

City of Redlands
2009-2010
Adopted Budget

Municipal Utilities and Engineering

Mission Statement:

The Municipal Utilities & Engineering Department is committed to responding to the changing needs of our community, to providing excellent customer service through professionalism, integrity, and efficient use of resources and to ensuring Redlands remains a distinctive place in which to live and work.

Municipal Utilities & Engineering is responsible to provide the following major services to the City and its residents:

- Water production and Water Distribution Administration and Operation.
- Non-potable Water and Non-Potable Water Distribution Administration and Operation.
- Wastewater Collection, Treatment, and Disposal Administration and Operation.
- Engineering Review and Inspection of Development Proposals for compliance with City Codes, Standards and other governmental requirements relating to land subdivisions, grading, drainage, public improvements within the City right of way and transportation matters.
- Management, Rehabilitation, and Replacement of Public improvements, such as, water mains, sewer mains, storm drains, streets, traffic signals, etc. to provide continued reliable service to the community.
- Development and Construction of New Public Facilities to protect and enhance community quality of life.

To provide these services, Municipal Utilities & Engineering Department is organized into operation functions and staff support functions. The staff support functions are Engineering, Regulatory Compliance, Water and Wastewater Operations and Customer Service/Utility Billing.

The administrative and general budget programs support each department function. All engineering and utilities operations are coordinated for efficient use of City resources. Municipal Utilities & Engineering has a total of 98 full-time and 4 part-time authorized positions.

Department Goals:

- Provide reliable service.
- Provide adequate public facilities to meet the General Plan requirements.
- Meet environmental and regulatory standards.
- Provide water, non-potable, and wastewater service at a price that is economical and recovers all costs of providing the service.
- Provide thorough, responsive, and timely review of development proposals.
- Provide a safe, maintained, and efficient transportation roadway system.
- Provide storm drain facilities that protect public and private property from flooding.
- Provide excellent customer service.
- Pursue and secure grant or low interest loan funds for public improvements.

City of Redlands
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 Adopted Budget

REVENUE DETAIL

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>PW ENGINEERING</u>				
3116 Grading/Paving Permits	212,675	250,000	40,000	40,000
3124 Plan Check	10,787	12,000	3,376	2,000
3130 Street Permits	694,494	880,000	400,000	400,000
3135 NPDES Permit	114,914	230,000	60,000	60,000
3142 Conditional Use Permit	11,273	13,000	10,000	10,000
3146 Building Moving	0	0	999	300
3148 CRA Review	7,765	8,000	5,500	5,500
3152 Map Review	18,160	17,000	20,000	20,000
3154 Environmental Impact	6,207	8,000	6,500	6,500
3175 Development Agreements	9,270	10,000	0	0
3305 Cost Recover/Reimb Expenditure	250	0	30	0
3316 WQMP Review Admin	118,094	120,000	10,000	10,000
3416 Street Trench Cut Fees	10,939	12,000	35,425	6,200
3530 Miscellaneous Receipts	320	2,000	0	0
3533 Misc Taxable Sales	2,290	2,000	1,200	1,200
TOTAL PW ENGINEERING	1,217,438	1,564,000	593,030	561,700
<u>GAS TAX (207)</u>				
3025 Gas Tax Prop 111 2105	421,760	400,000	300,000	300,000
3026 Gas Tax 2107	564,387	550,000	410,000	410,000
3027 Gas Tax Engineering Rcpts	7,500	7,500	0	0
3028 Gas Tax 2106	264,785	275,000	200,000	200,000
TOTAL GAS TAX	1,258,432	1,232,500	910,000	910,000
<u>MEASURE "I" (208)</u>				
3021 Measure I Sales Tax	1,070,462	1,000,000	820,000	800,000
3510 Investment Income	186,438	150,000	100,000	50,000
TOTAL MEASURE "I"	1,256,899	1,150,000	920,000	850,000

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REVENUE DETAIL

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>LOCAL TRANSPORTATION (209)</u>				
3200 State Grants	11,050	0	1,150,999	0
3205 State Reimbursement	0	0	855,000	0
3240 Traffic Congestion Relief	1,148,018	0	309,307	0
3250 Federal Grants	0	895,000	0	0
3305 Cost Recover/Reimb Expenditure	456,142	0	0	0
3510 Investment Income	226,961	100,000	75,000	40,000
3515 Land Sale Proceeds	0	0	3,920	0
TOTAL LOCAL TRANSPORTATION	1,842,172	995,000	2,394,226	40,000
<u>OPEN SPACE (227)</u>				
3250 Federal Grants	348,575	0	0	0
3510 Investment Income	79,953	40,000	40,000	30,000
3515 Land Sale Proceeds	0	0	115	0
3627 Open Space Acquisition Fees	167,303	200,000	35,000	35,000
TOTAL OPEN SPACE	595,830	240,000	75,115	65,000
<u>GENERAL CAPITAL IMPRVMT (240)</u>				
3200 State Grants	1,354,602	0	0	0
3250 Federal Grants	12,080	0	298,952	0
3530 Miscellaneous Receipts	44,100	0	0	0
3540 Other Grants	3,100	0	13,524	0
3590 Donations	536,288	0	23,048	0
TOTAL GEN. CAP. IMPRVMT	1,950,169	0	335,524	0
<u>PARK DEVELOPMENT (250)</u>				
3305 Cost Recover/Reimb Expenditure	32,479	0	0	0
3510 Investment Income	113,831	60,000	40,000	20,000
3625 Park Acquisition Fee	480,739	500,000	450,000	400,000
3724 Park Capital Improvement	69,618	0	0	0
TOTAL PARK DEVELOPMENT	696,666	560,000	490,000	420,000

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REVENUE DETAIL

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>PUBLIC FACILITIES DEV. (251)</u>				
3510 Investment Income	0	0	4,000	4,000
3600 Police Facilities	369,473	480,000	260,000	260,000
3601 Fire Facilities	448,296	600,000	210,000	210,000
3602 Fire Station No. 3	12,143	0	0	0
3603 Library Facilities	167,001	190,000	110,000	110,000
3604 General Government Facilities	503,405	580,000	410,000	410,000
3605 City Yard Facilities	80,462	0	0	0
TOTAL PUBLIC FACILITIES DEV.	<u>1,580,780</u>	<u>1,850,000</u>	<u>994,000</u>	<u>994,000</u>
<u>ARTERIAL STREET CONSTRUCTION (252)</u>				
3510 Investment Income	0	0	14,000	9,000
3630 Arterial Street Construction Fees	1,208,780	1,200,000	130,000	120,000
TOTAL STREET CONSTRUCTION	<u>1,208,780</u>	<u>1,200,000</u>	<u>144,000</u>	<u>129,000</u>
<u>TRAFFIC SIGNALS (253)</u>				
3510 Investment Income	0	0	7,500	4,000
3630 Traffic Signals Fees	468,948	200,000	0	26,000
TOTAL TRAFFIC SIGNALS	<u>468,948</u>	<u>200,000</u>	<u>7,500</u>	<u>30,000</u>
<u>FREEWAY INTERCHANGES (254)</u>				
3510 Investment Income	0	0	5,000	1,800
3630 Freeway Interchange Fees	136,086	590,000	90,000	75,000
TOTAL FREEWAY INTERCHANGES	<u>136,086</u>	<u>590,000</u>	<u>95,000</u>	<u>76,800</u>
<u>DISASTER RECOVERY (270)</u>				
3250 Federal Grants	56,353	0	0	0
TOTAL DISASTER RECOVERY	<u>56,353</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>STORM DRAIN CONSTRUCTION (405)</u>				
3510 Investment Income	115,301	60,000	45,000	22,000
3620 Storm Drain Fees	249,589	375,000	67,000	67,000
TOTAL STORM DRAIN CONST.	<u>364,890</u>	<u>435,000</u>	<u>112,000</u>	<u>89,000</u>

