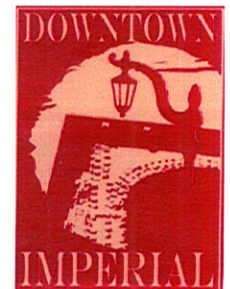


MUNICIPAL BUDGET FISCAL YEAR 2011 – 2012

& PROPOSED FISCAL YEAR 2012 – 2013

ADOPTED JUNE 29, 2011

Printed by: Finance Department



CITY COUNCIL
Mark Gran - Mayor
Doug Cox - Mayor Pro - Tem
Rick Breland - Council Member
Geoff Dale - Council Member
Betty Sampson - Council Member

CITY CLERK
Debra Jackson

CITY TREASURER
Stacey Cox

CITY OF IMPERIAL

INCORPORATED 1904



CITY HALL
420 South Imperial Avenue
Imperial, California 92251
City Hall (760) 355-4371
Fax (760) 355-4718
<http://www.imperial.ca.gov>

CITY ATTORNEY
Dennis Morita
Dennis H. Morita A.P.C.

Vision & Mission Statement

Adopted January 16, 2002

Our Vision:

A rebuilt and redeveloped City anchored by an attractive, well-maintained central business district, quality residential areas and subdivisions, excellent schools and an economically vibrant business community, all contributing to a socially diverse and culturally rich city with a strong sense of identity, pride, and environmental awareness, and governed by an active community - involved citizenry focused on the principle of stewardship.

Our Mission:

To promote and provide for the safety, health and welfare of our citizens and business community, it is the Mission of the City of Imperial through its elected officials, appointed officials, employees and volunteers to:

- Provide customer service in a professional, cost-effective and innovative manner, consistent with the values of integrity, teamwork, stewardship, competence, politeness and respect.
- Provide land use planning direction that preserves City heritage and quality of life while promoting community improvement and economic development.
- Commit appropriate revenues to fund innovative, high quality, cost-effective City programs and services while maintaining adequate reserves for unforeseen event or opportunities.
- Regularly evaluate City programs and services and revise them when appropriate.
- Seek the involvement of citizens in City government and planning, and foster civic leadership.

RESOLUTION NO. 2011-50

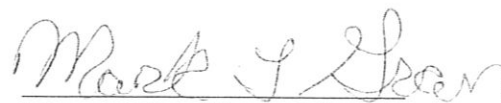
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA ADOPTING ITS 2011-2012 FISCAL YEAR BUDGET

WHEREAS, a proposed budget having been presented to and considered by the City Council during its special meeting of June 29, 2011:

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:


1. The Budget for fiscal year 2011-2012 as presented during its special meeting of June 29, 2011, is hereby approved.
2. The City Manager may approve line item budget transfers not to exceed \$5,000. Any budget amendments exceeding \$10,000.00 must be approved by action of the City Council.

APPROVED AND ADOPTED at a special meeting of the City Council of the City of Imperial this 29th day of June 2011.



Mayor, City of Imperial

ATTEST:



City Clerk

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)ss
CITY OF IMPERIAL)

I, the undersigned, City Clerk of the City of Imperial, DO HEREBY CERTIFY that the foregoing Resolution No. 2011-50 was duly and regularly adopted at a Special meeting of the City Council of the City of Imperial held on the 29th day of June, 2011, by the following vote:


AYES: BRELAND, COX, DALE, SAMPSON, AND GRAN

NAYES: NONE

ABSENT: NONE

ABSTAIN: NONE

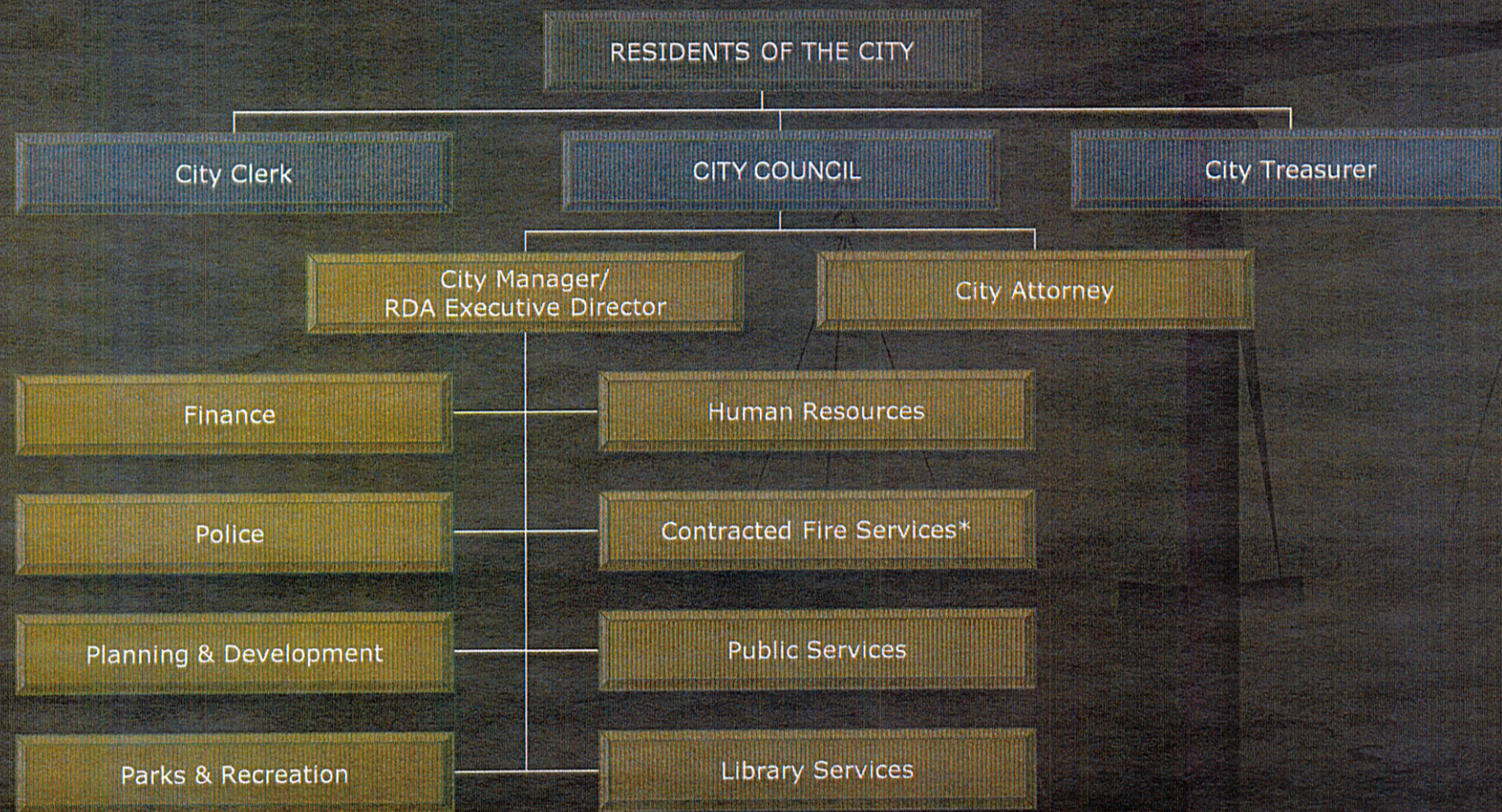
MOTION CARRIED 5-0



DEBRA JACKSON, CITY CLERK
CITY OF IMPERIAL, CALIFORNIA

CITY OF IMPERIAL

ORGANIZATIONAL CHART FY 2011-2012



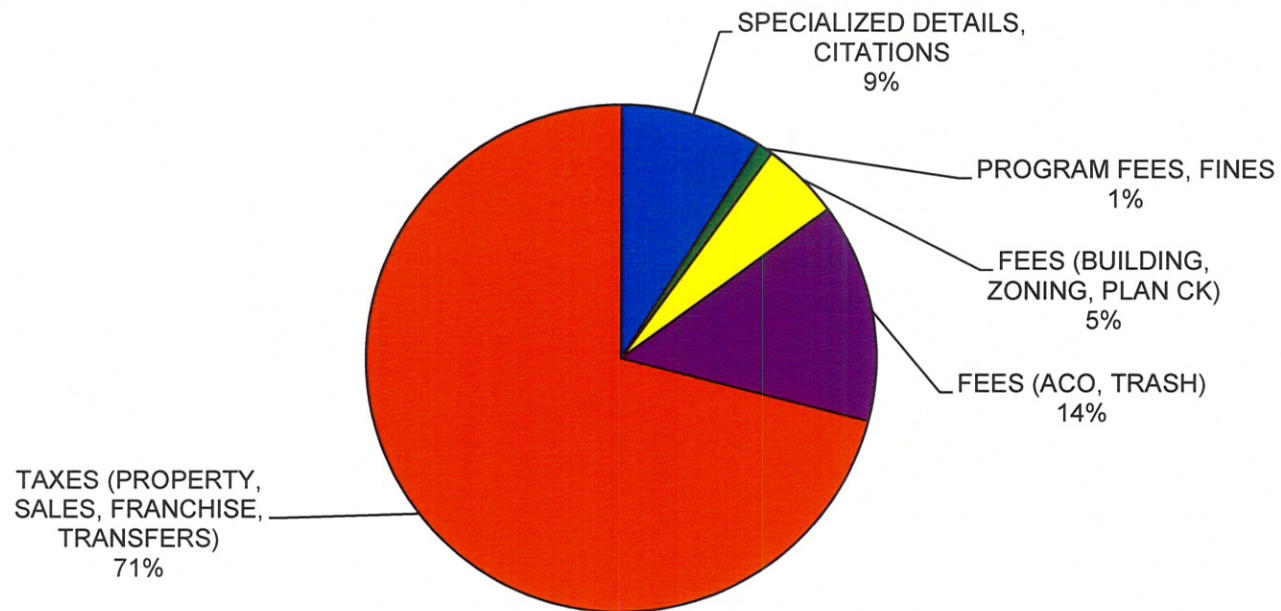
* Imperial County

Total City Position Allocations 67.75

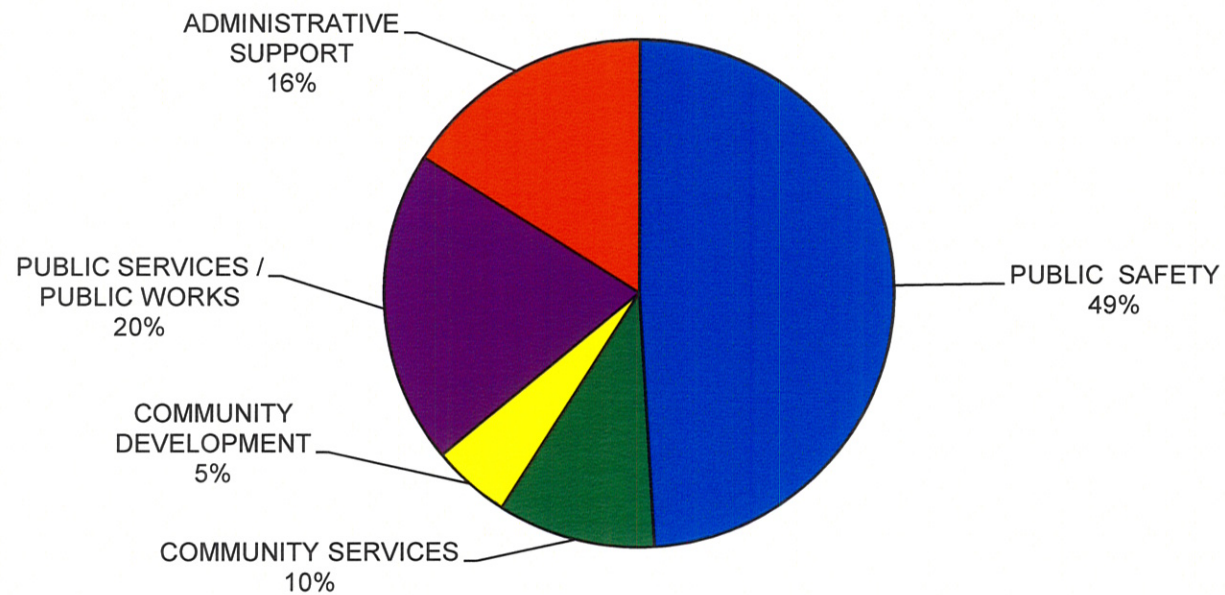
GENERAL FUND

SOURCE OF FUNDS

FISCAL YEAR 2011 - 2012



GENERAL FUND USE OF FUNDS *FISCAL YEAR 2011 - 2012*



CITY OF IMPERIAL

REVENUE AND EXPENDITURES - ALL FUNDS

FISCAL YEAR JULY 1, 2011 - JUNE 30, 2012

<u>FUND</u>	<u>06/30/11 ENDING BALANCE</u>	<u>REVENUES</u>	<u>EXPENSES</u> <u>OPERATION</u>	<u>CAPITAL</u>	<u>FISCAL YEAR SURPLUS / NEED</u>	<u>06/30/12 ENDING BALANCE</u>
GENERAL FUND	2,942,059	6,586,178	6,707,893	12,500	-134,215	2,807,844
SPECIAL / RESTRICTED REVENUE	6,020,580	4,680,565	1,762,505	3,723,673	-805,613	5,214,967
WATER FUND						
OPERATIONS	1,486,405	3,652,197	2,948,048	760,000	-55,851	1,430,554
CAPACITY	995,929	158,174	0	0	158,174	1,154,103
WASTEWATER FUND						
OPERATIONS	285,896	2,952,500	2,085,928	750,000	116,572	402,468
CAPACITY	2,201,085	131,812	0	0	131,812	2,332,897
REDEVELOPMENT AGENCY						
LOW TO MODERATE HOUSING	4,574,445	355,500	283,514	3,000,000	-2,928,014	1,646,431
PROJECTS	3,339,729	14,500	1,306,873	2,027,747	-3,320,120	19,609
DEBT SERVICE	1,943,300	2,051,000	2,433,204	0	-382,204	1,561,096
 TOTAL ALL FUNDS:	 \$23,789,428	 \$20,582,426	 \$17,527,965	 \$10,273,920	 -\$7,219,459	 \$16,569,969

CITY OF IMPERIAL

PROPOSED REVENUE AND EXPENDITURES - ALL FUNDS

FISCAL YEAR JULY 1, 2012 - JUNE 30, 2013

<u>FUND</u>	<u>06/30/12 ENDING BALANCE</u>	<u>REVENUES</u>	<u>EXPENSES</u> <u>OPERATION</u>	<u>CAPITAL</u>	<u>FISCAL YEAR SURPLUS / NEED</u>	<u>06/30/13 ENDING BALANCE</u>
GENERAL FUND	2,807,844	5,931,432	6,685,026	42,500	-796,094	2,011,750
SPECIAL / RESTRICTED REVENUE	5,214,967	0	0	0	0	5,214,967
WATER FUND						
OPERATIONS	1,430,554	3,826,907	2,933,048	250,000	643,859	2,074,413
CAPACITY	1,154,103	158,174	0	0	158,174	1,312,277
WASTEWATER FUND						
OPERATIONS	402,468	3,099,825	2,050,978	846,342	202,505	604,973
CAPACITY	2,332,897	131,812	0	0	131,812	2,464,709
REDEVELOPMENT AGENCY						
LOW TO MODERATE HOUSING	1,646,431				0	1,646,431
PROJECTS	19,609				0	19,609
DEBT SERVICE	1,561,096				0	1,561,096
 TOTAL ALL FUNDS:	 \$16,569,969	 \$13,148,150	 \$11,669,052	 \$1,138,842	 \$340,256	 \$16,910,225

**CITY OF IMPERIAL
REVENUE ESTIMATES**

FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

GENERAL FUND

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>TAXES</u>								
01	000	4110	PROPERTY TAXES - SECURED	902,067	788,286	773,961	740,000	740,000
01	000	4111	PROPERTY TAXES - UNSECURED	57,836	50,000	65,500	60,000	60,000
01	000	4112	PROPERTY TRANSFER TAX	41,182	40,000	37,280	35,000	35,000
01	000	4113	AIRCRAFT TAX	21,403	7,000	21,450	21,400	21,400
01	000	4120	SALES TAX	1,731,363	1,581,887	1,068,708	1,507,000	1,507,000
01	000	4130	FRANCHISES	269,746	295,000	295,000	215,000	215,000
01	000	4135	CFD ADMINISTRATIVE FEE	200,000	300,000	100,000	100,000	100,000
01	000	4140	TRANSIENT OCCUPANCY TAX	15,279	15,000	14,100	13,500	13,500
				<u>3,238,876</u>	<u>3,077,173</u>	<u>2,375,999</u>	<u>2,691,900</u>	<u>2,691,900</u>
<u>LICENSE & PERMITS</u>								
01	000	4210	BUSINESS LICENSE	32,212	40,000	30,102	30,000	30,000
01	000	4220	TAXI CAB LICENSE	449	1,500	3,000	2,800	2,800
01	000	4230	ANIMAL LICENSE	6,089	5,000	2,060	2,500	2,500
01	000	4240	BUILDING PERMITS	223,561	140,000	268,200	152,178	112,178
				<u>262,311</u>	<u>186,500</u>	<u>303,362</u>	<u>187,478</u>	<u>147,478</u>
<u>FINES & PENALTIES</u>								
01	000	4311	LOCAL COURT FINES	25,416	25,000	25,000	25,000	25,000
01	000	4330	UTILITY PENALTIES	69,612	40,000	103,000	98,000	98,000
01	000	4335	LICENSE PENALTIES	1,834	2,000	1,286	1,200	1,200
				<u>96,862</u>	<u>67,000</u>	<u>129,286</u>	<u>124,200</u>	<u>124,200</u>
<u>INTERGOVERNMENTAL</u>								
01	000	4410	MOTOR VEHICLE IN LIEU	1,105,080	814,159	1,086,761	950,000	950,000
01	000	4430	HOMEOWNERS EXEMPTION	15,100	15,100	15,100	15,100	15,100
01	000	4431	HOUSING AUTHORITY IN LIEU	2,449	2,500	2,530	2,500	2,500
01	000	4432	OFF HIGHWAY IN LIEU	0	500	0	0	0
01	000	4467	STATE GRANT - LIBRARY PLF	4,594	4,500	4,575	4,500	4,500
01	000	4473	HIDTA SALARY	124,002	78,500	78,500	78,500	78,500
01	000	4477	DEA SALARY	0	14,000	14,000	14,000	14,000
01	000	4479	NTF SALARY	151,845	120,000	99,000	120,000	120,000
01	000	4480	STONEGARDEN OT	56,669	180,000	222,500	130,000	0
01	000	4482	CALEMA / FEMA	0	0	16,278	36,000	0
				<u>1,459,739</u>	<u>1,229,259</u>	<u>1,539,244</u>	<u>1,350,600</u>	<u>1,184,600</u>

**CITY OF IMPERIAL
REVENUE ESTIMATES**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>CHARGES FOR SERVICE</u>								
01	000	4508	CFD SERVICES FEE	545,000	350,000	100,000	100,000	100,000
01	000	4509	FIRE FEES	12,087	15,000	17,500	15,000	15,000
01	000	4510	ZONING/SUBDIVISION FEES	35,629	15,000	18,900	14,000	10,000
01	000	4521	PLAN CHECK / ENCROACHMENT FEES	123,537	72,000	156,092	67,000	62,000
01	000	4522	SEISMIC FEES	2,502	1,200	2,478	1,500	1,300
01	000	4523	CBSC	1,560	500	3,960	750	550
01	000	4524	RUBBISH COLLECTION FEES	729,668	771,889	797,000	817,000	817,000
01	000	4525	RUBBISH COLLECTION FEES AB 939	77,968	80,538	90,000	111,000	111,000
01	000	4526	RECYCLING	2,661	5,000	2,500	2,500	2,500
01	000	4533	POOL REVENUE	33,395	20,000	16,440	18,000	18,000
01	000	4534	RECREATION FEES	36,075	30,000	24,467	28,000	28,000
01	000	4535	ADMINISTRATIVE SERVICES	0	0	50,694	29,500	29,500
01	000	4536	FACILITY RENTALS	0	10,000	0	10,000	10,000
01	000	4540	LIBRARY FEES	9,279	9,000	10,125	9,500	9,500
				<u>1,609,361</u>	<u>1,380,127</u>	<u>1,290,156</u>	<u>1,223,750</u>	<u>1,214,350</u>
<u>USE OF MONEY & PROPERTY</u>								
01	000	4610	INTEREST EARNED	13,905	10,000	10,000	10,000	10,000
				<u>13,905</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
<u>OTHER REVENUE</u>								
01	000	4710	SALE OF MAPS, PUBS & COPIES	3,301	1,500	2,200	2,000	2,000
01	000	4711	SALES OF SURPLUS PROPERTY	645	500	3,000	500	500
01	000	4720	POLICE - DUI	400	1,000	0	500	500
01	000	4721	POLICE - OTHER	35,289	40,000	32,000	35,000	35,000
01	000	4723	POLICE DETAIL -AIRPORT	33,138	28,404	12,000	28,404	28,404
01	000	4727	POLICE DETAILS	22,782	15,000	3,777	0	0
01	000	4740	INSURANCE DIVIDENDS	40,676	10,000	65,000	25,000	10,000
01	000	4790	NOT OTHERWISE CLASSIFIED	153,493	5,000	29,600	25,000	20,000
				<u>289,724</u>	<u>101,404</u>	<u>147,577</u>	<u>116,404</u>	<u>96,404</u>
<u>OTHER RECEIPTS</u>								
01	000	4910	OPERATING TRANSFERS IN	323,792	795,933	795,933	881,846	462,500
				<u>323,792</u>	<u>795,933</u>	<u>795,933</u>	<u>881,846</u>	<u>462,500</u>
GENERAL FUND TOTAL:				<u><u>7,294,570</u></u>	<u><u>6,847,396</u></u>	<u><u>6,591,557</u></u>	<u><u>6,586,178</u></u>	<u><u>5,931,432</u></u>
						-677,773	-92,442	-830,370

CITY OF IMPERIAL

TRANSFERS FROM SPECIAL REVENUES TO GENERAL FUND FISCAL YEAR ENDED 2010 - 2011 & 2011 - 2012

<u>SPECIAL REVENUE TRANSFERS:</u>		<u>11/12</u>	<u>12/13</u>
TRAFFIC CONG RELIEF	03	30,400	50,000
TRAFFIC SAFETY	04	8,500	0
GAS TAX	05	350,000	100,000
LOCAL TRANSPORTATION - STREETS	06	5,000	5,000
PROP 172	09	35,000	50,000
ASSET FORFEITURE	12	100,000	75,000
COPS 2011	14	500	0
HOUSING REHAB	16	5,000	5,000
WILDFLOWER LANDSCAPE	21	60,000	50,000
WILDFLOWER LIGHTING	21	6,000	6,000
PASEO LANDSCAPE	23	60,000	50,000
PASEO LIGHTING	23	6,000	6,000
SKY RANCH LANDSCAPE	35	125,000	65,000
COPS 2012		0	500
CDBG / EDBG GRANTS		90,446	
		<u>881,846</u>	<u>462,500</u>
<u>TRANSFERS IN</u>			
GENERAL FUND		<u>\$881,846</u>	<u>\$462,500</u>

**CITY OF IMPERIAL
EXPENDITURE SUMMARY - ALL FUNDS
FISCAL YEAR 2011 - 2012**

<u>FUND</u>	<u>PERSONAL SERVICES</u>	<u>SERVICES</u>	<u>MATERIALS SUPPLIES</u>	<u>ECONOMIC DEVELOP</u>	<u>CAPITAL</u>	<u>INFRASTR. IMPROVE</u>	<u>FIXED/ TRANS OUT</u>	<u>TOTAL</u>
GENERAL GOVERNMENT								
CITY COUNCIL	27,639	12,500	300	0	0	0	0	40,439
CITY CLERK	67,131	4,000	5,350	0	0	0	0	76,481
CITY ATTORNEY	0	150,350	0	0	0	0	0	150,350
CITY MANAGER	121,948	7,000	800	0	0	0	0	129,748
GENERAL SERVICES	0	487,200	39,000	5,000	4,500	0	352,000	887,700
FIRE SUPPRESSION/INSPECTION	0	840,500	0	0	0	0	0	840,500
SANITATION	0	830,500	1,500	0	0	0	0	832,000
<i>TOTAL GENERAL GOVERNMENT:</i>	<i>\$216,718</i>	<i>\$2,332,050</i>	<i>\$46,950</i>	<i>\$5,000</i>	<i>\$4,500</i>	<i>\$0</i>	<i>\$352,000</i>	<i>\$2,957,218</i>
FINANCE								
FINANCE - ADMINISTRATION	92,925	2,300	1,500	0	0	0	0	96,725
FINANCE - ACCOUNTING AND REPORTING	0	25,000	0	0	0	0	0	25,000
FINANCE - INFORMATION SERVICES	0	50,000	50,267	0	0	0	0	100,267
<i>TOTAL FINANCE:</i>	<i>\$92,925</i>	<i>\$77,300</i>	<i>\$51,767</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$221,992</i>
HUMAN RESOURCES								
HUMAN RESOURCE	263,982	17,480	1,300	0	0	0	0	282,762
<i>TOTAL HUMAN RESOURCES:</i>	<i>\$263,982</i>	<i>\$17,480</i>	<i>\$1,300</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$282,762</i>
PUBLIC SAFETY								
POLICE SERVICE - ADMINISTRATIVE	165,891	3,700	0	0	0	0	0	169,591
POLICE FIELD SERVICES	1,480,474	85,700	9,000	0	0	0	0	1,575,174
COMMUNICATIONS	0	186,194	0	0	0	0	0	186,194
PUBLIC RELATIONS	0	0	1,000	0	0	0	0	1,000
POLICE RECORDS	110,416	1,000	600	0	0	0	0	112,016
K-9 SERVICES	0	2,500	0	0	0	0	0	2,500
<i>TOTAL PUBLIC SAFETY:</i>	<i>\$1,756,781</i>	<i>\$279,094</i>	<i>\$10,600</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$2,046,475</i>
PUBLIC SERVICES								
ANIMAL CONTROL	2,693	9,700	1,100	0	0	0	0	13,493
PUBLIC SERVICES - ADMIN	6,079	1,500	100	0	0	0	0	7,679
STREETS & SIDEWALK MAINTENANCE	156,971	61,944	41,350	0	0	0	0	260,265
BUILDINGS & GROUNDS	0	52,500	0	0	0	0	0	52,500
<i>TOTAL PUBLIC SERVICES:</i>	<i>\$165,743</i>	<i>\$125,644</i>	<i>\$42,550</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$333,937</i>

