

City of Redlands
2014-2015
Adopted Budget

Quality of Life
Code Enforcement

Program Description:

The Code Enforcement Division is responsible for enforcement of the Redlands Municipal Code. Such enforcement includes, but is not limited to, enforcement of codes related to property maintenance, health and safety; unsafe buildings, and the eradication of neighborhood blight. This Division consists of two officers and one full-time administrative technician who administers the Rental Property Inspection Program.

Program Objectives:

- Enhance and improve the visual appearance of our neighborhoods through the enforcement of the property maintenance ordinance
- Respond to citizen complaints pertaining to Municipal Code violations
- Affect voluntary compliance with the Municipal Code through mediation and diplomacy in advance of enforcement actions

Significant Program Changes:

- Implemented the Administrative Citation process significantly reducing the necessary staff time and costs associated with Superior Court.

Accomplishments for Fiscal Year 2013-2014:

- Opened 538 cases and closed 307 cases during the fiscal year
- Inspected 3,300 rental units

City of Redlands

2014-2015

Adopted Budget

DEPARTMENT/DIVISION
CODE ENFORCEMENT

FUND

GENERAL FUND

ORGKEY

101306

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	129,045	131,731	114,782	102,278
4010 Overtime Salaries	386	2,000	1,000	2,000
4015 Banked Leave Buy Back	1,234	3,380	9,918	0
4050 Pension Contributions	26,779	33,216	25,884	18,720
4051 Fica/Medicare	10,275	12,387	9,505	8,149
4055 Health/Dental Insurance	18,689	18,884	22,119	28,204
4056 Worker's Comp Insurance	2,705	2,098	2,098	3,098
4057 Disability Insurance	1,363	1,590	1,213	1,066
4058 Unemployment Insurance	836	1,302	1,178	881
4059 Life Insurance	158	189	146	701
4081 Eyecare Reimbursement	367	675	200	457
4083 Uniform Rental	0	0	0	2,000
4084 Clothing Cash Payment	600	600	600	306
4085 Other Taxable Benefits	6,339	8,400	3,500	0
TOTAL SALARIES AND BENEFITS	198,776	216,452	192,143	167,860
<u>SERVICES</u>				
5140 Legal Services	0	200	200	200
5190 Other Professional Services	0	0	1,320	0
5270 Printing and Binding	53	200	100	200
5275 Postage	238	300	200	3,000
5303 Telephone	(374)	0	0	0
5396 City Garage Charges	5,773	5,773	5,773	5,773
5950 Bad Debt Expense	234	400	544	0
TOTAL SERVICES	5,924	6,873	8,137	9,173
<u>SUPPLIES</u>				
6140 Office Supplies	1,307	1,000	500	1,000
6210 Repair/Maintenance Supplies	544	0	0	0

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
CODE ENFORCEMENT

FUND
GENERAL FUND

ORGKEY
101306

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SUPPLIES (CONTD)</u>				
6590 Special Departmental Supplies	0	700	300	700
TOTAL SUPPLIES	1,851	1,700	800	1,700
 DIVISION TOTAL	 206,551	 225,025	 201,080	 178,733
DEPARTMENT SUBTOTAL	5,276,470	7,177,464	7,263,744	5,724,490
DEPARTMENT TOTAL	5,901,864	7,864,381	7,900,101	6,511,046

**City of Redlands
2014-2015
Adopted Budget**

Landscaping and Street Lighting Districts

Program Description:

The City established Landscape District No. 1 and Street Lighting District No. 1 in accordance with the "Landscaping and Lighting Act of 1972".

The San Bernardino County Assessors Office collects annual assessments from affected district property owners to provide for the district's management, administration, maintenance, and operational expenses. Maintenance costs associated with the Landscape District No. 1 include the cost of water and labor, materials and equipment to maintain/replace trees, bushes, groundcover and turf and repair irrigation lines and irrigation control systems. Maintenance cost associated with the Street Lighting District include the cost of power to illuminate the street lights and the labor, materials, and equipment to replace burnt out or broken street light bulbs.

The revenues collected through the assessments in both districts have not been adequate to cover the cost of providing these services, as such; general fund revenues have been used to subsidize the cost of providing these services. The district should adequately fund the cost of providing the district services. In consideration of the economic downturn and lack of general fund revenues to subsidize these services, the services being provided will be curtailed to a level commensurate with the revenues generated by the annual assessments. The Engineer's Report for both Districts will be prepared by the City Engineer. Additionally, Landscape Maintenance District reductions will include reduced irrigation period, reductions to the frequency of the landscape maintenance activities, and only minor repair work. For the Street Light Maintenance, no maintenance will be provided. Furthermore, staff review and inspections and general City administrative overhead will not be included in the cost of service for these Districts.

Program Objectives:

- Comply with the requirements of the "Landscaping and Lighting Act of 1972"
- Implement adjustments to assessments to ensure there is adequate cost recovery for the services provided
- Provide satisfactory landscape maintenance to meet the City desire for well maintained, attractive and aesthetically landscape areas to improve community quality of life
- Provide satisfactory street light maintenance to provide well lighted and safe pedestrian and vehicular travel ways

Significant Program Changes:

Reduction in service levels to be commensurate with the revenue collected by assessments. Staff is closely monitoring irrigation and maintenance costs associated with Landscaping Maintenance District operations. Staff created water budgets for each landscape area, in accordance with AB1881 and the University of California maximum water allowance calculation to properly manage District irrigation practices to lower irrigation expenses and maximize landscape maintenance services.

Accomplishments for Fiscal Year 2013-2014:

Staff prepared Engineers Report and secured City Council approval for both Districts. Municipal Utilities and Engineering and Quality of Life Departments worked together to curtail the landscape maintenance services in all District areas to more closely represent the property assessments.