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REVENUE DETAIL

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>WATER (501)</u>				
3305 Cost Recover/Reimb Expenditure	19,934	0	46,452	20,000
3313 Non-Potable Water Usage	392,304	380,000	340,000	0
3380 Water Usage	14,518,060	14,050,000	15,118,707	14,400,000
3382 Irrigation Water Usage	1,450,592	1,400,000	1,620,985	1,440,000
3383 Fire Hydrant Water Usage	222,327	140,000	131,490	140,000
3384 Water Meter Install	64,332	40,000	44,658	40,000
3387 Frontage Charge	375,540	100,000	631,942	0
3388 "B" Contract Water Usage	71,259	80,000	90,593	80,000
3389 Fire Protection Water Usage	201,956	190,000	199,757	190,000
3510 Investment Income	871,486	560,000	325,000	362,000
3516 Sale of Surplus Property	11,115	0	0	0
3520 Rental Income	113,492	110,000	100,975	110,000
3530 Miscellaneous Receipts	82,311	80,000	252,356	80,000
3533 Misc Taxable Sales	4,646	0	1,543	0
3760 Bad Debt Recovery	1,639	0	1,002	0
TOTAL WATER	18,400,993	17,130,000	18,905,461	16,862,000
<u>WATER PROJECTS (503)</u>				
3510 Investment Income	21	0	0	0
TOTAL WATER PROJECTS	21	0	0	0
<u>WATER BOND PROJECTS (505)</u>				
3305 Cost Recover/Reimb Expenditure	758,118	0	0	0
3510 Investment Income	(9,740)	0	1,052	0
TOTAL WATER BOND PROJECTS	748,379	0	1,052	0
<u>WATER DEBT SERVICE (506)</u>				
3510 Investment Income	83,589	130,000	64,948	50,000
TOTAL WATER DEBT SERVICE	83,589	130,000	64,948	50,000

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	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SOURCE ACQUISITION (508)</u>				
3510 Investment Income	9,284	10,000	985	6,500
3551 Water Source Acq Residential	230,662	50,000	123,744	97,166
3552 Water Source Acq Non-Residen	196,650	90,000	100,320	0
TOTAL SOURCE ACQUISITION	436,596	150,000	225,049	103,666
<u>WATER CAPITAL IMPROVEMENT (509)</u>				
3369 Cap Improv Chrg Non-Res	1,333,435	600,000	911,985	528,324
3370 Cap Improv Chrg Resident	720,222	400,000	1,028	0
3510 Investment Income	25,934	10,000	12,500	25,000
TOTAL WATER CAPITAL IMPROVE	2,079,591	1,010,000	925,513	553,324
<u>SEWER SERVICE (521)</u>				
3305 Cost Recover/Reimb Expenditure	0	0	705	0
3366 Sewer Residential	4,260,905	4,400,000	3,925,263	4,413,000
3367 Sewer Non-Residential	1,779,499	1,800,000	1,682,529	1,606,300
3368 Septage Charge	119,639	110,000	93,187	110,000
3379 Recycled Water Useage	291,374	330,000	326,656	330,000
3387 Frontage Charge	232,633	70,000	155,893	0
3391 Joint Lab - Water Charges	116,193	90,000	0	90,000
3392 Joint Lab - Solid Wst Charges	23,622	30,000	283	30,000
3510 Investment Income	439,429	270,000	150,000	206,000
3515 Land Sale Proceeds	1,463,624	0	0	0
3520 Rental Income	13,200	10,000	0	10,000
3530 Miscellaneous Receipts	0	0	2,770	0
3533 Misc Taxable Sales	455	0	1,255	0
3760 Bad Debt Recovery	240	0	298	0
TOTAL SEWER SERVICE	8,740,812	7,110,000	6,338,839	6,795,300
<u>SEWER PROJECTS (523)</u>				
3305 Cost Recover/Reimb Expenditure	44,837	0	0	0
3510 Investment Income	1,930	0	0	0
TOTAL SEWER BOND PROJECTS	46,767	0	0	0

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	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SEWER DEBT SERVICE (526)</u>				
3510 Investment Income	173,850	94,000	45,686	55,000
TOTAL SEWER DEBT SERVICE	173,850	94,000	45,686	55,000
<u>SEWER CAPITAL IMPROVE (529)</u>				
3369 Cap Improv Chrg Non-Res	1,673,800	1,000,000	2,070,107	1,090,104
3370 Cap Improv Chrg Resident	512,250	400,000	42,900	0
3510 Investment Income	93,585	100,000	75,000	50,000
TOTAL SEWER CAPITAL IMPROVE	2,279,635	1,500,000	2,188,007	1,140,104
<u>NON-POTABLE WATER (541)</u>				
3313 Non-Potable Water Usage	0	0	442,000	445,000
TOTAL NON-POTABLE WATER	0	0	442,000	445,000
<u>NON-POTABLE CAPITAL IMPROVE (549)</u>				
3369 Cap Improv Chrg Non-Res	0	0	0	143,000
TOTAL SEWER CAPITAL IMPROVE	0	0	0	143,000
<u>UTILITY BILLING (608)</u>				
3305 Cost Recover/Reimb Expenditure	33	100	0	100
3385 Water Turn-On	85,429	95,000	86,750	95,000
3390 Utility Billing Service	965,000	1,001,925	1,001,758	937,707
3510 Investment Income	15,905	5,000	5,000	5,000
3511 Finance Charges	368,003	350,000	435,895	400,000
3512 Returned Check Charge	12,661	11,000	16,141	13,000
3530 Miscellaneous Receipts	37,391	40,000	36,174	40,000
TOTAL UTILITY BILLING	1,484,422	1,503,025	1,581,717	1,490,807

City of Redlands
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DEPARTMENT/DIVISION
PW ENGINEERING

FUND
GENERAL FUND

ORGKEY
101400

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	321,048	161,340	146,935	296,116
4010 Overtime Salaries	0	0	780	0
4015 Banked Leave Buy Back	2,585	2,846	30,281	6,382
4050 Pension Contributions	55,667	37,907	26,167	50,876
4051 Fica/Medicare	25,286	13,742	11,126	20,826
4053 Deferred Compensation	2,039	2,173	2,173	4,019
4055 Health/Dental Insurance	42,352	20,222	19,860	41,048
4056 Worker's Comp Insurance	0	0	0	129
4057 Disability Insurance	649	587	545	776
4058 Unemployment Insurance	2,363	1,075	762	1,731
4059 Life Insurance	218	203	119	247
4081 Eyecare Reimbursement	596	405	426	494
4084 Clothing Cash Payment	260	262	340	287
4085 Other Taxable Benefits	1,433	756	829	713
TOTAL SALARIES AND BENEFITS	454,496	241,518	240,343	423,643
<u>SERVICES</u>				
5190 Other Professional Services	134,962	52,355	280,000	310,000
5240 Meeting & Professional Devlpmt	544	5,000	2,000	2,000
5255 Travel Reimbursement	13	300	200	200
5270 Printing and Binding	2,115	1,000	300	500
5275 Postage	0	1,000	1,000	1,000
5303 Telephone	2,605	6,500	2,000	3,000
5340 Office Equipment Maintenance	7,507	700	200	1,000
5392 License & Permits	0	0	13,500	13,500
5395 Info Technology Services Charge	0	9,948	9,948	19,751
5396 City Garage Charges	21,198	24,025	24,025	15,302
5570 Office Equip & Furn Rent	9,234	13,500	16,000	0
5840 Training	0	0	700	0
5880 Special Contractual Services	296,119	431,000	72,400	72,400
TOTAL SERVICES	474,295	545,328	422,273	438,653

City of Redlands
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DEPARTMENT/DIVISION
 PW ENGINEERING

FUND
 GENERAL FUND

ORGKEY
 101400

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SUPPLIES</u>				
6130 Books & Supplies	657	0	1,500	1,000
6140 Office Supplies	7,066	7,000	3,500	5,000
6160 Medical Supplies	0	0	100	0
6510 Small Tools & Equipment	218	300	200	300
6590 Special Departmental Supplies	0	0	50	0
TOTAL SUPPLIES	7,942	7,300	5,350	6,300
<u>FIXED ASSETS</u>				
7070 Office Equipment	0	0	0	4,000
TOTAL FIXED ASSETS	0	0	0	4,000
 DIVISION TOTAL	 936,733	 794,146	 667,966	 872,596

City of Redlands
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Municipal Utilities and Engineering
Measure "I"
Local Transportation
Storm Drains

Program Description:

Street and storm drain capital improvement program. Measure "I" is a half cent sales tax levy approved by the voters to fund local transportation improvements. A portion of the Measure "I" allocation is provided to the City for the improvement of local roadways. The local transportation and storm drain funds are revenue collected from new development to provide revenues for master planned facilities need to accommodate impact associate with new development.

The capital improvement program provides for the construction of public improvements, such as street widening, resurfacing or reconstruction, traffic signals, storm drain pipelines and other related street of drainage improvements.

Program Objectives:

- Use funds, where feasible, as a match for State and Federal Grant Funds to implement significant capital improvement projects.
- Effectively use the financial resources to preserve and extend the useful service life of the public facilities.
- Use funds to acquire right-of-way necessary for the capital improvement project.
- Provide a safe, maintained, and efficient transportation roadway system.
- Provide storm drain facilities that protect public and private property from flooding.

