



**MUNICIPAL BUDGET  
FISCAL YEAR 2015 – 2016**

**& PROPOSED 2016 – 2017**

**ADPOTED JULY 1, 2015**

Printed By: Finance Department



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

CITY CLERK  
Debra Jackson

CITY TREASURER  
Stacy Cox

## **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. 2015-49

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA ADOPTING ITS 2015/2016 FISCAL YEAR BUDGET

**WHEREAS**, a proposed budget having been presented to and considered by the City Council during its regular meeting of July 1, 2015:

**NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The Budget for fiscal year 2015/2016 as presented during its regular meeting of July 1, 2015, is hereby approved.
2. The City Manager may approve line item budget transfers not to exceed \$5,000.00. Any budget amendments exceeding \$10,000.00 must be approved by action of the City Council.

**APPROVED AND ADOPTED** at a regular meeting of the City Council of the City of Imperial this 1<sup>st</sup> day of July 2015.

  
Mark T. Gran, Mayor, City of  
Imperial

ATTEST:

  
Debra Jackson, 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. 2015-49 was duly and regularly adopted at a Regular meeting of the City Council of the City of Imperial held on the 20<sup>th</sup> day of May 2015, by the following vote:

AYES: DALE, SAMPSON, TUCKER, AND GRAN

NAYES: NONE

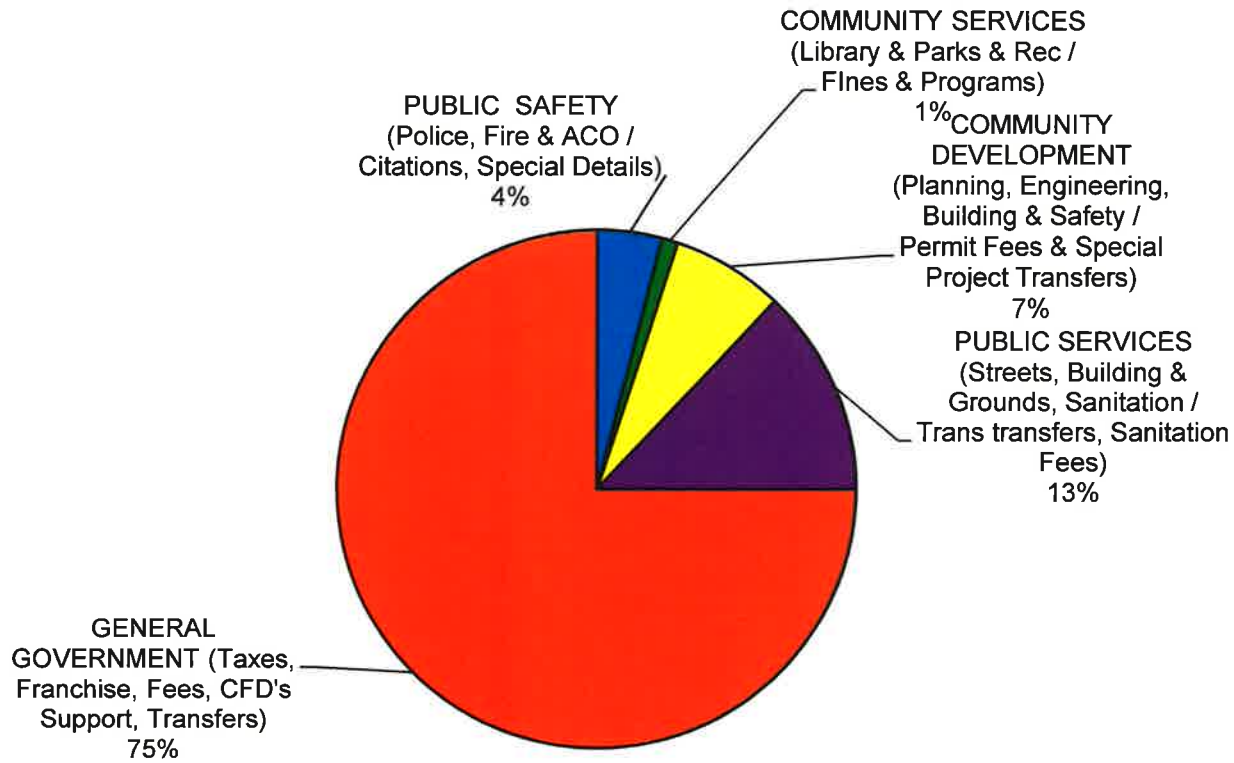
ABSTAIN: NONE

ABSENT: COX

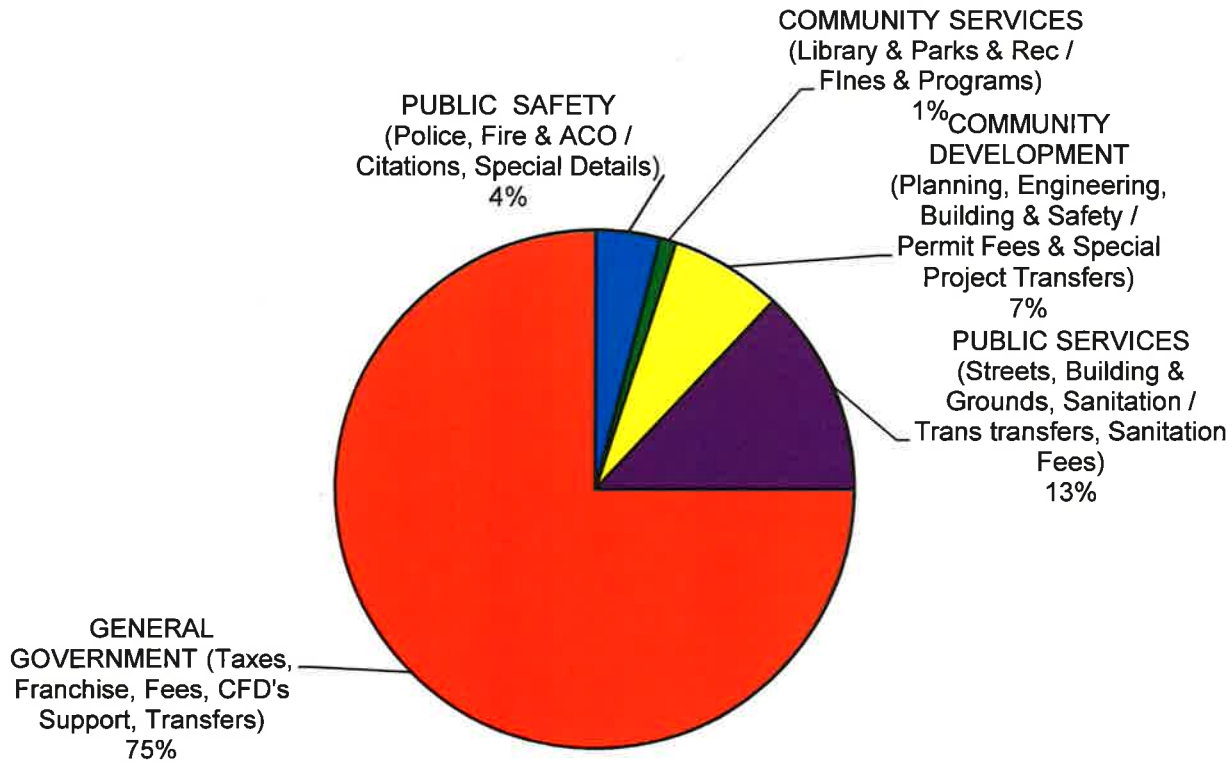
MOTION CARRIED 4-0

  
\_\_\_\_\_  
DEBRA JACKSON, CITY CLERK  
CITY OF IMPERIAL, CALIFORNIA

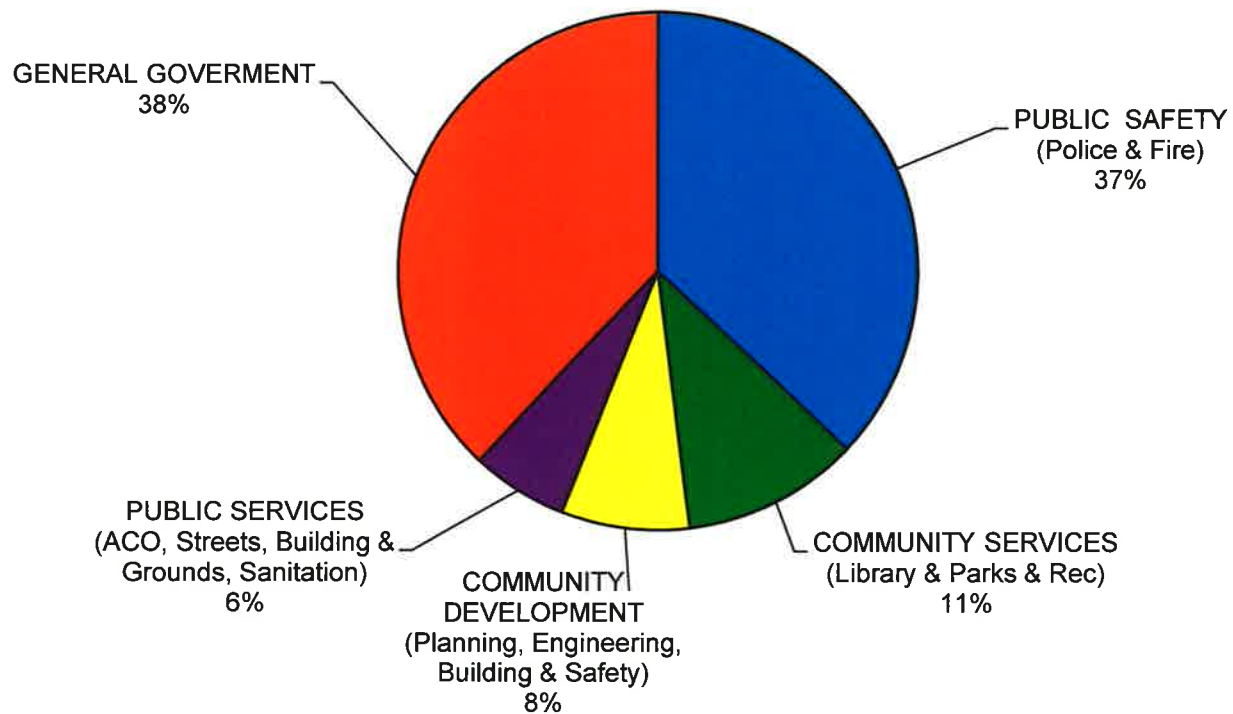
# GENERAL FUND SOURCE OF FUNDS FISCAL YEAR 2014 - 2015



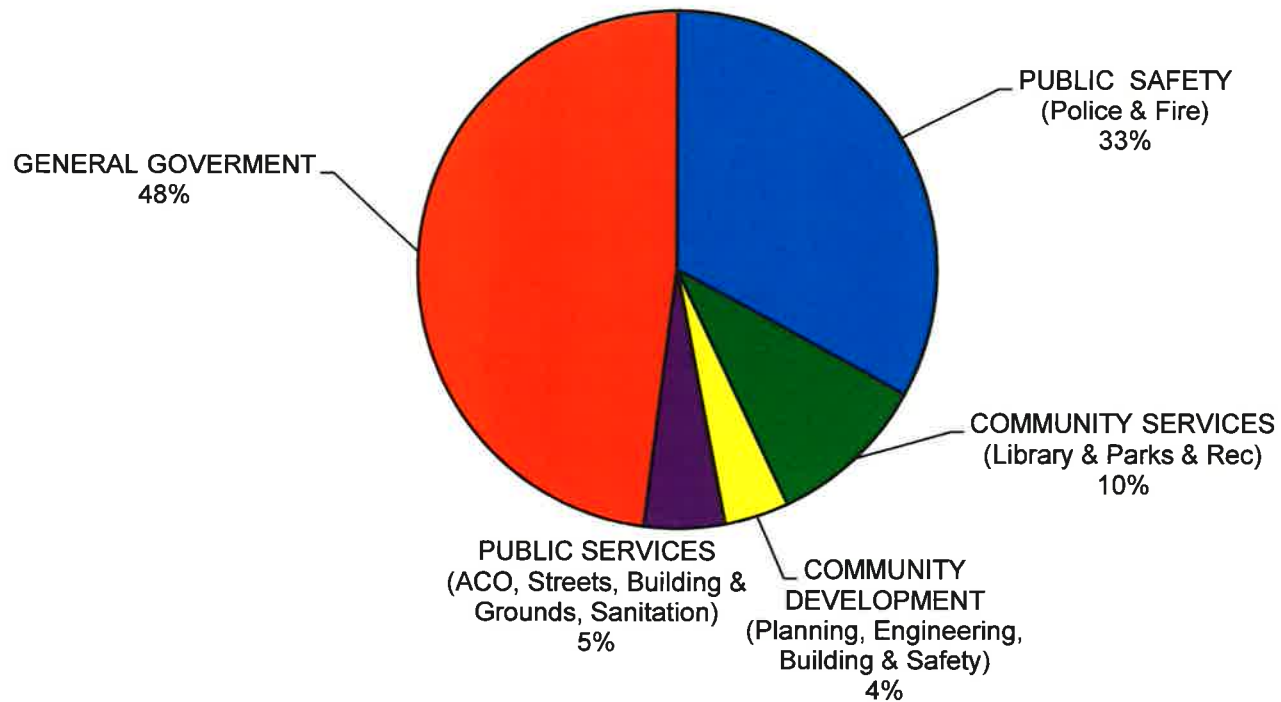
# GENERAL FUND SOURCE OF FUNDS FISCAL YEAR 2015 - 2016