City of Redlands

2014-2015

Adopted Budget

DEPARTMENT/DIVISION
STREET LIGHTING DISTRICT #1

FUND
STREET LIGHTING DISTRICT #1 FUND

ORGKEY
260300

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	2,863	2,800	2,800	2,800
4010 Overtime Salaries	8	0	0	0
4015 Banked Leave Buy Back	63	28	28	28
4050 Pension Contributions	616	525	525	525
4051 Fica/Medicare	226	217	217	217
4053 Deferred Compensation	34	0	0	0
4055 Health/Dental Insurance	461	590	590	590
4057 Disability Insurance	2	28	28	28
4058 Unemployment Insurance	13	22	22	22
4059 Life Insurance	2	3	3	3
4081 Eyecare Reimbursement	9	11	11	11
4084 Clothing Cash Payment	8	12	12	12
4085 Other Taxable Benefits	3	0	0	0
TOTAL SALARIES AND BENEFITS	4,308	4,236	4,236	4,236
<u>SERVICES</u>				
5190 Other Professional Services	0	2,000	7,725	7,725
5370 City Street Lighting Power	0	5,000	12,000	12,000
5870 General Govt Service Charge	1,025	1,250	1,039	1,039
TOTAL SERVICES	1,025	8,250	20,764	20,764
FUND TOTAL	5,333	12,486	25,000	25,000

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
COMMUNITY FACILITIES DIST 2004-1

FUND

CFD 2004-1 ASSESSMENTS FUND

ORGKEY

261300

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	17,302	4,108	8,094	4,108
4010 Overtime Salaries	82	0	65	0
4015 Banked Leave Buy Back	141	28	245	28
4050 Pension Contributions	3,484	743	1,816	743
4051 Fica/Medicare	1,322	324	640	324
4053 Deferred Compensation	77	0	43	0
4055 Health/Dental Insurance	4,271	750	1,864	750
4057 Disability Insurance	95	43	22	43
4058 Unemployment Insurance	30	35	39	35
4059 Life Insurance	21	5	8	5
4081 Eyecare Reimbursement	20	19	6	19
4084 Clothing Cash Payment	18	19	19	19
4085 Other Taxable Benefits	43	84	17	84
TOTAL SALARIES AND BENEFITS	26,906	6,158	12,878	6,158
<u>SERVICES</u>				
5140 Legal Services	4,606	8,000	480	8,000
5190 Other Professional Services	8,994	15,500	13,500	12,500
5300 Water, Sewer, Disposal	15,822	15,000	16,510	16,000
5310 Electricity & Gas	1,427	1,400	1,498	1,500
5800 Subscriptions & Memberships	0	0	3	0
5870 General Govt Service Charge	6,039	6,100	6,117	6,197
5880 Special Contractual Services	29,572	50,000	49,100	50,000
TOTAL SERVICES	66,460	96,000	87,209	94,197
<u>SUPPLIES</u>				
6210 Repair/Maintenance Supplies	3,361	0	0	5,000
TOTAL SUPPLIES	3,361	0	0	5,000
FUND TOTAL	96,727	102,158	100,087	105,355

City of Redlands

2014-2015

Adopted Budget

DEPARTMENT/DIVISION
 LANDSCAPE MAINTENANCE DISTRICT

FUND

LANDSCAPE MAINTENANCE DISTRICT FUND

ORGKEY

263300

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	3,539	3,544	2,721	3,544
4010 Overtime Salaries	8	0	0	0
4015 Banked Leave Buy Back	78	78	101	78
4050 Pension Contributions	762	766	612	766
4051 Fica/Medicare	280	290	216	290
4053 Deferred Compensation	43	26	26	26
4055 Health/Dental Insurance	628	625	608	625
4057 Disability Insurance	3	3	3	3
4058 Unemployment Insurance	16	16	18	16
4059 Life Insurance	3	0	3	0
4081 Eyecare Reimbursement	11	10	10	10
4084 Clothing Cash Payment	10	10	10	10
4085 Other Taxable Benefits	3	3	8	3
TOTAL SALARIES AND BENEFITS	5,384	5,371	4,336	5,371
<u>SERVICES</u>				
5300 Water, Sewer, Disposal	23,340	11,000	14,497	11,000
5310 Electricity & Gas	2,044	1,800	1,898	1,800
5350 Building/Grounds Maintenance	9,700	9,529	6,929	9,529
5870 General Govt Service Charge	2,310	2,300	2,340	2,300
TOTAL SERVICES	37,394	24,629	25,664	24,629
FUND TOTAL	42,778	30,000	30,000	30,000

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
DISASTER RECOVERY

FUND
DISASTER RECOVERY FUND

ORGKEY
270300

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	1,915	0	0	0
4050 Pension Contributions	352	0	0	0
4051 Fica/Medicare	147	0	0	0
4055 Health/Dental Insurance	257	0	0	0
4057 Disability Insurance	51	0	0	0
4059 Life Insurance	2	0	0	0
TOTAL SALARIES AND BENEFITS	2,724	0	0	0
<u>SERVICES</u>				
5880 Special Contractual Services	8,096	0	0	0
TOTAL SERVICES	8,096	0	0	0
<u>FIXED ASSETS</u>				
7230 Street Construction	53,695	55,881	55,881	0
TOTAL FIXED ASSETS	53,695	55,881	55,881	0
 FUND TOTAL	 64,515	 55,881	 55,881	 0

City of Redlands
2014-2015
Adopted Job Ledger Budget

<u>Fund</u> Disaster Recovery	<u>Department</u> Quality of Life	<u>Orgkey</u> 270300	
Job Ledger No.	Project/Program Description	FY 2014 12-Month Estimate	FY 2015 Budget Request
48018	City Creek Emergency Open 04-05	12,881	0
48021	City Creek Culvert Improvements	43,000	0

TOTALS	\$55,881	\$0
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**City of Redlands
2014-2015
Adopted Budget**

**Quality of Life
Solid Waste**

Program Descriptions:

The Solid Waste Division operates automated refuse, recycling, and green waste collection for approximately 19,000 single-family residential units. Commercial bin service is provided one to six days per week to 900 customers and commercial recycling service is provided to approximately 300 businesses. Roll-off bin service is provided using 160 roll-off bins, which are rented on a weekly basis. An un-staffed drop-off center is provided at the City Yard for residents and businesses that don't otherwise have an opportunity to recycle. As a community service, the Solid Waste Division provides cleanup of illegal dumping; educational activities with schools; and other solid waste education, including recycling and waste reduction for residents and businesses in Redlands.