Significant Program Changes:

None

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
MEASURE I

FUND
MEASURE I FUND

ORGKEY
208300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	19,924	59,318	45,769	95,468
4010 Overtime Salaries	0	0	146	0
4015 Banked Leave Buy Back	0	1,499	3,091	1,840
4050 Pension Contributions	3,465	11,560	8,080	17,007
4051 Fica/Medicare	1,368	4,790	3,289	7,258
4053 Deferred Compensation	523	992	810	1,959
4055 Health/Dental Insurance	510	6,665	5,210	8,491
4057 Disability Insurance	1	108	108	130
4058 Unemployment Insurance	43	360	275	390
4059 Life Insurance	11	51	32	55
4081 Eyecare Reimbursement	0	107	107	112
4084 Clothing Cash Payment	0	50	50	30
4085 Other Taxable Benefits	302	358	201	10
TOTAL SALARIES AND BENEFITS	26,147	85,858	67,168	132,750
<u>SERVICES</u>				
5140 Legal Services	0	50,000	0	0
5160 Auditing and Accounting	0	2,000	0	0
5190 Other Professional Services	2,394	0	0	0
5270 Printing and Binding	0	500	0	0
5275 Postage	0	300	0	0
5310 Electricity & Gas	124	0	0	0
5395 Info Technology Services Charge	748	1,008	1,007	1,003
5870 General Govt Service Charge	22,999	23,758	23,759	23,758
5880 Special Contractual Services	19,524	94,994	189,988	25,000
TOTAL SERVICES	45,789	172,560	214,754	49,761
<u>FIXED ASSETS</u>				
7230 Street Construction	484,197	1,586,467	2,135,275	3,240,674

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DEPARTMENT/DIVISION
MEASURE I

FUND
MEASURE I FUND

ORGKEY
208300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>FIXED ASSETS (CONT)</u>				
7250 Land Acquisitions	68,445	1,307,258	205,063	200,000
TOTAL FIXED ASSETS	552,642	2,893,725	2,340,338	3,440,674
 FUND TOTAL	 624,579	 3,152,142	 2,622,260	 3,623,185

City of Redlands
2009-2010
Adopted Job Ledger Budget

<u>Fund</u> Measure I	<u>Department</u> PW Engineering	<u>Orgkey</u> 208300	
Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request
41017	Redlands/Alabama Street Improvements	2,102,260	2,018,185
41026	Resurfacing Program 2009	500,000	0
41031	Transportation Project Management	20,000	0
41032	Resurfacing Program 2010	0	1,605,000

TOTALS	\$2,622,260	\$3,623,185
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DEPARTMENT/DIVISION
LOCAL TRANSPORTATION

FUND

LOCAL TRANSPORTATION FUND

ORGKEY

209300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	163,119	324,745	209,223	164,459
4005 Salaries: Part Time	245	0	0	0
4010 Overtime Salaries	0	0	274	0
4015 Banked Leave Buy Back	19,920	6,994	6,102	3,432
4050 Pension Contributions	28,306	58,254	36,481	28,599
4051 Fica/Medicare	12,421	25,390	15,795	12,608
4053 Deferred Compensation	1,466	2,912	1,409	2,284
4055 Health/Dental Insurance	19,717	43,988	25,406	21,762
4057 Disability Insurance	179	536	496	101
4058 Unemployment Insurance	574	1,753	857	802
4059 Life Insurance	120	250	155	114
4081 Eyecare Reimbursement	0	509	0	231
4084 Clothing Cash Payment	70	220	60	30
4085 Other Taxable Benefits	391	622	483	255
TOTAL SALARIES AND BENEFITS	246,528	466,172	296,741	234,677
<u>SERVICES</u>				
5110 Architect & Engineer	4,743	0	0	0
5190 Other Professional Services	34,363	182,925	102,880	0
5240 Meeting & Professional Developm	695	0	0	0
5270 Printing and Binding	1,536	1,000	0	0
5275 Postage	613	500	0	0
5395 Info Technology Services Charge:	2,986	4,019	4,019	4,005
5870 General Govt Service Charge	60,531	62,529	62,529	62,529
5880 Special Contractual Services	20,577	196,826	196,826	0
TOTAL SERVICES	126,044	447,798	366,254	66,534
<u>FIXED ASSETS</u>				
7150 Other Betterment/Improvement	309,268	2,342,960	855,000	0
7230 Street Construction	1,377,218	2,230,940	4,556,120	164,040

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DEPARTMENT/DIVISION
 LOCAL TRANSPORTATION

FUND
 LOCAL TRANSPORTATION FUND

ORGKEY
 209300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>FIXED ASSETS (CONT)</u>				
7250 Land Acquisitions	3,920	0	0	0
7256 Sports/Golf/Swim Complex	0	188,491	0	0
TOTAL FIXED ASSETS	1,690,406	4,762,391	5,411,120	164,040
FUND TOTAL	2,062,978	5,676,362	6,074,115	465,251

City of Redlands
2009-2010
Adopted Job Ledger Budget

Department
PW Engineering

Fund
Local Transportation

Orgkey
209300

Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request
41004	Engineering	384,838	301,211
41017	Redlands/Alabama Street Improvements	1,973,760	0
41006	Alabama Street Bridge	26,240	0
41020	Alabama Street at City Creek	22,960	164,040
41024	Resurfacing Program 2008 (Prop 1B Funding)	1,343,318	0
41025	Safe Routes to School - Cycle 5	495,000	0
41027	Safe Routes to School - Cycle 6	360,000	0
41028	Traffic Signals - Promenade	1,253,000	0
41029	Traffic Signal - Ford/Reservoir	214,999	0
41033	Safe Routes to School - Cycle 6	0	0

TOTALS	\$6,074,115	\$465,251
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City of Redlands

2009-2010

Adopted Budget

DEPARTMENT/DIVISION
GENERAL CAPITAL IMPROVEMENT

FUND

GENERAL CAPITAL IMPROVEMENT FUND

ORGKEY

240300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	27,614	0	3,393	0
4050 Pension Contributions	4,761	0	593	0
4051 Fica/Medicare	2,114	0	260	0
4053 Deferred Compensation	108	0	444	0
4055 Health/Dental Insurance	3,893	0	477	0
4058 Unemployment Insurance	26	0	0	0
4059 Life Insurance	19	0	2	0
TOTAL SALARIES AND BENEFITS	38,533	0	5,168	0
<u>SERVICES</u>				
5190 Other Professional Services	146,777	186,893	188,165	0
5270 Printing and Binding	7,941	0	0	0
5275 Postage	802	0	0	0
5280 Advertising	1,961	0	0	0
5300 Water, Sewer, Disposal	1,237	0	0	0
5310 Electricity & Gas	44	0	9,843	0
5312 Elec Service Function Facility	13,399	0	16,075	0
5350 Building/Grounds Maintenance	400	0	0	0
5360 Machinery & Equip Maint	0	0	7,167	0
5392 License & Permits	705	0	0	0
5880 Special Contractual Services	999	198,590	1,318	0
TOTAL SERVICES	174,265	385,483	222,568	0
<u>SUPPLIES</u>				
6510 Small Tools & Equipment	8,787	0	0	0
6590 Special Departmental Supplies	1,730	0	0	0
TOTAL SUPPLIES	10,517	0	0	0

City of Redlands

2009-2010

Adopted Budget

DEPARTMENT/DIVISION
GENERAL CAPITAL IMPROVEMENT

FUND

GENERAL CAPITAL IMPROVEMENT FUND

ORGKEY

240300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>FIXED ASSETS</u>				
7100 Motor Vehicles	118,232	0	0	0
7140 All Other Equipment	6,503	0	0	0
7150 Other Betterments/Improvement	0	8,843	270,971	0
7230 Street Construction	0	131,250	137,652	0
7256 Sports/Golf/Swim Complex	894,796	21,926	21,926	0
7270 Building Construction	521,225	117,198	6,415	0
7340 Purchase Water Shares	3,125	0	0	0
7700 Water Facilities	63,095	0	0	0
TOTAL FIXED ASSETS	1,606,976	279,216	436,964	0
FUND TOTAL	1,830,291	664,699	664,699	0

City of Redlands
2009-2010
Adopted Job Ledger Budget

<u>Fund</u>		<u>Department</u>		<u>Orgkey</u>
General Capital Improvement		PW Engineering		240300
Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request	
47013	Core Block Parking Structure	168,510	0	
47014	Downtown Parking Master Plan	132,108	0	
47015	Orange Blossom Trail	13,523	0	
47105	Sports Park	350,558	0	