PLANNING

ENGINEERING	0	5,000	0	0	0	0	0	5,000
PLANNING	209,703	54,000	600	0	0	0	0	264,303
BUILDING & SAFETY	39,275	18,200	800	0	0	0	0	58,275
TOTAL PLANNING:	\$248,978	\$77,200	\$1,400	\$0	\$0	\$0	\$0	\$327,578

LIBRARY

LIBRARY OPERATIONS	144,248	16,300	4,000	0	8,000	0	0	172,548
TOTAL LIBRARY:	\$144,248	\$16,300	\$4,000	\$0	\$8,000	\$0	\$0	\$172,548

PARKS & RECREATION

PARKS & RECREATION MANAGEMENT	191,913	5,800	1,000	0	0	0	0	198,713
PARK MAINTENANCE	68,870	15,500	14,500	0	0	0	0	98,870
RECREATION PROGRAM	0	35,000	0	0	0	0	0	35,000
POOL	35,300	0	10,000	0	0	0	0	45,300
TOTAL PARKS & RECREATION:	\$296,083	\$56,300	\$25,500	\$0	\$0	\$0	\$0	\$377,883

TOTAL GENERAL FUND:	\$3,185,458	\$2,981,368	\$184,067	\$5,000	\$12,500	\$0	\$352,000	\$6,720,393
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47%	44%	3%	0%	0%		5%	100%
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**CITY OF IMPERIAL
EXPENDITURE SUMMARY - ALL FUNDS
FISCAL YEAR 2012 - 2013**

<u>FUND</u>	<u>PERSONAL SERVICES</u>	<u>SERVICES</u>	<u>MATERIALS SUPPLIES</u>	<u>ECONOMIC DEVELOP</u>	<u>CAPITAL</u>	<u>INFRASTR. IMPROVE</u>	<u>FIXED/ TRANS OUT</u>	<u>TOTAL</u>
GENERAL GOVERNMENT								
CITY COUNCIL	27,639	3,500	300	0	0	0	0	31,439
CITY CLERK	67,131	4,000	15,350	0	0	0	0	86,481
CITY ATTORNEY	0	150,350	0	0	0	0	0	150,350
CITY MANAGER	121,948	7,000	800	0	0	0	0	129,748
GENERAL SERVICES	0	487,200	39,000	4,500	4,500	0	352,000	887,200
FIRE SUPPRESSION/INSPECTION	0	882,500	0	0	0	0	0	882,500
SANITATION	0	830,500	1,500	0	0	0	0	832,000
<i>TOTAL GENERAL GOVERNMENT:</i>	<i>\$216,718</i>	<i>\$2,365,050</i>	<i>\$56,950</i>	<i>\$4,500</i>	<i>\$4,500</i>	<i>\$0</i>	<i>\$352,000</i>	<i>\$2,999,718</i>
FINANCE								
FINANCE - ADMINISTRATION	92,925	2,300	1,500	0	0	0	0	96,725
FINANCE - ACCOUNTING AND REPORTING	0	25,000	0	0	0	0	0	25,000
FINANCE - INFORMATION SERVICES	0	50,000	25,000	0	0	0	0	75,000
<i>TOTAL FINANCE:</i>	<i>\$92,925</i>	<i>\$77,300</i>	<i>\$26,500</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$196,725</i>
HUMAN RESOURCES								
HUMAN RESOURCE	263,982	17,480	1,300	0	0	0	0	282,762
<i>TOTAL HUMAN RESOURCES:</i>	<i>\$263,982</i>	<i>\$17,480</i>	<i>\$1,300</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$282,762</i>
PUBLIC SAFETY								
POLICE SERVICE - ADMINISTRATIVE	165,891	3,600	0	0	0	0	0	169,491
POLICE FIELD SERVICES	1,480,474	85,700	9,000	0	0	0	0	1,575,174
COMMUNICATIONS	0	186,194	0	0	0	0	0	186,194
PUBLIC RELATIONS	0	0	1,000	0	0	0	0	1,000
POLICE RECORDS	110,416	1,000	600	0	0	0	0	112,016
K-9 SERVICES	0	2,500	0	0	0	0	0	2,500
<i>TOTAL PUBLIC SAFETY:</i>	<i>\$1,756,781</i>	<i>\$278,994</i>	<i>\$10,600</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$2,046,375</i>
PUBLIC SERVICES								
ANIMAL CONTROL	2,693	9,700	1,100	0	0	0	0	13,493
PUBLIC SERVICES - ADMIN	6,079	1,500	100	0	0	0	0	7,679
STREETS & SIDEWALK MAINTENANCE	156,971	61,944	41,350	0	30,000	0	0	290,265
BUILDINGS & GROUNDS	0	12,500	0	0	0	0	0	12,500
<i>TOTAL PUBLIC SERVICES:</i>	<i>\$165,743</i>	<i>\$85,644</i>	<i>\$42,550</i>	<i>\$0</i>	<i>\$30,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$323,937</i>

PLANNING

ENGINEERING	0	5,000	0	0	0	0	0	5,000
PLANNING	209,703	54,000	600	0	0	0	0	264,303
BUILDING & SAFETY	39,275	18,200	800	0	0	0	0	58,275
TOTAL PLANNING:	\$248,978	\$77,200	\$1,400	\$0	\$0	\$0	\$0	\$327,578

LIBRARY

LIBRARY OPERATIONS	144,248	16,300	4,000	0	8,000	0	0	172,548
TOTAL LIBRARY:	\$144,248	\$16,300	\$4,000	\$0	\$8,000	\$0	\$0	\$172,548

PARKS & RECREATION

PARKS & RECREATION MANAGEMENT	191,913	5,800	1,000	0	0	0	0	198,713
PARK MAINTENANCE	68,870	15,500	14,500	0	0	0	0	98,870
RECREATION PROGRAM	0	35,000	0	0	0	0	0	35,000
POOL	35,300	0	10,000	0	0	0	0	45,300
TOTAL PARKS & RECREATION:	\$296,083	\$56,300	\$25,500	\$0	\$0	\$0	\$0	\$377,883

TOTAL GENERAL FUND:	\$3,185,458	\$2,974,268	\$168,800	\$4,500	\$42,500	\$0	\$352,000	\$6,727,526
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47%	44%	3%	0%	1%		5%	100%
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CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: City Council

SUPPORTED BY (FUNDS): General Fund
 Redevelopment Fund

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

City Council	(01-100)
Redevelopment Agency	(96-906) **see RDA budget

TOTAL DEPARTMENT BUDGET: ***\$40,439***

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-100

DIVISION NAME: **CITY COUNCIL**

FUND: **General**

FUND NO: **01**

DIVISION BUDGET: \$40,439

DEPARTMENT: **City Council**

DIV NO: **100**

THIS DIVISION: **City Council**

DIVISION DESCRIPTION:

This division provides budgetary support for the Mayor and City Council and various intergovernmental, legislative and ceremonial activities.

DIVISION GOAL:

To facilitate the efficient and effective functioning of the Mayor and City Council.

CURRENT YEAR DIVISION OBJECTIVES:

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

**CORPORATE FUND
CITY COUNCIL DEPARTMENT
CITY COUNCIL DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	100	5102	SALARIES - PART-TIME	24,900	24,900	24,900	24,900	24,900
01	100	5112	FICA	1,905	1,917	1,917	1,917	1,917
01	100	5114	UNEMPLOYMENT INS	822	822	822	822	822
				<u>27,627</u>	<u>27,639</u>	<u>27,639</u>	<u>27,639</u>	<u>27,639</u>
<u>SERVICES</u>								
01	100	5270	TRAVEL & MEETINGS	3,750	3,500	19,507	12,500	3,500
				<u>3,750</u>	<u>3,500</u>	<u>19,507</u>	<u>12,500</u>	<u>3,500</u>
<u>MATERIALS & SUPPLIES</u>								
01	100	5330	SPECIAL DEPARTMENTAL SUPPLIES	208	300	200	300	300
				<u>208</u>	<u>300</u>	<u>200</u>	<u>300</u>	<u>300</u>
CITY COUNCIL				<u><u>31,585</u></u>	<u><u>31,439</u></u>	<u><u>47,346</u></u>	<u><u>40,439</u></u>	<u><u>31,439</u></u>

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: City Clerk

SUPPORTED BY (FUNDS): General Fund
Redevelopment Fund

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

City Clerk	(01-110)
Redevelopment Agency	(96-906) **see RDA budget

TOTAL DEPARTMENT BUDGET: \$76,481

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012

DIVISION NO: 01-110

DIVISION NAME: **CITY CLERK**

FUND: **General**

FUND NO: **01**

DIVISION BUDGET: \$76,481

DEPARTMENT: **City Clerk**

DIV NO: **110**

THIS DIVISION: **City Clerk**

DIVISION DESCRIPTION:

This division supports the operation of the City Clerk, maintenance of official City records, elections, recording and developing City Council meeting minutes.

DIVISION GOAL:

To provide efficient and effective records management for the City; and to also provide fast retrieval of archival records.

CURRENT YEAR DIVISION OBJECTIVES:

1. To implement assessment of records management practices including departmental reviews of records to evaluate and establish a records retention schedule.
2. To organize the plans and maps in storage in a manner in which they will be easily identified and retrievable.
3. To create a Public Records Request Form and database.
4. To continue the importing of City Council minutes into the Clerk's Index System.
5. To locate and import all Planning Commission minutes into the Clerk's Index System.
6. To establish a file for original Planning Commission Resolutions.
7. Obtain Earthquake Insurance for City facilities.
8. Identify Storage Facilities.
9. Records Storage Improvements.

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

**CORPORATE FUND
CITY CLERK DEPARTMENT
CITY CLERK DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	110	5101	SALARIES-FULL TIME	46,308	46,308	46,308	46,308	46,308
01	110	5111	RETIREMENT	10,195	11,718	11,718	11,255	11,255
01	110	5112	FICA	3,337	3,545	3,545	3,545	3,545
01	110	5114	UNEMPLOYMENT INS	173	173	173	173	173
01	110	5115	HEALTH INSURANCE	4,875	4,500	4,500	4,500	4,500
01	110	5120	VEHICLE ALLOWANCE	1,350	1,350	1,350	1,350	1,350
				<u>66,238</u>	<u>67,594</u>	<u>67,594</u>	<u>67,131</u>	<u>67,131</u>
<u>SERVICES</u>								
01	110	5250	PUBLICATION / DUES	1,535	1,500	2,200	1,500	1,500
01	110	5265	TRAINING	65	500	475	500	500
01	110	5270	TRAVEL & MEETINGS	1,383	2,000	900	2,000	2,000
				<u>2,983</u>	<u>4,000</u>	<u>3,575</u>	<u>4,000</u>	<u>4,000</u>
<u>MATERIALS & SUPPLIES</u>								
01	110	5301	OFFICE SUPPLIES	308	350	250	350	350
01	110	5330	SPECIAL DEPT SUPPLIES	733	15,000	800	5,000 *	15,000
				<u>1,041</u>	<u>15,350</u>	<u>1,050</u>	<u>5,350</u>	<u>15,350</u>
CITY CLERK				<u><u>70,262</u></u>	<u><u>86,944</u></u>	<u><u>72,219</u></u>	<u><u>76,481</u></u>	<u><u>86,481</u></u>

5250 CITY CLERKS ASSOCIATION \$120, THOMSON WEST, IIMC
* ELECTION 12-13

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: City Attorney

SUPPORTED BY (FUNDS): General Fund

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

City Attorney	(01-120)
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TOTAL DEPARTMENT BUDGET: ***\$150,350***

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-120

DIVISION NAME: **CITY ATTORNEY**

FUND: **General**

FUND NO: **01**

DIVISION BUDGET: \$150,350

DEPARTMENT: **City Attorney**

DIV NO: **120**

THIS DIVISION: **City Attorney**

DIVISION DESCRIPTION:

This division provides professional legal services to the City.

DIVISION GOAL:

To provide efficient and effective legal services to the City Council, Planning Commission, City Manager and all City Departments.

CURRENT YEAR DIVISION OBJECTIVES:

1. Continue to meet the City's legal needs.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
CITY ATTORNEY DEPARTMENT
CITY ATTORNEY DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>SERVICES</u>								
01	120	5210	CONTRACT SERVICE	168,227	165,000	150,000	150,000	150,000
01	120	5270	TRAVEL & MEETINGS	22	350	0	350	350
				<u>168,249</u>	<u>165,350</u>	<u>150,000</u>	<u>150,350</u>	<u>150,350</u>
CITY ATTORNEY				<u><u>168,249</u></u>	<u><u>165,350</u></u>	<u><u>150,000</u></u>	<u><u>150,350</u></u>	<u><u>150,350</u></u>
5210 DENNIS MORITA, LCW								

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2010 - 2011 & 2011 - 2012

NAME OF DEPARTMENT: **General Management**

SUPPORTED BY (FUNDS): **General Fund**
 Water Fund
 Wastewater Fund
 Redevelopment Fund

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

City Manager	(01-130)
Water	(50-510) **see Water budget
Wastewater	(55-520) **see Wastewater budget
Redevelopment Agency	(96-906) **see RDA budget

TOTAL DEPARTMENT BUDGET: ***\$129,748***

DIVISION NO: 01-130

THIS DIVISION: **General Management**

1. To provide effective fiscal management over city operations while seeking out creative strategies to stabilize and enhance the city's fiscal condition.
2. To invest in the value of employees through negotiations of current MOU's and support for modifying compensation packages where warranted and supported by the budget.
3. To encourage economic development opportunities that will provide job generation and new revenue while enhancing the quality of life in Imperial.
4. To ensure that city staff, facilities, technology and infrastructure are optimized and expanded to meet the desires of the City Council, the needs of citizens and can be supported in the city budget.

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

**CORPORATE FUND
GENERAL MANAGEMENT DEPARTMENT
CITY MANAGER DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	130	5101	SALARIES-FULL TIME	76,114	70,410	70,410	86,080	86,080
01	130	5103	OVERTIME	360	1,000	500	500	500
01	130	5111	RETIREMENT	15,559	17,817	17,817	18,842	18,842
01	130	5112	FICA	4,935	5,465	5,465	6,626	6,626
01	130	5114	UNEMPLOYMENT INS	286	277	277	300	300
01	130	5115	HEALTH INSURANCE	7,800	7,200	7,200	7,800	7,800
01	130	5120	VEHICLE ALLOWANCE	1,200	1,200	1,200	1,800	1,800
				<u>106,254</u>	<u>103,369</u>	<u>102,869</u>	<u>121,948</u>	<u>121,948</u>
<u>SERVICES</u>								
01	130	5250	PUBLICATION / DUES	3,595	3,000	2,500	2,500	2,500
01	130	5265	TRAINING	689	1,000	800	1,000	1,000
01	130	5270	TRAVEL & MEETINGS	4,148	3,500	3,000	3,500	3,500
				<u>8,432</u>	<u>7,500</u>	<u>6,300</u>	<u>7,000</u>	<u>7,000</u>
<u>MATERIALS & SUPPLIES</u>								
01	130	5301	OFFICE SUPPLIES	247	500	300	500	500
01	130	5330	SPECIAL DEPT SUPPLIES	0	300	300	300	300
				<u>247</u>	<u>800</u>	<u>600</u>	<u>800</u>	<u>800</u>
CITY MANAGER				<u><u>114,933</u></u>	<u><u>111,669</u></u>	<u><u>109,769</u></u>	<u><u>129,748</u></u>	<u><u>129,748</u></u>

5250 CPRS, CCMF, ICMA, ROTARY, NRPA

CITY OF IMPERIAL - DEPARTMENT SUMMARY

FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: General Services

SUPPORTED BY (FUNDS): **General Fund**

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

General Services (01-190)

Sanitation (01-330)

TOTAL DEPARTMENT BUDGET: \$1,719,700

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-190

PROGRAM NAME: GENERAL SERVICES

FUND: General

FUND NO: 01

DIVISION BUDGET: \$887,700

DEPARTMENT: General Services

DIV NO: 190

THIS DIVISION: General Services

DIVISION DESCRIPTION:

This division supports the operation of the City Hall, the property maintenance of the City Hall and Library Buildings, General Fund, all Department Utilize cost, as well as administrative vehicles and it's maintenance.

DIVISION GOAL:

To provide utility, phone, postage, copier, office supplies, etc. for all General Fund Departments; maintain Buildings & Grounds and Administrative Vehicle Maintenance._

CURRENT YEAR DIVISION OBJECTIVES:

1. All General Fund office supplies have been allocated accordingly.
2. Evaluate a new postage system that allows for bulk mailings to include inserts.

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

**CORPORATE FUND
GENERAL SERVICES DEPARTMENT
GENERAL SERVICES DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>SERVICES</u>								
01	190	5201	ADVERTISING (INCL LEGAL)	10,467	8,000	7,500	8,000	8,000
01	190	5210	CONTRACT SERVICE	64,382	45,000	55,000	35,000	35,000
01	190	5230	LIABILITY INSURANCE	119,546	150,000	150,000	130,000	130,000
01	190	5240	M & O IMPROVEMENTS	5,499	5,000	5,000	5,000	5,000
01	190	5241	MAINTENANCE OF EQUIPMENT	1,461	2,500	12,000	8,000	8,000
01	190	5242	VEHICLE FUEL	1,224	1,500	600	1,000	1,000
01	190	5250	PUBLICATION / DUES	13,628	15,000	10,000	15,000	15,000
01	190	5260	TELEPHONE	26,079	30,000	20,000	20,000	20,000
01	190	5270	TRAVEL & MEETINGS	423	500	400	500	500
01	190	5280	UTILITIES - ELECTRIC	262,808	250,000	250,000	250,000	250,000
01	190	5281	UTILITIES - GAS	278	300	300	300	300
01	190	5282	FIBER OPTIC	9,200	9,200	14,400	14,400	14,400
				<u>514,995</u>	<u>517,000</u>	<u>525,200</u>	<u>487,200</u>	<u>487,200</u>
<u>MATERIALS & SUPPLIES</u>								
01	190	5301	OFFICE SUPPLIES	20,954	10,000	8,500	10,000	10,000
01	190	5302	CUSTODIAL SUPPLIES	11,532	5,000	14,000	8,000	8,000
01	190	5303	BANK FEES	11,046	5,000	12,000	10,000	10,000
01	190	5305	POSTGE / FREIGHT	8,244	10,000	8,500	9,000	9,000
01	190	5330	SPECIAL DEPT SUPPLIES	1,356	2,000	1,500	2,000	2,000
				<u>53,132</u>	<u>32,000</u>	<u>44,500</u>	<u>39,000</u>	<u>39,000</u>
<u>CAPITAL</u>								
01	190	5442	OTHER	6,486	4,500	3,500 **	4,500	4,500
				<u>6,486</u>	<u>4,500</u>	<u>3,500</u>	<u>4,500</u>	<u>4,500</u>
<u>FIXED CHARGES</u>								
01	190	5522	PASS THROUGH	263,732	378,450 *	300,000 *	350,000 *	350,000
01	190	5540	PROPERTY TAXES	1,889	2,000	1,855	2,000	2,000
				<u>265,621</u>	<u>380,450</u>	<u>301,855</u>	<u>352,000</u>	<u>352,000</u>
<u>ECONOMIC DEVELOPMENT</u>								
01	190	7000	COMMUNITY SUPPORT	1,685	2,000	2,825	2,000	2,000
01	190	7010	COMMUNITY DEVELOPMENT	334	1,000	800	1,000	1,000
01	190	7020	BEAUTIFICATION CAMPAIGN	900	1,500	2,450	2,000	2,000
				<u>2,919</u>	<u>4,500</u>	<u>6,075</u>	<u>5,000</u>	<u>5,000</u>
GENERAL SERVICES				<u><u>843,153</u></u>	<u><u>938,450</u></u>	<u><u>881,130</u></u>	<u><u>887,700</u></u>	<u><u>887,700</u></u>

5210 CHAMBER \$20,000, DYNAMIC COMMUNICATION, TOWNSEND, TURCH, IC AUDITOR-CONT.

5250 SCAG, IVEDC, LEAGUE OF CA CITIES, COSTCO

* ROGER'S & ROGER'S SHARE OF SALES TAX AGREEMENT

** COPIER & POSTAGE MACHINE LEASES

PROGRAM NO: 01-330

THIS DIVISION: Sanitation

1. Continue to work with Allied Waste to reduce the City's diversion rate.
2. Continue to educate the public on the importance of recycling.
3. Verify that all contract goals are met (Recycler of the Year / Quarter and Scholarships).
4. Continue monthly meeting with Allied prior to printing of bills for billing accuracy.
5. Monitor "TRUE-UP" on a monthly basis.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

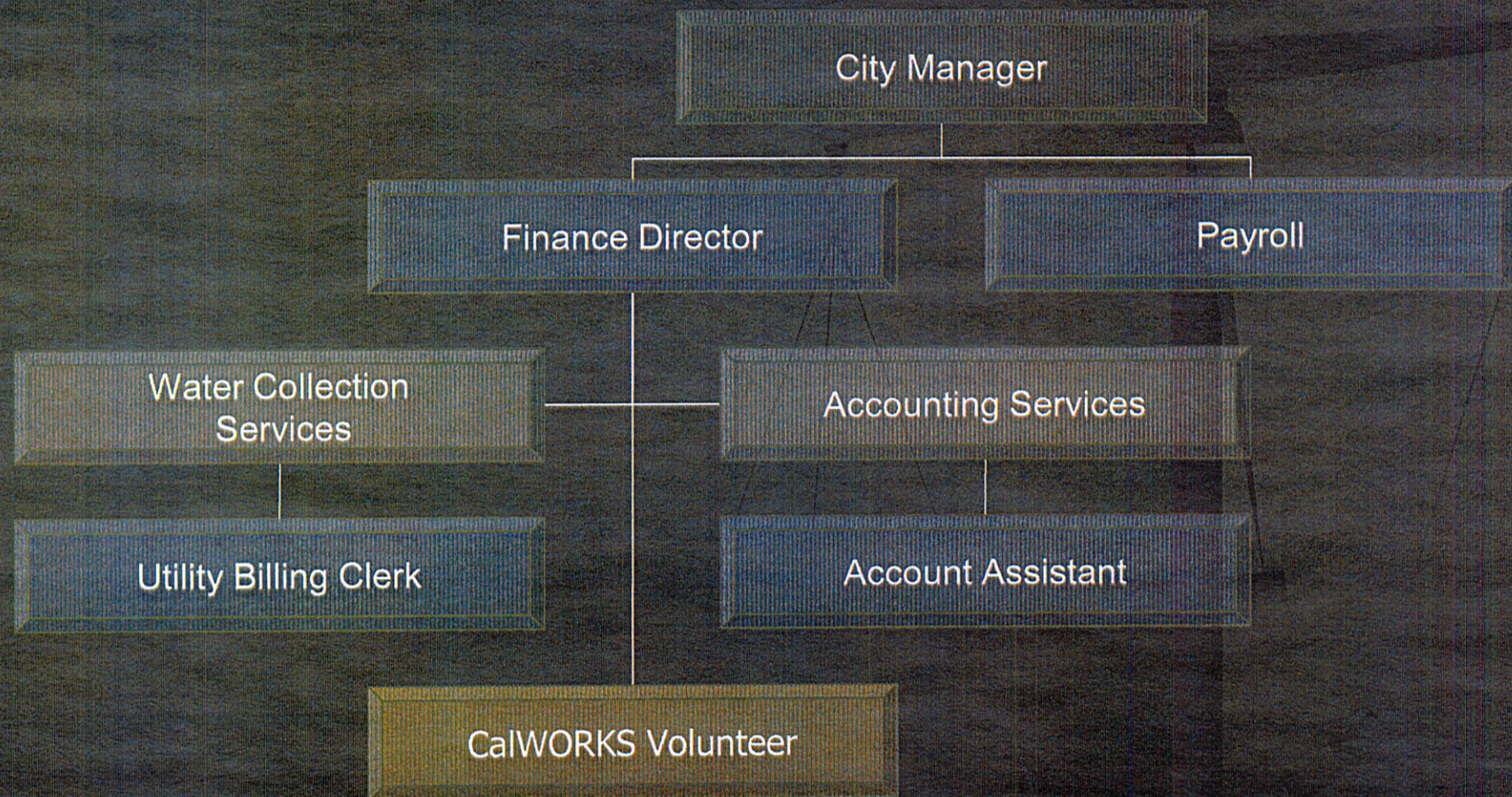
**CORPORATE FUND
GENERAL SERVICES DEPARTMENT
SANITATION DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>SERVICES</u>								
01	330	5210	CONTRACT SERVICE	733,056	745,000	775,000	810,000	810,000
01	330	5216	RECYCLING/LITTER REDUCTION	0	1,000	0	500	500
01	330	5217	RECYCLING TASK FORCE	19,722	20,000	19,722	20,000	20,000
				<u>752,778</u>	<u>766,000</u>	<u>794,722</u>	<u>830,500</u>	<u>830,500</u>
<u>MATERIALS & SUPPLIES</u>								
01	330	5301	OFFICE SUPPLIES	741	1,500	850	1,000	1,000
01	330	5330	SPECIAL DEPT SUPPLIES	0	500	0	500	500
				<u>741</u>	<u>2,000</u>	<u>850</u>	<u>1,500</u>	<u>1,500</u>
SANITATION				<u><u>753,519</u></u>	<u><u>768,000</u></u>	<u><u>795,572</u></u>	<u><u>832,000</u></u>	<u><u>832,000</u></u>