# GENERAL FUND USE OF FUNDS FISCAL YEAR 2014 - 2015

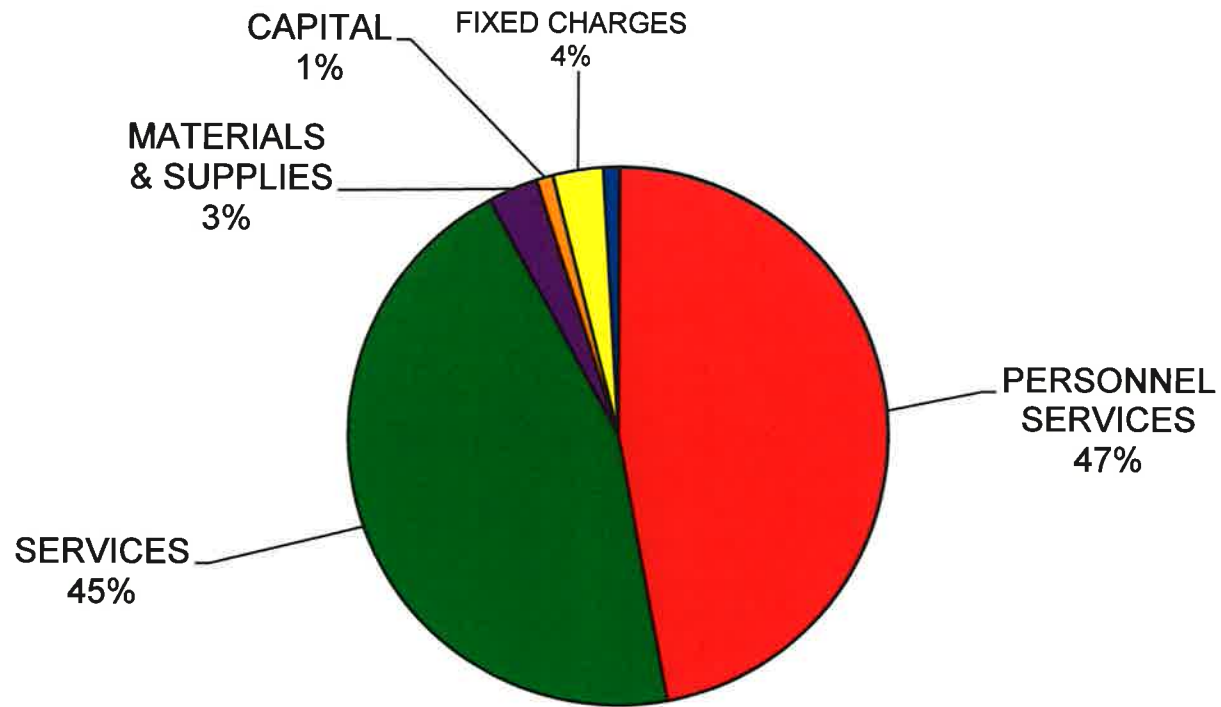


# GENERAL FUND USE OF FUNDS FISCAL YEAR 2015 - 2016

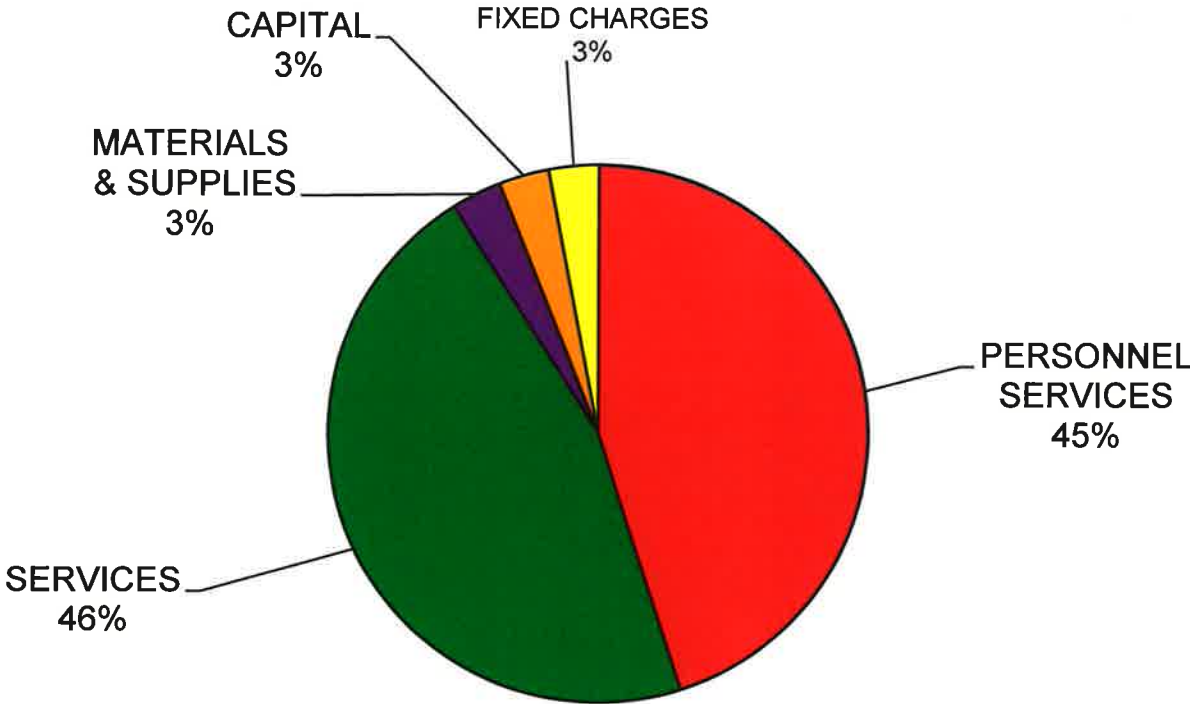




**GENERAL FUND**  
**EXPENDITURES \$8,963,080**  
**FISCAL YEAR 2014 - 2015**



**GENERAL FUND**  
**EXPENDITURES \$9,017,424**  
*FISCAL YEAR 2015 - 2016*



**CITY OF IMPERIAL**  
**PROPOSED REVENUE AND EXPENDITURES - ALL FUNDS**  
**FISCAL YEAR JULY 1, 2015 - JUNE 30, 2016**

| <u>FUND</u>                  | <u>06/30/15<br/>ENDING BALANCE</u> | <u>REVENUES</u> | <u>EXPENSES</u>  |                | <u>FISCAL YEAR<br/>SURPLUS /<br/>NEED</u> | <u>06/30/16<br/>ENDING<br/>BALANCE</u> |
|------------------------------|------------------------------------|-----------------|------------------|----------------|---|--|
|                              |                                    |                 | <u>OPERATION</u> | <u>CAPITAL</u> |   |  |
| GENERAL FUND                 | 5,032,171                          | 8,884,242       | 8,482,944        | 396,400        | 4,898                                     | 5,037,069                              |
| WATER FUND                   |                                    |                 |                  |                |   |  |
| OPERATIONS                   | 2,523,659                          | 4,137,125       | 3,827,088        | 1,355,999      | -1,045,962                                | 1,477,697                              |
| CAPACITY                     | 2,245,044                          | 177,102         | 0                | 0              | 177,102                                   | 2,422,146                              |
| BONDS                        | 0                                  | 0               | 0                | 0              | 0   | 0                                      |
| WASTEWATER FUND              |                                    |                 |                  |                |   |  |
| OPERATIONS                   | 2,300,098                          | 3,770,500       | 2,860,030        | 680,000        | 230,470                                   | 2,530,568                              |
| CAPACITY                     | 3,199,268                          | 147,586         | 0                | 500,000        | -352,414                                  | 2,846,854                              |
| BONDS                        | 2,661,880                          | 14,788          | 0                | 2,676,668      | -2,661,880                                | 0                                      |
| SUBTOTAL:                    | 17,962,120                         | 17,131,343      | 15,170,062       | 5,609,067      | -3,647,786                                | 14,314,334                             |
| SPECIAL / RESTRICTED REVENUE | 7,849,918                          | 0               | 0                | 0              | 0   | 7,849,918                              |
| SUCCESSOR AGENCY             |                                    |                 |                  |                |   |  |
| SUCCESSOR AGENCY             | 322,478                            | 0               | 0                | 0              | 0   | 322,478                                |
| DEBT SERVICE                 | 3,462,162                          | 0               | 0                | 0              | 0   | 3,462,162                              |
| CAPITAL PROJECTS             | 1,966,123                          | 0               | 0                | 0              | 0   | 1,966,123                              |
| LOW MODERATE                 | 3,977,886                          | 0               | 0                | 0              | 0   | 3,977,886                              |
| SUCCESSOR SUBTOTAL:          | 9,728,649                          | 0               | 0                | 0              | 0   | 9,728,649                              |
| TOTAL ALL FUNDS:             | \$35,540,687                       | \$17,131,343    | \$15,170,062     | \$5,609,067    | -\$3,647,786                              | \$31,892,901                           |