TOTALS \$664,699 \$0

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
PARK DEVELOPMENT

FUND
PARK DEVELOPMENT FUND

ORGKEY
250300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5034 Collection Agent/Bank Fees	5,955	0	5,833	5,900
5190 Other Professional Services	2,530	0	4,789	0
5760 Special Program Expenditures	0	30,000	0	0
5870 General Govt Service Charge	11,007	0	9,600	9,600
5880 Special Contractual Services	0	28,970	1,347	0
TOTAL SERVICES	19,493	58,970	21,569	15,500
<u>FIXED ASSETS</u>				
7150 Other Betterments/Improvement	0	0	52,834	547,000
TOTAL FIXED ASSETS	0	0	52,834	547,000
<u>DEBT SERVICE</u>				
8100 Principal	40,719	42,002	42,002	43,325
8200 Interest	61,886	60,583	60,583	59,239
TOTAL DEBT SERVICE	102,605	102,585	102,585	102,564
 FUND TOTAL	 122,098	 161,555	 176,988	 665,064

City of Redlands
2009-2010
Adopted Job Ledger Budget

Department
PW Engineering

Fund
Park Development

Orgkey
250300

Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request
41200	Sports Park	108,418	108,464
41201	Dog Park	7,000	0
41202	Skate Park	17,000	0
41203	Terrace Park	32,570	556,600
41204	Special Park Projects	12,000	0

TOTALS	\$176,988	\$665,064
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City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
PUBLIC FACILITY DEVELOPMENT - POLICE

FUND
PUBLIC FACILITY DEVELOPMENT FUND

ORGKEY
251202

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	2,516	0	22,047	0
4010 Overtime Salaries	0	0	38	0
4015 Banked Leave Buy Back	0	0	70	0
4050 Pension Contributions	437	0	3,850	0
4051 Fica/Medicare	192	0	1,640	0
4053 Deferred Compensation	0	0	219	0
4055 Health/Dental Insurance	360	0	2,233	0
4058 Unemployment Insurance	0	0	49	0
4059 Life Insurance	2	0	12	0
TOTAL SALARIES AND BENEFITS	3,507	0	30,158	0
<u>SERVICES</u>				
5110 Architect & Engineer	0	0	6,570	0
5190 Other Professional Services	0	0	8,845	0
5270 Printing and Binding	735	0	0	0
5870 General Govt Service Charge	7,389	0	0	0
5880 Special Contractual Services	30,570	558,430	110,035	0
TOTAL SERVICES	38,695	558,430	125,450	0
<u>SUPPLIES</u>				
6210 Materials to Maintain	0	0	131	0
6590 Special Departmental Supplies	0	0	13,605	0
TOTAL SUPPLIES	0	0	13,736	0
<u>FIXED ASSETS</u>				
7150 Other Betterments/Improvement	0	0	520,798	0
7270 Building Construction	0	443,350	569,308	0
TOTAL FIXED ASSETS	0	443,350	1,090,106	0
DEPARTMENT TOTAL	42,202	1,001,780	1,259,450	0

City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 PUBLIC FACILITY DEVELOPMENT - PW

FUND
 PUBLIC FACILITY DEVELOPMENT FUND

ORGKEY
 251300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5870 General Govt Service Charge	24,226	0	19,800	19,800
TOTAL SERVICES	24,226	0	19,800	19,800
DEPARTMENT TOTAL	24,226	0	19,800	19,800
FUND TOTAL	66,428	1,001,780	1,279,250	19,800

City of Redlands
2009-2010
Adopted Job Ledger Budget

<u>Fund</u>		<u>Department</u>	<u>Orgkey</u>	
Public Facilities Fund		PW Engineering	251300	
Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request	
41102	Safety Hall Project 2009	1,279,250	19,800	

TOTALS	\$1,279,250	\$19,800
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City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 ARTERIAL STREET CONSTRUCTION

<u>FUND</u>				<u>ORGKEY</u>
ARTERIAL STREET CONSTRUCTION FUND				252304
	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5870 General Govt Service Charge	24,176	0	3,400	2,400
TOTAL SERVICES	24,176	0	3,400	2,400
FUND TOTAL	24,176	0	3,400	2,400

City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 TRAFFIC SIGNALS

FUND
 TRAFFIC SIGNALS FUND

ORGKEY
 253302

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5870 General Govt Service Charge	9,379	0	0	52
TOTAL SERVICES	9,379	0	0	52
FUND TOTAL	9,379	0	0	52

City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 FREEWAY INTERCHANGES

FUND
 FREEWAY INTERCHANGES FUND

ORGKEY
 254304

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5870 General Govt Service Charge	2,722	0	1,500	1,500
TOTAL SERVICES	2,722	0	1,500	1,500
FUND TOTAL	2,722	0	1,500	1,500

City of Redlands

2009-2010

Adopted Budget

DEPARTMENT/DIVISION
DISASTER RECOVERY - PW

FUND

DISASTER RECOVERY FUND

ORGKEY

270300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	6,974	0	0	0
4005 Salaries: Part Time	30	0	0	0
4050 Pension Contributions	1,207	0	0	0
4051 Fica/Medicare	536	0	0	0
4055 Health/Dental Insurance	1,193	0	0	0
4058 Unemployment Insurance	2	0	0	0
4059 Life Insurance	8	0	0	0
TOTAL SALARIES AND BENEFITS	9,950	0	0	0
<u>SERVICES</u>				
5240 Meeting & Professional Devlpmnt	2,892	0	0	0
5270 Printing and Binding	174	0	0	0
5275 Postage	14	0	0	0
5303 Telephone	243	0	0	0
TOTAL SERVICES	3,322	0	0	0
<u>SUPPLIES</u>				
6140 Office Supplies	651	0	0	0
TOTAL SUPPLIES	651	0	0	0
<u>FIXED ASSETS</u>				
7080 Computer Equipment	8,723	0	0	0
7230 Street Construction	0	55,881	55,881	0
TOTAL FIXED ASSETS	8,723	55,881	55,881	0
FUND TOTAL	22,647	55,881	55,881	0

City of Redlands
2009-2010
Adopted Job Ledger Budget

Department
PW Engineering

Fund
Disaster Recovery

Orgkey
270300

Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 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

2009-2010

Adopted Budget

DEPARTMENT/DIVISION
STORM DRAIN CONSTRUCTION

FUND

STORM DRAIN CONSTRUCTION FUND

ORGKEY

405300

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	16,194	110,753	64,167	14,761
4010 Overtime Salaries	0	0	142	0
4015 Banked Leave Buy Back	0	2,525	1,859	340
4050 Pension Contributions	2,816	20,274	11,294	2,566
4051 Fica/Medicare	1,134	8,673	4,811	1,112
4053 Deferred Compensation	370	1,234	270	266
4055 Health/Dental Insurance	763	14,933	9,356	1,771
4057 Disability Insurance	0	112	112	0
4058 Unemployment Insurance	37	621	444	65
4059 Life Insurance	9	88	51	9
4081 Eyecare Reimbursement	0	182	0	19
4084 Clothing Cash Payment	0	50	0	0
4085 Other Taxable Benefits	188	268	78	22
TOTAL SALARIES AND BENEFITS	21,511	159,713	92,584	20,931
<u>SERVICES</u>				
5190 Other Professional Services	13,216	8,500	8,500	0
5275 Postage	77	0	868	0
5392 License & Permits	1,285	0	0	0
5395 Info Technology Services Charge:	30	0	0	0
5870 General Govt Service Charge	8,739	3,871	3,872	3,872
5880 Special Contractual Services	2,000	128,622	92,000	0
TOTAL SERVICES	25,347	140,993	105,240	3,872
<u>FIXED ASSETS</u>				
7240 Storm Drain Construction	0	2,606,000	649,284	1,979,069
TOTAL FIXED ASSETS	0	2,606,000	649,284	1,979,069
FUND TOTAL	46,858	2,906,706	847,108	2,003,872

City of Redlands
2009-2010
Adopted Job Ledger Budget

Department
PW Engineering

Fund
Storm Drain Construction

Orgkey
405300

Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request
48023	Lugonia Avenue Storm Drain	132,930	0
48025	Church Street Storm Drain	92,000	0
48026	Stuart Avenue Storm Drain	622,178	0
48028	Downtown Storm Drain	0	2,003,872

TOTALS	\$847,108	\$2,003,872
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City of Redlands
2009-2010
Adopted Budget

Municipal Utilities and Engineering
Water

Program Description:

The Water Utility produces and distributes water to over 21,500 customers within its service area. In general, the service area includes the City of Redlands, Unincorporated Areas of the County (Mentone and Crafton areas), as well as the San Bernardino County Donut Hole area. The water utility operates and maintains over 400 miles of pipelines, approximately 3,000 fire hydrants, 16 reservoirs, two surface water treatment plants, 21 active potable and non-potable groundwater production wells, and 14 booster station facilities.