5210 ALLIED WASTE

ORGANIZATIONAL CHART

FINANCE DEPARTMENT



CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Finance**

SUPPORTED BY (FUNDS): **General Fund**
 Special Revenues and Grants Administration
 Water Fund
 Wastewater Fund
 Redevelopment Fund
 Redevelopment Low Moderate Fund

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

Financial Services Management	(01-140)
Accounting and Reporting	(01-141)
Information Technology Services	(01-143)
Water	(50-510) **see Water budget
Wastewater	(55-520) **see Wastewater budget
Redevelopment Low Moderate	(95-905) **see RDA Low Mod budget
Redevelopment Agency	(96-906) **see RDA budget

TOTAL DEPARTMENT BUDGET: ***\$ 221,992***

DIVISION NO: 01-140

THIS DIVISION: Financial Services Management

1. Review all funds on a monthly basis for completion of Treasurer's Report and updates for City Manager and Department Heads.
2. Complete Employee Negotiations with City Manager and Human Resources Manager.
3. Complete update to CIP List.
4. Respond to State and Federal Budget Impacts.
5. Complete all required audits and reports on time.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
FINANCE DEPARTMENT
FINANCIAL SERVICES MANAGEMENT DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	140	5101	SALARIES-FULL TIME	118,801	80,894	80,894	61,419	61,419
01	140	5103	OVERTIME	4,346	5,000	1,500	5,000	5,000
01	140	5106	EDUCATIONAL INVENTIVE	1,625	0	0	0	0
01	140	5111	RETIREMENT	23,518	20,474	20,474	13,447	13,447
01	140	5112	FICA	8,713	6,573	6,573	5,083	5,083
01	140	5114	UNEMPLOYMENT INSURANCE	555	411	403	296	296
01	140	5115	HEALTH INSURANCE	15,967	10,680	10,680	7,680	7,680
				<u>173,525</u>	<u>124,032</u>	<u>120,524</u>	<u>92,925</u>	<u>92,925</u>
<u>SERVICES</u>								
01	140	5250	PUBLICATION / DUES	158	500	450	500	500
01	140	5265	TRAINING	1,048	1,500	425	1,000	1,000
01	140	5270	TRAVEL & MEETINGS	784	800	100	800	800
				<u>1,990</u>	<u>2,800</u>	<u>975</u>	<u>2,300</u>	<u>2,300</u>
<u>MATERIALS & SUPPLIES</u>								
01	140	5301	OFFICE SUPPLIES	830	1,000	800	1,000	1,000
01	140	5330	SPECIAL DEPT SUPPLIES	100	500	500	500	500
				<u>930</u>	<u>1,500</u>	<u>1,300</u>	<u>1,500</u>	<u>1,500</u>
FINANCIAL SERVICES MANAGEMENT				<u>176,445</u>	<u>128,332</u>	<u>122,799</u>	<u>96,725</u>	<u>96,725</u>

5250 NOTARY ASSOCIATION, CSMFO

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-141

DIVISION NAME: **ACCOUNTING AND REPORTING**

FUND: **General**

FUND NO: **01**

DIVISION BUDGET: \$25,000

DEPARTMENT: **Finance**

DIV NO: **141**

THIS DIVISION: **Accounting and Reporting**

DIVISION DESCRIPTION:

This division is responsible for all revenue collections, expenditures, payroll processing, billing, accounting for all City operations, as well as internal and external financial reporting.

DIVISION GOAL:

To accurately collect, record, classify and report to the Public, the City Council, the City Treasurer and the City Manager on the financial condition of the City.

CURRENT YEAR DIVISION OBJECTIVES:

1. Fiscal year audits are completed and submitted to State in a timely manner.
2. Monitor and modify as needed the process for Business License and other permits /payments due to the City, including waste hauling contract payments.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
FINANCE DEPARTMENT
ACCOUNTING AND REPORTING DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>SERVICES</u>								
01	141	5210	CONTRACT SERVICE	47,374	50,000	30,000	25,000	25,000
				47,374	50,000	30,000	25,000	25,000
ACCOUNTING AND REPORTING				47,374	50,000	30,000	25,000	25,000
Audits, Property and Sales Tax Consultant, GGMS Consulting								

DIVISION NO: 01-143

THIS DIVISION: **Information Technology Services**

1. Continue to promote Autopay and paperless feature to all residents.
2. Work with IT consultant on regular upgrades and replacement of City equipment and licenses as the budget will allow.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

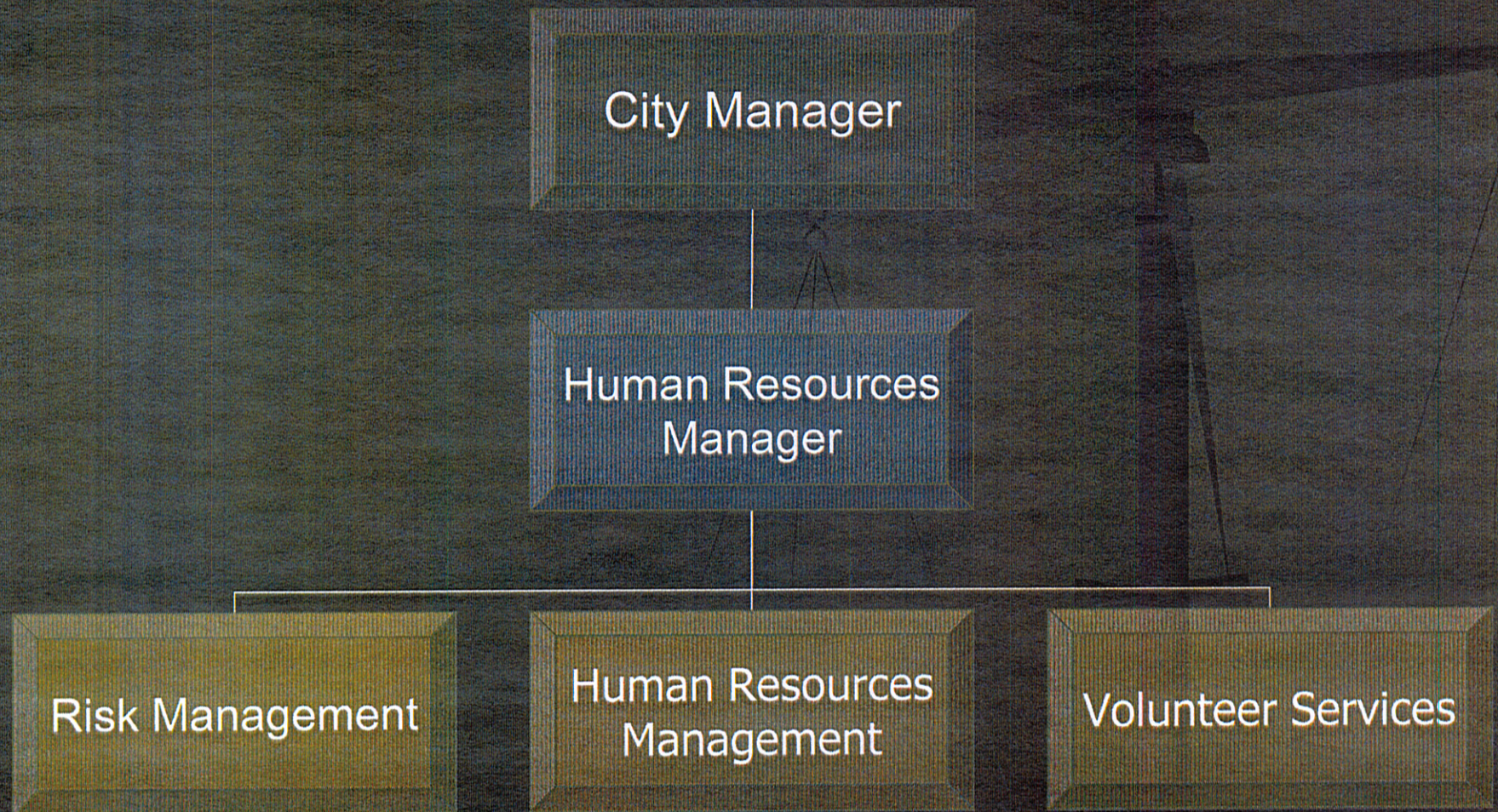
**CORPORATE FUND
FINANCE DEPARTMENT
INFORMATION SERVICES DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>SERVICES</u>								
01	143	5210	CONTRACT SERVICE	79,627	50,000	72,000	50,000	50,000
				<u>79,627</u>	<u>50,000</u>	<u>72,000</u>	<u>50,000</u>	<u>50,000</u>
<u>MATERIALS & SUPPLIES</u>								
01	143	5330	SPECIAL DEPT SUPPLIES	25,477	39,965	10,000	50,267	25,000
				<u>25,477</u>	<u>39,965</u>	<u>10,000</u>	<u>50,267</u>	<u>25,000</u>
INFORMATION SERVICES				<u>105,104</u>	<u>89,965</u>	<u>82,000</u>	<u>100,267</u>	<u>75,000</u>

5210 ESTRADA SYSTEMS GROUP

ORGANIZATIONAL CHART

HUMAN RESOURCES DEPARTMENT



CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Human Resources**

SUPPORTED BY (FUNDS): **General Fund**
 Water Fund
 Wastewater Fund

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

Human Resources / Employee Benefits	(01-150)
Water	(50-510) **see Water budget
Wastewater	(55-520) **see Wastewater budget

TOTAL DEPARTMENT BUDGET: **\$ 282,762**

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-150

DIVISION NAME: HUMAN RESOURCES / EMPLOYEE BENEFITS

FUND: General FUND NO: 01 DIVISION BUDGET: \$282,762

DEPARTMENT: Human Resources DIV NO: 150

THIS DIVISION: Human Resources / Employee Benefits

DIVISION DESCRIPTION:

This division coordinates the City's Human Resources / Employee Benefits Programs by assisting department heads with the recruitment process, the orientation for new employees, issuance of personnel manuals, administration of compensation plans, and coordination of employee benefits plans.

DIVISION GOAL:

To support the operations of each of the City's departments by providing effective human resource services, maintaining competitive and equitable compensation programs which includes competitive insurance benefits to employees and their dependents in a timely and cost-effective manner.

CURRENT YEAR DIVISION OBJECTIVES:

1. Review and establish an active Worker's Compensation Program.
2. Define and establish training recommendation for 11-12.
3. Continue to expand and enhance employee benefit fair and recognition programs.
4. Conduct an Annual PERS Retirement Review.
5. Complete Policy Manuals.
6. Evaluate Federal Impacts on Health Care.
7. Implement Loss CAPP Response.
8. Complete Employee Negotiations with City Manager and Finance Director.
9. Improve Health Benefit Program and other employee benefits where possible given budget restrictions.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

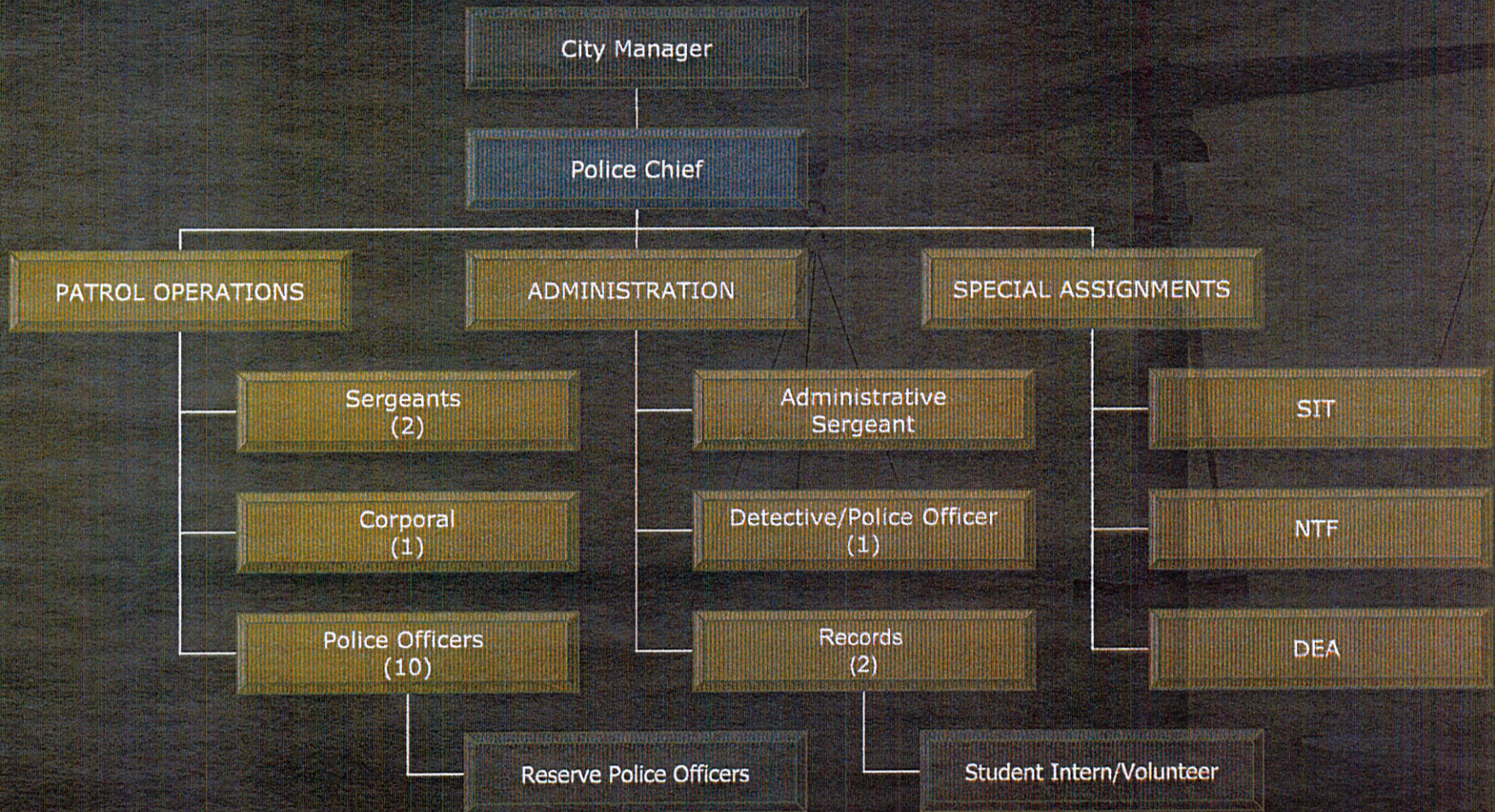
CORPORATE FUND
HUMAN RESOURCES DEPARTMENT
HUMAN RESOURCE / EMPLOYEE BENEFITS DIVISION

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
01	150	5101	SALARIES-FULL TIME	30,093	54,588	54,588	60,501	60,501
01	150	5111	RETIREMENT	6,539	13,811	13,811	13,243	13,243
01	150	5112	FICA	1,866	4,178	4,178	4,630	4,630
01	150	5114	UNEMPLOYMENT INSURANCE	416	207	207	208	208
01	150	5113	WORKER'S COMP - SELF FUNDED	164,085	150,000	398,478	180,000	180,000
01	150	5115	HEALTH INSURANCE	2,250	5,400	5,400	5,400	5,400
				<u>205,249</u>	<u>228,184</u>	<u>476,662</u>	<u>263,982</u>	<u>263,982</u>
<u>SERVICES</u>								
01	150	5210	CONTRACT SERVICE	9,462	9,100	12,000	15,000	15,000
01	150	5250	PUBLICATION / DUES	55	160	180	180	180
01	150	5262	TESTING SERVICES	0	0	950	1,000	1,000
01	150	5265	TRAINING	0	800	800	800	800
01	150	5270	TRAVEL & MEETINGS	1,281	500	1,700	500	500
				<u>10,798</u>	<u>10,560</u>	<u>15,630</u>	<u>17,480</u>	<u>17,480</u>
<u>MATERIALS & SUPPLIES</u>								
01	150	5301	OFFICE SUPPLIES	608	500	300	300	300
01	150	5330	SPECIAL DEPT SUPPLIES	1,547	1,000	1,000	1,000	1,000
				<u>2,155</u>	<u>1,500</u>	<u>1,300</u>	<u>1,300</u>	<u>1,300</u>
HUMAN RESOURCE / EMPLOYEE BENEFITS				<u>218,202</u>	<u>240,244</u>	<u>493,592</u>	<u>282,762</u>	<u>282,762</u>

5210 LCW \$5,886, ACI \$3,200, CAL-TEST, CONEXIS, IVROP, NEOGOV
5250 SHRM

ORGANIZATIONAL CHART

POLICE DEPARTMENT



Fiscal Year 2011-2012

Total Position Allocations 18.0

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Police**

SUPPORTED BY (FUNDS): **General Fund**

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

Police Services Management	(01-210)
Police Field Services	(01-211)
Police Communications	(01-213)
Police Public Relations	(01-214)
Police Records	(01-215)
K-9 Services	(01-216)

TOTAL DEPARTMENT BUDGET: ***\$2,046,475***

DIVISION NO: 01-210

THIS DIVISION: Police Services Management

1. Complete Mobile Command Center and submit all required reports to COPS Office.
2. Work with County Fire to schedule and implement tabletop training exercise for City Staff / Police / Fire.
3. Complete Public Safety Master Plan coordinated with Fire Master Plan.
4. Review service and funding levels to leverage other sources of monies to maintain and improve service levels where possible.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
POLICE DEPARTMENT
POLICE SERVICES MANAGEMENT DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	210	5101	SALARIES-FULL TIME	211,920	136,298	191,200	111,106	111,106
01	210	5111	RETIREMENT	63,840	43,074	43,074	40,054	40,054
01	210	5112	FICA	14,618	10,429	10,429	8,500	8,500
01	210	5114	UNEMPLOYMENT INSURANCE	457	463	460	231	231
01	210	5115	HEALTH INSURANCE	12,317	7,500	7,500	6,000	6,000
				<u>303,152</u>	<u>197,764</u>	<u>252,663</u>	<u>165,891</u>	<u>165,891</u>
<u>SERVICES</u>								
01	210	5250	PUBLICATION / DUES	2,264	2,000	1,200	1,200	1,200
01	210	5265	TRAINING	425	1,200	400	500	400
01	210	5270	TRAVEL & MEETINGS	2,310	2,000	2,800	2,000	2,000
				<u>4,999</u>	<u>5,200</u>	<u>4,400</u>	<u>3,700</u>	<u>3,600</u>
POLICE SERVICES MANAGEMENT				<u><u>308,151</u></u>	<u><u>202,964</u></u>	<u><u>257,063</u></u>	<u><u>169,591</u></u>	<u><u>169,491</u></u>

5250 CPCA, ROTARY, MATTHEW BENDER & CO., INTERNATIONAL ASSOCIATION OF CHIEF'S, POLICE EXECUTIVE RESEARCH

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-211

DIVISION NAME: POLICE FIELD SERVICES

FUND: General

FUND NO: 01

DIVISION BUDGET: \$1,575,174

DEPARTMENT: Police

DIV NO: 211

THIS DIVISION: Police Field Services

DIVISION DESCRIPTION:

This division protects and serves the residents of the City of Imperial. The Field Services Division enforces all Federal and State Laws and Local Ordinances, and also provides continuous emergency and non-emergency police services.

DIVISION GOAL:

To pro-actively enforce all Federal and State Laws, and Local Ordinances, and to provide effective response to citizens for police services and to focus non-service demand patrol time in areas and activities related to current community priorities.

CURRENT YEAR DIVISION OBJECTIVES:

1. Complete HRET Regional Team and continue mutual training between teams.
2. Complete "Active Shooter" training on school campuses.
3. Form a graffiti enforcement team consisting of Detective and (2) Officers, and coordinate efforts with other city departments and other public agencies.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

CORPORATE FUND
POLICE DEPARTMENT
POLICE FIELD SERVICES DIVISION

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	211	5101	SALARIES-FULL TIME	827,448	813,037	813,037	829,514	829,514
01	211	5102	SALARIES-PART TIME	755	2,500	4,255	2,500	2,500
01	211	5103	OVERTIME	273,438	70,000	287,121	70,000	70,000
01	211	5104	COURT TIME / STANDBY TIME	3,158	4,000	4,000	4,000	4,000
01	211	5105	P.O.S.T. CERTIFICATE PAY	15,815	16,375	16,375	16,375	16,375
01	211	5106	EDUCATIONAL INCENTIVE	8,280	0	0	0	0
01	211	5107	SHIFT DIFFERENTIAL	6,337	7,800	7,800	7,800	7,800
01	211	5108	SPECIALTY PAY (5%)	28,623	42,489	26,606	42,489	42,489
01	211	5110	UNIFORM ALLOWANCE	14,504	13,050	13,050	13,050	13,050
01	211	5111	RETIREMENT	246,338	280,971	280,971	326,628	326,628
01	211	5112	FICA	85,623	73,161	73,161	74,422	74,422
01	211	5114	UNEMPLOYMENT INSURANCE	3,445	3,696	3,878	3,696	3,696
01	211	5115	HEALTH INSURANCE	93,211	90,000	90,000	90,000	90,000
				<u>1,606,975</u>	<u>1,417,079</u>	<u>1,620,254</u>	<u>1,480,474</u>	<u>1,480,474</u>
<u>SERVICES</u>								
01	211	5210	CONTRACT SERVICE	4,507	1,200	12,000	1,200	1,200
01	211	5241	MAINTENANCE OF EQUIPMENT	43,011	35,000	33,000	35,000	35,000
01	211	5242	VEHICLE FUEL	40,823	42,500	45,000	45,000	45,000
01	211	5250	PUBLICATION / DUES	1,282	1,000	1,500	1,000	1,000
01	211	5262	TESTING SERVICES	2,253	2,000	8,000	2,000	2,000
01	211	5265	TRAINING	1,113	500	900	500	500
01	211	5270	TRAVEL & MEETINGS	1,871	1,500	650	1,000	1,000
				<u>94,860</u>	<u>83,700</u>	<u>101,050</u>	<u>85,700</u>	<u>85,700</u>
<u>MATERIALS & SUPPLIES</u>								
01	211	5301	OFFICE SUPPLIES	2,306	2,500	3,000	2,500	2,500
01	211	5310	SAFETY/ EQUIP / CLOTHING	2,171	1,000	3,000	1,000	1,000
01	211	5321	ARMORY/SUPPLIES	2,060	3,000	500	3,000	3,000
01	211	5330	SPECIAL DEPT SUPPLIES	2,988	2,500	5,500	2,500	2,500
				<u>9,525</u>	<u>9,000</u>	<u>12,000</u>	<u>9,000</u>	<u>9,000</u>
POLICE FIELD SERVICES				<u><u>1,711,360</u></u>	<u><u>1,509,779</u></u>	<u><u>1,733,304</u></u>	<u><u>1,575,174</u></u>	<u><u>1,575,174</u></u>

5210 ESTRADA SYSTEMS GROUP
5250 CERTIFION CORP, IV RIFLE & PISTOL, CSAIA

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-213

DIVISION NAME: POLICE COMMUNICATIONS

FUND: General

FUND NO: 01

DIVISION BUDGET: \$186,194

DEPARTMENT: Police

DIV NO: 213

THIS DIVISION: Police Communications

DIVISION DESCRIPTION:

This division provides emergency and non-emergency communication services for the Police Department and assists in dispatching for the Fire Department and Emergency Medical Services.

DIVISION GOAL:

To provide effective and efficient dispatch communication services between the cities of El Centro and Imperial through the existing contract.

CURRENT YEAR DIVISION OBJECTIVES:

1. Continue work groups with El Centro Sergeants / Dispatchers to discuss on-going issues.
2. Execute / Renew Services Agreement with El Centro for Public Safety Dispatch Services.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
POLICE DEPARTMENT
POLICE COMMUNICATIONS DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>SERVICES</u>								
01	213	5210	CONTRACT SERVICE	131,483	180,694	240,000	180,694	180,694
01	213	5260	TELEPHONE	5,940	5,500	5,500	5,500	5,500
				<u>137,423</u>	<u>186,194</u>	<u>245,500</u>	<u>186,194</u>	<u>186,194</u>
POLICE COMMUNICATIONS				<u><u>137,423</u></u>	<u><u>186,194</u></u>	<u><u>245,500</u></u>	<u><u>186,194</u></u>	<u><u>186,194</u></u>

5210 EL CENTRO DISPATCH \$140,000, IVECA \$27,974, COUNTY OF SAN DIEGO RCS \$12,720

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-213

DIVISION NAME: POLICE COMMUNICATIONS

FUND: General

FUND NO: 01

DIVISION BUDGET: \$186,194

DEPARTMENT: Police

DIV NO: 213

THIS DIVISION: Police Communications

DIVISION DESCRIPTION:

This division provides emergency and non-emergency communication services for the Police Department and assists in dispatching for the Fire Department and Emergency Medical Services.

DIVISION GOAL:

To provide effective and efficient dispatch communication services between the cities of El Centro and Imperial through the existing contract.