**CITY OF IMPERIAL**  
**PROPOSED REVENUE AND EXPENDITURES - ALL FUNDS**  
**FISCAL YEAR JULY 1, 2014 - JUNE 30, 2015**

| <u>FUND</u>                  | <u>06/30/14<br/>ENDING BALANCE</u> | <u>REVENUES</u> | <u>EXPENSES</u>  |                | <u>FISCAL YEAR<br/>SURPLUS /<br/>NEED</u> | <u>06/30/15<br/>ENDING<br/>BALANCE</u> |
|------------------------------|------------------------------------|-----------------|------------------|----------------|---|--|
|                              |                                    |                 | <u>OPERATION</u> | <u>CAPITAL</u> |   |  |
| GENERAL FUND                 | 5,354,909                          | 8,640,342       | 8,781,710        | 181,370        | -322,738                                  | 5,032,171                              |
| WATER FUND                   |                                    |                 |                  |                |   |  |
| OPERATIONS                   | 3,213,955                          | 3,799,068       | 3,485,364        | 1,004,000      | -690,296                                  | 2,523,659                              |
| CAPACITY                     | 1,982,645                          | 262,399         | 0                | 0              | 262,399                                   | 2,245,044                              |
| BONDS                        | 0                                  | 1,948,226       | 0                | 1,948,226      | 0   | 0                                      |
| WASTEWATER FUND              |                                    |                 |                  |                |   |  |
| OPERATIONS                   | 1,958,992                          | 3,146,125       | 2,699,951        | 105,068        | 341,106                                   | 2,300,098                              |
| CAPACITY                     | 3,011,326                          | 187,942         | 0                | 0              | 187,942                                   | 3,199,268                              |
| BONDS                        | 0                                  | 2,954,865       | 0                | 292,985        | 2,661,880                                 | 2,661,880                              |
| SUBTOTAL:                    | 15,521,827                         | 20,938,967      | 14,967,025       | 3,531,649      | 2,440,293                                 | 17,962,120                             |
| SPECIAL / RESTRICTED REVENUE | 7,849,918                          | 0               | 0                | 0              | 0   | 7,849,918                              |
| SUCCESSOR AGENCY             |                                    |                 |                  |                |   |  |
| SUCCESSOR AGENCY             | 322,478                            | 0               | 0                | 0              | 0   | 322,478                                |
| DEBT SERVICE                 | 3,462,162                          | 0               | 0                | 0              | 0   | 3,462,162                              |
| CAPITAL PROJECTS             | 1,966,123                          | 0               | 0                | 0              | 0   | 1,966,123                              |
| LOW MODERATE                 | 3,977,886                          | 0               | 0                | 0              | 0   | 3,977,886                              |
| SUCCESSOR SUBTOTAL:          | 9,728,649                          | 0               | 0                | 0              | 0   | 9,728,649                              |
| TOTAL ALL FUNDS:             | \$33,100,394                       | \$20,938,967    | \$14,967,025     | \$3,531,649    | \$2,440,293                               | \$35,540,687                           |

**CITY OF IMPERIAL  
REVENUE ESTIMATES**

**FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**GENERAL FUND**

|                              |     |      |                            | <b>2013 - 2014</b> | <b>2014 - 2015</b> | <b>2014 - 2015</b> | <b>2015 - 2016</b> | <b>2016 - 2017</b> |
|------------------------------|-----|------|----------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                              |     |      |                            | <b>ACTUAL</b>      | <b>BUDGET</b>      | <b>ESTIMATED</b>   | <b>PROPOSED</b>    | <b>PROPOSED</b>    |
| <u>TAXES</u>                 |     |      |                            |                    |                    |                    |                    |                    |
| 01                           | 000 | 4110 | PROPERTY TAXES - SECURED   | 1,193,610          | 1,200,000          | 1,300,000          | 1,350,000          | 1,350,000          |
| 01                           | 000 | 4111 | PROPERTY TAXES - UNSECURED | 123,206            | 100,000            | 142,000            | 145,000            | 145,000            |
| 01                           | 000 | 4112 | PROPERTY TRANSFER TAX      | 35,900             | 32,000             | 53,000             | 55,000             | 55,000             |
| 01                           | 000 | 4113 | AIRCRAFT TAX               | 26,053             | 26,000             | 28,000             | 28,000             | 28,000             |
| 01                           | 000 | 4120 | SALES TAX                  | 2,156,933          | 1,900,000          | 1,800,000          | 1,900,000          | 1,900,000          |
| 01                           | 000 | 4130 | FRANCHISES                 | 292,066            | 260,000            | 250,000            | 260,000            | 260,000            |
| 01                           | 000 | 4135 | CFD ADMINISTRATIVE FEE     | 100,000            | 100,000            | 100,000            | 100,000            | 100,000            |
| 01                           | 000 | 4140 | TRANSIENT OCCUPANCY TAX    | 30,566             | 30,000             | 25,000             | 25,000             | 25,000             |
|                              |     |      |                            | <u>3,958,334</u>   | <u>3,648,000</u>   | <u>3,698,000</u>   | <u>3,863,000</u>   | <u>3,863,000</u>   |
| <u>LICENSE &amp; PERMITS</u> |     |      |                            |                    |                    |                    |                    |                    |
| 01                           | 000 | 4210 | BUSINESS LICENSE           | 42,453             | 45,400             | 48,300             | 47,000             | 47,000             |
| 01                           | 000 | 4211 | SCORE                      | 0                  | 0                  | 6,651              | 0                  | 0                  |
| 01                           | 000 | 4220 | TAXI CAB LICENSE           | 1,580              | 2,560              | 1,100              | 2,560              | 2,560              |
| 01                           | 000 | 4230 | ANIMAL LICENSE             | 3,584              | 3,500              | 5,300              | 5,500              | 5,500              |
| 01                           | 000 | 4240 | BUILDING PERMITS           | 422,487            | 265,000            | 240,000            | 284,685            | 265,000            |
|                              |     |      |                            | <u>470,104</u>     | <u>316,460</u>     | <u>301,351</u>     | <u>339,745</u>     | <u>320,060</u>     |
| <u>FINES &amp; PENALTIES</u> |     |      |                            |                    |                    |                    |                    |                    |
| 01                           | 000 | 4311 | LOCAL COURT FINES          | 17,517             | 15,000             | 11,300             | 15,000             | 15,000             |
| 01                           | 000 | 4330 | UTILITY PENALTIES          | 115,768            | 90,000             | 85,000             | 85,000             | 85,000             |
| 01                           | 000 | 4335 | LICENSE PENALTIES          | 1,239              | 1,300              | 1,500              | 1,500              | 1,500              |
|                              |     |      |                            | <u>134,524</u>     | <u>106,300</u>     | <u>97,800</u>      | <u>101,500</u>     | <u>101,500</u>     |
| <u>INTERGOVERNMENTAL</u>     |     |      |                            |                    |                    |                    |                    |                    |
| 01                           | 000 | 4410 | MOTOR VEHICLE IN LIEU      | 1,111,558          | 950,000            | 1,165,995          | 1,100,000          | 1,100,000          |
| 01                           | 000 | 4430 | HOMEOWNERS EXEMPTION       | 4,038              | 2,000              | 11,223             | 2,000              | 2,000              |
| 01                           | 000 | 4431 | HOUSING AUTHORITY IN LIEU  | 1,541              | 1,500              | 1,705              | 1,700              | 1,700              |
| 01                           | 000 | 4469 | SCHOOL RESOURCE OFFICER    | 64,504             | 59,900             | 63,000             | 65,000             | 65,000             |
| 01                           | 000 | 4473 | HIDTA SALARY               | 31,462             | 79,110             | 80,000             | 80,000             | 80,000             |
| 01                           | 000 | 4477 | DEA SALARY                 | 0                  | 0                  | 0                  | 0                  | 0                  |
| 01                           | 000 | 4480 | STONEGARDEN                | 106,511            | 15,000             | 4,110              | 15,000             | 0                  |
| 01                           | 000 | 4483 | DHE OVERTIME               | 9,650              | 10,000             | 2,100              | 0                  | 0                  |
| 01                           | 000 | 4485 | BEST OVERTIME              | 0                  | 15,000             | 0                  | 0                  | 0                  |
|                              |     |      |                            | <u>1,329,264</u>   | <u>1,132,510</u>   | <u>1,328,133</u>   | <u>1,263,700</u>   | <u>1,248,700</u>   |