The water budget includes all water related operations, including water production, treatment and distribution, regulatory compliance, non-potable water operations, customer utility billing services, and water conservation.

Program Objectives:

- Provide adequate drinking water supply that conforms with all water quality requirements.
- Provide aesthetically pleasing drinking water.
- Deliver water at an economical rate that is sufficient to recover the cost associated with providing the service.
- Publish an annual consumer confidence report to customers to educate the public on the drinking water quality and water sources.
- Increase public water conservation awareness.
- Provide excellence customer service.

Significant Program Changes:

None

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
WATER

FUND
WATER FUND

ORGKEY
501403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	2,527,712	2,723,887	2,500,401	2,811,197
4005 Salaries: Part Time	56,778	45,014	25,463	109,775
4010 Overtime Salaries	158,629	165,500	131,015	157,665
4012 Stand By	59,339	60,000	41,581	30,000
4015 Banked Leave Buy Back	137,640	38,380	65,717	44,711
4016 Compensated Absences	(25,252)	0	0	0
4050 Pension Contributions	440,617	472,488	438,614	488,806
4051 Fica/Medicare	220,411	208,052	207,966	236,801
4053 Deferred Compensation	4,946	7,731	6,925	6,985
4055 Health/Dental Insurance	491,230	497,199	475,584	559,509
4056 Worker's Comp Insurance	176,228	72,650	72,650	156,900
4057 Disability Insurance	16,901	17,583	21,908	28,268
4058 Unemployment Insurance	18,709	19,652	18,296	21,380
4059 Life Insurance	2,750	2,811	2,817	2,810
4080 Vehicle Allowance	203	0	0	0
4081 Eyecare Reimbursement	4,562	5,660	1,148	6,223
4082 Clothing Allowance	9,625	9,765	10,354	12,004
4084 Clothing Cash Payment	698	874	996	0
4085 Other Taxable Benefits	6,656	10,032	7,236	9,769
4086 Tuition Reimbursement	445	6,800	3,581	40,000
TOTAL SALARIES AND BENEFITS	4,308,829	4,364,078	4,032,252	4,722,803
<u>SERVICES</u>				
5103 Software Support/Development	0	0	16,442	31,500
5110 Architect & Engineer	0	20,000	0	0
5140 Legal Services	20,268	20,000	5,256	0
5142 City Attorney Legal Service	0	0	29,767	30,354
5180 Medical/Physicals	746	1,000	1,041	1,550
5190 Other Professional Services	120,521	200,000	68,000	121,000
5240 Meeting & Professional Devlpmt	3,062	21,200	6,362	8,750
5255 Travel Reimbursement	42	300	660	750

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
WATER

FUND
WATER FUND

ORGKEY
501403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES (CONT)</u>				
5270 Printing and Binding	21,508	30,000	13,901	10,000
5275 Postage	8,842	18,575	18,560	12,300
5280 Advertising	1,824	5,200	857	20,450
5300 Water, Sewer, Disposal	2,343	4,300	3,001	6,500
5301 City Water	0	0	158,346	0
5303 Telephone	24,755	26,500	31,900	19,900
5310 Electricity & Gas	218,322	225,000	246,446	275,000
5312 Elec Service Function Facility	1,427,415	2,115,600	1,801,389	1,900,000
5313 Contract Service (Heating/AC)	1,161	4,372	36,500	47,500
5314 Gas Service Function Facility	2,271	2,200	1,715	2,200
5317 Service for Function Facility	127,930	203,447	198,321	225,300
5318 Energy for Treatment	51,451	80,000	44,234	75,000
5320 Janitorial Services	0	0	3,440	2,500
5340 Office Equipment Maintenance	0	300	2,434	0
5350 Building/Grounds Maintenance	0	0	2,400	5,000
5360 Machinery & Equip Maint	10,223	0	152,971	160,000
5392 License & Permits	37,220	45,050	45,000	45,000
5395 Info Technology Services Charge	268,607	324,481	324,426	333,138
5396 City Garage Charges	346,895	317,399	317,398	268,292
5451 Retiree Health Insurance	142,324	142,324	151,204	150,000
5510 Land and Building Rent	1,307	0	1,359	1,800
5570 Office Equip & Furn Rent	9,129	8,200	8,628	9,700
5580 Communications Svs & Rental	0	1,000	0	1,000
5590 Other Rentals	11,832	27,000	1,395	30,500
5710 Street Repairs	97,279	295,400	200,000	300,000
5720 Taxes	3,737	6,000	15,138	15,500
5730 Stock Assessment	556,609	500,000	500,000	500,000
5760 Special Program Expenditures	0	0	0	100,000
5800 Subscriptions & Memberships	6,831	16,900	15,000	14,500
5840 Training	3,830	22,800	5,989	11,500
5870 General Govt Service Charge	911,765	1,059,676	1,059,703	1,059,676
5880 Special Contractual Services	64,412	382,000	43,700	407,000

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
WATER

FUND
WATER FUND

ORGKEY
501403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES (CONT)</u>				
5890 Landfill Tipping Charges	2,610	1,500	1,416	1,500
5898 State Mandated Fees	0	5,000	0	0
5950 Bad Debt Expense	38,219	10,000	5,349	5,000
5980 Billing Services	480,000	500,962	500,877	468,027
5995 Depreciation Expense	1,848,320	0	0	0
TOTAL SERVICES	6,873,609	6,643,686	6,040,526	6,677,687
<u>SUPPLIES</u>				
6100 Purchased Water	368,618	300,000	95,000	350,000
6120 Chemical & Lab Supplies	241,067	375,600	296,876	376,000
6130 Books & Supplies	4,019	8,900	5,000	5,400
6140 Office Supplies	7,895	22,500	12,500	18,600
6160 Medical Supplies	597	500	1,428	1,650
6180 Clothing	5,184	5,800	11,218	12,300
6190 Photo & Copying Supplies	68	500	332	500
6210 Repair/Maintenance Supplies	606,412	1,002,000	870,497	1,023,750
6310 Janitorial Supplies	2,878	9,700	3,413	5,100
6375 Computer Components	0	0	1,788	500
6410 Motor Vehicle Supplies	175	200	442	700
6470 Steel	250	0	2,108	5,000
6500 Office Equipment & Furniture	8,019	29,000	2,043	7,700
6510 Small Tools & Equipment	41,941	88,912	54,439	86,200
6560 Food	311	1,800	496	2,500
6570 Water Meters & Fittings	54,651	150,000	36,500	130,000
6580 Damaged/Theft/Obsolete Stock	8,493	0	0	0
6590 Special Departmental Supplies	8,443	31,300	15,900	12,200
TOTAL SUPPLIES	1,359,020	2,026,712	1,409,981	2,038,100
<u>FIXED ASSETS</u>				
7100 Motor Vehicles	0	330,000	330,000	150,000

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
WATER

FUND
WATER FUND

ORGKEY
501403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>FIXED ASSETS (CONT)</u>				
7140 All Other Equipment	58,340	891,659	470,000	4,000
7150 Other Betterments/Improvement	0	343,000	0	0
7340 Purchase Water Shares	3,000	0	3,125	0
7700 Water Facilities	0	0	11,364	14,000
TOTAL FIXED ASSETS	61,340	1,564,659	814,489	168,000
 FUND TOTAL	 12,602,797	 14,599,135	 12,297,247	 13,606,590

City of Redlands
2009-2010
Adopted Job Ledger Budget

		<u>Department</u> MUED		
<u>Fund</u> Water			<u>Orgkey</u> 501403	
Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request	
71001	Water Admin & General	2,407,928	2,649,634	
71010	Water Engineering	339,096	498,064	
71020	Water Production & Operation - General	3,382,612	3,726,360	
71024	Water Production Maintenance	1,266,499	1,355,963	
71032	Water Treatment - HTWTP	378,057	467,794	
71034	Water Treatment - HHWTP	525,904	613,554	
71040	Water Quality - General	271,969	365,939	
71060	Water Distribution - General	3,523,947	3,598,127	
71090	Water Conservation Program	51,776	193,628	
71114	'B' Contract (Reimbursable)	103,225	107,109	
71115	'B' Contract (City)	23,186	14,862	
71116	South Mountain Water (Reimbursable)	23,048	15,556	

TOTALS	\$12,297,247	\$13,606,590
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City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
WATER PROJECTS

