Neighborhood Improvement Project
OSHA	– Occupational Safety and Health Administration
PAL	– Police Activity League
PAPA	– Pesticide Application Professional Association
PARS	– Public Agency Retirement System
PC	– Planning Commission
PC/VC	– Penal Code / Vehicle Code

- PERS** – Public Employees Retirement System
- POST** – Peace Officer Standards and Training
- RMS** – Records Management System
- RUMBA** – RUMBA Office 2000
- SCADA** – Supervisory Control and Data Acquisition
- SCSD** – Seaside County Sanitation District
- SHRM** – _____
- TAC** – Traffic Advisory Committee
- TAMC** – Transportation Agency of Monterey County
- TPO** – The Personnel Office
- TRAK** – Technology to Recover Abducted Kids
- USA** – Underground Service Alert