CURRENT YEAR DIVISION OBJECTIVES:

1. Continue work groups with El Centro Sergeants / Dispatchers to discuss on-going issues.
2. Execute / Renew Services Agreement with El Centro for Public Safety Dispatch Services.
3. Continue to participate in programs that encourage community interaction.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
POLICE DEPARTMENT
POLICE PUBLIC RELATIONS DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>MATERIALS & SUPPLIS</u>								
01	214	5330	SPECIAL DEPT SUPPLIES	941	1,500	1,000 *	1,000	1,000
				941	1,500	1,000	1,000	1,000
POLICE PUBLIC RELATIONS				<u>941</u>	<u>1,500</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>

SCHOOL RESOURCE OFFICER, D.A.R.E., NEIGHBORHOOD WATCH PROGRAMS, KINDERGARDEN TOURS

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-215

DIVISION NAME: POLICE RECORDS

FUND: General

FUND NO: 01

DIVISION BUDGET: \$112,016

DEPARTMENT: Police

DIV NO: 215

THIS DIVISION: Police Records

DIVISION DESCRIPTION:

This division provides for the maintenance and retrieval of records required by law and as needed to support Police Department operations.

DIVISION GOAL:

To provide required information and data on a timely and accurate basis for use of Police Department and other City staff and citizens when appropriate.

CURRENT YEAR DIVISION OBJECTIVES:

1. Records Clerk to attend Dispatch Training for the Mobile Command Vehicle.
2. Create a policy for record retention and destruction.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
POLICE DEPARTMENT
POLICE RECORDS DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	215	5101	SALARIES-FULL TIME	72,931	73,273	73,273	75,200	75,200
01	215	5103	OVERTIME	1,206	500	1,300	500	500
01	215	5111	RETIREMENT	15,492	18,542	13,438	16,461	16,461
01	215	5112	FICA	5,508	5,646	5,646	5,793	5,793
01	215	5114	UNEMPLOYMENT INSURANCE	462	462	462	462	462
01	215	5115	HEALTH INSURANCE	12,971	12,000	12,000	12,000	12,000
				<u>108,570</u>	<u>110,423</u>	<u>106,119</u>	<u>110,416</u>	<u>110,416</u>
<u>SERVICES</u>								
01	215	5265	TRAINING / EDUCATION	400	500	0	500	500
01	215	5270	TRAVEL & MEETINGS	490	500	0	500	500
				<u>890</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>
<u>MATERIALS & SUPPLIES</u>								
01	215	5301	OFFICE SUPPLIES	399	600	901	600	600
				<u>399</u>	<u>600</u>	<u>901</u>	<u>600</u>	<u>600</u>
POLICE RECORDS				<u>109,859</u>	<u>112,023</u>	<u>107,020</u>	<u>112,016</u>	<u>112,016</u>

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-216

DIVISION NAME: K-9 SERVICES

FUND: General

FUND NO: 01

DIVISION BUDGET: \$2,500

DEPARTMENT: Police

DIV NO: 216

THIS DIVISION: K-9 Services

DIVISION DESCRIPTION:

This division provides an additional tool to field services in the areas of narcotic enforcement, search and apprehensions.

DIVISION GOAL:

To enhance the safety of officers, thoroughness of investigations and quality of neighborhoods through reduction of narcotic trafficking.

CURRENT YEAR DIVISION OBJECTIVES:

1. Perform K-9 Demonstration at ALL local Schools.
2. Conduct (2) school sweeps to include parking lots and gym lockers.
3. Attend Narcotic and Field Service re-qualifications and attend one K-9 trial.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

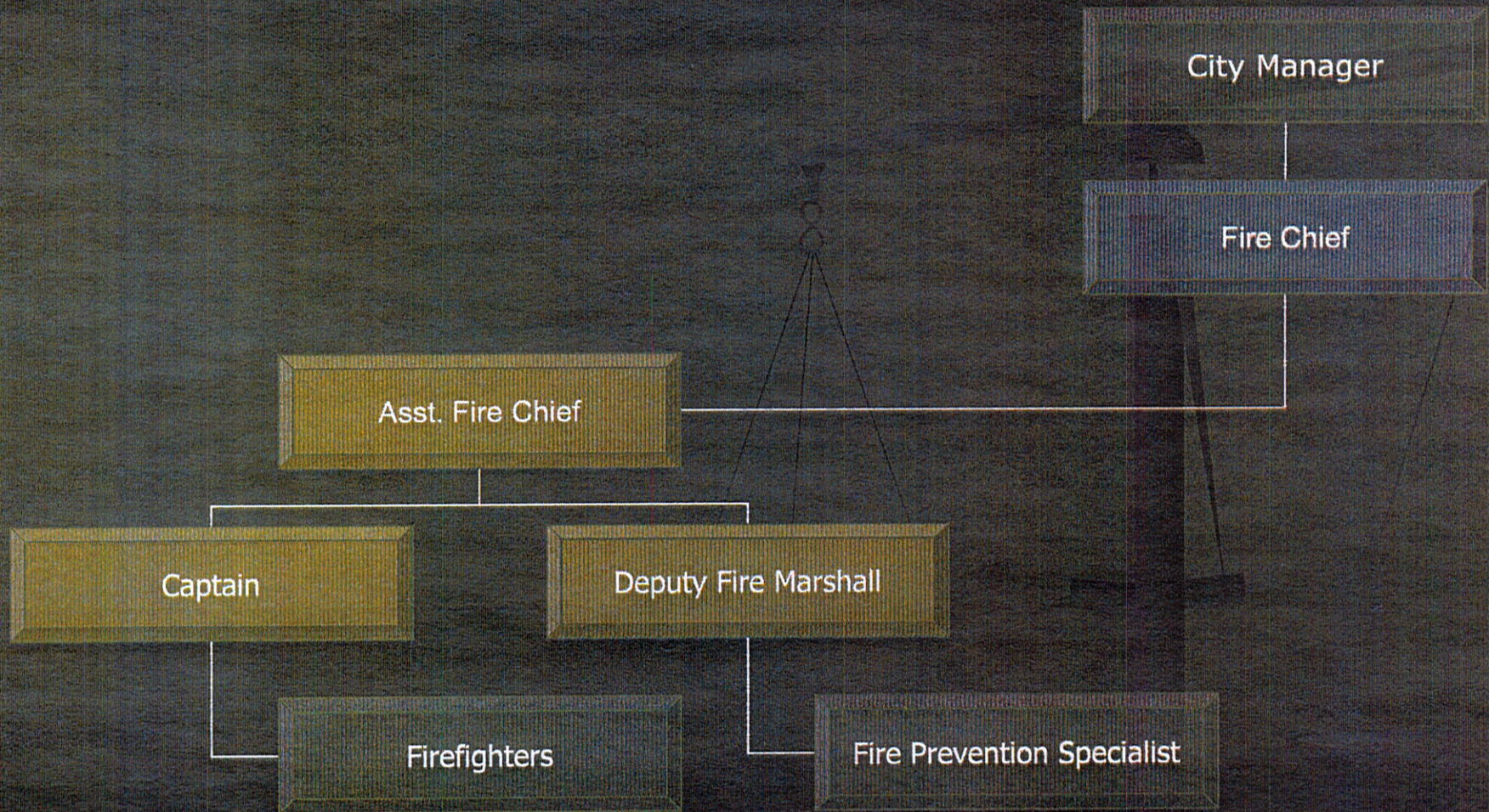
**CORPORATE FUND
POLICE DEPARTMENT
K-9 SERVICES DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>SERVICES</u>								
01	216	5210	CONTRACT SERVICE	0	500	0	500	500
01	216	5270	TRAVEL & MEETINGS	0	500	0	500	500
01	216	5330	SPECIAL DEPT SUPPLIES	2,981	1,500	2,500	1,500	1,500
				<u>2,981</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
K-9 SERVICES				<u>2,981</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>

5210 VETERINARY SERVICES

ORGANIZATIONAL CHART

FIRE SERVICES*



Fiscal Year 2011-2012

*Contracted Imperial County

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Fire**

SUPPORTED BY (FUNDS): **General Fund**

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

Fire Suppression/Inspection and Emergency Medical Service (01-220)

TOTAL DEPARTMENT BUDGET: ***\$840,500***

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-220

DIVISION NAME: FIRE SUPPRESSION/INSPECTION AND EMERGENCY MEDICAL SERVICES (EMS)

FUND: General **FUND NO:** 01 **DIVISION BUDGET:** \$840,500

DEPARTMENT: Fire **DIV NO:** 220

THIS DIVISION: Fire Suppression/Inspection and Emergency Medical Services (EMS)

DIVISION DESCRIPTION:

This division provides the emergency response and suppression efforts of all Fire and Fire-related emergencies within the City, the Fire Prevention inspection services, and the Advance Life Support (ALS) and Basic Life Support (BLS) emergency medical treatment and transportation services to the sick and injured at the scene of any emergency medical incident in the City.

DIVISION GOAL:

To minimize loss of life, personal injury, and property damage caused by fire, and to provide patients with high quality emergency medical care transportation within the scope of the ALS and BLS systems.

CURRENT YEAR DIVISION OBJECTIVES:

1. To maintain the prepared budget for the City Manager as contracted and satisfy the response needs of the City.
2. Actively support the advancement of the fire and emergency services throughout the City.
3. Actively support the advancement of Fire Department training.
4. Actively support the Police Department goals of expanding their High Risk Entry Team (HRET).

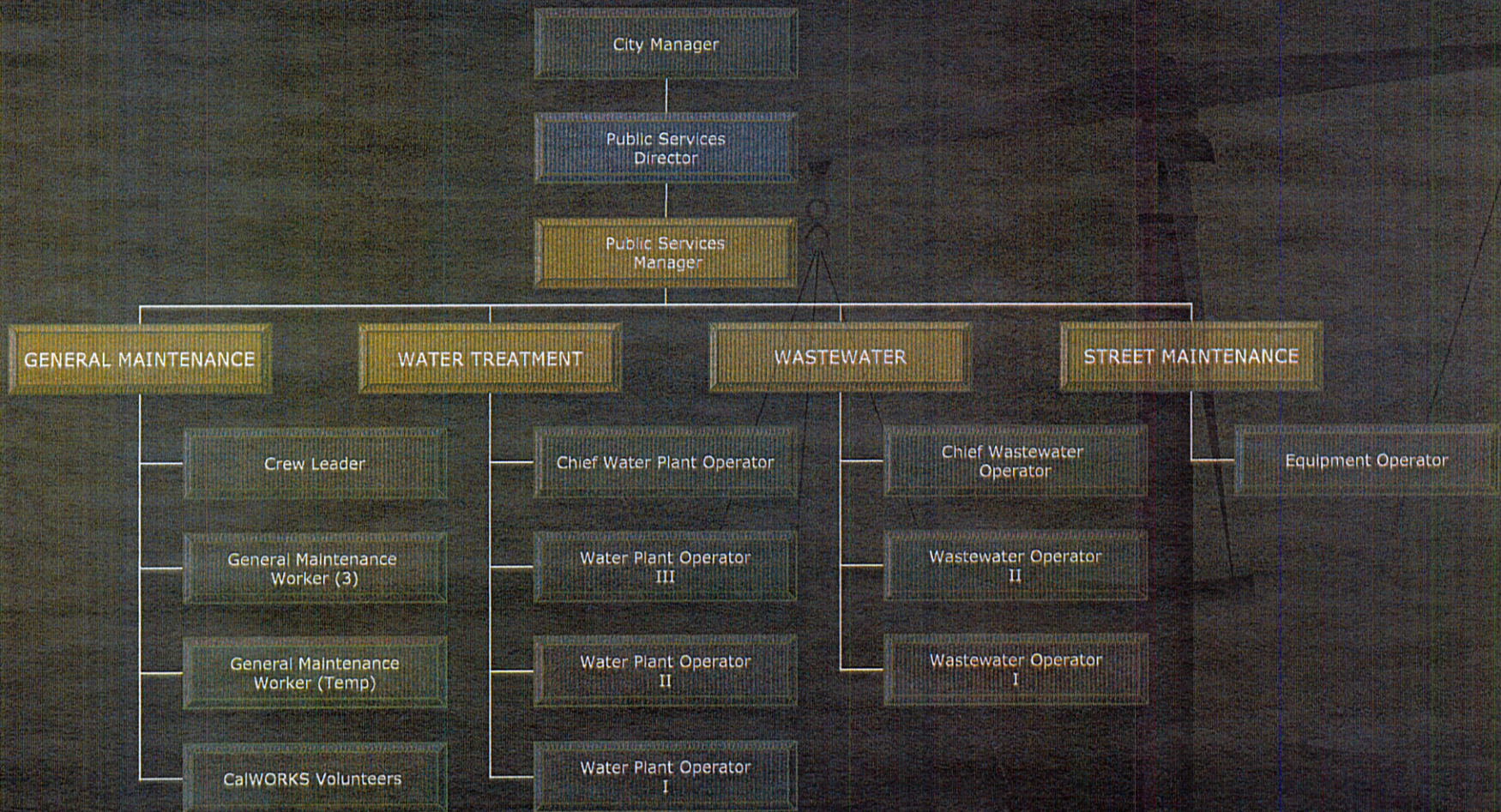
CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
FIRE DEPARTMENT
FIRE SUPPRESSION/INSPECTION AND EMS DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>SERVICES</u>								
01	220	5210	CONTRACT SERVICE	848,198	898,702	768,000	840,000	882,000
01	220	5240	M & O IMPROVEMENTS	0	500	51	500	500
				<u>848,198</u>	<u>899,202</u>	<u>768,051</u>	<u>840,500</u>	<u>882,500</u>
FIRE SUPPRESSION/INSPECTION AND EMS				<u><u>848,198</u></u>	<u><u>899,202</u></u>	<u><u>768,051</u></u>	<u><u>840,500</u></u>	<u><u>882,500</u></u>

5210 IMPERIAL COUNTY FIRE

ORGANIZATIONAL CHART PUBLIC SERVICES DEPARTMENT



Fiscal Year 2011-2012

Total Position Allocations 14.0

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Public Services**

SUPPORTED BY (FUNDS): **General Fund**
 Water Fund
 Wastewater Fund

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

Animal Control	(01-230)
Public Services Management	(01-300)
Street Maintenance	(01-320)
Building Maintenance	(01-345)
Water	(50-510) **see Water budget
Wastewater	(55-520) **see Wastewater budget

TOTAL DEPARTMENT BUDGET: **\$333,937**

DIVISION NO: 01-230

THIS DIVISION: **Animal Control**

1. Participate in Animal Vaccination Clinic with local vendor to issue Animal Licenses.
2. Evaluate a Animal Control Officer / General Maintenance Worker position.
3. Continue efforts for Regional Animal Control.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
PUBLIC SERVICES DEPARTMENT
ANIMAL CONTROL DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	230	5101	SALARIES-FULL TIME	0	0	0	0	0
01	230	5103	OVERTIME	0	1,500	2,200	2,500	2,500
01	230	5110	UNIFORM ALLOWANCE	0	0	0	0	0
01	230	5111	RETIREMENT	0	0	0	0	0
01	230	5112	FICA	43	117	137	193	193
01	230	5114	UNEMPLOYMENT INSURANCE	7	0	0	0	0
01	230	5115	HEALTH INSURANCE	0	0	0	0	0
				<u>50</u>	<u>1,617</u>	<u>2,337</u>	<u>2,693</u>	<u>2,693</u>
<u>SERVICES</u>								
01	230	5210	CONTRACT SERVICE	5,355	4,000	3,000	4,000	4,000
01	230	5241	MAINTENANCE OF EQUIPMENT	2,905	3,500	2,800	3,500	3,500
01	230	5242	VEHICLE FUEL	1,729	2,000	850	1,200	1,200
01	230	5265	TRAINING	350	400	0	400	400
01	230	5270	TRAVEL & MEETINGS	1,688	600	0	600	600
				<u>12,027</u>	<u>10,500</u>	<u>6,650</u>	<u>9,700</u>	<u>9,700</u>
<u>MATERIALS & SUPPLIES</u>								
01	230	5301	OFFICE SUPPLIES	0	100	350	100	100
01	230	5310	SAFETY / EQUIPMENT / CLOTHING	233	500	0	500	500
01	230	5330	SPECIAL DEPT SUPPLIES	944	500	300	500	500
				<u>1,177</u>	<u>1,100</u>	<u>650</u>	<u>1,100</u>	<u>1,100</u>
ANIMAL CONTROL				<u><u>13,254</u></u>	<u><u>13,217</u></u>	<u><u>9,637</u></u>	<u><u>13,493</u></u>	<u><u>13,493</u></u>

5210 IV HUMANE SOCIETY, DESERT VETERINARY GROUP

DIVISION NO: 01-300

THIS DIVISION: Public Services Management

1. Prepare a quarterly maintenance schedule for all City facilities (A/C's, painting, etc.).
2. Create a master listing of all City code entrances and keys for all facilities.
3. Complete renovations to Old City Hall and assist with reopening of the building.
4. Implement any recommendations of the CJPIA Loss/Cap review.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
PUBLIC SERVICES DEPARTMENT
PUBLIC SERVICES DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	300	5101	SALARIES-FULL TIME	4,910	4,451	4,451	4,451	4,451
01	300	5111	RETIREMENT	896	1,128	1,128	975	975
01	300	5112	FICA	317	341	341	341	341
01	300	5114	UNEMPLOYMENT INSURANCE	12	11	12	12	12
01	300	5115	HEALTH INSURANCE	325	300	300	300	300
				<u>6,460</u>	<u>6,231</u>	<u>6,232</u>	<u>6,079</u>	<u>6,079</u>
<u>SERVICES</u>								
01	300	5210	CONTRACT SERVICE	1,391	1,000	300	0	0
01	300	5241	MAINTENANCE OF EQUIPMENT	1,638	2,000	200	500	500
01	300	5242	VEHICLE FUEL	3,578	3,500	500	500	500
01	300	5265	TRAINING	0	200	0	200	200
01	300	5270	TRAVEL & MEETINGS	0	300	0	300	300
				<u>6,607</u>	<u>7,000</u>	<u>1,000</u>	<u>1,500</u>	<u>1,500</u>
<u>MATERIALS & SUPPLIES</u>								
01	300	5301	OFFICE SUPPLIES	406	300	100	100	100
				<u>406</u>	<u>300</u>	<u>100</u>	<u>100</u>	<u>100</u>
PUBLIC SERVICES				<u><u>13,473</u></u>	<u><u>13,531</u></u>	<u><u>7,332</u></u>	<u><u>7,679</u></u>	<u><u>7,679</u></u>

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-320

DIVISION NAME: **STREET MAINTENANCE**

FUND: **General**

FUND NO: **01**

DIVISION BUDGET: \$260,265

DEPARTMENT: **Public Works**

DIV NO: **320**

THIS DIVISION: **Street Maintenance**

DIVISION DESCRIPTION:

This division provides budgetary support for maintenance and repair of the 31 miles of City streets. Street sweeping is done every other week. Maintenance of City Storm Drain System and assist Water / Sewer Departments with backhoe operation on Water and Sewer main repairs.

DIVISION GOAL:

To maintain the City streets and provide an efficient / safe movement of vehicular / pedestrian traffic and to provide an aesthetically pleasing appearance of public right-of-ways.

CURRENT YEAR DIVISION OBJECTIVES:

1. In coordination with other departments, select and complete appropriate infrastructure projects.
2. Renew traffic pattern training for all staff.
3. Continue with street improvements.

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

**CORPORATE FUND
PUBLIC SERVICES DEPARTMENT
STREET MAINTENANCE DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	320	5101	SALARIES-FULL TIME	59,226	82,567	82,567	99,603	99,603
01	320	5103	OVERTIME	2,946	5,000	8,000	5,000	5,000
01	320	5104	STAND-BY	1,978	2,500	2,500	2,500	2,500
01	320	5110	UNIFORM ALLOWANCE	788	1,500	300	1,500	1,500
01	320	5111	RETIREMENT	12,201	21,217	21,217	22,091	22,091
01	320	5112	FICA	4,755	6,902	6,902	8,207	8,207
01	320	5114	UNEMPLOYMENT INSURANCE	398	554	590	670	670
01	320	5115	HEALTH INSURANCE	10,742	14,400	14,400	17,400	17,400
				<u>93,034</u>	<u>134,640</u>	<u>136,476</u>	<u>156,971</u>	<u>156,971</u>
<u>SERVICES</u>								
01	320	5210	CONTRACT SERVICES	13,884	17,000	15,000	15,000	15,000
01	320	5241	MAINTENANCE OF EQUIPMENT	36,430	30,000	55,000	30,000	30,000
01	320	5242	FUEL	8,935	10,000	16,000	15,000	15,000
01	320	5250	PUBLICATION / DUES	1,340	1,444	1,400	1,444	1,444
01	320	5265	TRAINING	0	200	0	200	200
01	320	5270	TRAVEL & MEETINGS	0	300	100	300	300
				<u>60,589</u>	<u>58,944</u>	<u>87,500</u>	<u>61,944</u>	<u>61,944</u>
<u>MATERIALS & SUPPLIES</u>								
01	320	5310	SAFETY / EQUIP / CLOTHING	633	600	600	600	600
01	320	5320	SMALL TOOLS	494	750	650	750	750
01	320	5330	SPECIAL DEPT SUPPLIES	22,026	40,000	35,000	40,000	40,000
				<u>23,153</u>	<u>41,350</u>	<u>36,250</u>	<u>41,350</u>	<u>41,350</u>
<u>CAPITAL</u>								
01	320	5440	EQUIPMENT - AUTOMOTIVE	0	0	0	0	0
01	320	5442	OTHER	38,824	30,000	0	0	30,000
				<u>38,824</u>	<u>30,000</u>	<u>0</u>	<u>0</u>	<u>30,000</u>
STREET MAINTENANCE				<u>215,600</u>	<u>264,934</u>	<u>260,226</u>	<u>260,265</u>	<u>290,265</u>

5210 CITY OF EL CENTRO, PRIMO
5250 DEPT OF TOXIC SUBSTANCES
5442 STREET SIGNS \$30,000 (12-13)

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-345

DIVISION NAME: BUILDINGS & GROUNDS

FUND: General

FUND NO: 01

DIVISION BUDGET: \$52,500

DEPARTMENT: Public Services

DIV NO: 345

THIS DIVISION: Buildings & Grounds

DIVISION DESCRIPTION:

This division provides for the maintenance and operation of the City Hall, Police, Council Chambers, Library, Garage and other Non-Enterprise Fund Facilities.

DIVISION GOAL:

To maintain City buildings and associated property in an efficient and effective manner.

CURRENT YEAR DIVISION OBJECTIVES:

1. Review and facilitate with Library Staff, improvements to library building.
2. Establish facility maintenance schedules.
3. Complete restoration of City Hall.
4. Obtain Custodial Services.