FUND

WATER PROJECTS FUND

ORGKEY

503403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5110 Architect & Engineer	219,719	1,000,667	2,987,743	1,133,000
5140 Legal Services	0	21,000	0	0
5190 Other Professional Services	58,373	1,134,253	311,355	202,000
5280 Advertising	174	0	0	0
5300 Water, Sewer, Disposal	4,251	0	322	0
5303 Telephone	458	0	487	0
5395 Info Technology Services Charge	43,523	0	0	0
5840 Training	1,682	0	0	0
5880 Special Contractual Services	91,900	116,033	16,150	40,000
TOTAL SERVICES	420,080	2,271,953	3,316,057	1,375,000
<u>SUPPLIES</u>				
6140 Office Supplies	617	500	0	0
6210 Repair/Maintenance Supplies	0	0	64,609	0
6500 Office Equipment & Furniture	7,442	0	0	0
6510 Small Tools & Equipment	2,086	0	0	0
6560 Food	29	0	0	0
6590 Special Departmental Supplies	6,369	5,000	0	0
TOTAL SUPPLIES	16,543	5,500	64,609	0
<u>FIXED ASSETS</u>				
7080 Computer Equipment	30,035	0	0	0
7150 Other Betterments/Improvement	92,660	0	2,880	0
7270 Building Construction	0	100,000	0	0
7700 Water Facilities	2,938,108	10,862,878	9,727,419	7,507,000
TOTAL FIXED ASSETS	3,060,803	10,962,878	9,730,299	7,507,000
FUND TOTAL	3,497,426	13,240,331	13,110,965	8,882,000

City of Redlands
2009-2010
Adopted Job Ledger Budget

<u>Fund</u> Water Projects	<u>Department</u> MUED	<u>Orgkey</u> 503403	
Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request
71300	General Administration	10,100	40,000
71301	Hinckley Expansion	1,401,587	0
71302	Water Rate Study	31,115	0
71303	Replacement of Chlorination	88,672	0
71305	SCADA System Upgrades	800,000	1,000,000
71307	Water Production Annual Replacement	0	835,000
71308	Water System Improvements	0	301,000
71316	Mater Plan Water Mains 2010	0	400,000
71320	Country Club Reservoir	47,560	0
71321	Master Planned Water Mains, Ph. III	0	0
71322	CIP Master Plan	150,472	0
71325	Highline Relocation	1,928,333	0
71329	Highline Relocation, Ph III	0	2,200,000
71340	CIP Pipeline Replacement Phase II	551,962	0
71341	Local Water Mains, Ph. III	3,848,483	0
71342	5th Avenue Booster Plant Rehab	28,000	0
71343	Local Water Mains, 2010	0	3,100,000
71360	1350 Zone Booster Station	4,856	0
71365	Utilities Building Improvements	200,000	107,000
71370	Sand Canyon Reservoir Rehab	0	555,000
71372	Country Club Reservoir No. 1 Replacement	1,500,000	0
71373	Reservoir Recoat/Rehab	1,250,000	0
71375	NOWF Well Equipment	1,045,489	0
71385	Master Planning and Studies	0	86,000
71386	Water Resources Management Plan	18,596	81,000
71390	Utilities Asset Valuation	33,529	0
71391	TCP/DBCP Case	15,000	15,000
71396	Utility Billing System	76,621	0
71397	Water Resources & Info Systems	75,090	162,000
71399	One Stop Permit Center (OSPC)	5,500	0
TOTALS		\$13,110,965	\$8,882,000

City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 WATER BOND PROJECTS

FUND
 WATER BOND PROJECTS FUND

ORGKEY
 505403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5300 Water, Sewer, Disposal	100	0	0	0
TOTAL SERVICES	100	0	0	0
<u>SUPPLIES</u>				
6590 Special Departmental Supplies	149	0	0	0
TOTAL SUPPLIES	149	0	0	0
<u>FIXED ASSETS</u>				
7700 Water Facilities	756,615	202,506	0	0
TOTAL FIXED ASSETS	756,615	202,506	0	0
FUND TOTAL	756,864	202,506	0	0

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
WATER DEBT SERVICE

FUND
WATER DEBT SERVICE FUND

ORGKEY
506403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5030 Fiscal Agent Fees	7,775	7,775	7,850	8,000
5190 Other Professional Services	0	0	761	800
5993 Amortization Expense	62,382	0	0	0
TOTAL SERVICES	70,157	7,775	8,611	8,800
<u>DEBT SERVICE</u>				
8100 Principal	0	1,797,905	1,797,905	1,877,301
8200 Interest	835,105	784,831	784,831	708,610
TOTAL DEBT SERVICE	835,105	2,582,736	2,582,736	2,585,911
 FUND TOTAL	 905,262	 2,590,511	 2,591,347	 2,594,711

City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 SOURCE ACQUISITION

FUND
 SOURCE ACQUISITION FUND

ORGKEY
 508403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5730 Stock Assessment	10	0	10	10
TOTAL SERVICES	10	0	10	10
<u>FIXED ASSETS</u>				
7340 Purchase Water Shares	6,000	100,000	3,125	50,000
TOTAL FIXED ASSETS	6,000	100,000	3,125	50,000
<u>DEBT SERVICE</u>				
8200 Interest	14,197	10,000	0	0
TOTAL DEBT SERVICE	14,197	10,000	0	0
FUND TOTAL	20,207	110,000	3,135	50,010

City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 WATER CAPITAL IMPROVEMENT

FUND
 WATER CAPITAL IMPROVEMENT FUND

ORGKEY
 509403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>FIXED ASSETS</u>				
7700 Water Facilities	0	30,000	0	0
TOTAL FIXED ASSETS	0	30,000	0	0
FUND TOTAL	0	30,000	0	0

City of Redlands
2009-2010
Adopted Budget

Municipal Utilities and Engineering
Wastewater

Program Description:

The Wastewater Utility collects sewage from approximately 18,000 customers within the service area. In general, the service area includes the City of Redlands, Unincorporated Areas of the County (Mentone and Crafton areas), as well as the San Bernardino County Donut Hole area. The wastewater utility includes the operation and maintenance of approximately 240 miles of sewer main, a sewer lift station, and a wastewater treatment plant. The wastewater treatment plant includes a water quality laboratory where routine regulatory compliance tests are performed.

The wastewater budget includes all wastewater related operations, including sewer collection system maintenance, sewage treatment and disposal, recycled water system operation and maintenance, laboratory operations and wastewater regulatory compliance.

Program Objectives:

- Provide adequate wastewater collection and treatment facilities that provide reliable service.
- Provide wastewater collection and treatment services at an economical rate that is sufficient to recover the cost associated with providing the service.
- Perform field inspection of collection system facilities to proactively identify and program sewer system facility rehabilitation or replacement capital projects.
- Clean and maintain sewer collection system mains annually with the entire system completed within a three year period.
- Reduce the potential for Sanitary Sewer System Overflows and provide 24hour-7day Emergency Response Team.
- Educate the residents and business on the problems associated with Fats, Oils and Grease (FOG) sewage disposal and implement FOG reduction program.
- Provide a regulatory compliance program, pretreatment program, for significant industrial dischargers.
- Meet sewage treatment and discharge requirements and recycled water service regulatory requirements.
- Provide excellent customer service.

Significant Program Changes:

None

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
SEWER SERVICE

FUND

SEWER SERVICE FUND

ORGKEY

521402

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	1,511,532	1,757,450	1,616,156	1,681,423
4005 Salaries: Part Time	11,220	39,000	0	0
4010 Overtime Salaries	67,345	104,200	48,341	50,000
4012 Stand By	23,159	23,500	30,058	30,000
4015 Banked Leave Buy Back	96,953	32,188	90,837	32,868
4016 Compensated Absences	28,268	0	0	0
4050 Pension Contributions	263,500	303,442	282,827	292,398
4051 Fica/Medicare	128,443	134,835	134,582	137,013
4053 Deferred Compensation	3,369	4,602	3,727	4,719
4055 Health/Dental Insurance	209,395	255,033	254,741	308,814
4056 Worker's Comp Insurance	81,966	43,590	39,983	4,677
4057 Disability Insurance	9,665	11,444	12,181	15,600
4058 Unemployment Insurance	9,380	12,486	10,171	13,120
4059 Life Insurance	1,617	1,785	1,793	1,874
4080 Vehicle Allowance	126	0	0	0
4081 Eyecare Reimbursement	3,267	3,597	3,200	3,779
4082 Clothing Allowance	4,050	9,344	4,050	4,290
4084 Clothing Cash Payment	242	0	10	0
4085 Other Taxable Benefits	8,435	9,439	7,698	6,759
4086 Tuition Reimbursement	0	0	103	5,000
TOTAL SALARIES AND BENEFITS	2,461,933	2,745,935	2,540,458	2,592,334