Program Objectives:

- Comply with all local, state, and federal regulatory requirements (e.g., AB 939 State mandated waste diversion, landfill operating requirements, etc)
- Provide cost effective, high quality service to all solid waste customers
- Operate the landfill in an efficient and fiscally responsible manner
- Ensure that landfill regulatory requirements are met or exceeded
- To ensure continued compliance with increasing State diversion/recycling requirements, an additional staff member has been added to coordinate recycling projects and programs.

Significant Changes:

- A multi-family recycling grant was used to implement a recycling program and the Division exceeded AB 939 regulatory recycling requirements
- The Division has recently added five new automated side loaders to it's fleet in place of older diesel units.
- The Solid Waste Department remodeled the employee crew room and now offers a place for employees to cool down or have lunch.
- Installation of a security fence around the southern perimeter of the landfill to reduce invasive wildlife and trespassing.

Accomplishments for Fiscal Year 2013-2014:

- Solid Waste collected approximately 69,000 tons of refuse, 7,500 tons of recyclables, and 15,000 tons of green waste
- Landfill operations processed approximately 80,000 tons of refuse, including waste from an importation contract
- CalRecycle has found that the City of Redlands is meeting the requirements of AB 939, it has adequately implemented its diversion programs and has achieved the diversion requirement.

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
SOLID WASTE

FUND
SOLID WASTE FUND

ORGKEY
511401

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	1,761,864	1,975,316	1,930,993	2,273,840
4005 Salaries: Part Time	129,519	251,103	251,103	196,318
4010 Overtime Salaries	152,170	150,000	150,000	125,000
4012 Stand By	0	3,000	3,000	2,500
4015 Banked Leave Buy Back	69,318	45,930	43,510	47,736
4016 Compensated Absences	(31,046)	0	0	0
4050 Pension Contributions	379,599	444,177	420,656	417,744
4051 Fica/Medicare	159,513	186,619	172,779	190,421
4053 Deferred Compensation	9,313	10,394	10,023	11,205
4055 Health/Dental Insurance	477,094	511,553	457,176	509,005
4056 Worker's Comp Insurance	217,519	165,000	165,000	84,284
4057 Disability Insurance	16,742	16,880	15,597	22,459
4058 Unemployment Insurance	21,844	24,608	26,140	24,946
4059 Life Insurance	2,270	2,447	2,349	2,614
4081 Eyecare Reimbursement	3,057	8,725	8,725	9,334
4082 Clothing Allowance	8,575	8,800	8,425	5,214
4083 Uniform Rental	0	0	0	36,400
4084 Clothing Cash Payment	30	100	130	100
4085 Other Taxable Benefits	14,691	13,410	16,197	19,526
4086 Tuition Reimbursement	0	6,000	0	2,000
TOTAL SALARIES AND BENEFITS	3,392,072	3,824,062	3,681,803	3,980,646
<u>SERVICES</u>				
5103 Software Support/Development	0	1,500	750	1,500
5110 Architect & Engineer	75,647	189,034	125,000	189,034
5140 Legal Services	25,983	15,000	18,000	15,000
5141 Settlements/Judgements	0	0	7,500	0
5142 City Attorney Legal Service	21,620	25,000	22,020	25,000
5180 Medical/Physicals	345	2,500	1,750	2,500
5190 Other Professional Services	426,298	647,236	647,236	737,336
5240 Meeting & Professional Devlpmt	6,191	5,000	840	5,000

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
SOLID WASTE

FUND
SOLID WASTE FUND

ORGKEY
511401

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SERVICES (CONT)</u>				
5255 Travel Expense Reimbursement	49	2,500	2,250	2,500
5270 Printing and Binding	4,348	4,500	4,500	4,500
5275 Postage	202	6,500	350	6,500
5280 Advertising	1,014	850	1,281	850
5300 Water, Sewer, Disposal	2,939	4,000	2,705	4,000
5302 City Disposal	87,945	75,000	86,559	75,000
5303 Telephone	27,734	28,000	25,329	28,000
5310 Electricity & Gas	2,752	3,250	2,049	3,250
5350 Building/Grounds Maintenance	65,652	0	0	0
5360 Machinery & Equip Maint	73,012	60,000	55,000	60,000
5392 License & Permits	50,853	75,000	81,797	75,000
5395 Info Technology Services Charge	151,305	152,000	151,305	198,393
5396 City Garage Charges	1,675,151	1,675,150	1,675,150	1,837,925
5451 Retiree Health Insurance	755,622	250,000	180,000	180,000
5510 Land & Building Rent	3,415	3,600	3,074	3,600
5530 Clothing and Linen Rent	3,634	5,000	2,642	5,000
5580 Communications Svs & Rental	0	500	0	500
5590 Other Rentals	388	750	595	750
5720 Taxes	5,355	7,000	10,000	7,000
5722 Penalties & Interest	36	75	12	75
5760 Special Program Expenditures	184,576	0	0	0
5800 Subscriptions & Memberships	2,699	900	300	1,200
5840 Training	2,024	5,000	0	7,000
5870 General Govt Service Charge	559,273	559,273	604,714	577,364
5880 Special Contractual Services	480,409	785,000	785,000	755,000
5890 Landfill Tipping Charges	495	5,000	5,000	5,000
5898 State Mandated Fees	92,438	110,000	110,000	110,000
5950 Bad Debt Expense	22,247	75	64	75
5980 Billing Services	306,250	325,000	306,250	325,000
5995 Depreciation Expense	728,801	0	0	0
5996 Landfill Closure/PC Expense	262,503	0	0	0
TOTAL SERVICES	6,109,205	5,029,193	4,919,021	5,248,852