**CITY OF IMPERIAL  
REVENUE ESTIMATES**

|                                    |     |      |                                | <b>2013 - 2014</b>      | <b>2014 - 2015</b>      | <b>2014 - 2015</b>      | <b>2015 - 2016</b>      | <b>2016 - 2017</b>      |
|------------------------------------|-----|------|--------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|                                    |     |      |                                | <b>ACTUAL</b>           | <b>BUDGET</b>           | <b>ESTIMATED</b>        | <b>PROPOSED</b>         | <b>PROPOSED</b>         |
| <u>CHARGES FOR SERVICE</u>         |     |      |                                |                         |                         |                         |                         |                         |
| 01                                 | 000 | 4508 | CFD SERVICES FEE               | 100,000                 | 100,000                 | 100,000                 | 100,000                 | 100,000                 |
| 01                                 | 000 | 4509 | FIRE FEES                      | 13,537                  | 83,700                  | 43,000                  | 45,000                  | 45,000                  |
| 01                                 | 000 | 4510 | ZONING/SUBDIVISION FEES        | 31,220                  | 23,000                  | 19,500                  | 23,000                  | 23,000                  |
| 01                                 | 000 | 4521 | PLAN CHECK / ENCROACHMENT FEES | 260,969                 | 155,000                 | 203,800                 | 200,000                 | 200,000                 |
| 01                                 | 000 | 4522 | SEISMIC FEES                   | 4,146                   | 3,000                   | 3,200                   | 3,200                   | 3,200                   |
| 01                                 | 000 | 4523 | CBSC                           | 2,306                   | 2,000                   | 1,600                   | 1,500                   | 1,500                   |
| 01                                 | 000 | 4524 | RUBBISH COLLECTION FEES        | 914,286                 | 861,000                 | 900,000                 | 910,000                 | 910,000                 |
| 01                                 | 000 | 4525 | RUBBISH COLLECTION FEES AB 939 | 85,297                  | 78,000                  | 98,000                  | 100,000                 | 100,000                 |
| 01                                 | 000 | 4526 | RECYCLING                      | 8,078                   | 6,500                   | 4,000                   | 6,500                   | 6,500                   |
| 01                                 | 000 | 4533 | POOL REVENUE                   | 46,225                  | 30,000                  | 30,000                  | 30,000                  | 30,000                  |
| 01                                 | 000 | 4534 | RECREATION FEES                | 37,233                  | 8,000                   | 20,000                  | 9,000                   | 8,000                   |
| 01                                 | 000 | 4535 | ADMINISTRATIVE SERVICES        | 38,388                  | 30,000                  | 140,357                 | 54,000                  | 45,000                  |
| 01                                 | 000 | 4536 | RECREATION PROGRAMS FR         | 23,585                  | 50,000                  | 1,680                   | 0                       | 0                       |
| 01                                 | 000 | 4537 | INSTRUCTOR PROGRAMS (REC)      | 0                       | 30,000                  | 0                       | 30,000                  | 30,000                  |
| 01                                 | 000 | 4540 | LIBRARY FEES                   | 11,366                  | 10,000                  | 11,000                  | 10,000                  | 10,000                  |
|                                    |     |      |                                | <u>1,576,636</u>        | <u>1,470,200</u>        | <u>1,576,137</u>        | <u>1,522,200</u>        | <u>1,512,200</u>        |
| <u>USE OF MONEY &amp; PROPERTY</u> |     |      |                                |                         |                         |                         |                         |                         |
| 01                                 | 000 | 4610 | INTEREST EARNED                | 2,182                   | 2,500                   | 3,000                   | 2,500                   | 2,500                   |
|                                    |     |      |                                | <u>2,182</u>            | <u>2,500</u>            | <u>3,000</u>            | <u>2,500</u>            | <u>2,500</u>            |
| <u>OTHER REVENUE</u>               |     |      |                                |                         |                         |                         |                         |                         |
| 01                                 | 000 | 4700 | FARMER'S MARKET                | 21,838                  | 21,000                  | 39,000                  | 40,000                  | 40,000                  |
| 01                                 | 000 | 4701 | SPONSORSHIP                    | 0                       | 0                       | 35,900                  | 45,000                  | 45,000                  |
| 01                                 | 000 | 4710 | SALE OF MAPS, PUBS & COPIES    | 977                     | 1,000                   | 1,300                   | 1,500                   | 1,500                   |
| 01                                 | 000 | 4711 | SALES OF SURPLUS PROPERTY      | 18,690                  | 5,000                   | 96,000                  | 96,000                  | 95,756                  |
| 01                                 | 000 | 4720 | POLICE - DUI                   | 25                      | 150                     | 30                      | 150                     | 150                     |
| 01                                 | 000 | 4721 | POLICE - OTHER                 | 24,703                  | 30,000                  | 22,000                  | 25,000                  | 25,000                  |
| 01                                 | 000 | 4723 | POLICE DETAIL -AIRPORT         | 0                       | 1,000                   | 1,000                   | 0                       | 0                       |
| 01                                 | 000 | 4724 | POST REIMBURSEMENT             | 6,423                   | 17,000                  | 10,300                  | 17,000                  | 17,000                  |
| 01                                 | 000 | 4727 | POLICE DETAILS                 | 8,936                   | 15,000                  | 57,200                  | 30,000                  | 30,000                  |
| 01                                 | 000 | 4740 | INSURANCE DIVIDENDS            | 73,567                  | 8,000                   | 24,000                  | 20,000                  | 20,000                  |
| 01                                 | 000 | 4790 | NOT OTHERWISE CLASSIFIED       | 46,727                  | 40,000                  | 30,000                  | 30,000                  | 30,000                  |
|                                    |     |      |                                | <u>201,886</u>          | <u>138,150</u>          | <u>316,730</u>          | <u>304,650</u>          | <u>304,406</u>          |
| <u>OTHER RECEIPTS</u>              |     |      |                                |                         |                         |                         |                         |                         |
| 01                                 | 000 | 4910 | OPERATING TRANSFERS IN         | 888,465                 | 1,743,304               | 1,319,191               | 1,486,947               | 0                       |
|                                    |     |      |                                | <u>888,465</u>          | <u>1,743,304</u>        | <u>1,319,191</u>        | <u>1,486,947</u>        | <u>0</u>                |
| <b>GENERAL FUND TOTAL:</b>         |     |      |                                | <u><u>8,561,395</u></u> | <u><u>8,557,424</u></u> | <u><u>8,640,342</u></u> | <u><u>8,884,242</u></u> | <u><u>7,352,366</u></u> |
|                                    |     |      |                                |                         |                         | <b>-322,738</b>         | <b>4,898</b>            | <b>-768,301</b>         |