SERVICES

5103 Software Support/Development	0	0	37,806	28,300
5142 City Attorney Legal Service	0	0	8,930	9,106
5180 Medical/Physicals	190	600	309	800
5190 Other Professional Services	120,951	160,000	101,047	498,000
5240 Meeting & Professional Devlpmt	3,585	7,600	5,326	6,500
5255 Travel Reimbursement	101	0	3,220	2,500
5270 Printing and Binding	236	3,500	1,344	0
5275 Postage	1,193	2,200	943	1,200

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
SEWER SERVICE

FUND

SEWER SERVICE FUND

ORGKEY

521402

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES (CONT)</u>				
5280 Advertising	1,067	3,450	471	2,000
5300 Water, Sewer, Disposal	2,367	4,520	3,147	3,000
5303 Telephone	18,184	17,000	21,874	14,750
5312 Elec Service Function Facility	428,608	500,000	500,000	500,000
5313 Contract Service (Heating/AC)	75,503	75,000	42,231	75,000
5317 Service for Function Facility	875	5,000	0	0
5319 Sewer Line Services	29,964	35,000	35,000	51,000
5320 Janitorial Services	0	0	13,000	10,000
5350 Building/Grounds Maintenance	0	0	1,425	1,000
5360 Machinery & Equip Maint	24,735	0	58,927	55,000
5392 License & Permits	28,058	47,500	54,703	55,000
5395 Info Technology Services Charge	152,852	168,656	168,627	177,881
5396 City Garage Charges	142,831	133,878	133,855	69,878
5451 Retiree Health Insurance	52,845	52,845	58,022	58,022
5530 Clothing Linen Rent	0	0	21,788	25,000
5570 Office Equip & Furn Rent	3,491	6,500	3,491	3,491
5590 Other Rentals	458	10,000	21,200	15,000
5720 Taxes	5,737	5,800	6,174	6,500
5800 Subscriptions & Memberships	12,366	5,400	8,420	3,800
5840 Training	3,412	6,500	1,919	3,500
5870 General Govt Service Charge	352,920	425,262	425,262	425,262
5880 Special Contractual Services	360,606	492,905	194,925	260,000
5890 Landfill Tipping Charges	150	5,000	16,465	7,500
5950 Bad Debt Expense	23,415	0	0	0
5980 Billing Services	145,000	170,327	170,298	140,408
5995 Depreciation Expense	1,289,618	0	0	0
TOTAL SERVICES	3,281,317	2,344,443	2,120,148	2,509,398

SUPPLIES

6120 Chemical & Lab Supplies	484,808	504,509	413,001	425,000
6130 Books & Supplies	491	4,250	3,180	1,500

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
SEWER SERVICE

FUND
SEWER SERVICE FUND

ORGKEY
521402

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SUPPLIES (CONT)</u>			0	0
6140 Office Supplies	5,494	6,200	5,707	2,500
6160 Medical Supplies	241	200	572	600
6180 Clothing	1,441	1,500	3,659	800
6190 Photo & Copying Supplies	113	100	39	100
6210 Repair/Maintenance Supplies	93,964	81,598	77,908	103,500
6310 Janitorial Supplies	2,135	2,000	3,039	3,750
6350 Building Supplies	3,909	2,500	0	0
6375 Computer Components	0	0	9,811	1,500
6410 Motor Vehicle Supplies	91	150	229	0
6450 Oil and Lubricants	496	0	1,496	1,000
6500 Office Equipment & Furniture	768	3,500	144	0
6510 Small Tools & Equipment	36,868	12,000	10,000	10,200
6570 Water Meters & Fittings	0	0	186	0
6590 Special Departmental Supplies	2,888	2,300	4,088	2,700
TOTAL SUPPLIES	633,706	620,807	533,059	553,150
<u>FIXED ASSETS</u>				
7100 Motor Vehicles	0	25,000	15,000	45,000
7140 All Other Equipment	59,025	185,000	81,326	151,000
7745 Laboratory Equipment	0	0	36,386	10,000
TOTAL FIXED ASSETS	59,025	210,000	132,712	206,000
 FUND TOTAL	 6,435,981	 5,921,185	 5,326,378	 5,860,882

City of Redlands
2009-2010
Adopted Job Ledger Budget

<u>Fund</u> Sewer	<u>Department</u> MUED	<u>Orgkey</u> 521402	
Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request
73001	Wastewater Administration	1,138,122	1,179,609
73010	Wastewater Engineering	330,243	384,100
73020	Wastewater Treatment & Operations	998,327	1,753,616
73034	Wastewater Treatment Plant Maintenance	1,364,899	1,058,591
73040	Wastewater Quality Control	736,062	727,051
73041	Wastewater Industrial Waste Monitoring	104,560	105,207
73060	Wastewater Collection System - General	412,780	481,100
73072	Wastewater Joint Laboratory - Water	202,981	161,828
73074	Wastewater Joint Laboratory - Solid Waste	38,404	9,780
TOTALS		\$5,326,378	\$5,860,882

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
SEWER PROJECTS

FUND
SEWER PROJECTS FUND

ORGKEY
523402

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5110 Architect & Engineer	155,972	339,669	502,800	230,000
5140 Legal Services	0	7,000	0	0
5190 Other Professional Services	379,000	219,381	712,000	95,000
5280 Advertising	174	0	0	0
5392 License & Permits	69	0	0	0
5880 Special Contractual Services	3,823	0	435,640	0
TOTAL SERVICES	539,038	566,050	1,650,440	325,000
<u>SUPPLIES</u>				
6130 Books & Supplies	277	0	0	0
6210 Repair/Maintenance Supplies	0	0	40,696	0
6510 Small Tools & Equipment	6,109	0	0	0
TOTAL SUPPLIES	6,386	0	40,696	0
<u>FIXED ASSETS</u>				
7130 Communications Equipment	0	0	8,000	0
7140 All Other Equipment	23,975	0	10,200	0
Other Betterments/Improvement	0	0	15,625	0
7270 Building Construction	0	60,000	0	0
7600 Wastewater Facilities	1,118,657	3,980,895	2,319,039	1,289,000
TOTAL FIXED ASSETS	1,142,632	4,040,895	2,352,864	1,289,000
 FUND TOTAL	 1,688,055	 4,606,944	 4,044,000	 1,614,000

City of Redlands
2009-2010
Adopted Job Ledger Budget

<u>Fund</u> Sewer Projects	<u>Department</u> MUED	<u>Orgkey</u> 523402	
Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request
73301	Security Upgrades	120,000	0
73302	Sludge Removal Imhoff Tanks	0	0
73303	Solids Handling	800,000	0
73304	Phosphorus Treatment	0	0
73305	Peak Pond Liner Replacement	577,000	0
73306	Headworks Expansion	0	0
73308	Wastewater Rate Study	31,000	0
73312	Lab Water System Upgrade	55,000	0
73313	SCADA System Upgrades	60,000	100,000
73318	Digester Gas Co-firing & Siloxane Treatment	150,000	0
73319	Wastewater Replacement Program	135,000	300,000
73323	CIP Replacement Mains	51,000	0
73326	Benchmark Survey Update	20,000	0
73337	ECF Annual Service	534,900	0
73340	Master Planned Sewer Mains, Ph. I	110,000	
73341	Master Planned Sewer Mains 2010	0	100,000
73355	Local Collection Mains, Ph. II	1,160,000	
73356	Local Collection Mains 2010	0	1,000,000
73365	Utilities Building Improvements	112,000	64,000
73385	Master Planning and Study	117,000	50,000
73390	Utilities Asset Valuation	11,100	0
TOTALS		\$4,044,000	\$1,614,000

City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 SEWER BOND PROJECTS

FUND
 SEWER BOND PROJECTS FUND

ORGKEY
 525402

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5110 Architect & Engineer	0	22,615	0	0
TOTAL SERVICES	0	22,615	0	0
FUND TOTAL	0	22,615	0	0

City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 SEWER DEBT SERVICE

FUND
 SEWER DEBT SERVICE FUND

ORGKEY
 526402

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES</u>				
5030 Fiscal Agent Fees	7,775	7,775	7,850	8,000
5190 Other Professional Services	0	0	761	800
5993 Amortization Expense	61,527	0	0	0
TOTAL SERVICES	69,302	7,775	8,611	8,800
<u>DEBT SERVICE</u>				
8100 Principal	0	1,169,902	1,169,902	1,220,899
8200 Interest	694,747	664,820	664,820	615,961
TOTAL DEBT SERVICE	694,747	1,834,722	1,834,722	1,836,860
FUND TOTAL	764,049	1,842,497	1,843,333	1,845,660

City of Redlands
 2009-2010
 Adopted Budget

DEPARTMENT/DIVISION
 SEWER CAPITAL IMPROVEMENT

FUND
 SEWER CAPITAL IMPROVEMENT FUND

ORGKEY
 529402

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>FIXED ASSETS</u>				
7600 Wastewater Facilities	0	100,000	0	0
TOTAL FIXED ASSETS	0	100,000	0	0
FUND TOTAL	0	100,000	0	0

City of Redlands
2009-2010
Adopted Budget

Municipal Utilities and Engineering
Nonpotable Water

Program Description:

The Nonpotable Water Utility produces and distributes water to an increasing number of customers in an effort to preserve our precious water resources. In general, nonpotable water is available in the eastern portion City's service area and other areas within the City. The City is always looking to increase the use of nonpotable and requires new developments to install nonpotable facilities when nonpotable water is or will become available.