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
SOLID WASTE

FUND
SOLID WASTE FUND

ORGKEY
511401

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SUPPLIES</u>				
6120 Chemical & Lab Supplies	0	3,000	1,500	3,000
6140 Office Supplies	1,918	2,200	2,250	2,200
6160 Medical Supplies	0	1,000	500	1,000
6180 Turnouts/Uniforms/Safety Clothin	5,686	10,000	12,537	10,000
6190 Photo & Copying Supplies	0	1,000	0	1,000
6210 Repair/Maintenance Supplies	7,207	8,000	8,000	8,000
6310 Janitorial Supplies	4,473	6,500	5,397	6,500
6350 Building Supplies	0	825	514	825
6375 Computer Components	4,934	4,500	3,000	4,500
6410 Motor Vehicle Supplies	(413)	400	400	400
6500 Office Equipment & Furniture	940	5,000	5,000	5,000
6510 Small Tools & Equipment	6,136	6,500	4,831	6,500
6580 Damaged/Theft/Obsolete Stock	1,340	0	0	0
6590 Special Departmental Supplies	296,041	376,738	376,738	375,000
TOTAL SUPPLIES	328,262	425,663	420,666	423,925
<u>FIXED ASSETS</u>				
7100 Motor Vehicles	281,769	1,670,151	1,670,151	1,679,006
7140 All Other Equipment	0	109,034	109,034	61,000
7150 Other Betterments/Improvements	0	8,400	10,000	0
TOTAL FIXED ASSETS	281,769	1,787,585	1,789,185	1,740,006
<u>DEBT SERVICE</u>				
8100 Principal	0	114,424	114,424	0
8200 Interest	6,218	1,372	1,372	0
8300 Capitalized Expenditures	0	0	0	0
TOTAL DEBT SERVICE	6,218	115,796	115,796	0
FUND TOTAL	10,117,526	11,182,299	10,926,471	11,393,429

City of Redlands
2014-2015
Adopted Job Ledger Budget

<u>Fund</u> Solid Waste	<u>Department</u> Quality of Life	<u>Orgkey</u> 511401	
Job Ledger No.	Project/Program Description	FY 2014 12-Month Estimate	FY 2015 Budget Request
72001	Solid Waste General Administration	1,960,608	2,007,308
72020	Solid Waste Landfill - General	1,026,968	1,100,000
72032	Solid Waste Landfill - Maint & Operations	747,515	797,475
72040	Solid Waste Landfill - Quality Control	546,210	596,175
72060	Solid Waste Collection - General	1,685,000	1,735,000
72061	Solid Waste Green Waste Collection	850,000	900,000
72062	Solid Waste Residential Collection - Auto	1,300,000	1,350,000
72063	Solid Waste Residential Collection - Non-Auto	105,000	125,000
72066	Solid Waste Commercial Collection	1,850,000	1,900,000
72068	Solid Waste Special Collection	50,000	75,000
72090	Solid Waste Recycling	757,471	807,471
72100	Cal Recycle City/County Annual Grant	45,961	0
72069	Tire Amnesty Collection Grant	1,738	0
TOTALS		\$10,926,471	\$11,393,429

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
SOLID WASTE PROJECTS

FUND

SOLID WASTE PROJECTS FUND

ORGKEY

513401

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	543	0	0	0
4050 Pension Contributions	90	0	0	0
4051 Fica/Medicare	37	0	0	0
4055 Health/Dental Insurance	68	0	0	0
4059 Life Insurance	1	0	0	0
TOTAL SALARIES AND BENEFITS	739	0	0	0
<u>SERVICES</u>				
5110 Architect & Engineer	307,231	0	0	0
5190 Other Professional Services	0	25,000	25,000	0
5392 License & Permits	0	0	882	0
5880 Special Contractual Services	0	322,230	538,230	0
TOTAL SERVICES	307,231	347,230	564,112	0
<u>FIXED ASSETS</u>				
7650 Solid Waste/Landfill	2,114,577	0	0	0
TOTAL FIXED ASSETS	2,114,577	0	0	0
 FUND TOTAL	 2,422,547	 347,230	 564,112	 0

City of Redlands
2014-2015
Adopted Job Ledger Budget

<u>Fund</u>		<u>Department</u>	<u>Orgkey</u>	
Solid Waste Projects		Quality of Life	513401	
Job Ledger No.	Project/Program Description	FY 2014 12-Month Estimate	FY 2015 Budget Request	
72311	Landfill Site Work	200,000	0	
72103	Monitoring Equipment Relocation	179,112	0	
72101	IT Server Building (SW)	160,000	0	
72318	Gas Collection System	25,000	0	

TOTALS \$564,112 \$0

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
SOLID WASTE DEBT SERVICE

FUND
SOLID WASTE DEBT SERVICE FUND

ORGKEY
516401

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SERVICES</u>				
5030 Fiscal Agent Fees	0	0	4,496	5,000
5031 Cost of Issue	0	0	115,174	0
5190 Other Professional Services	0	0	0	1,000
5275 Postage	0	0	26	0
TOTAL SERVICES	0	0	119,696	6,000
<u>DEBT SERVICE</u>				
8100 Principal	0	0	0	1,115,000
8200 Interest	0	0	213,642	588,875
TOTAL DEBT SERVICE	0	0	213,642	1,703,875
 FUND TOTAL	 0	 0	 333,338	 1,709,875

**City of Redlands
2014-2015
Adopted Budget**

**Quality of Life
Citrus Groves**

Program Descriptions:

The City currently farms, through a local farming company, 16 separate citrus groves totaling approximately 210 acres. Several citrus varieties, including Navel Orange, Valencia Orange, Ruby Star Grapefruit, and Rio Grapefruit, are farmed within these groves. Department staff provides oversight of the farming contract and maintenance activities.