# CITY OF IMPERIAL

## TRANSFERS FROM SPECIAL REVENUES TO GENERAL FUND

FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017

| <u><b>SPECIAL REVENUE TRANSFERS:</b></u>    |    | <u><b>15/16</b></u>                           | <u><b>15/16</b></u> |
|---|----|---|---------------------|
| TRAFFIC CONG RELIEF                         | 03 | 5,000   | 0                   |
| TRAFFIC SAFETY                              | 04 | 5,000   | 0                   |
| GAS TAX                                     | 05 | 450,000                                       | 0                   |
| LOCAL TRANSPORTATION - STREETS              | 06 | 5,000   | 0                   |
| LTA MEASURE D                               | 08 | 178,002                                       | 0                   |
| LTA MEASURE D BONDS                         | 08 | 65,000  | 0                   |
| PROP 172                                    | 09 | 67,210  | 0                   |
| ASSET FORFEITURE                            | 12 | 26,735  | 0                   |
| RLA   | 18 | 5,000   | 0                   |
| WILDFLOWER LIGHTING                         | 21 | 3,500   | 0                   |
| PASEO LIGHTING                              | 23 | 3,500   | 0                   |
| GENERAL LOAN ACCOUNT                        | 48 | 8,000   | 0                   |
| SEWER CAPACITY FEE                          | 56 | 200,000                                       | 0                   |
| PARK IMPACT FEES                            | 68 | 150,000                                       | 0                   |
| COPS 2014                                   |    | 35,000  | 0                   |
| SUCCESSOR AGENCY                            | 94 | 250,000                                       | 0                   |
| GRANT ADMINISTRATION                        |    | 30,000  | 0                   |
|   |    | <u><u>1,486,947</u></u>                       | <u><u>0</u></u>     |
| <br>  |    |   |                     |
| <u><b>TRANSFERS IN</b></u>                  |    |   |                     |
| GENERAL FUND                                |    | <u><u>\$1,486,947</u></u>                     | <u><u>\$0</u></u>   |
| <br>  |    |   |                     |
| ASSET FORFEITURE                            |    | LTA MEASURE D                                 |                     |
| IT SUPPORT & SERVICES                       |    | (2) LIMITED TERM GENERAL MAINTENANCE WORKER   |                     |
| PROP 172                                    |    | STREET EXPENDITURES (\$100,000)               |                     |
| LIMITED TERM POLICE OFFICER POSITION        |    | LTA MEASURE D BOND                            |                     |
| COPS 2015                                   |    | LIMITED TERM ENGINEERING TECHNICIAN/INSPECTOR |                     |
| \$20,000 PT RECORDS, \$15,000 STAFF SUPPORT |    |   |                     |
| PARK IMPACT FEES                            |    |   |                     |
| REGIONAL PARK                               |    |   |                     |
| SEWER CAPACITY FEE                          |    |   |                     |
| WASTEWATER PROJECT                          |    |   |                     |

**CITY OF IMPERIAL  
EXPENDITURE SUMMARY - ALL FUNDS  
PROPOSED FISCAL YEAR 2015 - 2016**

| <b>FUND</b>                        | <b>PERSONAL<br/>SERVICES</b> | <b>SERVICES</b>    | <b>MATERIALS<br/>SUPPLIES</b> | <b>ECONOMIC<br/>DEVLOP</b> | <b>CAPITAL</b>   | <b>INFRAS.T.<br/>IMPROVE</b> | <b>FIXED/<br/>TRANS OUT</b> | <b>TOTAL</b>       |
|------------------------------------|------------------------------|--------------------|-------------------------------|----------------------------|------------------|------------------------------|-----------------------------|--------------------|
| <b>GENERAL GOVERNMENT</b>          |                              |                    |                               |                            |                  |                              |                             |                    |
| CITY COUNCIL                       | 28,012                       | 15,500             | 500                           | 0                          | 0                | 0                            | 0                           | 44,012             |
| CITY CLERK                         | 86,969                       | 7,500              | 31,500                        | 0                          | 0                | 0                            | 0                           | 125,969            |
| CITY ATTORNEY                      | 0                            | 150,500            | 0                             | 0                          | 0                | 0                            | 0                           | 150,500            |
| CITY MANAGER                       | 178,214                      | 10,500             | 1,000                         | 0                          | 0                | 0                            | 0                           | 189,714            |
| GENERAL SERVICES                   | 0                            | 499,800            | 38,000                        | 6,500                      | 13,000           | 0                            | 251,500                     | 808,800            |
| DEVELOPMENT & MARKETING            | 39,028                       | 50,500             | 1,000                         | 0                          | 0                | 0                            | 0                           | 90,528             |
| <b>TOTAL GENERAL GOVERNMENT:</b>   | <b>\$332,223</b>             | <b>\$734,300</b>   | <b>\$72,000</b>               | <b>\$6,500</b>             | <b>\$13,000</b>  | <b>\$0</b>                   | <b>\$251,500</b>            | <b>\$1,409,523</b> |
| <b>FINANCE</b>                     |                              |                    |                               |                            |                  |                              |                             |                    |
| FINANCE - ADMINISTRATION           | 120,038                      | 3,000              | 2,000                         | 0                          | 0                | 0                            | 0                           | 125,038            |
| FINANCE - ACCOUNTING AND REPORTING | 0                            | 46,200             | 0                             | 0                          | 0                | 0                            | 0                           | 46,200             |
| FINANCE - INFORMATION SERVICES     | 0                            | 153,400            | 53,700                        | 0                          | 0                | 0                            | 0                           | 207,100            |
| FINANCE- UTILITY BILLING           | 0                            | 929,550            | 2,000                         | 0                          | 0                | 0                            | 0                           | 931,550            |
| <b>TOTAL FINANCE:</b>              | <b>\$120,038</b>             | <b>\$1,132,150</b> | <b>\$57,700</b>               | <b>\$0</b>                 | <b>\$0</b>       | <b>\$0</b>                   | <b>\$0</b>                  | <b>\$1,309,888</b> |
| <b>HUMAN RESOURCES</b>             |                              |                    |                               |                            |                  |                              |                             |                    |
| HUMAN RESOURCES - MANAGEMENT       | 102,057                      | 14,400             | 4,300                         | 0                          | 0                | 0                            | 0                           | 120,757            |
| RISK MANAGEMENT                    | 200,000                      | 350,000            | 2,500                         | 0                          | 0                | 0                            | 0                           | 552,500            |
| <b>TOTAL HUMAN RESOURCES:</b>      | <b>\$200,000</b>             | <b>\$350,000</b>   | <b>\$2,500</b>                | <b>\$0</b>                 | <b>\$0</b>       | <b>\$0</b>                   | <b>\$0</b>                  | <b>\$552,500</b>   |
| <b>PUBLIC SAFETY</b>               |                              |                    |                               |                            |                  |                              |                             |                    |
| POLICE SERVICE - ADMINISTRATIVE    | 573,554                      | 13,500             | 6,000                         | 0                          | 0                | 0                            | 0                           | 593,054            |
| POLICE FIELD SERVICES              | 1,190,258                    | 131,500            | 22,400                        | 0                          | 0                | 0                            | 0                           | 1,344,158          |
| COMMUNICATIONS                     | 0                            | 232,000            | 0                             | 0                          | 0                | 0                            | 0                           | 232,000            |
| PUBLIC RELATIONS                   | 0                            | 0                  | 2,500                         | 0                          | 0                | 0                            | 0                           | 2,500              |
| POLICE RECORDS                     | 184,129                      | 3,700              | 800                           | 0                          | 0                | 0                            | 0                           | 188,629            |
| K-9 SERVICES                       | 0                            | 1,720              | 0                             | 0                          | 0                | 0                            | 0                           | 1,720              |
| ANIMAL CONTROL                     | 1,079                        | 16,700             | 3,000                         | 0                          | 0                | 0                            | 0                           | 20,779             |
| FIRE SUPPRESSION/INSPECTION        | 0                            | 950,000            | 0                             | 0                          | 0                | 0                            | 0                           | 950,000            |
| <b>TOTAL PUBLIC SAFETY:</b>        | <b>\$1,949,020</b>           | <b>\$1,349,120</b> | <b>\$34,700</b>               | <b>\$0</b>                 | <b>\$0</b>       | <b>\$0</b>                   | <b>\$0</b>                  | <b>\$3,332,840</b> |
| <b>PUBLIC SERVICES</b>             |                              |                    |                               |                            |                  |                              |                             |                    |
| PUBLIC SERVICES - ADMIN            | 50,456                       | 0                  | 0                             | 0                          | 0                | 0                            | 0                           | 50,456             |
| STREETS & SIDEWALK MAINTENANCE     | 142,196                      | 85,000             | 43,700                        | 0                          | 157,400          | 0                            | 0                           | 428,296            |
| STORM DRAINS                       | 0                            | 84,200             | 2,000                         | 0                          | 0                | 0                            | 0                           | 86,200             |
| BUILDINGS & GROUNDS                | 32,534                       | 46,500             | 11,500                        | 0                          | 50,000           | 0                            | 0                           | 140,534            |
| <b>TOTAL PUBLIC SERVICES:</b>      | <b>\$225,186</b>             | <b>\$215,700</b>   | <b>\$57,200</b>               | <b>\$0</b>                 | <b>\$207,400</b> | <b>\$0</b>                   | <b>\$0</b>                  | <b>\$705,486</b>   |