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

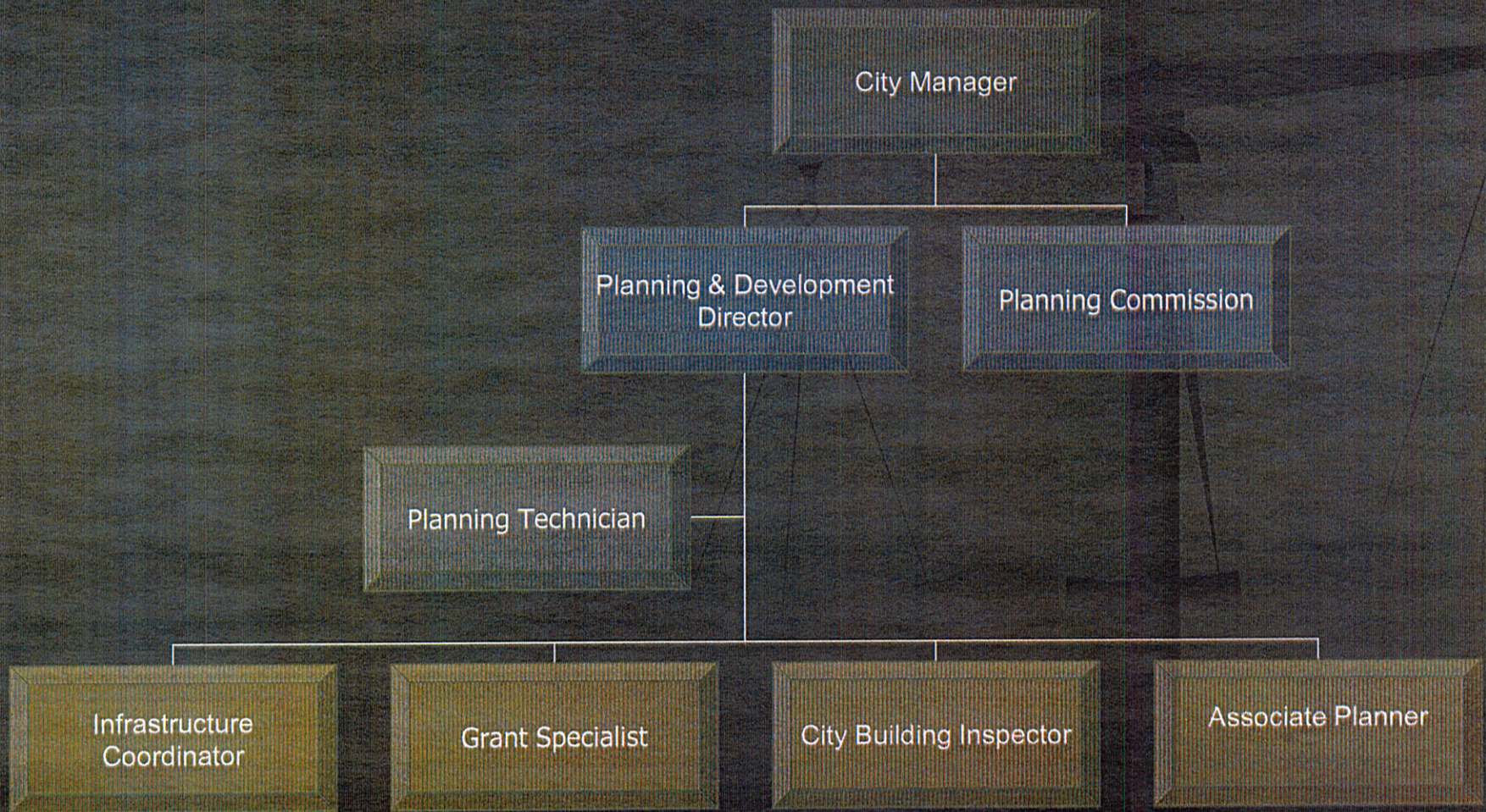
**CORPORATE FUND
PUBLIC SERVICES DEPARTMENT
BUILDINGS & GROUNDS DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	345	5101	SALARIES-FULL TIME	5,910	0	0	0	0
01	345	5110	UNIFORM ALLOWANCE	661	0	0	0	0
01	345	5111	RETIREMENT	1,292	0	0	0	0
01	345	5112	FICA	439	0	0	0	0
01	345	5114	UNEMPLOYMENT INSURANCE	45	0	0	0	0
01	345	5115	HEALTH INSURANCE	979	0	0	0	0
				<u>9,326</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>SERVICES</u>								
01	345	5241	MAINTENANCE OF EQUIPMENT	11,835	10,000	45,000	10,000	10,000
01	345	5330	SPECIAL DEPT SUPPLIES	10,914	2,500	34,000	42,500	2,500
				<u>22,749</u>	<u>12,500</u>	<u>79,000</u>	<u>52,500</u>	<u>12,500</u>
<u>CAPITAL</u>								
01	345	5442	OTHER	0	0	3,200	0	0
				<u>0</u>	<u>0</u>	<u>3,200</u>	<u>0</u>	<u>0</u>
<i>BUILDINGS & GROUNDS</i>				<u><u>32,075</u></u>	<u><u>12,500</u></u>	<u><u>82,200</u></u>	<u><u>52,500</u></u>	<u><u>12,500</u></u>

5330 Phase II Building Construction \$40,000

ORGANIZATIONAL CHART

PLANNING & DEVELOPMENT SERVICES



Fiscal Year 2011-2012

Total Position Allocations 6.25

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Planning Department**

SUPPORTED BY (FUNDS): **General Fund**
 Special Revenues and Grants Administration
 Redevelopment Fund
 Redevelopment Low Moderate Fund

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

Engineering	(01-310)
Planning	(01-350)
Building & Safety	(01-360)
Redevelopment Low Moderate	(95-905) **see RDA Low Mod budget
Redevelopment Agency	(96-906) **see RDA budget

TOTAL DEPARTMENT BUDGET: **\$327,578**

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-310

DIVISION NAME: ENGINEERING

FUND: General

FUND NO: 01

DIVISION BUDGET: \$5,000

DEPARTMENT: Planning Department

DIV NO: 310

THIS DIVISION: Engineering

DIVISION DESCRIPTION:

This division provides both in - house and consultant engineering services to the City and management of those activities. Engineering services include design and inspection of capital improvement projects, review and inspection of subdivision development projects, review and issuance of permits, and review of other related engineering issues. This division also provides support to the City Council, Planning Commission / Department, and the Environmental Evaluation Committee.

DIVISION GOAL:

To provide quality engineering services in a timely, professional, and cost effective manner.

CURRENT YEAR DIVISION OBJECTIVES:

1. Review current City contract with BJ Engineering.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
PLANNING DEPARTMENT
ENGINEERING DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
				<u>SERVICES</u>				
01	310	5210	CONTRACT SERVICE	13,688	2,500	15,000	5,000	5,000
				<u>13,688</u>	<u>2,500</u>	<u>15,000</u>	<u>5,000</u>	<u>5,000</u>
				ENGINEERING				
				<u>13,688</u>	<u>2,500</u>	<u>15,000</u>	<u>5,000</u>	<u>5,000</u>

5210 BJ ENGINEERING, DYNAMIC CONSULTING, DDE

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-350

DIVISION NAME: PLANNING

FUND: General

FUND NO: 01

DIVISION BUDGET: \$264,303

DEPARTMENT: Planning Department

DIV NO: 350

THIS DIVISION: Planning

DIVISION DESCRIPTION:

This division provides both in-house and consultant planning services to the City and management of those activities. Planning services include review and inspection of subdivision development projects, review and issuance of permits, and review of other planning issues. This division also provides support to the Environmental Evaluation Committee, Planning Commission, Community Development, and the City Council.

DIVISION GOAL:

To ensure that the City continues to grow in a logical manner utilizing innovative planning principles while complying with all applicable State and Federal laws.

CURRENT YEAR DIVISION OBJECTIVES:

1. A well-training staff available to assist the public in obtaining building permits.
2. Develop more web-based applications and informational documents to provide the public with more timely and accessible information.
3. Update and revise regulatory documents and codes as needed to incorporate architectural review guidelines and changes recommended by the Housing Element Update.
4. Ensure that Planning Commissioners are up-to-date on planning principles and State and Federal laws.
5. Complete annexation for the following areas: Westside (Ironwood), Eastside, Regional Park site, and IID Administrative Facility.
6. Begin site-planning and specific planning activities for the proposed Civic Center area.
7. Refine and update the City's environmental review process to meet the requirements of CEQA Guidelines.
8. Develop a detailed work program for the General Plan and Bike Plan, include staffing, consulting and costs.
9. Seek additional funding for the First-Time Homebuyer's Program.
10. Implement a city-wide Housing Rehabilitation Program.
11. Develop and implement business assistance programs and a committee.
12. Prepare a community profile information packet which includes key demographic information about the City of Imperial, a list of developable parcels, and programs available to businesses.
13. Continue efforts with various Grants.
14. Hire and activate Associate City Planner position.
15. Review of options regarding Hwy 86.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
PLANNING DEPARTMENT
PLANNING MANAGEMENT DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	350	5101	SALARIES-FULL TIME	55,683	50,223	50,223	143,435	143,435
01	350	5102	SALARIES-PART TIME	26,312	18,652	52,000	3,000	3,000
01	350	5103	OVERTIME	0	500	91	500	500
01	350	5111	RETIREMENT	14,058	16,672	16,672	30,794	30,794
01	350	5112	FICA	6,218	5,319	7,700	11,214	11,214
01	350	5114	UNEMPLOYMENT INSURANCE	401	545	545	960	960
01	350	5115	HEALTH INSURANCE	6,818	9,000	6,015	19,800	19,800
				<u>109,490</u>	<u>100,911</u>	<u>133,246</u>	<u>209,703</u>	<u>209,703</u>
<u>SERVICES</u>								
01	350	5210	CONTRACT SERVICE	103,550	100,000	50,000	50,000	50,000
01	350	5250	PUBLICATION / DUES	0	500	510	1,000	1,000
01	350	5265	TRAINING	0	1,000	950	1,500	1,500
01	350	5270	TRAVEL & MEETINGS	621	1,000	901	1,500	1,500
				<u>104,171</u>	<u>102,500</u>	<u>52,361</u>	<u>54,000</u>	<u>54,000</u>
<u>MATERIALS & SUPPLIES</u>								
01	350	5301	OFFICE SUPPLIES	725	100	460	100	100
01	350	5330	SPECIAL DEPARTMENTAL SUPPLIES	175	0	0	500	500
				<u>900</u>	<u>100</u>	<u>460</u>	<u>600</u>	<u>600</u>
<u>CAPITAL</u>								
01	350	5442	OTHER	3,045	0	0	0	0
				<u>3,045</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
PLANNING				<u><u>217,606</u></u>	<u><u>203,511</u></u>	<u><u>186,067</u></u>	<u><u>264,303</u></u>	<u><u>264,303</u></u>

5210 THE HOLT GROUP
5250 AMERICAN PLANNING ASSOCIATION

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-360

DIVISION NAME: BUILDING & SAFETY

FUND: General

FUND NO: 01

DIVISION BUDGET: 58,275

DEPARTMENT: Planning Department

DIV NO: 360

THIS DIVISION: Building & Safety

DIVISION DESCRIPTION:

This division provides issuance of building permits, plan checks, and inspection services for all projects subject to the City's building regulations.

DIVISION GOAL:

To provide timely and professional plan check and inspection services and to assist applicants in the permitting process.

CURRENT YEAR DIVISION OBJECTIVES:

1. Implement an Over-The-Counter plan check review process (24-hour turn-around time) for minor construction activities.
2. Implement a Fast Track Program (5-day turn-around time) with applicable fee structure.
3. Achieve greater cost recovery for programs within the Planning Department.
4. Hire and activate in-house Building Inspector.

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

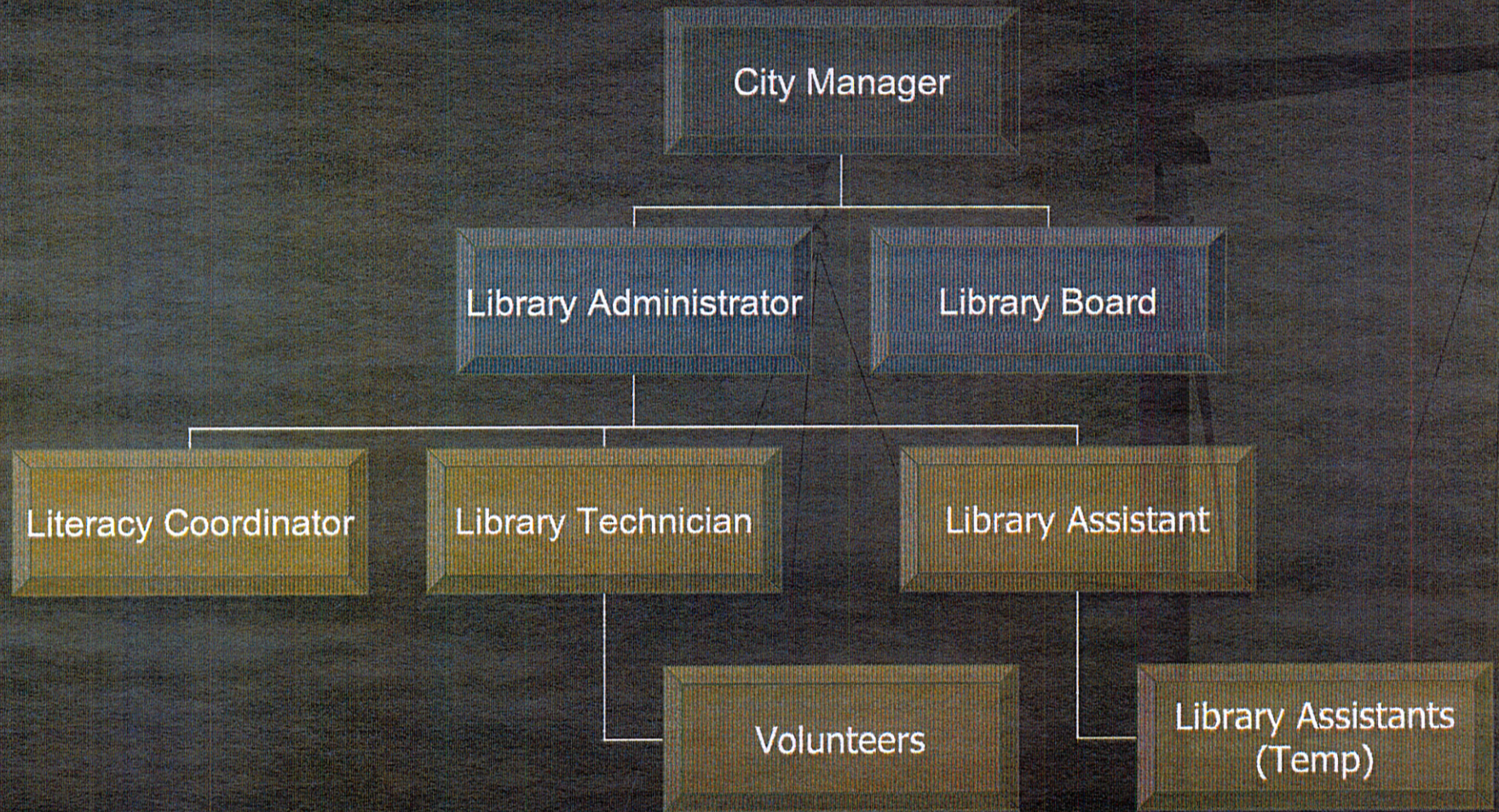
**CORPORATE FUND
PLANNING DEPARTMENT
BUILDING & SAFETY DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	360	5101	SALARIES-FULL TIME	0	0	0	27,673	27,673
01	360	5111	RETIREMENT	0	0	0	6,058	6,058
01	360	5112	FICA	0	0	0	2,117	2,117
01	360	5114	UNEMPLOYMENT INSURANCE	0	0	0	127	127
01	360	5115	HEALTH INSURANCE	0	0	0	3,300	3,300
				<u>0</u>	<u>0</u>	<u>0</u>	<u>39,275</u>	<u>39,275</u>
<u>SERVICES</u>								
01	360	5210	CONTRACT SERVICE	98,106	100,000	160,000	10,000	10,000
01	360	5213	SEISMIC FEE & CBSC	7,083	5,000	5,000	5,000	5,000
01	360	5242	VEHICLE FUEL	0	0	0	1,500	1,500
01	360	5250	PUBLICATION / DUES	0	0	0	200	200
01	360	5265	TRAINING	0	0	0	1,000	1,000
01	360	5213	TRAVEL & MEETINGS	0	0	0	500	500
				<u>105,189</u>	<u>105,000</u>	<u>165,000</u>	<u>18,200</u>	<u>18,200</u>
<u>MATERIALS & SUPPLIES</u>								
01	360	5301	OFFICE SUPPLIES	0	500	0	300	300
01	360	5330	SPECIAL DEPT SUPPLIES	0	0	0	500	500
				<u>0</u>	<u>0</u>	<u>0</u>	<u>800</u>	<u>800</u>
BUILDING & SAFETY				<u><u>105,189</u></u>	<u><u>105,000</u></u>	<u><u>165,000</u></u>	<u><u>58,275</u></u>	<u><u>58,275</u></u>

5210 BJ ENGINEERING
5250 INTERNATIONAL CODE COUNCIL

ORGANIZATIONAL CHART

LIBRARY SERVICES



Fiscal Year 2011-2012

Total Position Allocations 5.0

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Library**

SUPPORTED BY (FUNDS): **General Fund**

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

Library Operations	(01-410)
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TOTAL DEPARTMENT BUDGET: ***\$172,548***

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011- 2012 & 2012 - 2013

DIVISION NO: 01-410

DIVISION NAME: LIBRARY OPERATIONS

FUND: General

FUND NO: 01

DIVISION BUDGET: \$172,548

DEPARTMENT: Library

DIV NO: 410

THIS DIVISION: Library Operations Program

DIVISION DESCRIPTION:

This division provides for the general operation of the library including supervision, salary administration and scheduling for employees, supervision of the budget and implementation of all library policies and objectives.

DIVISION GOAL:

To provide professional library services and quality collections for the use of Imperial residents and students of the Imperial Unified School District.

CURRENT YEAR DIVISION OBJECTIVES:

1. To continue to update and expand the collection of library resources in order to provide a well-stocked and balanced collection to the community.
2. To promote and provide instruction in the use of the Library's on-line catalog, as well as other resources.
3. To perform a section-by-section inventory of the library's collection, and then use the results to effectively weed and sort the collection.
4. To continue the work begun with our Literacy Coordinator and with LEARN IV to provide space, materials, recruitment, and outreach for literacy tutors and students.
5. To find instructors, either on staff or volunteers, to provide classes in areas where a need is seen, or requested by patrons.
6. To actively seek grants, sponsors, and other sources of funding for library programs, activities, and materials.
7. To use the Federal Grant money awarded to us through Rep. Filner's efforts to get the Imperial Public Library Literacy & Learning Center up and running.
8. Implement a Fundraiser with Parks and Recreation.
9. Modify programs as needed to balance funding impacts from State allocations.

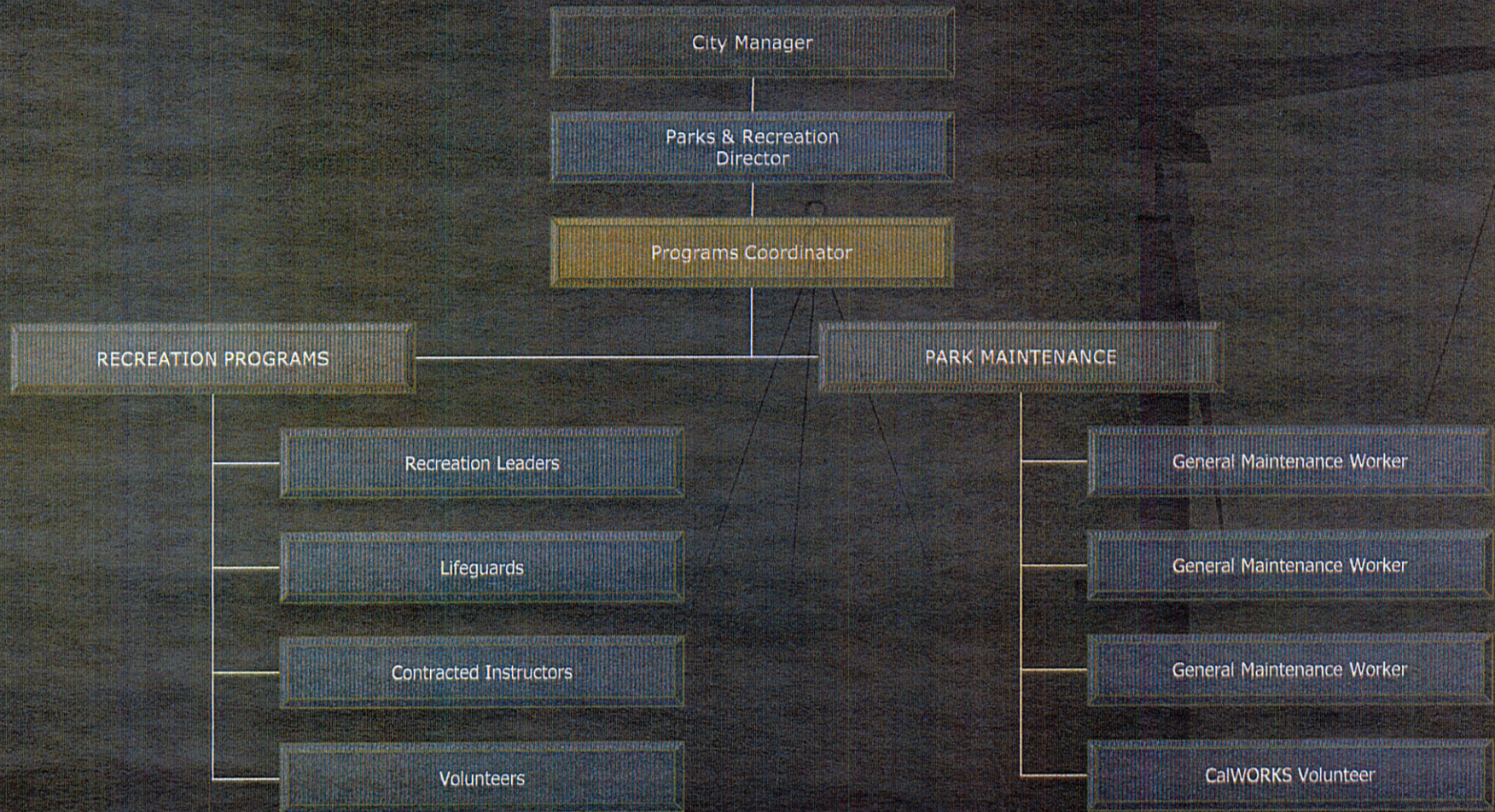
**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

**CORPORATE FUND
LIBRARY DEPARTMENT
LIBRARY OPERATIONS DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	410	5101	SALARIES-FULL TIME	73,694	75,762	75,762	75,754	75,754
01	410	5102	SALARIES-PART TIME	21,548	26,520	18,000	28,528	28,528
01	410	5111	RETIREMENT	16,785	21,410	21,410	18,357	18,357
01	410	5112	FICA	7,281	7,835	7,835	7,992	7,992
01	410	5114	UNEMPLOYMENT INSURANCE	1,085	1,155	1,155	1,617	1,617
01	410	5115	HEALTH INSURANCE	13,000	12,000	12,000	12,000	12,000
				<u>133,393</u>	<u>144,682</u>	<u>136,162</u>	<u>144,248</u>	<u>144,248</u>
<u>SERVICES</u>								
01	410	5210	CONTRACT SERVICE	7,149	6,800	6,500	6,800	6,800
01	410	5222	LITERACY SERVICES	3,971	7,500	7,500	7,500	7,500
01	410	5250	PUBLICATION / DUES	2,633	1,500	1,500	1,500	1,500
01	410	5265	TRAINING	0	300	0	300	300
01	410	5270	TRAVEL & MEETINGS	0	200	0	200	200
				<u>13,753</u>	<u>16,300</u>	<u>15,500</u>	<u>16,300</u>	<u>16,300</u>
<u>MATERIALS & SUPPLIES</u>								
01	410	5301	OFFICE SUPPLIES	1,924	1,000	1,000	1,000	1,000
01	410	5330	SPECIAL DEPT SUPPLIES	2,539	2,000	10,000	3,000	3,000
				<u>4,463</u>	<u>3,000</u>	<u>11,000</u>	<u>4,000</u>	<u>4,000</u>
<u>CAPITAL</u>								
01	410	5442	OTHER	3,785	1,500	2,800	1,500	1,500
01	410	5444	LIBRARY BOOKS	6,430	6,500	6,500	6,500	6,500
				<u>10,215</u>	<u>8,000</u>	<u>9,300</u>	<u>8,000</u>	<u>8,000</u>
LIBRARY OPERATIONS				<u>161,824</u>	<u>171,982</u>	<u>171,962</u>	<u>172,548</u>	<u>172,548</u>

5210 A & S SERVICES, SERRA COOPERATIVE, 3M LIBRARY SYSTEM, FALCON MANAGEMENT GROUP, MOVIE LICENSING, POLARIS, P.O. BOX
5250 IV PRESS, UNION TRIBUNE, AMERICAN LIBRARY ASSOCIATION, CALIFORNIA LIBRARY ASSOCIATION
5442 COPIER LEASE

ORGANIZATIONAL CHART PARKS & RECREATION DEPARTMENT



Fiscal Year 2011-2012

Total Position Allocations 11.5

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Parks & Recreation**

SUPPORTED BY (FUNDS): **General Fund**

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

Parks & Recreation Management	(01-415)
Park Maintenance	(01-420)
Recreation Programs	(01-421)
Pool	(01-431)

TOTAL DEPARTMENT BUDGET: **\$377,883**

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-415

DIVISION NAME: **PARKS & RECREATION MANAGEMENT**

FUND: **General** **FUND NO** **01** **DIVISION BUDGET: \$198,713**

DEPARTMENT: **Parks & Recreation** **DIV NO:** **415**

THIS DIVISION: **Parks & Recreation Management**

DIVISION DESCRIPTION:

This division is responsible for planning, scheduling, coordinating and evaluating all activities for the Parks & Recreation Department.

DIVISION GOAL:

To manage the resource of the Parks & Recreation Department. To meet the goals and objectives of the Department.

CURRENT YEAR DIVISION OBJECTIVES:

1. Continue to develop and implement recreation programs and events to meet the needs of the community of Imperial.
2. Continue to review and update the conditions for all existing and new parks.
3. Update Parks Master Plan and Bicycle and Trails Master Plan.
4. Assist City Manager in development of proposed events center / regional park and downtown transit park, expansion and improvements to Eager Park.
5. Supervise and monitor the performance of contracted prison crews.
6. Review Park and Recreational Fee Schedules.
7. Development of Dog Park.
8. Implement a Fundraiser with Library.
9. Review options for improvement of Band Room Facility to coordinate with department programs.
10. Pursue State Prop 84 funding for park facilities.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
PARKS & RECREATION DEPARTMENT
PARKS & RECREATION MANAGEMENT DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	415	5101	SALARIES-FULL TIME	231,952	138,532	138,532	138,528	138,528
01	415	5103	OVERTIME	4,086	0	0	0	0
01	415	5104	STANDBY TIME	4,722	0	0	0	0
01	415	5110	UNIFORM ALLOWANCE	1,678	0	0	0	0
01	415	5111	RETIREMENT	49,346	35,052	35,052	30,321	30,321
01	415	5112	FICA	17,591	10,602	10,602	10,602	10,602
01	415	5114	UNEMPLOYMENT INSURANCE	1,306	462	498	462	462
01	415	5115	HEALTH INSURANCE	30,925	12,000	12,000	12,000	12,000
				<u>341,606</u>	<u>196,648</u>	<u>196,684</u>	<u>191,913</u>	<u>191,913</u>
<u>SERVICES</u>								
01	415	5241	MAINTENANCE OF EQUIPMENT	394	1,000	500	500	500
01	415	5242	VEHICLE FUEL	606	1,000	1,300	1,000	1,000
01	415	5250	PUBLICATION / DUES	690	1,200	500	800	800
01	415	5265	TRAINING	0	1,000	300	1,000	1,000
01	415	5270	TRAVEL & MEETINGS	0	2,500	1,650	2,500	2,500
				<u>1,690</u>	<u>6,700</u>	<u>4,250</u>	<u>5,800</u>	<u>5,800</u>
<u>MATERIALS & SUPPLIES</u>								
01	415	5301	OFFICE SUPPLIES	1,721	1,700	1,000	1,000	1,000
				<u>1,721</u>	<u>1,700</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
PARKS & RECREATION MANAGEMENT				<u><u>345,017</u></u>	<u><u>205,048</u></u>	<u><u>201,934</u></u>	<u><u>198,713</u></u>	<u><u>198,713</u></u>

5250 CPRS, NPRA

CITY OF IMPERIAL - DIVISION SUMMARY

FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-420

DIVISION NAME: PARK MAINTENANCE

FUND: General

FUND NO: 01

DIVISION BUDGET: \$98,870

DEPARTMENT: Parks & Recreation

DIV NO: 420

THIS DIVISION: **Park Maintenance**

DIVISION DESCRIPTION:

This division provides maintenance of seven (7) City parks and all owned City buildings which includes City Hall and the City Library. Also, maintains lawns, subdivision right-of-ways, pathways and retention basins; maintenance of two (2) subdivisions.