The Citrus Preservation Commission has been appointed by the City Council to advise staff and the City Council on both the technical and business matters relative to citrus grove management. Seventy acres of the City-owned groves are designated as Citrus Heritage Groves to be protected for future generations. The groves were primarily purchased with funds from Measure "O" and Park Acquisition Funds.

The Citrus Grove budget is presented in sixteen separate job ledger/programs in a separate enterprise fund, with the goal of being supported by revenue received from the sale of citrus products from these groves. The groves currently owned and maintained by the City are known as the Texas / Webster, Fifth Avenue, Judson, Prospect, I-10 California, Nevada / Palmetto No. 1 (Best), Nevada / Palmetto No. 2 (Ramirez), Nevada / Palmetto No. 3 (Daniels), Olive, Granite, Lugonia, Mullin Memorial, Jacinto Memorial, Riverview, University, and Mt. View Groves.

Program Objectives:

- Staff support for the Citrus Preservation Commission on matters of acquisition, improvement, preservation, operation, and retention of citrus properties within the City
- Efficiently, effectively, and economically manage the day-to-day operation of the groves, and market the crops to recover all costs of operation
- Preserve acreage in citrus production consistent with the City's historical and cultural heritage as a citrus growing community while providing an economic basis for supporting private citrus development and processing facilities

Accomplishments for Fiscal Year 2013-2014:

- Operated and maintained 210 acres of citrus groves
- Harvested 42, 196 field boxes of citrus for export domestically and internationally

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
GROVES

FUND
GROVES FUND

ORGKEY
538404

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	12,274	16,836	14,147	18,826
4005 Salaries: Part Time	0	878	500	0
4010 Overtime Salaries	5	0	14	0
4015 Banked Leave Buy Back	263	403	387	323
4050 Pension Contributions	2,647	3,944	3,189	3,615
4051 Fica/Medicare	918	1,397	1,079	1,406
4053 Deferred Compensation	167	297	219	299
4055 Health/Dental Insurance	2,166	3,233	3,302	3,492
4056 Worker's Comp Insurance	676	525	529	516
4057 Disability Insurance	4	0	0	0
4058 Unemployment Insurance	39	122	112	104
4059 Life Insurance	9	14	13	15
4081 Eyecare Reimbursement	22	50	45	55
4084 Clothing Cash Payment	20	0	0	4
4085 Other Taxable Benefits	8	33	18	33
TOTAL SALARIES AND BENEFITS	19,218	27,732	23,554	28,688
<u>SERVICES</u>				
5190 Other Professional Services	0	560	521	0
5275 Postage	61	200	0	200
5300 Water, Sewer, Disposal	35,420	31,332	15,303	31,000
5312 Electric Service: Facility Ops	41,650	53,000	40,713	53,000
5395 Info Technology Services Charge	272	272	272	357
5490 Other Insurance	6,322	5,513	5,575	9,555
5760 Special Program Expenditure	11,420,579	0	0	0
5730 Stock Assessment	0	13,320	0	13,000
5870 General Govt Service Charge	19,883	19,883	20,142	20,404
5880 Special Contractual Services	462,961	654,900	400,000	600,000
5898 State Mandated Fees	50	0	0	0
TOTAL SERVICES	11,987,198	778,980	482,526	727,516

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
GROVES

FUND
GROVES FUND

ORGKEY
538404

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SUPPLIES</u>				
6140 Office Supplies	0	100	100	100
6510 Small Tools & Equipment	0	1,000	500	1,000
6570 Water Meters & Fittings	0	200	200	200
6590 Special Departmental Supplies	0	2,500	500	2,500
TOTAL SUPPLIES	0	3,800	1,300	3,800
<u>DEBT SERVICE</u>				
8200 Interest	602	1,000	355	0
TOTAL DEBT SERVICE	602	1,000	355	0
 FUND TOTAL	 12,007,018	 811,512	 507,735	 760,004

City of Redlands
2014-2015
Adopted Job Ledger Budget

Department
Quality of Life

Fund
Groves

Orgkey
538404

Job Ledger No.	Project/Program Description	FY 2014 12-Month Estimate	FY 2015 Budget Request
76600	Groves General Administration	41,735	85,004
76610	Texas/Webster Grove	33,500	50,000
76616	Fifth Avenue Grove	10,000	30,000
76617	Judson Grove	37,000	50,000
76618	Prospect Grove	37,000	50,000
76622	I-10/California Grove	29,000	40,000
76623	Nevada/Palmetto Grove #1	59,000	70,000
76624	Olive Avenue Grove	15,000	25,000
76626	San Bernardino/Granite Grove	13,000	25,000
76627	Nevada/Palmetto Grove #2	10,000	25,000
76628	Nevada/Palmetto Grove #3	11,000	25,000
76629	Lugonia Avenue Groves	54,000	65,000
76630	Mullin Grove	32,000	45,000
76631	Jacinto Memorial Grove	10,000	25,000
76632	University Grove	50,000	60,000
76633	Riverview Grove	17,000	30,000
76634	Mountain View Grove	48,500	60,000

TOTALS	\$507,735	\$760,004
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**City of Redlands
2014-2015
Adopted Budget**

**Quality of Life
Cemetery Division**

Program Description:

Hillside Memorial Park is a historical cemetery consisting of fifty acres of developed land containing over 31,000 gravesites. The Cemetery also has 12.5 acres of undeveloped land for future use. The principal purpose of Hillside Memorial Park is to provide a place of reflection and remembrance. Hillside staff work with public and private organizations to provide the best possible services to the public. Ground space or mausoleum areas for both casket and cremation burials are available to accommodate various interring requests. Hillside Memorial Park conducts approximately 200 traditional and cremation services per year.