|                                      |                    |                    |                  |                |                  |            |                  |                    |
|--------------------------------------|--------------------|--------------------|------------------|----------------|------------------|------------|------------------|--------------------|
| <b>PLANNING</b>                      |                    |                    |                  |                |                  |            |                  |                    |
| ENGINEERING                          | 166,859            | 83,300             | 3,100            | 0              | 25,000           | 0          | 0                | 278,259            |
| PLANNING                             | 254,081            | 167,400            | 1,500            | 0              | 0                | 0          | 0                | 422,981            |
| BUILDING & SAFETY                    | 79,884             | 13,300             | 1,500            | 0              | 0                | 0          | 0                | 94,684             |
| <b>TOTAL PLANNING:</b>               | <b>\$500,824</b>   | <b>\$264,000</b>   | <b>\$6,100</b>   | <b>\$0</b>     | <b>\$25,000</b>  | <b>\$0</b> | <b>\$0</b>       | <b>\$795,924</b>   |
| <b>LIBRARY</b>                       |                    |                    |                  |                |                  |            |                  |                    |
| LIBRARY OPERATIONS                   | 180,442            | 20,100             | 5,400            | 0              | 11,000           | 0          | 0                | 216,942            |
| <b>TOTAL LIBRARY:</b>                | <b>\$180,442</b>   | <b>\$20,100</b>    | <b>\$5,400</b>   | <b>\$0</b>     | <b>\$11,000</b>  | <b>\$0</b> | <b>\$0</b>       | <b>\$216,942</b>   |
| <b>PARKS &amp; RECREATION</b>        |                    |                    |                  |                |                  |            |                  |                    |
| PARKS & RECREATION MANAGEMENT        | 96,296             | 3,800              | 1,000            | 0              | 0                | 0          | 0                | 101,096            |
| PARK MAINTENANCE                     | 207,589            | 44,500             | 20,600           | 0              | 60,000           | 0          | 0                | 332,689            |
| RECREATION PROGRAM                   | 43,378             | 28,000             | 0                | 0              | 0                | 0          | 0                | 71,378             |
| POOL                                 | 40,078             | 700                | 10,300           | 0              | 0                | 0          | 0                | 51,078             |
| <b>TOTAL PARKS &amp; RECREATION:</b> | <b>\$387,341</b>   | <b>\$77,000</b>    | <b>\$31,900</b>  | <b>\$0</b>     | <b>\$60,000</b>  | <b>\$0</b> | <b>\$0</b>       | <b>\$556,241</b>   |
| <b>TOTAL GENERAL FUND:</b>           | <b>\$3,895,074</b> | <b>\$4,142,370</b> | <b>\$267,500</b> | <b>\$6,500</b> | <b>\$316,400</b> | <b>\$0</b> | <b>\$251,500</b> | <b>\$8,879,344</b> |
|                                      | 44%                | 47%                | 3%               | 0%             | 1%               |            | 3%               | 100%               |

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
*FISCAL YEAR 2015 - 2016*

**NAME OF DEPARTMENT:** City Council  
**SUPPORTED BY (FUNDS):** General Fund

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

City Council (01-100)

***TOTAL DEPARTMENT BUDGET: \$44,012***

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-100**

**DIVISION NAME: CITY COUNCIL**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$44,012**

**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:**

1. To provide effective policy direction for the City of Imperial.
2. To participate in regional and state activities as budget allows.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                 |     |      |                               | <b>2013 - 2014<br/>ACTUAL</b> | <b>2014 - 2015<br/>BUDGET</b> | <b>2014 - 2015<br/>ESTIMATED</b> | <b>2015 - 2016<br/>PROPOSED</b> | <b>2016 - 2017<br/>PROPOSED</b> |
|---------------------------------|-----|------|-------------------------------|-------------------------------|-------------------------------|----------------------------------|---------------------------------|---------------------------------|
| <u>PERSONNEL SERVICES</u>       |     |      |                               |                               |                               |                                  |                                 |                                 |
| 01                              | 100 | 5102 | SALARIES - PART-TIME          | 24,900                        | 24,900                        | 24,900                           | <b>24,900</b>                   | <b>24,900</b>                   |
| 01                              | 100 | 5112 | FICA                          | 1,880                         | 1,917                         | 1,836                            | <b>1,917</b>                    | <b>1,917</b>                    |
| 01                              | 100 | 5114 | UNEMPLOYMENT INS              | 1,469                         | 1,494                         | 1,320                            | <b>1,195</b>                    | <b>1,195</b>                    |
|                                 |     |      |                               | <u>28,249</u>                 | <u>28,311</u>                 | <u>28,056</u>                    | <u><b>28,012</b></u>            | <u><b>28,012</b></u>            |
| <u>SERVICES</u>                 |     |      |                               |                               |                               |                                  |                                 |                                 |
| 01                              | 100 | 5265 | TRAINING/EDUCATION            | 0                             | 0                             | 375                              | <b>500</b>                      | <b>500</b>                      |
| 01                              | 100 | 5270 | TRAVEL & MEETINGS             | 15,475                        | 9,500                         | 17,900                           | <b>15,000</b>                   | <b>15,000</b>                   |
|                                 |     |      |                               | <u>15,475</u>                 | <u>9,500</u>                  | <u>18,275</u>                    | <u><b>15,500</b></u>            | <u><b>15,500</b></u>            |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                               |                               |                               |                                  |                                 |                                 |
| 01                              | 100 | 5330 | SPECIAL DEPARTMENTAL SUPPLIES | 505                           | 500                           | 905                              | <b>700</b>                      | <b>700</b>                      |
|                                 |     |      |                               | <u>505</u>                    | <u>500</u>                    | <u>905</u>                       | <u><b>700</b></u>               | <u><b>700</b></u>               |
| <b>CITY COUNCIL</b>             |     |      |                               | <u><u>44,229</u></u>          | <u><u>38,311</u></u>          | <u><u>47,236</u></u>             | <u><u><b>44,212</b></u></u>     | <u><u><b>44,212</b></u></u>     |

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
*FISCAL YEAR 2015 - 2016*

**NAME OF DEPARTMENT:** City Clerk  
**SUPPORTED BY (FUNDS):** General Fund

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

City Clerk (01-110)

***TOTAL DEPARTMENT BUDGET: \$125,969***

**CITY OF IMPERIAL - DIVISION SUMMARY**  
**FISCAL YEAR 2015 - 2016**

**DIVISION NO: 01-110**

**DIVISION NAME: CITY CLERK**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$125,969**

**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, as well as Secretary to the Successor Agency to the Redevelopment Agency, Imperial Financing Authority.