DIVISION GOAL:

To renovate parks to their highest appropriate standard. Maintaining existing parks and other landscaped areas controlled by the City to the highest appropriate standard.

CURRENT YEAR DIVISION OBJECTIVES:

1. Continue regular safety inspections of all parks and baseball fields.
2. Weed, feed and reseed all parks.
3. Install short block walls in restrooms at Joshua, Eager, and Evans Parks.
4. Explore cost for a new Savanna Park restroom.
5. Make all updates according to CJPIA Loss/Cap recommendations.
6. Review options to allow for more community involvement in constructing and maintaining city parks.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
PARKS & RECREATION DEPARTMENT
PARK MAINTENANCE DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	420	5101	SALARIES-FULL TIME	0	98,481	79,800	39,984	39,984
01	420	5103	OVERTIME	0	5,000	1,500	5,000	5,000
01	420	5104	STANDBY TIME	0	2,500	3,000	2,500	2,500
01	420	5110	UNIFORM ALLOWANCE	0	1,800	1,200	1,800	1,800
01	420	5111	RETIREMENT	0	25,306	16,800	9,094	9,094
01	420	5112	FICA	0	8,115	7,200	3,638	3,638
01	420	5114	UNEMPLOYMENT INSURANCE	0	693	539	254	254
01	420	5115	HEALTH INSURANCE	0	18,000	12,000	6,600	6,600
				<u>0</u>	<u>159,895</u>	<u>122,039</u>	<u>68,870</u>	<u>68,870</u>
<u>SERVICES</u>								
01	420	5210	CONTRACT SERVICE	2,340	2,500	3,500	2,500	2,500
01	420	5221	FEE REFUNDS	0	0	800	0	0
01	420	5241	MAINTENANCE OF EQUIPMENT	11,072	5,000	12,000	8,000	8,000
01	420	5242	VEHICLE FUEL	4,665	5,000	7,200	5,000	5,000
				<u>18,077</u>	<u>12,500</u>	<u>23,500</u>	<u>15,500</u>	<u>15,500</u>
<u>MATERIALS & SUPPLIES</u>								
01	420	5263	CHEMICALS	2,135	600	0	600	600
01	420	5302	CUSTODIAL SUPPLIES	2,723	2,500	3,000	2,500	2,500
01	420	5310	SAFETY / EQUIP / CLOTHING	404	600	800	600	600
01	420	5320	SMALL TOOLS	299	800	900	800	800
01	420	5330	SPECIAL DEPT SUPPLIES	7,304	15,000	12,000	10,000	10,000
				<u>12,865</u>	<u>19,500</u>	<u>16,700</u>	<u>14,500</u>	<u>14,500</u>
<u>CAPITAL</u>								
01	420	5442	OTHER	5,634	0	0	0	0
				<u>5,634</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
PARK MAINTENANCE				<u><u>36,576</u></u>	<u><u>191,895</u></u>	<u><u>162,239</u></u>	<u><u>98,870</u></u>	<u><u>98,870</u></u>

5210 A+ SPEEDY PLUMBING

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-421

DIVISION NAME: RECREATION PROGRAM

FUND: General

FUND NO: 01

DIVISION BUDGET: \$35,000

DEPARTMENT: Parks & Recreation

DIV NO: 421

THIS DIVISION: Recreation Program

DIVISION DESCRIPTION:

This division is responsible for planning, coordinating and evaluating all activities for the Parks and Recreation Department.

DIVISION GOAL:

To manage the resource of the Parks and Recreation Department. To meet the goals and objectives of the Department.

CURRENT YEAR DIVISION OBJECTIVES:

1. To continue recreation programs as required and requested by the participants of the Imperial Community through the use of a contract instructors and rental of IUSD facilities.
2. To develop innovative recreation programs as required and requested by the participants of the Imperial Community through the use of contract instructors and rental of IUSD facilities.
3. To provide social opportunities for the community thru special event programming such as Movies in the Park..
4. To obtain a minimum score of 3.5 (out of 5) on all participant program evaluation forms.
5. To obtain required live scan for every staff member and contract

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

**CORPORATE FUND
PARKS & RECREATION DEPARTMENT
RECREATION DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
			<u>SERVICES</u>					
01	421	5210	CONTRACT SERVICE	<u>33,792</u>	<u>60,000</u>	<u>25,000</u>	<u>35,000</u>	<u>35,000</u>
				33,792	60,000	25,000	35,000	35,000
			RECREATION	<u>33,792</u>	<u>60,000</u>	<u>25,000</u>	<u>35,000</u>	<u>35,000</u>

5210 Programs include: Zumba Fitness, Martial Arts, Start Smart Sports, Babysitter Training, ARC CPR/First Aid, Missoula Children's Theatre, Movie in the Park, Summer Camp, Winter Break Programs, Spring Break Programs, Dinner Draw-Down FundRaiser, Bunko Night FundRaiser, Music Lessons

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 01-431

DIVISION NAME: POOL

FUND: General FUND NO 01 DIVISION BUDGET: \$45,300

DEPARTMENT: Parks & Recreation DIV NO: 431

THIS DIVISION: Pool

DIVISION DESCRIPTION:

This division provides for the operation of the City's Summer Pool Program at the IUSD.

DIVISION GOAL:

To provide summer activities to our local residents.

CURRENT YEAR DIVISION OBJECTIVES:

1. To provide Open Swim as required and requested by the participants of the Imperial community.
2. To provide American Red Cross Learn to Swim program as required and requested by the participants of the Imperial community.
3. To provide American Red Cross training programs such as the Guard Start Jr. Lifeguard program and Lifeguard certification programs as required and requested by the participants of the Imperial community.
4. To provide health and well-ness aquatic programs as required and requested by the participants of the Imperial community.
5. To provide social opportunities for the community thru special event programming at the pool.
6. Continue to offset operational costs through incorporating revenue-generating opportunities such as concessions and facility rentals.
7. Obtain required live scan for every staff member.
8. Provide lifeguard staff in-service training.
9. To obtain a minimum score of 3.5 (out of 5) on all participant program evaluation forms.
10. Maintain lifeguard equipment and replace deteriorated lifeguard equipment.
11. Maintain pool chemical levels.
12. Pursue program enhancements through use of "Old Band Room" site.

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**CORPORATE FUND
PARKS & RECREATION DEPARTMENT
POOL DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
01	431	5102	SALARIES-PART TIME	21,209	25,000	25,000	30,000	30,000
01	431	5103	OVERTIME	0	0	100	0	0
01	431	5112	FICA	1,623	1,915	1,915	2,297	2,297
01	431	5114	UNEMPLOYMENT INS	700	3,003	3,003	3,003	3,003
				<u>23,532</u>	<u>29,918</u>	<u>30,018</u>	<u>35,300</u>	<u>35,300</u>
<u>SERVICES</u>								
01	431	5221	FEE REFUNDS	0	0	100	0	0
				<u>0</u>	<u>0</u>	<u>100</u>	<u>0</u>	<u>0</u>
<u>MATERIALS & SUPPLIES</u>								
01	431	5301	OFFICE SUPPLIES	0	0	0	0	0
01	431	5330	SPECIAL DEPARTMENTAL SUPPLIES	5,623	10,000	10,000	10,000	10,000
				<u>5,623</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
POOL				<u><u>29,155</u></u>	<u><u>39,918</u></u>	<u><u>40,118</u></u>	<u><u>45,300</u></u>	<u><u>45,300</u></u>

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

ENTERPRISE FUNDS

	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
BEG. ENTERPRISE FUND BALANCE:	3,371,738	4,969,315	5,320,022
ENTERPRISE FUND REVENUE:	6,874,083	6,894,683	7,216,718
ENTERPRISE FUND EXPENDITURES:	<u>-5,276,506</u>	<u>-6,543,976</u>	<u>-6,080,368</u>
<i>ENDING ENTERPRISE FUND BALANCE:</i>	<u><u>\$4,969,315</u></u>	<u><u>\$5,320,022</u></u>	<u><u>\$6,456,372</u></u>
FISCAL YEAR REVENUES - EXPENDITURES:	1,597,577	350,707	1,136,350

**CITY OF IMPERIAL
REVENUE ESTIMATES
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

WATER FUND

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
			<u>CHARGES FOR SERVICE</u>					
50	000	4551	WATER SERVICE CHARGES	2,489,984	2,883,199	3,385,000	3,554,197	3,731,907
50	000	4552	WATER CONNECTION FEES	28,793	20,000	41,100	20,000	20,000
50	000	4554	WATER TURN ON FEE	57,582	50,000	73,800	70,000	70,000
				<u>2,576,359</u>	<u>2,953,199</u>	<u>3,499,900</u>	<u>3,644,197</u>	<u>3,821,907</u>
			<u>USE OF MONEY & PROPERTY</u>					
50	000	4610	INTEREST EARNED	8,182	8,000	5,500	5,000	5,000
				<u>8,182</u>	<u>8,000</u>	<u>5,500</u>	<u>5,000</u>	<u>5,000</u>
			<u>OTHER REVENUE</u>					
50	000	4790	NOT OTHERWISE CLASSIFIED	5,634	5,000	3,000	3,000	3,000
				<u>5,634</u>	<u>5,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0</u>
			<u>OTHER RECEIPTS</u>					
50	000	4910	OPERATING TRANSFERS IN	30,895	0	0	0	0
				<u>30,895</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
			TOTAL	<u><u>2,621,070</u></u>	<u><u>2,966,199</u></u>	<u><u>3,508,400</u></u>	<u><u>3,652,197</u></u>	<u><u>3,826,907</u></u>

CITY OF IMPERIAL
REVENUE ESTIMATES
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

WATER CAPACITY FUND

				2008 -2009 - 2010 ACTUAL	2009 - 2010 BUDGET	2009 - 2010 ESTIMATED	2010 - 2011 PROPOSED	2011 - 2012 PROPOSED
51	000	4553	<u>CHARGES FOR SERVICE</u> WATER CAPACITY FEES	<u>216,205</u> 216,205	<u>158,174</u> 158,174	<u>302,600</u> 302,600	<u>158,174</u> 158,174	<u>158,174</u> 158,174
TOTAL				<u><u>216,205</u></u>	<u><u>158,174</u></u>	<u><u>302,600</u></u>	<u><u>158,174</u></u>	<u><u>158,174</u></u>

WATER FUND REVENUE:	3,508,400	3,652,197	3,826,907
WATER CAPACITY FUND REVENUE:	<u>302,600</u>	<u>158,174</u>	<u>158,174</u>
TOTAL WATER FUND REVENUE:	<u><u>\$3,811,000</u></u>	<u><u>\$3,810,371</u></u>	<u><u>\$3,985,081</u></u>

CITY OF IMPERIAL - DEPARTMENT SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Water**

SUPPORTED BY (FUNDS): **Water Fund**

COMPONENTS OF DEPARTMENT:

DIVISIONS (ACCT. NO.)

Water Operation (50-510)

Water Capacity (51-510)

TOTAL DEPARTMENT BUDGET: \$3,708,048

CITY OF IMPERIAL - DIVISION SUMMARY
FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 50-510

DIVISION NAME: WATER OPERATIONS

FUND: Water

FUND NO: 50

DIVISION BUDGET: \$3,708,048

DEPARTMENT: Water

DIV NO: 510

THIS DIVISION: Water Operations

DIVISION DESCRIPTION:

This division provides personnel support and all resources necessary to operate and maintain the City's water treatment plant and distribution system comprised of a 7MGD surface water treatment plant, 2 MG reservoirs and pump station, and 28 miles of water mains and appurtenances and a customer base of approximately 4,500 accounts.

DIVISION GOAL:

To maintain and operate the City's water system in accordance with CDHS regulations in order to provide a safe and reliable supply of potable water customers.

CURRENT YEAR DIVISION OBJECTIVES:

1. Complete update to Capacity Fees.
2. Complete new meter reading installation.
3. Review options for new billing documents to improve customer service.
4. Host at least two workshops to provide conservation and use information to residents / businesses to assist them in lowering utility costs.

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

**WATER FUND
WATER DEPARTMENT
WATER OPERATION DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
50	510	5101	SALARIES-FULL TIME	380,594	385,787	348,400	353,347	353,347
50	510	5103	OVERTIME	29,537	25,000	38,300	25,000	25,000
50	510	5104	STANDBY	17,070	21,500	14,100	21,500	21,500
50	510	5106	EDUCATIONAL INCENTIVE	1,300	0	550	0	0
50	510	5110	UNIFORM ALLOWANCE	2,686	3,500	1,200	3,500	3,500
50	510	5111	RETIREMENT	73,380	98,299	63,070	78,026	78,026
50	510	5112	FICA	29,188	33,084	29,100	30,604	30,604
50	510	5113	WORKER'S COMP - SELF FUNDED	15,134	15,000	111,961	35,000	35,000
50	510	5114	UNEMPLOYMENT INSURANCE	2,055	2,029	1,710	1,873	1,873
50	510	5115	HEALTH INSURANCE	47,540	52,860	42,515	48,660	48,660
50	510	5120	VEHICLE ALLOWANCE	900	900	900	1,200	1,200
				<u>599,384</u>	<u>637,959</u>	<u>651,806</u>	<u>598,710</u>	<u>598,710</u>
<u>SERVICES</u>								
50	510	5201	ADVERTISING	465	5,000	0	1,500	1,500
50	510	5210	CONTRACT SERVICE	234,880	200,000	200,000	200,000	200,000
50	510	5211	BACKFLOW / CROSS CONNECTION	26,623	18,000	26,880	12,000	12,000
50	510	5230	INSURANCE LIABILITY	80,853	85,000	55,000	55,000	55,000
50	510	5240	M & O IMPROVEMENTS	1,470	1,700	4,500	5,000	5,000
50	510	5241	MAINTENANCE OF EQUIPMENT	235,720	250,000	291,500	350,000	350,000
50	510	5242	VEHICLE FUEL	9,674	8,500	9,200	12,000	12,000
50	510	5250	PUBLICATION / DUES / PERMITS	8,934	9,000	19,335	20,000	20,000
50	510	5252	RENT OF EQUIPMENT	0	250	0	250	250
50	510	5260	TELEPHONE / RADIO	7,777	6,000	6,300	6,500	6,500
50	510	5262	TESTING SERVICES	21,672	21,000	21,887	25,000	25,000
50	510	5263	CHEMICALS	94,477	95,000	95,000	95,000	95,000
50	510	5265	TRAINING	935	900	586	900	900
50	510	5270	TRAVEL & MEETINGS	354	500	798	500	500
50	510	5280	UTILITIES - ELECTRIC	90,367	90,000	67,100	90,000	90,000
				<u>814,201</u>	<u>790,850</u>	<u>798,086</u>	<u>873,650</u>	<u>873,650</u>

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS**

**WATER FUND
WATER DEPARTMENT
WATER OPERATION DIVISION CONT'D**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>MATERIALS & SUPPLIES</u>								
50	510	5301	OFFICE SUPPLIES	5,553	4,500	4,500	4,500	4,500
50	510	5302	CUSTODIAL SUPPLIES	0	300	300	300	300
50	510	5303	BANK CHARGES	8,666	8,000	11,201	8,000	8,000
50	510	5305	POSTAGE / FREIGHT	9,708	9,000	6,500	8,500	8,500
50	510	5310	SAFETY / EQUIP / CLOTHING	2,004	1,500	1,821	1,500	1,500
50	510	5320	SMALL TOOLS	1,995	2,000	2,000	2,000	2,000
50	510	5330	SPECIAL DEPT SUPPLIES	102,501	100,000	78,930	100,000	100,000
50	510	5331	CONTRACTOR METERS, DIALS, ETC	13,715	35,000	35,000	25,000	25,000
50	510	5350	WATER PURCHASES	286,075	260,000	259,103	280,000	280,000
				<u>430,217</u>	<u>420,300</u>	<u>399,355</u>	<u>429,800</u>	<u>429,800</u>
<u>CAPITAL</u>								
50	510	5430	IMPROVEMENTS OTHER THAN BLDG	0	0	4,588	0	0
50	510	5440	EQUIPMENT - AUTOMOTIVE	16,696	35,000	45,500	85,000	0
50	510	5442	OTHER	68,712	500,000	406,715	675,000	250,000
				<u>85,408</u>	<u>535,000</u>	<u>456,803</u>	<u>760,000</u>	<u>250,000</u>
<u>FIXED CHARGES</u>								
50	510	5520	DEBT SERVICE (PRINCIPAL / INTEREST)	1,461,566	1,043,543	1,043,543	1,042,388	1,027,388
50	510	5521	TRUSTEE FEES	3,500	3,500	3,500	3,500	3,500
50	510	5910	TRANSFER OUT (ADMINISTRATIVE)	0	0	0	0	0
				<u>1,465,066</u>	<u>1,047,043</u>	<u>1,047,043</u>	<u>1,045,888</u>	<u>1,030,888</u>
WATER OPERATION				<u><u>3,394,276</u></u>	<u><u>3,431,152</u></u>	<u><u>3,353,093</u></u>	<u><u>3,708,048</u></u>	<u><u>3,183,048</u></u>

5210 ESTRADA SYSTEMS GROUP, PRIMO CONSTRUCTION, HARRIS, CONTROL SYSTEMS ENGINEERING, TOWNSEND, WEBB, STILLS, RS INSTRUMENTS
5250 AMERICAN WATER WORKS, DEPT OF TOXIC SUBSTANCE, CA DEPT OF PUBLIC HEALTH, IMPERIAL COUNTY AIR POLLUTION, FOUNDATION FOR CROSS, DEPT OF MTR VEH
5440 (2) NEW VEHICLE
5442 METER READING DEVICES \$500,000, FILTER MEDIA REPLACEMENT \$110,000, CONTROLLERS \$65,000

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**WATER CAPACITY FUND
WATER CAPACITY DEPARTMENT
WATER CAPACITY FUND DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
			<u>FIXED CHARGES</u>					
51	510	5910	OPERATING TRANSFERS OUT	30,895	0	0	0	0
				<u>30,895</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
			WATER CAPACITY	<u>30,895</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

BEG. WATER FUND BALANCE:	2,024,427	2,482,334	2,584,657
WATER FUND REVENUE:	3,811,000	3,810,371	3,985,081
WATER OPERATIONS EXPENDITURES:	-3,353,093	-3,708,048	-3,183,048
WATER INFRASTRUCTURE IMPROVEMENTS EXPENDITURES:	0	0	0
WATER CAPACITY EXPENDITURES:	<u>0</u>	<u>0</u>	<u>0</u>
ENDING WATER FUND BALANCE:	<u>\$2,482,334</u>	<u>\$2,584,657</u>	<u>\$3,386,690</u>
	457,907	102,323	802,033

**CITY OF IMPERIAL
REVENUE ESTIMATES
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

WASTEWATER FUND

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
			<u>CHARGES FOR SERVICE</u>					
55	000	4561	SEWER SERVICE CHARGES	<u>2,263,244</u>	<u>2,148,046</u>	<u>2,806,100</u>	<u>2,946,500</u>	<u>3,093,825</u>
				2,263,244	2,148,046	2,806,100	2,946,500	3,093,825
			<u>USE OF MONEY & PROPERTY</u>					
55	000	4610	INTEREST EARNED	<u>4,110</u>	<u>3,200</u>	<u>4,383</u>	<u>4,000</u>	<u>4,000</u>
				4,110	3,200	4,383	4,000	4,000
			<u>OTHER REVENUE</u>					
55	000	4790	NOT OTHERWISE CLASSIFIED	<u>3,661</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
				3,661	2,000	2,000	2,000	2,000
			<u>OTHER RECEIPTS</u>					
55	000	4910	OPERATING TRANSFERS IN	<u>93,728</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
				93,728	0	0	0	0
TOTAL				<u><u>2,364,743</u></u>	<u><u>2,153,246</u></u>	<u><u>2,812,483</u></u>	<u><u>2,952,500</u></u>	<u><u>3,099,825</u></u>

CITY OF IMPERIAL
REVENUE ESTIMATES
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

WASTEWATER CAPACITY FUND

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
56	000	4563	<u>CHARGES FOR SERVICE</u> SEWER CAPACITY FEES	<u>180,171</u> <u>180,171</u>	<u>131,812</u> <u>131,812</u>	<u>250,600</u> <u>250,600</u>	<u>131,812</u> <u>131,812</u>	<u>131,812</u> <u>131,812</u>
TOTAL				<u><u>180,171</u></u>	<u><u>131,812</u></u>	<u><u>250,600</u></u>	<u><u>131,812</u></u>	<u><u>131,812</u></u>

WASTEWATER FUND REVENUE:	2,812,483	2,952,500	3,099,825
WASTEWATER CAPACITY FUND REVENUE	<u>250,600</u>	<u>131,812</u>	<u>131,812</u>
TOTAL WASTEWATER FUND REVENUE:	<u><u>\$3,063,083</u></u>	<u><u>\$3,084,312</u></u>	<u><u>\$3,231,637</u></u>

CITY OF IMPERIAL - DEPARTMENT SUMMARY

FISCAL YEAR 2011 - 2012 & 2012 - 2013

NAME OF DEPARTMENT: **Wastewater**

SUPPORTED BY (FUNDS): Wastewater Fund

COMPONENTS OF DEPARTMENT:

DIVISION (ACCT. NO.)

Wastewater Operations (55-520)

Wastewater Capacity (51-520)

TOTAL DEPARTMENT BUDGET: \$2,835,928

CITY OF IMPERIAL - DIVISION SUMMARY

FISCAL YEAR 2011 - 2012 & 2012 - 2013

DIVISION NO: 55-520

DIVISION NAME: WASTEWATER OPERATIONS

FUND: Wastewater **FUND NO:** 55 **DIVISION BUDGET:** \$2,835,928

DEPARTMENT: Wastewater DIV NO: 520

THIS DIVISION: **Wastewater Operations**

DIVISION DESCRIPTION:

This division provides personnel support and all resources necessary to maintain and operate the City's wastewater system comprised of approximately 25 miles of collection system mains, eight (8) pump stations, and a 1.7 MGD activated sludge (oxidation ditch) treatment facility and serves approximately 4,500 customers.

DIVISION GOAL:

To maintain and operate the City's wastewater treatment system in accordance with the CRWQCB's and NPDES regulations and requirements in an attempt to generate an effluent that is environmentally safe and that mitigates noxious odor.

CURRENT YEAR DIVISION OBJECTIVES:

1. Complete Feasibility Study for Keystone.
2. Continue efforts through IRWMP.
3. Manage issues with State agencies and new requirements for testing.
4. Manage reconstruction of plant clarifiers through FEMA project from April 2010.