The nonpotable water budget includes all water related operations, including water production and distribution, regulatory compliance, operations.

Program Objectives:

- Provide adequate nonpotable water supply that conforms with all water quality requirements and customer needs.
- Deliver water at an economical rate that is sufficient to recover the cost associated with providing the service.
- Increase public water conservation awareness.
- Provide excellence customer service.

Significant Program Changes:

None

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
NONPOTABLE WATER

FUND
NONPOTABLE WATER FUND

ORGKEY
541403

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	0	0	0	17,938
4015 Banked Leave Buy Back	0	0	0	428
4050 Pension Contributions	0	0	0	3,056
4051 Fica/Medicare	0	0	0	1,321
4053 Deferred Compensation	0	0	0	94
4055 Health/Dental Insurance	0	0	0	2,124
4057 Disability Insurance	0	0	0	148
4058 Unemployment Insurance	0	0	0	100
4059 Life Insurance	0	0	0	14
4081 Eyecare Reimbursement	0	0	0	29
4082 Clothing Allowance	0	0	0	52
4085 Other Taxable Benefits	0	0	0	78
TOTAL SALARIES AND BENEFITS	0	0	0	25,382
<u>SERVICES</u>				
5312 Elec Service Function Facility	0	0	0	100,000
5350 Building/Grounds Maintenance	0	0	0	5,000
5710 Street Repairs	0	0	0	1,500
TOTAL SERVICES	0	0	0	106,500
<u>SUPPLIES</u>				
6210 Repair/Maintenance Supplies	0	0	0	10,000
6570 Water Meters & Fittings	0	0	0	10,000
TOTAL SUPPLIES	0	0	0	20,000
 FUND TOTAL	 0	 0	 0	 151,882

City of Redlands
2009-2010
Adopted Job Ledger Budget

Department
MUED

<u>Fund</u> Nonpotable Water			<u>Orgkey</u> 541403
Job Ledger No.	Project/Program Description	FY 2009 12-Month Estimate	FY 2010 Budget Request
74001	Nonpotable Admin & General	0	9,542
74020	Nonpotable Production & Operation	0	107,398
74030	Nonpotable Maintenance	0	10,898
74040	Nonpotable Distribution	0	24,044

TOTALS \$0 \$151,882

City of Redlands
2009-2010
Adopted Budget

Municipal Utilities and Engineering
Customer Service Section

Program Description:

The Customer Service Section is responsible for billing customers for municipal utilities and other services provided by the City, which currently include water service, wastewater service, solid waste service, street cleaning, and household hazardous waste. Over 21,500 customers are billed on a bi-monthly basis. The Customer Service staff provides customer service relating to the billing function, including opening accounts for new customers, closing accounts, and billing statement inquiries. The Customer Service office is in Suite 15A at the Civic Center, which is in close proximity to the City Treasurer's office where the municipal services bills are paid, to be convenient to customers.

The Customer Service Section budget is presented in one program in a separate internal service fund, which is supported by the operating funds in water, wastewater, and solid waste.

Program Objectives:

- Provide clear, consistent, accurate, and equitable billing for municipal services to utility customers in the City's service area.
- Provide service at a price which is economical and recovers all costs internally from the Utilities funds it serves, for postage, supplies, and service costs reasonably borne.
- Increase awareness of, and participation in, the automated payment program, 1-2-3 Done!, and the credit and debit card payment program, Speedpay.

Significant Program Changes:

- Provide customers 24/7 on-line access to utility account information.

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
CUSTOMER SERVICE

FUND
UTILITY BILLING FUND

ORGKEY
608405

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SALARIES AND BENEFITS</u>				
4000 Full Time Salaries	561,795	599,539	536,604	590,059
4010 Overtime Salaries	1,517	3,000	1,500	2,500
4015 Banked Leave Buy Back	18,627	6,904	11,976	5,960
4016 Compensated Absences	(167,410)	0	0	0
4050 Pension Contributions	96,860	102,855	93,358	99,161
4051 Fica/Medicare	44,568	46,353	42,503	48,725
4053 Deferred Compensation	860	1,027	1,027	1,026
4055 Health/Dental Insurance	118,744	127,241	128,607	133,713
4056 Worker's Comp Insurance	28,688	29,060	29,060	0
4057 Disability Insurance	3,429	4,043	4,413	5,407
4058 Unemployment Insurance	4,596	5,391	4,632	5,176
4059 Life Insurance	761	1,353	773	769
4080 Vehicle Allowance	25	0	0	0
4081 Eyecare Reimbursement	1,117	1,539	1,000	1,550
4082 Clothing Allowance	825	880	825	880
4084 Clothing Cash Payment	1,608	1,614	1,610	1,620
4085 Other Taxable Benefits	4,584	4,552	3,620	4,635
4086 Tuition Reimbursement	1,906	0	0	0
TOTAL SALARIES AND BENEFITS	723,101	935,350	861,508	901,181
<u>SERVICES</u>				
5034 Collection Agent/Bank Fees	0	250	0	250
5103 Software Support/Development	0	134,300	134,300	0
5140 Legal Services	0	0	4,625	0
5190 Other Professional Services	0	0	1,000	0
5240 Meeting & Professional Devlpmt	239	4,000	1,500	3,000
5255 Travel Reimbursement	0	0	400	100
5270 Printing and Binding	24,107	30,000	30,000	33,000
5275 Postage	65,775	83,550	75,000	83,000
5303 Telephone	6,795	8,500	8,500	8,500
5340 Office Equipment Maintenance	4,829	7,000	6,500	2,000

City of Redlands
2009-2010
Adopted Budget

DEPARTMENT/DIVISION
CUSTOMER SERVICE

FUND
UTILITY BILLING FUND

ORGKEY
608405

	2007-08 ACTUAL (AUDITED)	2008-09 ADJUSTED BUDGET	2008-09 12 MONTH ESTIMATED	2009-10 COUNCIL ADOPTED
<u>SERVICES (CONT)</u>				
5395 Info Technology Services Charge	139,894	167,487	167,487	319,520
5396 City Garage Charges	31,760	15,118	15,118	22,443
5451 Retiree Health Insurance	0	9,491	0	0
5570 Office Equip & Furn Rent	3,491	3,491	3,491	3,491
5590 Other Rentals	970	0	990	0
5580 Communications Svs & Rental	0	200	0	0
5800 Subscriptions and Memberships	1,321	1,740	1,019	1,000
5840 Training	5,940	5,000	300	4,000
5870 General Govt Service Charge	59,095	56,495	56,495	56,495
5880 Special Contractual Services	109,053	25,700	15,000	25,000
TOTAL SERVICES	453,270	552,322	521,725	561,799
<u>SUPPLIES</u>				
6140 Office Supplies	4,454	6,000	5,000	5,000
6160 Medical Supplies	0	0	29	25
6180 Clothing	89	200	144	200
6190 Photo & Copying Supplies	157	100	39	100
6210 Repair/Maintenance Supplies	428	1,000	400	500
6310 Janitorial Supplies	54	100	125	0
6410 Motor Vehicle Supplies	12	0	12	0
6500 Office Equipment & Furniture	0	3,200	0	0
6510 Small Tools & Equipment	89	100	175	300
6590 Special Departmental Supplies	6,649	15,250	4,000	7,000
6630 Audio- Visual Materials	0	0	944	0
TOTAL SUPPLIES	11,932	25,950	10,868	13,125
 FUND TOTAL	 1,188,303	 1,513,622	 1,394,101	 1,476,105