The cemetery is an enterprise fund organized to produce revenue to offset expenditures. Portions of the cemetery revenues are placed into an endowment fund to provide for future closure maintenance.

Program Objectives:

- Continue to modernize record keeping system to include computerized information storage and retrieval
- Computerize archived records to an electronic format for research
- Establish a Capital Improvement Program
- Reduce the Cemetery debt service
- Revise the Resolution that governs the Cemetery's activities

Accomplishments for Fiscal Year 2013-2014:

- Maintained 31,209 interments and processed 203 sites for interment services

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
CEMETERY

FUND
CEMETERY FUND

ORGKEY
562430

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	128,723	94,972	146,427	157,890
4005 Salaries: Part-Time	57,475	14,935	19,815	29,575
4010 Overtime Salaries	3,120	0	1,334	500
4015 Banked Leave Buy Back	3,539	2,209	1,271	3,601
4016 Compensated Absence	(2,496)	0	0	0
4050 Pension Contributions	27,967	19,873	30,742	29,085
4051 Fica/Medicare	14,614	8,577	12,973	14,735
4053 Deferred Compensation	41	177	98	179
4055 Health/Dental Insurance	35,444	26,398	29,277	28,487
4056 Worker's Comp Insurance	5,411	4,197	4,197	4,510
4057 Disability Insurance	1,346	902	1,438	1,641
4058 Unemployment Insurance	2,762	1,337	2,061	2,185
4059 Life Insurance	152	132	192	194
4081 Eyecare Reimbursement	450	468	15	693
4082 Clothing Allowance	550	550	275	500
4083 Uniforms	0	0	0	2,400
4084 Clothing Cash Payment	200	0	200	200
4085 Other Taxable Benefits	0	96	4,193	96
TOTAL SALARIES AND BENEFITS	279,298	174,823	254,508	276,471
<u>SERVICES</u>				
5034 Collection Agent/Bank Fees	8,157	5,500	6,000	5,500
5140 Legal Services	3,160	0	78	80
5190 Other Professional Services	0	0	2,605	2,605
5255 Travel/Expense Reimbursement	148	0	100	0
5270 Printing and Binding	374	0	0	0
5275 Postage	100	150	100	150
5280 Advertising	509	1,500	1,500	1,500
5300 Water, Sewer, Disposal	50,671	25,000	25,000	25,000
5303 Telephone	4,705	5,000	5,000	5,000
5310 Electricity & Gas	2,770	2,800	2,800	2,800

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
CEMETERY

FUND
CEMETERY FUND

ORGKEY
562430

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SERVICES (CONT)</u>				
5350 Building/Grounds Maintenance	2,970	3,000	3,000	3,000
5395 Info Technology Services Charge	3,428	3,500	3,500	4,495
5396 City Garage Charges	17,761	18,000	18,000	25,529
5451 Retiree Health Insurance	62,969	21,000	21,000	21,000
5570 Office Equip & Furn Rent	2,411	2,400	2,400	2,500
5740 Resale Materials	28,425	28,000	25,000	28,000
5870 General Govt Service Charge	55,259	55,260	55,977	56,705
5880 Special Contractual Services	3,611	2,000	2,000	10,000
5950 Bad Debt Expense	2,032	5,000	5,000	5,000
5995 Depreciation Expense	(6,380)	0	0	0
TOTAL SERVICES	243,080	178,110	179,060	198,864
<u>SUPPLIES</u>				
6140 Office Supplies	439	0	200	200
6180 Turnouts/Uniforms/Sfty Clothing	104	300	260	300
6210 Repair/Maintenance Supplies	3,681	5,000	5,000	5,000
6310 Janitorial Supplies	52	150	150	150
6510 Small Tools & Equipment	1,173	4,000	4,000	4,000
6560 Food	62	0	0	0
6590 Special Departmental Supplies	18,669	0	193	200
TOTAL SUPPLIES	24,180	9,450	9,803	9,850
<u>FIXED ASSETS</u>				
7140 All Other Equipment	0	0	0	14,000
TOTAL FIXED ASSETS	0	0	0	14,000
<u>DEBT SERVICE</u>				
8100 Principal	0	40,000	0	40,000
8200 Interest	3,581	10,000	4,000	10,000
TOTAL DEBT SERVICE	3,581	50,000	4,000	50,000
FUND TOTAL	550,139	412,383	447,371	549,185

**City of Redlands
2014-2015
Adopted Budget**

**Quality of Life
Redlands Municipal Airport**

Program Description:

This Division provides administration of airport land leases, tie downs, and airport public facilities and equipment. The Airport budget is presented in a separate enterprise fund with the goal of sustaining the program through airport revenue. The Airport Advisory Board has been appointed by City Council to advise staff and the City Council on all matters relating to airport management. Oversight is provided by department staff which coordinates airport maintenance activities and grant acquisition and administration through various divisions within the Department.

The airport encompasses 177 acres, with 126 hangars, 307 tie downs, and approximately 230 based aircraft. There are 9 businesses based at the airport.

