

**CITY OF DELANO
ANNUAL BUDGET, FY 2012 & 2013
MISSION STATEMENT/DEPARTMENT GOALS**

Department: Landscape Maintenance Districts

Fund: 20 Dept: All

MISSION STATEMENT

Provide well groomed, aesthetically pleasing landscaped areas which are attractive, professionally maintained, exemplifying the pride of the community.

DEPARTMENT GOALS

Keep all maintenance areas well groomed.

Procure essential maintenance equipment and services to properly maintain landscaped areas.

Rutinely monitor and assess performance of landscape maintenance contractor.

CITY OF DELANO
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
TWO YEAR ANNUAL BUDGET
FUND 20 - LANDSCAPE AND MAINTENANCE DISTRICT - DEPT 001

	Actual 2008-2009	Actual 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
FUND BALANCE, JULY 1,	98,890	107,148	169,071	169,071	147,605	79,805
Revenues:						
Interest Earned	2,250	997	2,575	1,000	1,000	1,000
Maintenance District #1	12,197	11,613	12,669	12,670	12,700	12,700
Maintenance District #2	250	240	258	262	260	260
Maintenance District #3	258	266	258	266	260	260
Maintenance District #4	309	302	335	328	300	300
Maintenance District #5	2,787	2,985	2,678	2,985	3,000	3,000
Maintenance District #6	8,099	6,169	5,150	6,169	6,170	6,170
Maintenance District #9	1,438	1,309	1,478	-	-	-
Maintenance District #10	5,118	5,068	4,800	1,400	1,400	1,400
Maintenance District #11	1,704	1,429	1,494	4,800	5,000	5,000
Maintenance District #12	39,129	40,230	26,471	1,500	1,500	1,500
Maintenance District #13	5,400	5,405	5,150	40,300	40,300	40,300
Maintenance District #14	111	111	124	5,400	5,400	5,400
Maintenance District #15	544	2,220	489	120	120	120
Maintenance District #16	2,618	2,582	2,541	2,220	2,300	2,300
Maintenance District #17	33,463	32,663	32,960	2,600	2,600	2,600
Maintenance District #18	356	442	375	33,500	33,600	33,600
Maintenance District #19	14,442	14,921	14,763	464	500	500
Maintenance District #1 A	4,011	4,014	3,832	14,800	15,000	15,000
Maintenance District #20	106,165	108,143	98,056	4,000	4,020	4,020
Maintenance District #5 A	1,471	1,287	1,257	108,143	108,100	108,100
Maintenance District #5 B	1,308	1,326	1,267	1,471	1,500	1,500
Maintenance District #5 C	1,524	1,437	1,365	1,325	1,300	1,300
Maintenance District #5 D	1,249	1,266	1,288	1,400	1,400	1,400
Maintenance District #5 E	1,030	1,190	1,159	1,288	1,300	1,300
Property Assessments	-	-	-	1,194	1,200	1,200
Total Revenues	247,231	247,615	222,792	249,605	250,230	250,230
Expenditures:						
Salaries & Benefits	85,115	21,227	27,592	21,865	31,700	32,200
Maintenance & Operations	153,858	124,218	217,124	217,206	236,330	253,320
Capital Outlay	-	7,791	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Debt Service	-	456	-	-	-	-
Total Expenditures	238,973	153,692	244,716	239,071	268,030	285,520
Excess of Revenues Over (Under) Expenditures	8,258	93,923	(21,924)	10,534	(17,800)	(35,290)
Other Financing Sources (Uses):						
Transfers In -						
Transfers Out - General Fund	-	-	-	-	-	-
Transfers Out - Sewer/WWTP	-	(32,000)	(32,000)	(32,000)	(50,000)	(50,000)
Total Other Financing Sources (Uses)	-	(32,000)	(32,000)	(32,000)	(50,000)	(50,000)
TOTAL FUND BALANCE	107,148	169,071	115,147	147,605	79,805	(5,485)

**CITY OF DELANO
TWO YEAR ANNUAL BUDGET
FUND 20 - LANDSCAPE & MAINTENANCE DISTRICTS - DEPT 001
REVENUE ESTIMATES 2012-2013**