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

**WASTEWATER FUND
WASTEWATER DEPARTMENT
WASTEWATER OPERATION DIVISION**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
55	520	5101	SALARIES-FULL TIME	238,230	237,163	237,163	288,104	288,104
55	520	5103	OVERTIME	25,778	25,000	25,000	25,000	25,000
55	520	5104	STANDBY	14,881	15,500	15,500	15,500	15,500
55	520	5110	UNIFORM ALLOWANCE	2,068	2,900	2,900	2,900	2,900
55	520	5111	RETIREMENT	52,115	60,588	60,588	63,632	63,632
55	520	5112	FICA	19,889	21,249	21,249	25,148	25,148
55	520	5113	WORKER'S COMP - SELF FUNDED	10,000	10,000	86,461	25,000	25,000
55	520	5114	UNEMPLOYMENT INSURANCE	1,207	1,034	1,034	1,250	1,250
55	520	5115	HEALTH INSURANCE	28,514	27,060	27,060	32,460	32,460
55	520	5120	VEHICLE ALLOWANCE	900	900	900	1,200	1,200
				<u>393,582</u>	<u>401,394</u>	<u>477,855</u>	<u>480,194</u>	<u>480,194</u>
<u>SERVICES</u>								
55	520	5201	ADVERTISING	53	150	0	150	200
55	520	5210	CONTRACT SERVICE	100,925	100,000	100,000	100,000	100,000
55	520	5230	INSURANCE LIABILITY	80,853	85,000	55,000	55,000	55,000
55	520	5240	M & O IMPROVEMENTS	35	0	0	0	0
55	520	5241	MAINTENANCE OF EQUIPMENT	274,500	350,000	200,000	385,000	350,000
55	520	5242	VEHICLE FUEL	12,275	13,000	13,000	15,000	15,000
55	520	5250	PUBLICATION / DUES / PERMITS / FIN	13,581	18,500	20,000	18,500	18,500
55	520	5252	RENT OF EQUIPMENT	504	500	150	300	300
55	520	5260	TELEPHONE / RADIO	8,072	7,500	5,500	6,500	6,500
55	520	5262	TESTING SERVICES	14,144	15,000	19,500	15,000	15,000
55	520	5263	CHEMICAL	0	500	0	0	0
55	520	5265	TRAINING	990	900	450	900	900
55	520	5270	TRAVEL & MEETINGS	960	800	250	800	800
55	520	5280	UTILITIES - ELECTRIC	197,982	180,000	170,000	180,000	180,000
				<u>704,874</u>	<u>771,850</u>	<u>583,850</u>	<u>777,150</u>	<u>742,200</u>

**CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS**

WASTEWATER OPERATION DIVISION CONT'D

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>MATERIALS & SUPPLIES</u>								
55	520	5301	OFFICE SUPPLIES	3,646	4,500	3,000	3,500	3,500
55	520	5302	CUSTODIAL SUPPLIES	0	200	200	200	200
55	520	5303	BANK CHARGES	7,868	7,500	11,000	8,000	8,000
55	520	5305	POSTGE / FREIGHT	7,410	8,000	5,500	6,500	6,500
55	520	5310	SAFETY / EQUIP / CLOTHING	1,450	1,500	1,300	1,500	1,500
55	520	5320	SMALL TOOLS	2,937	2,500	1,500	2,000	2,000
55	520	5330	SPECIAL DEPT SUPPLIES	29,422	13,000	2,500	10,000	10,000
				<u>52,733</u>	<u>37,200</u>	<u>25,000</u>	<u>31,700</u>	<u>31,700</u>
<u>CAPITAL</u>								
55	520	5430	IMPROVEMENTS OTHER THAN BLDG	0	0	4,588	0	0
55	520	5440	EQUIPMENT - AUTOMOTIVE	0 *	42,500	0	35,000	0
55	520	5442	EQUIPMENT - OTHER	41,284 *	176,555	40,198	715,000	846,342
				<u>41,284</u>	<u>219,055</u>	<u>44,786</u>	<u>750,000</u>	<u>846,342</u>
<u>FIXED CHARGES</u>								
55	520	5520	DEBT SERVICE (PRINCIPAL / INTEREST)	739,704	788,422	788,422	793,384	793,384
55	520	5521	TRUSTEE FEES	3,500	6,275	3,500	3,500	3,500
55	520	5910	TRANSFER OUT (ADMINISTRATIVE)	0	0	0	0	0
				<u>743,204</u>	<u>794,697</u>	<u>791,922</u>	<u>796,884</u>	<u>796,884</u>
WASTEWATER OPERATION				<u><u>1,935,677</u></u>	<u><u>2,224,196</u></u>	<u><u>1,923,413</u></u>	<u><u>2,835,928</u></u>	<u><u>2,897,320</u></u>

5210 ESTRADA SYSTEMS GROUP, PRIMO CONSTRUCTION, HARRIS, IMPERIAL LANDFILL, TOWNSEND, WEBB, STILLS, RS INSTRUMENTS, JOHN KEMP
5250 SWRCB ACCOUNTING OFFICE
5440 NEW VEHICLE
5442 VACTOR LEASE \$55,000, MANHOLE REPLACEMENT \$130,000, LIFT STATIONS REPAIRS \$150,000, FEMA REPAIRS

CITY OF IMPERIAL
DEPARTMENTAL OPERATING BUDGETS
FISCAL YEAR ENDED 2010 - 2011 & 2011 - 2012

**WASTEWATER CAPACITY FUND
WASTEWATER CAPACITY DEPARTMENT
WASTEWATER CAPACITY DIVISION**

			2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
		<u>FIXED CHARGES</u>					
56	520	5910	OPERATING TRANSFERS OUT				
			30,895	0	0	0	0
			30,895	0	0	0	0
		WASTEWATER CAPACITY	<u>30,895</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

BEG. WASTEWATER FUND BALANCE:	1,347,311	2,486,981	2,735,365
WASTEWATER FUND REVENUE:	3,063,083	3,084,312	3,231,637
WASTEWATER OPERATIONS EXPENDITURES:	-1,923,413	-2,835,928	-2,897,320
WASTEWATER INFRASTRUCTURE IMPROVEMENTS EXPENDITURES:			
WASTEWATER CAPACITY EXPENDITURES:			
ENDING WASTEWATER FUND BALANCE:	<u>\$2,486,981</u>	<u>\$2,735,365</u>	<u>\$3,069,682</u>
	1,139,670	248,384	334,317

EXPENDITURE SUMMARY - SPECIAL REVENUES

PERSONAL		MATERIALS	ECONOMIC				
<u>SERVICES</u>	<u>SERVICES</u>	<u>SUPPLIES</u>	<u>DEVELOP</u>	<u>CAPITAL</u>	<u>INFRASTR.</u>	<u>FIXED/</u>	<u>TOTAL</u>
					<u>IMPROVE</u>	<u>TRANS OUT</u>	

SPECIAL / RESTRICTED REVENUE FUND

TRAFFIC RELIEF						30,400	30,400
TRAFFIC SAFETY						8,500	8,500
GAS TAX						350,000	350,000
LOCAL TRANSPORTATION				500,000		5,000	505,000
MEASURE D				1,000,000			1,000,000
PROP 172						35,000	35,000
ASSET FORFEITURE						100,000	100,000
COPS 2007			14,595				14,595
COPS 2011			99,500			500	100,000
HOUSING REHAB						5,000	5,000
CDBG			478,417				478,417
SEWER CLARK			23,857				23,857
WILDFLOWER LIGHTING		1,500				6,000	7,500
WILDFLOWER LANDSCAPE		1,500				60,000	61,500
PASEO LIGHTING		1,500				6,000	7,500
PASEO LANDSCAPE		1,500				60,000	61,500
JOSHUA STREET IMPROVEMENTS		31,140					31,140
LIBRARY DONATIONS			566				566
CLARK 4 LANE		90,604					90,604
ATEN CLARK TRAFFIC		808					808
ATEN HWY 86		14,399					14,399
OTS GRANT			54,484				54,484
14TH & NECKEL		22,823					22,823
SKY RANCH LANDSCAPE	45,206	1,500	25,000			125,000	196,706
PROP 1B BOND				52,996			52,996
POLICE DONATIONS			397				397
LIBRARY LITERACY			46,429				46,429
COPS 2010			6,380				6,380
FIRE IMPACT FEE		1,500					1,500
POLICE IMPACT FEE		1,500					1,500
ADMIN IMPACT FEE		1,500					1,500
LIBRARY IMPACT FEE		1,500					1,500
PARKS IMPACT FEE		1,500					1,500
CIRCULATION IMPACT FEE		1,500					1,500
STLP				1,045,335			1,045,335
ARRA				895,342			895,342
CMAQ				230,000			230,000

SPECIAL / RESTRICTED REVENUE FUNDS:	\$45,206	\$176,274	\$749,625	\$0	\$3,723,673	\$0	\$791,400	\$5,486,178
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0.01	0.03	0.01		0.89		0.06	100.00
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03 TRAFFIC RELIEF	04 TRAFFIC SAFETY	05 GAS TAX	06 LOCAL TRANS	07 DIAL-A- RIDE	08 MEASURE D	09 PROP 172	11 HOMELAND SECURITY	12 ASSET FORFEIT	13 COPS 2007	14 COPS 2011
<u>500</u>	<u>100</u>	<u>349,908</u>	<u>615,661</u>	<u>-84,455</u>	<u>1,058,408</u>	<u>100</u>	<u>-34,779</u>	<u>138,688</u>	<u>14,595</u>	<u>75,000</u>
30,000	8,500	250,000	150,000	75,000	950,000	35,000		250,000		25,000
							34,779			
30,000	8,500	250,000	150,000	75,000	950,000	35,000	34,779	250,000	0	25,000
									-14,595	-99,500
			-500,000		-1,000,000					
0	0	0	-500,000	0	-1,000,000	0	0	0	-14,595	-99,500
<u>30,000</u>	<u>8,500</u>	<u>250,000</u>	<u>-350,000</u>	<u>75,000</u>	<u>-50,000</u>	<u>35,000</u>	<u>34,779</u>	<u>250,000</u>	<u>-14,595</u>	<u>-74,500</u>
-30,400	-8,500	-350,000	-5,000			-35,000		-100,000		-500
-30,400	-8,500	-350,000	-5,000	0	0	-35,000	0	-100,000	0	-500
<u>100</u>	<u>100</u>	<u>249,908</u>	<u>260,661</u>	<u>-9,455</u>	<u>1,008,408</u>	<u>100</u>	<u>0</u>	<u>288,688</u>	<u>0</u>	<u>0</u>

[illegible]

**CITY OF IMPERIAL
SPECIAL / RESTRICTED REVENUE
FISCAL YEAR ENDED 2011 - 2012**

	15 CDBG HOME	16 HOUSING REHAB	17 CDBG	18 CDBG RLA	19 SEWER CLARK	21 WILDFLOWER LIGHT	22 TRAFFIC ATEN/LAB	23 PASEO LIGHT	24 JOSHA ST IMP	25 LIBRARY DONATION		
BALANCE 07/01/11	-126,079	26,377	-1,583	14,896	23,857	-1,805	73,619	-146,236	3,449	102,339	31,140	-434
REVENUES												
FROM OTHER AGENCIES	20,000		480,000	1,500		6,752	33,823		7,207	36,191		1,000
INTEREST												
OTHER INCOME		10,000						146,236				
TOTAL REVENUES	20,000	10,000	480,000	1,500	0	6,752	33,823	146,236	7,207	36,191	0	1,000
EXPENDITURES												
PERSONNEL SERVICES												
SUPPLIES & SERVICES			-478,417		-23,857	-1,500	-1,500		-1,500	-1,500	-31,140	-566
CAPITAL OUTLAY												
EXPENDITURES	0	0	-478,417	0	-23,857	-1,500	-1,500	0	-1,500	-1,500	-31,140	-566
DIFF OF REV/EXP:	20,000	10,000	1,583	1,500	-23,857	5,252	32,323	146,236	5,707	34,691	-31,140	434
OTHER FIN SERVICES												
OPER TRANSFERS IN												
OPER TRANSFERS OUT		-5,000				-6,000	-60,000		-6,000	-60,000		
TOTAL OTHER SOURCE	0	-5,000	0	0	0	-6,000	-60,000	0	-6,000	-60,000	0	0
ENDING BALANCE	-106,079	31,377	0	16,396	0	-2,553	45,942	0	3,156	77,030	0	0

PROJECT NAME:

Aten Phase I Signal												
Aten Phase II Paving												
Barioni Rehab												
Barioni Storm Drain												
Books Purchase												-1,943
Bus Shelters / Benches												
Copier Lease (2)												
Down Payment Assistance												
Facade Improvements												
Joshua Street Improvement											-31,096	
Manhole Replacement												
Meter Reading Devices												
Multi-family (New Const)												
North O Street												
North P Street												
Police Equipment												
S Colonia			-480,000									
Sidewalk / Handicap Ramp												
Street Project												
Street Signs												
Vehicle Lease / Purchase												

-480,000

-31,096

-1,943

**CITY OF IMPERIAL
SPECIAL / RESTRICTED REVENUE
FISCAL YEAR ENDED 2011 - 2012**

	26 CLARK RD 4 LANE	27 DATEN/CLARK TRAFFIC	28 ATEN HWY 86	29 OTS GRANT	30 COPS 2006	32 14TH & NECKEL	33 IMP GRANTS	35 SKY LAND	36 COPS 2008	37 PROP 1B BOND	38 POLICE DONATION	39 LIBRARY LITERACY
BALANCE 07/01/11	<u>90,604</u>	<u>808</u>	<u>14,399</u>	<u>54,484</u>	<u>-43,608</u>	<u>22,823</u>	<u>-619</u>	<u>736,559</u>	<u>-14,930</u>	<u>52,996</u>	<u>397</u>	<u>46,429</u>
REVENUES												
FROM OTHER AGENCIES								227,420				
INTEREST												
OTHER INCOME					43,608		619		14,930			
TOTAL REVENUES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>43,608</u>	<u>0</u>	<u>619</u>	<u>227,420</u>	<u>14,930</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXPENDITURES												
PERSONNEL SERVICES								-45,206				
SUPPLIES & SERVICES	-90,604	-808	-14,399	-54,484		-22,823		-26,500			-397	-46,429
CAPITAL OUTLAY										-52,996		
EXPENDITURES	<u>-90,604</u>	<u>-808</u>	<u>-14,399</u>	<u>-54,484</u>	<u>0</u>	<u>-22,823</u>	<u>0</u>	<u>-71,706</u>	<u>0</u>	<u>-52,996</u>	<u>-397</u>	<u>-46,429</u>
DIFF OF REV/EXP:	<u>-90,604</u>	<u>-808</u>	<u>-14,399</u>	<u>-54,484</u>	<u>43,608</u>	<u>-22,823</u>	<u>619</u>	<u>155,714</u>	<u>14,930</u>	<u>-52,996</u>	<u>-397</u>	<u>-46,429</u>
OTHER FIN SERVICES												
OPER TRANSFERS IN												
OPER TRANSFERS OUT								-125,000				
TOTAL OTHER SOURCE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-125,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
ENDING BALANCE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>767,273</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PROJECT NAME:

Aten Phase I Signal												
Aten Phase II Paving												
Barioni Rehab												
Barioni Storm Drain												
Books Purchase												
Bus Shelters / Benches												
Copier Lease (2)												
Down Payment Assistance												
Facade Improvements												
Joshua Street Improvement												
Manhole Replacement												
Meter Reading Devices												
Multi-family (New Const)												
North O Street										-283,000		
North P Street												
Police Equipment				-54,378								
S Colonia												
Sidewalk / Handicap Ramp												
Street Project												
Street Signs												
Vehicle Lease Payment												

-54,378

-283,000

**CITY OF IMPERIAL
SPECIAL / RESTRICTED REVENUE
FISCAL YEAR ENDED 2011 - 2012**

	40 POLICE TECH GRANT	41 COPS 2010	64 FIRE IMPACT	65 POLICE IMPACT	66 ADMIN IMPACT	67 LIBRARY IMPACT	68 PARKS IMPACT	69 CIR IMPACT	76 STPL	77 ARRA	78 CMAQ	99 COLONIAS
BALANCE 07/01/11	-112,076	6,380	-43,555	394,607	321,688	253,919	1,267,329	121,456	196,588	610,895	0	-90,259
REVENUES												
FROM OTHER AGENCIES	112,076		49,086	21,108	31,927	17,636	116,715	40,999	848,747	284,447	230,000	
INTEREST												
OTHER INCOME												90,259
TOTAL REVENUES	112,076	0	49,086	21,108	31,927	17,636	116,715	40,999	848,747	284,447	230,000	90,259
EXPENDITURES												
PERSONNEL SERVICES												
SUPPLIES & SERVICES		-6,380	-1,500	-1,500	-1,500	-1,500	-1,500	-1,500				
CAPITAL OUTLAY								0	-1,045,335	-895,342	-230,000	
EXPENDITURES	0	-6,380	-1,500	-1,500	-1,500	-1,500	-1,500	-1,500	-1,045,335	-895,342	-230,000	0
DIFF OF REV/EXP:	112,076	-6,380	47,586	19,608	30,427	16,136	115,215	39,499	-196,588	-610,895	0	90,259
OTHER FIN SERVICES												
OPER TRANSFERS IN												
OPER TRANSFERS OUT												
TOTAL OTHER SOURCE	0	0	0	0	0	0	0	0	0	0	0	0
ENDING BALANCE	0	0	4,031	414,215	352,115	270,055	1,382,544	160,955	0	0	0	0

PROJECT NAME:

Aten Phase I Signal									-35,000			
Aten Phase II Paving									-1,010,000			
Barioni Rehab										-895,000		
Barioni Storm Drain												
Books Purchase												
Bus Shelters / Benches												
Copier Lease (2)												
Down Payment Assistance												
Facade Improvements												
Joshua Street Improvement												
Manhole Replacement												
Meter Reading Devices												
Multi-family (New Const)												
North O Street												
North P Street											-230,000	
Police Equipment												
S Colonia												
Sidewalk / Handicap Ramp												
Street Project												
Street Signs												
Vehicle Lease Payment												

-1,045,000 -895,000 -230,000

RESOLUTION NO. RDA 2011-06


RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF IMPERIAL, CALIFORNIA ADOPTING ITS 2011-2012 FISCAL YEAR BUDGET

WHEREAS, a proposed budget having been presented to and considered by the Redevelopment Agency during its special meeting of June 29, 2011:

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Budget for fiscal year 2011-2012 as presented during its special meeting of June 29, 2011, is hereby approved.
2. The Executive Director may approve line item budget transfers not to exceed \$5,000. Any budget amendments exceeding \$10,000.00 must be approved by action of the Redevelopment Agency.

APPROVED AND ADOPTED at a regular meeting of the Redevelopment Agency of the City of Imperial this 29th day of June 2011.


Chairman, City of Imperial
Redevelopment Agency

ATTEST:



Secretary

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)ss
CITY OF IMPERIAL)

I, the undersigned, City Clerk/Secretary of the City of Imperial, DO HEREBY CERTIFY that the foregoing Resolution No. RDA2011-06 was duly and regularly adopted at a Regular meeting of the City of Imperial Redevelopment Agency held on the 29th day of June 2011, by the following vote:

AYES: BRELAND, COX, DALE, SAMPSON, AND GRAN
NAYES: NONE
ABSENT: NONE
ABSTAIN: NONE

MOTION CARRIED 5-0



DEBRA JACKSON,
CITY CLERK/SECRETARY
CITY OF IMPERIAL, CALIFORNIA

CITY OF IMPERIAL - RDA
SUMMARY BUDGET
FISCAL YEAR ENDED 2011- 2012

LOW TO MODERATE HOUSING / REDEVELOPMENT PROJECTS
REDEVELOPMENT FUND
DEBT SERVICE

	<u>LOW TO MODERATE HOUSING FUND</u>	<u>REDEVELOPMENT PROJECT FUND</u>	<u>REDEVELOPMENT DEBT SERVICE FUND</u>
BEGINNING BALANCE:	<u>4,574,445</u>	<u>3,339,729</u>	<u>1,943,300</u>
<u>REVENUES:</u>			
TAXES	330,000	0	2,050,000
USE OF MONEY & PROPERTY	25,000	14,500	0
OTHER REVENUES	500	0	1,000
TOTAL REVENUES:	<u>355,500</u>	<u>14,500</u>	<u>2,051,000</u>
<u>EXPENDITURES</u>			
PERSONNEL SERVICES	64,614	166,370	0
SERVICES	17,100	317,500	0
MATERIALS & SUPPLIES	1,800	111,300	0
CAPITAL	3,000,000	2,027,747	0
FIXED CHARGES	200,000	711,703	2,433,204
TOTAL EXPENDITURES:	<u>3,283,514</u>	<u>3,334,620</u>	<u>2,433,204</u>
 ESTIMATED BALANCE THRU 06/30/12	 <u><u>1,646,431</u></u>	 <u><u>19,609</u></u>	 <u><u>1,561,096</u></u>

CITY OF IMPERIAL - RDA
REVENUE BUDGET
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**REDEVELOPMENT FUND
LOW TO MODERATE HOUSING**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>TAXES</u>								
95	000	4110	PROPERTY TAXES - SECURED	459,855	617,272	386,500	300,000	300,000
95	000	4111	PROPERTY TAXES - UNSECURED	35,393	35,000	31,500	30,000	30,000
95	000	4116	TAX CREDIT	0	0	0	0	0
95	000	4430	HOMEOWNER'S EXEMPTION	0		0		
95	000	4560	BOND ISSUANCE	0		0		
				<u>495,248</u>	<u>652,272</u>	<u>418,000</u>	<u>330,000</u>	<u>330,000</u>
<u>USE OF MONEY & PROPERTY</u>								
95	000	4610	INTEREST EARNED	11,794	10,000	13,000	10,000	10,000
95	000	4620	RENTS	0	0	32,000	25,000	25,000
				<u>0</u>	<u>0</u>	<u>32,000</u>	<u>25,000</u>	<u>25,000</u>
<u>OTHER REVENUES</u>								
95	000	4790	NOT OTHERWISE CLASSIFIED	0	0	1,500	500	500
				<u>0</u>	<u>0</u>	<u>1,500</u>	<u>500</u>	<u>500</u>
LOW TO MODERATE:				<u><u>495,248</u></u>	<u><u>652,272</u></u>	<u><u>451,500</u></u>	<u><u>355,500</u></u>	<u><u>355,500</u></u>

CITY OF IMPERIAL - RDA
OPERATING EXPENDITURE BUDGET
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

REDEVELOPMENT FUND
LOW TO MODERATE HOUSING

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
95	905	5101	SALARIES-FULL TIME	9,792	17,866	17,866	45,785	45,785
95	905	5103	OVERTIME	0	100	100	0	0
95	905	5111	RETIREMENT	2,484	4,526	4,526	10,030	10,030
95	905	5112	FICA	749	1,367	1,367	3,503	3,503
95	905	5114	UNEMPLOYMENT INS	34	81	81	196	196
95	905	5115	HEALTH INSURANCE	900	2,100	2,100	5,100	5,100
				<u>13,959</u>	<u>26,040</u>	<u>26,040</u>	<u>64,614</u>	<u>64,614</u>
<u>SERVICES</u>								
95	905	5201	ADVERTISING	0	0	2,482	2,500	2500
95	905	5210	CONTRACT SERVICE	10,000	32,500	6,500	10,000	10000
95	905	5215	HOUSING ASSISTANCE	0	0	31,000	0	0
95	905	5250	PUBLICATION / DUES	0	0	30	100	100
95	905	5265	TRAINING	0	0	1,295	1,500	1500
95	905	5270	TRAVEL & MEETINGS	0	0	3,966	3,000	3,000
				<u>10,000</u>	<u>32,500</u>	<u>45,273</u>	<u>17,100</u>	<u>17,100</u>
<u>MATERIALS & SUPPLIES</u>								
95	905	5301	OFFICE SUPPLIES	5,000	500	0	500	500
95	905	5303	BANK CHARGES	0	5,000	950	1,000	1000
95	905	5305	POSTAGE / FREIGHT	200	500	8	300	300
				<u>5,200</u>	<u>6,000</u>	<u>958</u>	<u>1,800</u>	<u>1,800</u>
<u>CAPITAL</u>								
95	905	5420	BUILDINGS	0	370,000	0	0	0
95	905	5430	IMPROVE OTHER THAN BLDG	500,000	1,150,000	604,185 *	3,000,000 *	0
				<u>500,000</u>	<u>1,520,000</u>	<u>604,185</u>	<u>3,000,000</u>	<u>0</u>
<u>FIXED CHARGES</u>								
95	905	5520	DEBT SERVICE	0	0	0	0	0
95	905	5521	TRUSTEE FEE	0	0	0	0	0
95	905	5910	TRANSFER OUT	200,000	200,000	200,000	200,000	200,000
				<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
LOW TO MODERATE HOUSING:				<u><u>729,159</u></u>	<u><u>1,784,540</u></u>	<u><u>876,456</u></u>	<u><u>3,283,514</u></u>	<u><u>283,514</u></u>
				BEG. LOW MODERATE FUND BALANCE:		4,999,401	4,574,445	1,646,431
				LOW MODERATE FUND REVENUE:		451,500	355,500	355,500
				LOW MODERATE FUND EXPENDITURES:		-876,456	-3,283,514	-283,514
				ENDING LOW MODERATE FUND BALANCE:		<u><u>\$4,574,445</u></u>	<u><u>\$1,646,431</u></u>	<u><u>\$1,718,417</u></u>
				FISCAL YEAR REVENUES - EXPENDITURES:		-424,956	-2,928,014	71,986

5430 HOUSING PROJECTS

CITY OF IMPERIAL - RDA
REVENUE BUDGET
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

**REDEVELOPMENT FUND
REDEVELOPMENT PROJECTS**

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>TAXES</u>								
96	000	4110	PROPERTY TAXES - SECURED	0	0	0	0	0
96	000	4111	PROPERTY TAXES - UNSECURED	0	0	0	0	0
96	000	4430	HOMEOWNER'S EXEMPTION	0	0	0	0	0
96	000	4472	BOND PROCEEDS	0	0	0	0	0
96	000	4560	BOND ISSUANCE	0	0	0	0	0
				<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>USE OF MONEY & PROPERTY</u>								
96	000	4610	INTEREST EARNED	32,801	10,500	9,500	8,500	8,500
96	000	4620	RENTS	3,500	6,000	6,000	6,000	6,000
				<u>36,301</u>	<u>16,500</u>	<u>15,500</u>	<u>14,500</u>	<u>14,500</u>
<u>OTHER REVENUES</u>								
96	000	4740	INSURANCE DIVIDENDS	0	0	0	0	0
96	000	4790	NOT OTHERWISE CLASSIFIED	0	0	0	0	0
96	000	4910	OPERATING TRANSFERS IN	0	269,966	269,966	0	0
				<u>0</u>	<u>269,966</u>	<u>269,966</u>	<u>0</u>	<u>0</u>
REDEVELOPMENT PROJECT:				<u><u>36,301</u></u>	<u><u>286,466</u></u>	<u><u>285,466</u></u>	<u><u>14,500</u></u>	<u><u>14,500</u></u>