Program Objectives:

- Maintain a safe aviation environment
- Provide regular inspection of airport public facilities and equipment and provide maintenance as required
- Administer the City-owned west ramp tie downs
- Administer four land leases
- Administer the airport storm water pollution prevention program
- Provide staff support to the Airport Advisory Board
- Provide routine maintenance and repair of runway lighting, security gates and other airport facilities

Accomplishments for Fiscal Year 2013-2014:

- Airport met with full FAA compliance and regulations for the use and operation of the facilities
- Hosted the 2014 Hangar 24 sponsored air show

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
AIRPORT

FUND
AVIATION OPERATING FUND

ORGKEY
564450

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	53,176	65,039	56,861	79,028
4010 Overtime Salaries	192	2,000	300	2,000
4015 Banked Leave Buy Back	1,071	1,569	4,993	1,527
4050 Pension Contributions	10,978	16,077	12,376	14,656
4051 Fica/Medicare	4,156	5,485	4,669	6,221
4053 Deferred Compensation	651	761	528	867
4055 Health/Dental Insurance	9,684	14,715	13,110	12,535
4056 Worker's Comp Insurance	676	524	524	516
4057 Disability Insurance	72	157	154	140
4058 Unemployment Insurance	264	460	314	512
4059 Life Insurance	50	67	60	75
4081 Eyecare Reimbursement	124	239	241	266
4084 Clothing Cash Payment	90	60	24	60
4085 Other Taxable Benefits	387	114	70	1,392
TOTAL SALARIES AND BENEFITS	81,571	107,267	94,224	119,795
<u>SERVICES</u>				
5110 Architect & Engineer	4,975	19,975	0	0
5140 Legal Services	0	0	1,185	2,000
5190 Other Professional Services	6,819	12,900	5,803	12,000
5240 Meeting & Professional Devlpmt	1,507	1,500	0	0
5255 Travel Reimbursement	0	50	0	0
5270 Printing and Binding	723	7,000	0	4,000
5275 Postage	253	500	100	200
5280 Advertising	1,188	3,000	848	1,000
5300 Water, Sewer, Disposal	6,116	4,000	4,121	4,100
5303 Telephone	1,300	2,000	920	1,000
5310 Electricity & Gas	20,602	20,000	19,092	20,000
5320 Janitorial Services	3,600	3,800	2,000	3,000
5340 Office Equipment Maintenance	0	500	200	500
5350 Building/Grounds Maintenance	15,978	42,000	26,000	42,000

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
AIRPORT

FUND

AVIATION OPERATING FUND

ORGKEY

564450

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SERVICES (CONT)</u>				
5392 License and Permits	1,359	1,000	0	1,000
5395 Info Technology Services Charge	1,093	1,093	14,093	1,432
5490 Other Insurance	7,277	13,000	11,739	13,000
5840 Training	206	300	0	300
5870 General Govt Service Charge	55,536	55,536	56,258	56,989
5880 Special Contractual Services	14,466	0	5,203	15,000
5950 Bad Debt Express	19,399	0	12,454	0
5995 Depreciation Expense	106,223	0	0	0
TOTAL SERVICES	268,620	188,154	160,016	177,521
<u>SUPPLIES</u>				
6140 Office Supplies	31	50	0	0
6210 Repair/Maintenance Supplies	18	500	1,390	5,000
6310 Janitorial Supplies	0	200	100	200
6350 Building Supplies	731	500	435	500
6510 Small Tools & Equipment	277	500	262	500
TOTAL SUPPLIES	1,057	1,750	2,187	6,200
<u>FIXED ASSETS</u>				
7150 Other Betterments/Improvement	577,583	0	0	0
TOTAL FIXED ASSETS	577,583	0	0	0
<u>DEBT SERVICE</u>				
8100 Principal	0	115,000	115,000	115,000
8200 Interest	3,717	10,000	10,000	10,000
TOTAL DEBT SERVICE	3,717	125,000	125,000	125,000
FUND TOTAL	932,548	422,171	381,427	428,516

City of Redlands
2014-2015
Adopted Job Ledger Budget

<u>Fund</u> Airport	<u>Department</u> Quality of Life	<u>Orgkey</u> 564450	
Job Ledger No.	Project/Program Description	FY 2014 12-Month Estimate	FY 2015 Budget Request
64001	Airport Admin & General	381,427	428,516

	TOTALS	\$381,427	\$428,516
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**City of Redlands
2014-2015
Adopted Budget**

**Quality of Life
Equipment Maintenance Division**

Program Description:

The Equipment Maintenance Division provides service, maintenance, repairs and safety inspections for vehicles and equipment assigned to the twenty-one divisions in the City of Redlands. Emphasis is placed on safety, preventive maintenance and compliance with air quality regulations. In addition to a fleet services coordinator, this division employs five mechanics. The mechanics inspect and repair everything from lawn mowers and weed-eaters to light, medium, heavy duty equipment, and public safety vehicles. The Equipment Maintenance Division is an internal service fund.

Program Objectives/Goals:

- Provide effective and reliable service
- Implement programs as required by the State of California and other regulatory agencies
- Increase training for mechanics to raise their skill level and update their knowledge pertaining to the computer and electronic technology on newer model vehicles and the alternative fuel converted vehicles.
- Added training to the technicians on usage of the Fleet Management Program (RTA).
- Implementation of a comprehensive fuel management.
- Reduce the number of vendors to help streamline the invoicing process with the garage and added support to finance and purchasing.
- Focus on Off Road Equipment and prepare a plan for replacement to meet CARB/DOORS regulations before its assigned deadline.

Accomplishments for Fiscal Year 2013-2014:

- Fleet maintained 406 vehicles, including rolling stock for the Police Department, Fire Department, Solid Waste, Parks Division, Senior Transportation Program, Wastewater Treatment, Code Enforcement and Public Works Engineering.
- Continuous checks and balances and growth with Vendors to help maintain: on/off site repairs, parts inventory, pricing and quality of parts.
- Adjusted shop hours to accommodate all divisions with repairs to units after hours for next day service.
- Implementation of Commercial Daily Truck logs, history files, 90 day inspection stickers. DOT/BIT compliant.
- Monthly meetings with division regarding fleet and garage improvements.