Acct#	Sources	Actual Revenues 2008-2009	Actual Revenues 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Revenues:							
3500	Investment Earnings	2,250	997	2,575	1,000	1,000	1,000
3160 001	Maintenance District #1	12,198	11,613	12,669	12,670	12,700	12,700
3160 002	Maintenance District #2	250	240	258	262	260	260
3160 003	Maintenance District #3	258	266	258	266	260	260
3160 004	Maintenance District #4	308	302	335	328	300	300
3160 005	Maintenance District #5	2,787	2,985	2,678	2,985	3,000	3,000
3160 006	Maintenance District #6	8,099	6,169	5,150	6,169	6,170	6,170
3160 009	Maintenance District #9	1,438	1,309	1,478	-	-	-
3160 010	Maintenance District #10	5,118	5,068	4,800	1,400	1,400	1,400
3160 011	Maintenance District #11	1,704	1,429	1,494	4,800	5,000	5,000
3160 012	Maintenance District #12	39,129	40,230	26,471	1,500	1,500	1,500
3160 013	Maintenance District #13	5,400	5,405	5,150	40,300	40,300	40,300
3160 014	Maintenance District #14	111	111	124	5,400	5,400	5,400
3160 015	Maintenance District #15	544	2,220	489	120	120	120
3160 016	Maintenance District #16	2,618	2,582	2,541	2,220	2,300	2,300
3160 017	Maintenance District #17	33,463	32,663	32,960	2,600	2,600	2,600
3160 018	Maintenance District #18	356	442	375	33,500	33,600	33,600
3160 019	Maintenance District #19	14,442	14,921	14,763	464	500	500
3160 1A	Maintenance District #1 A	4,011	4,014	3,832	14,800	15,000	15,000
3160 020	Maintenance District #20	106,165	108,143	98,056	4,000	4,020	4,020
3160 05A	Maintenance District #5 A	1,471	1,287	1,257	108,143	108,100	108,100
3160 05B	Maintenance District #5 B	1,308	1,326	1,267	1,471	1,500	1,500
3160 05C	Maintenance District #5 C	1,526	1,437	1,365	1,325	1,300	1,300
3160 05D	Maintenance District #5 D	1,249	1,266	1,288	1,400	1,400	1,400
3160 05E	Maintenance District #5 E	1,030	1,190	1,159	1,288	1,300	1,300
3960	Miscellaneous revenue	-	-	-	1,194	1,200	1,200
	Total Revenues	247,233	247,615	222,792	249,605	250,230	250,230
Other Financing Sources:							
3990	Transfers In -	-	-	-	-	-	-
	Total Other Financing Sources	-	-	-	-	-	-
	Total Revenues and Transfers	247,233	247,615	222,792	249,605	250,230	250,230

CITY OF DELANO
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Landscape Maintenance Districts

Fund: 20

Dept: 001

DEPARTMENTAL SUMMARY						
Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries & Benefits	85,115	21,227	27,592	21,865	31,700	32,200
Maintenance & Operations	153,858	124,218	217,124	217,206	236,330	253,320
Capital Outlay	-	7,791	-	-	-	-
Capital Improvements	-	-	-	-	-	-
Debt Service	-	456	-	-	-	-
Other Financing Uses	-	32,000	32,000	32,000	50,000	50,000
Total	238,973	185,692	276,716	271,071	318,030	335,520

EXPENDITURE DETAIL							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
<u>Salaries and Benefits:</u>							
5110	Salaries-Regular	48,994	12,552	17,831	12,660	17,800	17,800
5115	Regular - Part Time	7,990	-	-	-	-	-
5120	Salaries-Temporary	-	-	-	-	-	-
5125	After-School Wages	-	-	-	-	-	-
5130	Overtime Pay	463	-	-	45	-	-
5140	Standby Pay	-	-	-	-	-	-
5160	Council/Com Pay	-	-	-	-	-	-
5190	Other Salaries/Benefits	323	476	103	379	400	400
5191	FICA	4,671	997	1,605	1,000	1,500	1,500
5192	Pension	4,175	2,844	2,496	2,959	4,200	4,200
5193	Medical & Life Insurance	12,793	3,169	3,922	3,600	6,200	6,700
5194	Cafeteria/Mgt. Incentive	2,558	497	922	509	800	800
5195	Workers' Comp	3,148	692	713	713	800	800
Total Salaries & Benefits		85,115	21,227	27,592	21,865	31,700	32,200
<u>M & O</u>							
5200	Administrative Overhead	3,523	3,000	3,000	3,000	3,000	3,000
5201	Electrical	12,123	10,736	10,000	10,000	12,000	13,000
5203	Telephone	-	-	-	-	-	-
5205	Water	356	388	30,000	30,000	33,000	35,000
5300	Office Supplies	-	-	-	412	-	-
5301	Postage	-	1,487	-	-	1,500	1,600
5302	Printing & Copying	-	-	-	-	-	-
5303	Advertising	1,212	715	412	-	1,500	1,600
5306	Computer Supplies	-	-	-	-	-	-
5400	Travel, Conf., & Training	-	-	-	-	-	-
5423	Dues, Membership, Subs	-	-	-	-	-	-