**CITY OF IMPERIAL - RDA
OPERATING EXPENDITURE BUDGET
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013**

REDEVELOPMENT FUND

REDEVELOPMENT PROJECTS

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>PERSONNEL SERVICES</u>								
96	906	5101	SALARIES-FULL TIME	199,718	193,725	193,725	107,314	107,314
96	906	5102	SALARIES-PART TIME	3,570	3,600	3,600	3,600	3,600
96	906	5103	OVERTIME	6,241	0	0	0	0
96	906	5111	RETIREMENT	44,922	49,027	49,027	23,499	23,499
96	906	5112	FICA	14,770	15,097	15,097	8,487	8,487
96	906	5113	WORKER'S COMP	3,000	0	0	13,000	13,000
96	906	5114	UNEMPLOYMENT INS	760	663	663	420	420
96	906	5115	HEALTH INSURANCE	16,723	14,100	14,100	7,800	7,800
96	906	5120	VEHICLE ALLOWANCE	3,450	3,450	3,450	2,250	2,250
				<u>293,154</u>	<u>279,662</u>	<u>279,662</u>	<u>166,370</u>	<u>166,370</u>
<u>SERVICES</u>								
96	906	5201	ADVERTISING	19,881	20,000	20,000	20,000	20,000
96	906	5210	CONTRACT SERVICE	326,583	250,000	245,000	250,000	250,000
96	906	5230	GENERAL LIABILITY INSURANCE	35,853	30,000	1,000	25,000	25,000
96	906	5241	MAINTENANCE OF EQUIPMENT	4,937	5,000	12,000	10,000	10,000
96	906	5250	PUBLICATION / DUES	2,847	3,000	2,500	3,000	3,000
96	906	5252	RENT OF PROPERTY	288	0	500	500	500
96	906	5260	TELEPHONE	5,104	5,000	4,600	5,000	5,000
96	906	5265	TRAINING & EDUCATION	560	2,000	0	2,000	2,000
96	906	5270	TRAVEL & MEETINGS	193	2,000	0	2,000	2,000
				<u>396,246</u>	<u>317,000</u>	<u>285,600</u>	<u>317,500</u>	<u>317,500</u>
<u>MATERIALS & SUPPLIES</u>								
96	906	5301	OFFICE SUPPLIES	9,240	2,000	800	1,500	1,500
96	906	5302	CUSTODIAL SUPPLIES	0	0	100	500	500
96	906	5303	BANK CHARGES	13,197	10,000	5,000	5,000	5,000
96	906	5305	POSTAGE / FREIGHT	1,025	1,500	1,300	1,300	1,300
96	906	5320	SMALL TOOLS	156	5,000	200	3,000	3,000
96	906	5330	SPECIAL DEPT SUPPLIES	113,271	100,000	100,000	100,000	100,000
				<u>136,889</u>	<u>118,500</u>	<u>107,400</u>	<u>111,300</u>	<u>111,300</u>
<u>CAPITAL</u>								
96	906	5410	LAND	1,620,000	0	0	0	0
96	906	5420	BUILDINGS	0	0	0	0	0
96	906	5430	IMPROVE OTHER THAN BLDG	681,624	500,000	350,000	2,027,747	500,000
96	906	5442	EQUIPMENT - OTHER	4,615	0	0	0	0
				<u>2,306,239</u>	<u>500,000</u>	<u>350,000</u>	<u>2,027,747</u>	<u>500,000</u>

CITY OF IMPERIAL - RDA
REVENUE BUDGET
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

REDEVELOPMENT DEBT SERVICE FUND
REDEVELOPMENT DEBT SERVICE

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
<u>TAXES</u>								
98	000	4110	PROPERTY TAXES - SECURED	2,137,202	2,137,202	1,932,420	1,900,000	1,900,000
98	000	4111	PROPERTY TAXES - UNSECURED	182,697	182,697	157,570	150,000	150,000
98	000	4430	HOMEOWNER'S EXEMPTION	0	0	0	0	0
98	000	4472	BOND PROCEEDS	0	0	0	0	0
98	000	4560	BOND ISSUANCE	0	0	1,000	0	0
				<u>2,319,899</u>	<u>2,319,899</u>	<u>2,090,990</u>	<u>2,050,000</u>	<u>2,050,000</u>
<u>USE OF MONEY & PROPERTY</u>								
98	000	4610	INTEREST EARNED	0	0	0	0	0
				<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>OTHER REVENUES</u>								
98	000	4740	INSURANCE DIVIDENDS	0	0	14,820	0	0
98	000	4790	NOT OTHERWISE CLASSIFIED	0	2,000	8,300	1,000	1,000
				<u>0</u>	<u>2,000</u>	<u>23,120</u>	<u>1,000</u>	<u>1,000</u>
REDEVELOPMENT DEBT SERVICE:				<u><u>2,319,899</u></u>	<u><u>2,321,899</u></u>	<u><u>2,114,110</u></u>	<u><u>2,051,000</u></u>	<u><u>2,051,000</u></u>

CITY OF IMPERIAL - RDA
OPERATING EXPENDITURE BUDGET
FISCAL YEAR ENDED 2011 - 2012 & 2012 - 2013

REDEVELOPMENT DEBT SERVICE FUND

REDEVELOPMENT DEBT SERVICE

				2009 - 2010 ACTUAL	2010 - 2011 BUDGET	2010 - 2011 ESTIMATED	2011 - 2012 PROPOSED	2012 - 2013 PROPOSED
			<u>FIXED CHARGES</u>					
98	908	5520	DEBT SERVICE	1,637,091	1,701,379	1,701,379	1,609,204	1,609,204
98	908	5521	TRUSTEE FEES	4,000	4,000	4,000	4,000	4,000
98	908	5522	COMMITMENT FEES (20% PASS THRU	830,889	1,391,939	1,716,632	820,000	820,000
98	908	5910	TRANSFER OUT	0	269,966	269,966	0	0
				<u>2,471,980</u>	<u>3,367,284</u>	<u>3,691,977</u>	<u>2,433,204</u>	<u>2,433,204</u>

REDEVELOPMENT DEBT SERVICE:	<u><u>2,471,980</u></u>	<u><u>3,367,284</u></u>	<u><u>3,691,977</u></u>	<u><u>2,433,204</u></u>	<u><u>2,433,204</u></u>
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BEG. RDA DEBT FUND BALANCE:	3,521,167	1,943,300	1,561,096
RDA DEBT SERVICE FUND REVENUE:	2,114,110	2,051,000	2,051,000
RDA DEBT SERVICE FUND EXPENDITURES:	<u>-3,691,977</u>	<u>-2,433,204</u>	<u>-2,433,204</u>
ENDING DEBT SERVICE FUND BALANCE:	<u><u>\$1,943,300</u></u>	<u><u>\$1,561,096</u></u>	<u><u>\$1,178,892</u></u>
FISCAL YEAR REVENUES - EXPENDITURES:	-1,577,867	-382,204	-382,204

City of Imperial Fund Descriptions

- | | | |
|-----------|---|--|
| 01 | <i>General Fund</i> | Functions as the chief operating fund for the City. |
| 03 | <i>Traffic Congestion Relief</i> | Funds received from the State of California. Monies received in a fiscal year must be spent by the end of the subsequent fiscal year. These funds are to be used for <i>street and highway maintenance, rehabilitation, construction and storm damage repairs.</i> |
| 04 | <i>Traffic Safety</i> | Funds derived from vehicle code fines restricted in accordance with the California Penal Code Section 1463 and the California Vehicle Code Section 42200. Use of these funds are <i>exclusively for official traffic control devices, the maintenance thereof, equipment and supplies for traffic law enforcement and traffic accident prevention, and for the maintenance, improvement, or construction of public streets, bridges, and culverts, or compensation of school cross guards, who are not full-time members of the Police Department.</i> |
| 05 | <i>State Gas Tax</i> | Highway Users Tax used for <i>paved and unpaved street maintenance, construction or reconstruction including salaries & benefits and equipment.</i> The funds are governed by the California Constitution Article XIX and Streets Code Section 2101 and uses related to public streets and highways, public mass transit guideways, and their related public facilities. |
| 06 | <i>Local Transportation</i> | <p>Transportation Development Act Article 8a funding creating a local transportation fund which derives its revenues from 1/4 cent of the 6 cent sales tax collected statewide. The 1/4 cent is returned by the State Board of Equalization to each county according to total collected. These funds are apportioned based on population to areas within the county. These funds are allocated for <i>local streets and roads purposes and eligible expenditures include projects necessary and convenient to the development of the street and road network. Expenditures include preliminary engineering, right-of-way acquisition, improvements, maintenance, reconstruction and construction of public streets and roads, construction of facilities and building, transportation planning and contributions to the transportation planning process.</i> Equipment is not an eligible expenditure.</p> <p>Article 8(e) Funds allocated by the County of Imperial through the Transportation Development Act, SB325, PUC 99400E for IVAG transit services to be used for <i>bus benches / shelters.</i></p> |
| 07 | <i>Dial - A- Ride</i> | This program is funded by Article 8c under the Transportation Development Act. Through this program, the City is able to provide transportation service to its residents at a low affordable cost. |

- 08 ***LTA Measure D*** A retail transaction and use tax of .5% was enacted in July 1989 pursuant to the provisions of the Public Utilities Code for local streets, roads and state highways within Imperial County. The Imperial County Local Transportation Authority was created to administer the program. The revenue generated provides funding for transportation improvements during a 20-year period. The distribution of funds is based on an allocation of a sum of \$75,000 to each Local Agency annually and the remaining revenues to be distributed based on population. The priorities for expenditures of these funds are to *repair and rehabilitate existing roadways, reduce congestion and improve safety, and to provide for construction of needed facilities*. Expenditures must be in accordance with the approved plan or amended plan as submitted to the authority.
- 09 ***Prop 172*** A Sales Tax for Public Safety, collected by the State Board of Equalization and apportioned to each county based on proportionate share of statewide taxable sales. Eligible services include sheriffs, police, fire, county district attorneys, corrections and ocean lifeguards.
- 11 ***Homeland Security*** Funding is received from the County through the State of California. The main purpose is for interoperable communications, to provide additional equipment in the effort to fight terrorism.
- 12 ***Asset Forfeiture*** Program through the Department of Justice whereby local and law enforcement agencies may equitably share in federally forfeited property. The forfeited property is subject to law and regulations for various law enforcement related uses such as *training, equipment, operations, facilities, drug awareness programs, etc.* The use must supplement the resources of the recipient agency in order to be a permitted use and directly benefit the recipient.
- 13 ***COPS Grant 2007*** Grant through the State of California in partnership with Imperial County for participation in the joint local law enforcement Block Grant Act of 1995, to provide the COP's (citizens Option for Public Safety) Program to ensure local public safety. The cities of Imperial County have established a SLECO (Supplemental Law Enforcement Oversight Committee) to ensure entities have expended moneys under this program and are in compliance with grant requirements. The purpose of these funds are for additional equipment needed for the Police Department
- 14 ***COPS 2011*** Grant through the State of California in partnership with Imperial County for participation in the joint local law enforcement Block Grant Act of 1995, to provide the COP's (citizens Option for Public Safety) Program to ensure local public safety. The cities of Imperial County have established a SLECO (Supplemental Law Enforcement Oversight Committee) to ensure entities have expended moneys under this program and are in compliance with grant requirements. The purpose of these funds are for additional equipment needed for the Police Department.

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| 15 | HOME | State funds available for low interest down payment loans to first time home buyers. |
| 16 | Housing Rehab | State funds available for the purpose of low-interest loans to property owners whose income is low / very low. These funds are made available to owners for renovations. |
| 17 | CBDG - Business Assistance Program | State funds available for low interest payment loans to qualifying businesses. |
| 18 | CDBG-RLA | Reuse Loan Assistance from CDBG loans made available for home program reuse. |
| 19 | Sewer Clark Road | This fee was collected at the time of issuance of building permit for the sewer portion improvements for Wildflower, McMillan and Lewis home subdivisions. |
| 21 | Wildflower Lighting & Landscape | Assessment for a section of homes in the Wildflower area. These funds are paid by the property owners and are to pay for lighting and landscaping in the service area. |
| 22 | Traffic Signal Aten/LaBrucherie | This fee was collected at the time of issuance of building permit for the 4 way signal at Aten & La Brucherie Roads. |
| 23 | Paseo Del Sol Lighting & Landscape | Assessment from property owners at Paseo Del Sol phase 1. These funds are dedicated to pay for the lighting and landscaping in the subdivision. |
| 24 | Joshua Tree Street Improvement | This fee was collected at the time of issuance of building permit collected from Wildflower North No.8 for the extension of street from Blazing Star to La Brucherie. |
| 25 | Donations - Library | Donations made to the library exclusively for the purchase of books. |
| 26 | Clark Rd 4 Lane | This fee was collected at the time of issuance of building permit from the Bratton Subdivision for the completion of their portion to create a 4 lanes along Clark Road. |
| 27 | Aten / Clark Traffic | This fee was collected at the time of issuance of building permit from Bratton, Victoria and Paseo for the installation of a traffic signal at Aten and Clark Roads. |
| 28 | Aten & Hwy 86 | This fee was collected at the time of issuance of building permit for any improvements needed along Aten and Hwy 86. |
| 29 | Office of Traffic Safety Grant | Funding is received from the State of California. The purpose of this Grant is to provide funding for personnel and equipment for the enforcing of traffic safety issues, i.e. speeding, driving under the influence, and seatbelts. |

30	<i>COPS 2006</i>	Grant through the State of California in partnership with Imperial County for participation in the joint local law enforcement Block Grant Act of 1995, to provide the COP's (citizens Option for Public Safety) Program to ensure local public safety. The cities of Imperial County have established a SLECO (Supplemental Law Enforcement Oversight Committee) to ensure entities have expended moneys under this program and are in compliance with grant requirements. The purpose of these funds are for additional equipment needed for the Police Department.
32	<i>Clark Rd Improvement</i>	This fee was collected at the time of issuance of building permit for the sewer from 14 th Street to north edge of Trimark and the water from 14 th Street to Aten then west to Sellers Petroleum.
33	<i>Imperial Grant</i>	Purchase of Fire and Police safety equipment.
35	<i>Sky Ranch Landscape</i>	Assessment paid by the property owners for the landscape services in the subdivision.
36	<i>COPS 2008</i>	Grant through the State of California in partnership with Imperial County for participation in the joint local law enforcement Block Grant Act of 1995, to provide the COP's (citizens Option for Public Safety) Program to ensure local public safety. The cities of Imperial County have established a SLECO (Supplemental Law Enforcement Oversight Committee) to ensure entities have expended moneys under this program and are in compliance with grant requirements. The purpose of these funds are for additional equipment needed for the Police Department.
37	<i>Prop 1B Bond</i>	Monies are to be used for transportation improvements, to include curb, gutter, sidewalk, street lights, fire hydrants, water / sewer lines, etc.
38	<i>Donations - Police</i>	Donations made to the Police Department exclusively for the purchase of police related expenditures
39	<i>Library Literacy</i>	This program is to enable Californians of all ages to reach their literacy goals and use library services effectively.
40	<i>Police Technology Grant</i>	Grant through the State of California for upgrade to Police Technology.
50	<i>Water</i>	Operation and maintenance of City owned water facilities enterprise funded by user fees and charges for service.
51	<i>Water Capacity</i>	This fee is collected at the time of issuance of a building permit to finance on the upgrades and improvements to the water facilities caused by development. The fee is to be used solely to pay for facilities to be constructed, or the fair share of improvement already constructed.
55	<i>Wastewater</i>	Operation and maintenance of the City's sewer system enterprise funded by user fees and charges for service.

56	<i>Wastewater Capacity</i>	This fee is collected at the time of issuance of a building permit to finance on the upgrades and improvements to the wastewater facilities caused by development. The fee is to be used solely to pay for facilities to be constructed, or the fair share of improvement already constructed.
64	<i>Fire Impact Fees</i>	Fire mitigation fee. This fee is collected at the time of issuance of a building permit to finance the actual or estimated costs of additional fire protection facilities and equipment.
65	<i>Police Impact Fees</i>	Police mitigation fee. This fee is collected at the time of issuance of a building permit to finance the actual or estimated costs of additional police protection facilities and equipment.
66	<i>Administrative Impact Fees</i>	Administrative mitigation fee. This fee is collected at the time of issuance of a building permit to finance the actual or estimated cost of additional administrative facilities and equipment.
67	<i>Library Impact Fees</i>	Library mitigation fee. This fee is collected at the time of issuance of a building permit to finance the actual or estimated cost of additional library facilities and equipment.
68	<i>Park Impact Fees</i>	Park mitigation fee. This fee is collected at the time of issuance of a building permit to finance the actual or estimated cost of additional park facilities and equipment.
69	<i>Circulation Impact Fees</i>	Circulation mitigation fee. This fee is collected at the time of issuance of a building permit to finance the actual or estimated cost of additional roads needed.
76	<i>STPL</i>	Used for local roads by increasing capacity, extending service to new areas, or by extending the useful life of a roadway by ten years as an eligible rehabilitation project.
77	<i>ARRA</i>	Used for local roads by increasing capacity, extending service to new areas, or by extending the useful life of a roadway by ten years as an eligible rehabilitation project.
78	<i>CMAQ</i>	Used for local roads by increasing capacity, extending service to new areas, or by extending the useful life of a roadway by ten years as an eligible rehabilitation project.
95	<i>RDA Low/Moderate Housing</i>	Not less than the 20% of all tax increments allocated to the Redevelopment Agency. The purpose of this fund is to benefit low / moderate income residents for housing related purposes including the payment of indebtedness on the bonds issued for such purpose, unless findings are made to the contrary as permitted by law.

- 96 *RDA Project* Bond proceeds restricted for expenditure on generally government or public purpose projects including public buildings, infrastructure, public housing and other related activities subject to board approval.
- 99 *Colonias* Federal funds from the Department of Housing Community Development (HCD) Community Development Block Grant (CDBG) Program. This fund can be used for Public Works Projects such as water and sewer improvements, road and drainage improvements, solid waste projects, and community facilities. Additionally, public services are eligible.

**CITY OF IMPERIAL
POSITION ALLOCATION LIST**

FUND	DEPARTMENT	CLASSIFICATION	FISCAL YEAR 2009-2010 ALLOCATION	FISCAL YEAR 2010-2011 ALLOCATION	FISCAL YEAR 2011-2012 ALLOCATION	FISCAL YEAR 2011-2012 NOT FUNDED
FUND	CITY COUNCIL	Council Member	5.0	5.0	5.0	0.0
100		Total	5.0	5.0	5.0	0.0
FUND	CITY CLERK	City Clerk	1.0	1.0	1.0	0.0
110		Total	1.0	1.0	1.0	0.0
FUND	CITY TREASURER	City Treasurer	1.0	1.0	1.0	0.0
100		Total	1.0	1.0	1.0	0.0
FUND	CITY MANAGER	City Manager	1.0	1.0	1.0	0.0
130		Executive Assistant	1.0	1.0	1.0	0.0
305		Code Enforcement Officer	1.0	1.0	0.0	1.0
		Total	3.0	3.0	2.0	1.0
FUND	FINANCE	Finance Director	1.0	1.0	1.0	0.0
		* Accounting Specialist	1.0	1.0	0.0	0.0
		Utility Billing Clerk	1.0	1.0	1.0	0.0
		Accounting Assistant	1.0	1.0	1.0	0.0
		Accounting Assistant (Part-time)	0.0	0.0	0.0	0.5
		Total	4.0	4.0	3.0	0.5
FUND	HUMAN RESOURCES	* Human Resources Manager	0.5	0.75	1.00	0.0
150		Total	0.5	0.75	1.00	0.0
FUND	LIBRARY	Library Administrator	1.0	1.0	1.0	0.0
410		Library Technician	1.0	1.0	1.0	0.0
		* Library Assistant (Temp Part-time)	1.5	1.5	2.5	0.0
		Literacy Coordinator (Temp Part-Time)	0.5	0.5	0.5	0.0
		Total	4.0	4.0	5.0	0.0
FUND	PARKS & RECREATION	Parks & Recreation Director	1.0	1.0	1.0	0.0
420		Program Coordinator	1.0	1.0	1.0	0.0
431		Sr. Groundskeeper	1.0	0.0	0.0	0.0
415		Assistant Groundskeeper	1.0	0.0	0.0	0.0
		General Maintenance Worker	1.0	3.0	3.0	0.0
		* Pool Manager (Temp Part-Time)	0.0	0.5	0.0	0.0
		* Lifeguard/Recreation Leader (Temp PT)	6.0	6.0	6.5	0.0
		Total	11.0	11.5	11.5	0.0
FUND	PLANNING SERVICES	Planning & Development Director	1.0	1.0	1.0	0.0
350		* Infrastructure Coordinator	0.5	0.5	0.5	0.0
905		Planning Technician I	0.75	0.75	0.75	0.0
		Planning Technician II	0.0	0.0	0.0	1.0
		* Grant Specialist	0.0	0.0	1.0	0.0
		* Planner (Limited-Term)	0.0	0.0	1.0	0.0
		* Building Inspector (Limited-Term)	0.0	0.0	1.0	0.0
		GIS Analyst	1.0	1.0	0.0	0.0
		Total	3.25	3.25	6.25	1.0
FUND	POLICE DEPARTMENT	Chief of Police	1.0	1.0	1.0	0.0
210		Captain	1.0	0.0	0.0	1.0
211		Sergeant	3.0	3.0	3.0	0.0
		Corporal	1.0	1.0	1.0	0.0
		Police Officer	11.0	11.0	11.0	1.0
		Senior Records Clerk	0.0	1.0	1.0	0.0
		Records Clerk	2.0	1.0	1.0	0.0
		Total	19.0	18.0	18.0	2.0
FUND	PUBLIC SERVICES	Public Services Director	1.0	1.0	1.0	0.0
510		Public Services Manager	1.0	1.0	1.0	0.0
520		Crew Leader	1.0	1.0	1.0	0.0
230		* Equipment Operator	0.0	0.0	1.0	0.0
320		General Maintenance Worker	3.0	4.0	4.0	0.0
300		Meter Reader	2.0	0.0	0.0	0.0
		Wastewater Plant Chief Operator	1.0	1.0	1.0	0.0
		Wastewater Plant Operator III	0.0	0.0	0.0	1.0
		Wastewater Plant Operator II	1.0	1.0	1.0	0.0
		Wastewater Plant Operator I	0.0	1.0	1.0	0.0
		* Water Plant Chief Operator	1.0	1.0	0.0	1.0
		Water Plant Operator III	0.0	1.0	1.0	0.0
		Water Plant Operator II	1.0	1.0	1.0	0.0
		Water Plant Operator I	0.0	1.0	1.0	0.0
		Total	12.0	14.0	14.0	2.0
		Total Position Allocations	63.75	65.50	67.75	6.5

* New Classifications/New Position Allocations/Titles Change(s)

CITY OF IMPERIAL
CLASSIFICATION LIST FISCAL YEAR 2011-2012

#	FLSA	Classification	Range	Unit
1	Non-Exempt	Accounting Assistant	57	Teamsters
2	Non-Exempt	Accounting Specialist	64	Confidential
3	Exempt	<i>Building Inspector (Limited-Term)</i>	80	Professional
4	Exempt	Chief of Police	Contract	Mgmt
5	Elected	City Clerk	Reso	Elected
6	Elected	City Council	Reso	Elected
7	Exempt	City Manager	Contract	Mgmt
8	Elected	City Treasurer	Reso	Elected
9	Non-Exempt	Code Enforcement Officer	66	POA
10	Non-Exempt	Corporal (Police)	77	POA
11	Non-Exempt	Crew Leader	63	Teamsters
12	Non-Exempt	Equipment Operator	63	Teamsters
13	Exempt	Executive Assistant	74	Confidential
14	Exempt	Finance Director	92	Mgmt
15	Non-Exempt	General Maintenance Worker	57	Teamsters
16	Non-Exempt	GIS Analyst	84	Professional
17	Exempt	<i>Grant Specialist</i>	74	Professional
18	Exempt	Human Resources Manager	96	Mgmt
19	Exempt	Infrastructure Coordinator (Projects)	82	Professional
20	Exempt	Library Administrator	81	Mgmt
21	Hourly	Library Assistant	38	Temporary
22	Non-Exempt	Library Technician	57	Teamsters
23	Hourly	Life Guard/Recreation Leader	40	Seasonal/Temp
24	Hourly	Literacy Coordinator	47	Temporary
25	Exempt	Parks & Recreation Director	92	Mgmt
26	Exempt	<i>Planning & Development Director</i>	96	Mgmt
27	Non-Exempt	Planning Technician I	57	Teamsters
28	Non-Exempt	Planning Technician II	64	Teamsters
29	Exempt	<i>Planner (Limited-Term)</i>	84	Professional
30	Non-Exempt	Police Officer	66	POA
31	Non-Exempt	Police Officer (Bilingual)	68	POA
32	Non-Exempt	Police Records Clerk	60	Teamsters
33	Non-Exempt	Police Sergeant	79	POA
34	Non-Exempt	Police Sergeant (Bilingual)	81	POA
35	Hourly	Pool Manager	47	Seasonal/Temp
36	Exempt	Public Services Director	96	Mgmt
37	Exempt	Public Services Manager	88	Mgmt
38	Non-Exempt	Recreation Programs Coordinator	83	Professional
39	Non-Exempt	Senior Records Clerk	66	Teamsters
40	Non-Exempt	Utility Billing Clerk	66	Teamsters
41	Exempt	Wastewater Plant Chief Operator	77	Supervisor
42	Non-Exempt	<i>Wastewater Plant Operator (Operator-in-Training)</i>	57	Temporary
43	Non-Exempt	Wastewater Plant Operator I	64	Teamsters
44	Exempt	Wastewater Plant Operator II	66	Teamsters
45	Exempt	Wastewater Plant Operator III	70	Teamsters
46	Exempt	Water Treatment Chief Operator	77	Supervisor
47	Non-Exempt	<i>Water Treatment Operator I (Operator-in-Training)</i>	57	Temporary
48	Non-Exempt	Water Treatment Plant Operator I	64	Teamsters
49	Non-Exempt	Water Treatment Plant Operator II	66	Teamsters
50	Non-Exempt	Water Treatment Plant Operator III	69	Teamsters