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
EQUIPMENT MAINTENANCE

FUND
EQUIPMENT MAINTENANCE FUND

ORGKEY
607500

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	376,288	337,944	356,277	355,043
4010 Overtime Salaries	17,808	18,000	18,000	12,000
4012 Stand By	1,219	1,500	1,500	1,300
4015 Banked Leave Buy Back	23,110	7,867	6,577	8,194
4016 Compensated Absences	(38,301)	0	0	0
4050 Pension Contributions	79,455	74,250	76,378	64,994
4051 Fica/Medicare	31,473	28,245	29,106	28,246
4053 Deferred Compensation	1,733	860	860	860
4055 Health/Dental Insurance	87,232	86,030	76,520	79,544
4056 Worker's Comp Insurance	10,822	8,500	8,500	7,256
4057 Disability Insurance	3,370	2,930	3,096	3,693
4058 Unemployment Insurance	3,178	2,821	2,373	2,821
4059 Life Insurance	420	410	412	410
4081 Eyecare Reimbursement	255	1,463	1,463	1,463
4082 Clothing Allowance	900	1,475	750	750
4083 Uniform Rental	7,365	9,000	9,000	7,500
4084 Clothing Cash Payment	200	0	40	100
4085 Other Taxable Benefits	1,499	150	241	390
TOTAL SALARIES AND BENEFITS	608,026	581,445	591,093	574,564

SERVICES

5034 Collection Agent/Bank Fees	1,633	850	1,600	1,600
5103 Software Support/Development	3,457	4,500	4,500	7,110
5140 Legal Services	11,401	0	17,155	7,500
5180 Medical/Physicals	120	250	75	250
5190 Other Professional Services	200	1,000	1,000	500
5240 Meeting & Professional Devlpmt	267	1,000	500	500
5255 Travel/Expense Reimbursement	285	0	0	500
5270 Printing and Binding	240	300	300	300
5275 Postage	430	725	50	100
5280 Advertising	963	1,000	638	1,000

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
EQUIPMENT MAINTENANCE

FUND
EQUIPMENT MAINTENANCE FUND

ORGKEY
607500

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SERVICES (CONT)</u>				
5303 Telephone	5,804	4,500	4,500	4,500
5310 Electricity & Gas	91	150	125	125
5340 Office Equipment Maintenance	0	150	0	0
5350 Building Grounds & Maintenance	62,376	45,000	35,000	45,000
5360 Machinery & Equip Maint	22,994	35,000	60,010	35,000
5365 Vehicle Maintenance	385,082	420,000	550,000	425,000
5392 License & Permits	13,593	9,500	9,500	9,500
5395 Info Technology Services Charge	12,191	12,500	12,500	15,985
5451 Retiree Health Insurance	146,927	65,000	73,500	73,500
5570 Office Equip & Furn Rent	2,411	5,000	2,414	2,500
5590 Other Rentals	318	40,000	35,000	20,000
5720 Taxes	10,894	15,000	10,353	12,000
5722 Penalties and Interest	2,488	3,000	1,726	2,100
5800 Subscriptions & Memberships	0	4,100	4,105	4,200
5840 Training	2,879	10,750	2,500	10,750
5870 General Govt Service Charge	250,530	250,531	250,531	257,086
5880 Special Contractual Services	25,052	0	0	73,000
5890 Landfill Tipping Charges	4,198	2,000	500	250
5950 Bad Debt Expense	289	350	150	350
5995 Depreciation Expense	17,292	0	0	0
TOTAL SERVICES	984,405	932,156	1,078,231	1,010,206
<u>SUPPLIES</u>				
6120 Chemical & Lab Supplies	1,375	500	0	500
6140 Office Supplies	1,339	1,000	2,000	2,000
6160 Medical Supplies	0	100	0	50
6180 Turnouts/Uniforms/Sfty Clothing	89	500	600	500
6210 Repair/Maintenance Supplies	429	500	500	500
6310 Janitorial Supplies	140	150	461	500
6375 Computer Components	4,067	15,000	10,000	15,000
6400 Equipment Parts	0	100	0	75

City of Redlands
2014-2015
Adopted Budget

DEPARTMENT/DIVISION
EQUIPMENT MAINTENANCE

<u>FUND</u>	<u>ORGKEY</u>
EQUIPMENT MAINTENANCE FUND	607500

	2012-13 ACTUAL (AUDITED)	2013-14 ADJUSTED BUDGET	2013-14 12 MONTH ESTIMATED	2014-15 COUNCIL ADOPTED
<u>SUPPLIES (CONT)</u>				
6410 Motor Vehicle Supplies	548,389	450,000	625,000	500,000
6420 Tires & Tubes	262,504	200,000	212,529	225,000
6430 Gasoline	555,556	475,000	490,000	480,000
6440 Compressed Natural Gas (LCNG)	475,929	475,000	475,000	480,000
6450 Oil and Lubricants	44,282	25,000	25,000	32,000
6460 Diesel Fuel	358,486	335,000	335,000	340,000
6470 Steel	0	1,000	0	0
6500 Office Equipment & Furniture	500	500	2,648	2,500
6510 Small Tools & Equipment	5,707	10,000	10,000	10,000
6560 Food	17	0	0	0
6580 Damaged/Theft/Obsolete Stock	99	0	0	0
6590 Special Departmental Supplies	614	500	6,325	5,000
TOTAL SUPPLIES	2,259,522	1,989,850	2,195,063	2,093,625
 <u>FIXED ASSETS</u>				
7140 All Other Equipment	0	25,000	48,008	0
TOTAL FIXED ASSETS	0	25,000	48,008	0
 FUND TOTAL	 3,851,953	 3,528,451	 3,912,395	 3,678,395