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TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Landscape Maintenance Districts

Fund: 20

Dept: 001

EXPENDITURE DETAIL (Cont'd)							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
M&O (cont'd)							
5510	Vehicle M&O - Direct Chrg. Dept.	6,833	4,234	9,788	3,500	4,500	5,000
5511	Vehicle M&O - Fuel	7,701	5,751	10,914	7,284	23,200	22,600
5512	Vehicle M&O - Parts	419	150	269	269	300	400
5513	Vehicle M&O - Labor	7,732	8,474	7,575	7,575	8,000	8,500
5514	Share of Cost - City MIS	503	970	927	927	1,100	1,100
5515	CIS-Maintenance	-	-	552	552	-	-
5520	Repairs Special Equipment	-	1,095	-	-	1,200	1,300
5522	Contractual Maintenance	17,386	40,204	80,000	90,000	90,000	100,000
5523	Rents & Leases (Storage)	-	522	-	-	-	-
5524	Professional/Technical	290	-	515	515	600	700
5528	Engineering Services	9,847	15,680	14,500	14,500	15,000	17,000
5529	Legal Services	-	-	2,575	2,575	-	-
5532	SEMS Operations	80	80	82	82	30	20
5560	Small Tools	-	-	515	515	600	700
5700	General Supplies	81,732	26,191	25,000	25,000	20,000	20,000
5711	Irrigation Supples	-	4,018	15,000	15,000	15,000	15,000
5782	Worker's Comp.	-	-	5,000	5,000	5,000	6,000
5784	Liability Insurance	4,000	500	500	500	800	800
5785	Employee Liability Insurance	-	-	-	-	-	-
5792	General Administration	-	-	-	-	-	-
5809	Bank Service Fees	121	23	-	-	-	-
7705	Audit	-	-	-	-	-	-
Total M & O		153,858	124,218	217,124	217,206	236,330	253,320
<u>Capital Outlay</u>							
80CR	Power Washer	-	7,791	-	-	-	-
Total Capital Outlay		-	7,791	-	-	-	-
<u>Capital Improvement</u>							
Total Capital Improvement		-	-	-	-	-	-
<u>Total Debt Service</u>							
6100	Principal Debt	-	420	-	-	-	-
6102	Interest Debt	-	36	-	-	-	-
Total Debt Service		-	456	-	-	-	-
<u>Other Financing Uses</u>							
7972	Transfer to the Sewer Fund	-	32,000	32,000	32,000	50,000	50,000
Total Other Financing Uses		-	32,000	32,000	32,000	50,000	50,000
Department Total		238,973	185,692	276,716	271,071	318,030	335,520

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TWO YEAR ANNUAL BUDGET, FY 2012 & 2013
DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL

Department: Landscaped Maintenance District

Fund: 20

Dept: 001

SALARIED EMPLOYEES				
Position Title	Number of Positions		Annual Salary	
	PY Approved	Approved	2012 Approved	2013 Approved
Existing Positions:				
Parks & Bldg. Maint. Supervisor (A)	0.25	0.25	12,500	12,500
Maintenance Worker I (B)	0.15	0.15	5,300	5,300
(A) .25 to 20-All Landscape & Maint. .75 to 01-600 Parks Maint.				
(B) .15 to 20-All Landscape & Maint. .85 to 01-800 Gov't Buildings				
Total Existing Positions	0.40	0.40	17,800	17,800
New Positions/Changes:				
Total New Positions/Changes	-	-	-	-
Total Salaried Employees	0.40	0.40	17,800	17,800

Hourly Employees:

Position Title	Hrly Wage	No. of Hours	Annual Wages	
Total Hourly Employees	-	-	-	-
PERSONNEL RECAP				
		Approved 2009/10	Approved 2011/12	Approved 2012/13
Regular		0.40	0.40	0.40
Part-time				