**DIVISION GOAL:**

To provide efficient and effective records management for the City in order to meet the demands of the public, staff and City Council; and to also provide fast retrieval of archival records.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Plan and administer preliminary preparations for the November 2016 General Municipal Election for two (2) City Council seats, City Clerk, and City Treasurer. Includes and updated candidates guide and coordinate with the County of Imperial Election Department.
2. Continue to prepare Resolutions and Ordinances for permanent retention of the City Council, Successor Agency, Oversight Board, and Planning Commission.
3. Continue to organize and move additional files to the new records storage room including the plans and maps.
4. Expand the City Clerk's website page to include the City's Municipal Code online.
5. Continue to respond to records request and process claims and subpoenas within the legal deadlines.
6. Work with the City Manager to review / upgrade audio and recording equipment for Council Chambers.
7. Begin research / RFP for automated Agenda preparation program.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                 |     |      |                       | 2013 - 2014           | 2014 - 2015           | 2014 - 2015           | 2015 - 2016           | 2016 - 2017          |
|---------------------------------|-----|------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------|
|                                 |     |      |                       | ACTUAL                | BUDGET                | ESTIMATED             | PROPOSED              | PROPOSED             |
| <u>PERSONNEL SERVICES</u>       |     |      |                       |                       |                       |                       |                       |                      |
| 01                              | 110 | 5101 | SALARIES-FULL TIME    | 71,405                | 62,671                | 74,324                | 71,135                | 71,135               |
| 01                              | 110 | 5110 | UNIFORM ALLOWANCE     | 80                    | 0                     | 0                     | 0                     | 0                    |
| 01                              | 110 | 5111 | RETIREMENT            | 13,550                | 5,644                 | 6,245                 | 0                     | 0                    |
| 01                              | 110 | 5112 | FICA                  | 5,503                 | 4,978                 | 5,827                 | 5,625                 | 5,625                |
| 01                              | 110 | 5114 | UNEMPLOYMENT INS      | 405                   | 420                   | 361                   | 336                   | 336                  |
| 01                              | 110 | 5115 | HEALTH INSURANCE      | 7,658                 | 6,600                 | 6,600                 | 7,200                 | 7,200                |
| 01                              | 110 | 5120 | VEHICLE ALLOWANCE     | 2,150                 | 2,400                 | 2,500                 | 2,400                 | 2,400                |
|                                 |     |      |                       | <u>100,751</u>        | <u>82,713</u>         | <u>95,857</u>         | <u>86,696</u>         | <u>86,696</u>        |
| <u>SERVICES</u>                 |     |      |                       |                       |                       |                       |                       |                      |
| 01                              | 110 | 5250 | PUBLICATION / DUES    | 3,654                 | 3,500                 | 3,283                 | 3,500                 | 3,500                |
| 01                              | 110 | 5265 | TRAINING              | 925                   | 1,500                 | 442                   | 1,500                 | 1,500                |
| 01                              | 110 | 5270 | TRAVEL & MEETINGS     | 1,952                 | 2,500                 | 1,128                 | 2,500                 | 2,500                |
|                                 |     |      |                       | <u>6,531</u>          | <u>7,500</u>          | <u>4,853</u>          | <u>7,500</u>          | <u>7,500</u>         |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                       |                       |                       |                       |                       |                      |
| 01                              | 110 | 5301 | OFFICE SUPPLIES       | 487                   | 1,500                 | 689                   | 1,500                 | 1,500                |
| 01                              | 110 | 5330 | SPECIAL DEPT SUPPLIES | 403                   | 40,000                | 5,000                 | 30,000                | 500                  |
|                                 |     |      |                       | <u>890</u>            | <u>41,500</u>         | <u>5,689</u>          | <u>31,500</u>         | <u>2,000</u>         |
| <b>CITY CLERK</b>               |     |      |                       | <u><u>108,172</u></u> | <u><u>131,713</u></u> | <u><u>106,399</u></u> | <u><u>125,696</u></u> | <u><u>96,196</u></u> |

5250 CITY CLERKS ASSOCIATION \$120, THOMSON WEST, IIMC

5265 CITY CLERKS CONFERENCE, ELECTION SEMINAR, LEAGUE OF CALIFORNIA CITIES

5330 ELECTION MATERIALS, SPECIAL PAPER FOR PRESENTATIONS

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
*FISCAL YEAR 2015 - 2016*

**NAME OF DEPARTMENT:** City Attorney

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

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

City Attorney

(01-120)

***TOTAL DEPARTMENT BUDGET: \$150,500***



**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-120**

**DIVISION NAME: CITY ATTORNEY**

**FUND: General**

**FUND NO: 01**

**DIVISION BUDGET: \$150,500**

**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. To assist the City with legal review and implementation of water conservation practices to meet state mandates.
2. To provide legal support and assistance with other topics such as medical marijuana legislation, code enforcement, and personnel reviews.
3. To assist the Successor Agency as needed.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                      |     |      |                   | <b>2013 - 2014</b> | <b>2014 - 2015</b> | <b>2014 - 2015</b> | <b>2015 - 2016</b> | <b>2016 - 2017</b> |
|----------------------|-----|------|-------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                      |     |      |                   | <b>ACTUAL</b>      | <b>BUDGET</b>      | <b>ESTIMATED</b>   | <b>PROPOSED</b>    | <b>PROPOSED</b>    |
| <u>SERVICES</u>      |     |      |                   |                    |                    |                    |                    |                    |
| 01                   | 120 | 5210 | CONTRACT SERVICE  | 129,239            | 120,000            | 165,000            | <b>150,000</b>     | <b>150,000</b>     |
| 01                   | 120 | 5270 | TRAVEL & MEETINGS | 0                  | 350                | 0                  | 350                | 350                |
|                      |     |      |                   | 129,239            | 120,350            | 165,000            | <b>150,350</b>     | <b>150,350</b>     |
| <b>CITY ATTORNEY</b> |     |      |                   | 129,239            | 120,350            | 165,000            | <b>150,350</b>     | <b>150,350</b>     |

5210 DENNIS MORITA, LCW

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
*FISCAL YEAR 2015 - 2016*

**NAME OF DEPARTMENT:**           **General Management**

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

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

|              |                                  |
|--------------|----------------------------------|
| City Manager | (01-130)                         |
| Water        | (50-510) **see Water budget      |
| Wastewater   | (55-520) **see Wastewater budget |

***TOTAL DEPARTMENT BUDGET:***    ***\$189,714***

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-130**

**DIVISION NAME: GENERAL MANAGEMENT**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$189,714**

**DEPARTMENT: City Manager DIV NO: 130**

**THIS DIVISION: General Management**

**DIVISION DESCRIPTION:**

This division provides general management of the City, including supervision of all departments and operations and implementation of the policies and objectives of the City Council.

**DIVISION GOAL:**

To provide professional general management to the City and implement effectively the policies and objectives of the City Council.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. To manage the transition of park maintenance services from Parks & Recreation Department to the Public Services Department.
2. To work with staff in achieving goals outlined for the various departments.
3. To provide support and guidance for CIP (Capital Improvement Projects) to be realized as budgeted.
4. To manage special issues as they arise such as medical marijuana, essential air service operations, El Niño impacts, and the City's response to such issues as per Council policy and direction.
5. To pursue creative options in growing and developing the City of Imperial and its staff team consistent with Council vision.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                 |     |      |                       | 2013 - 2014           | 2014 - 2015           | 2014 - 2015           | 2015 - 2016           | 2016 - 2017           |
|---------------------------------|-----|------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                 |     |      |                       | ACTUAL                | BUDGET                | ESTIMATED             | PROPOSED              | PROPOSED              |
| <u>PERSONNEL SERVICES</u>       |     |      |                       |                       |                       |                       |                       |                       |
| 01                              | 130 | 5101 | SALARIES-FULL TIME    | 133,842               | 131,497               | 154,400               | 139,731               | 139,731               |
| 01                              | 130 | 5103 | OVERTIME              | 4,614                 | 3,500                 | 2,122                 | 2,500                 | 2,500                 |
| 01                              | 130 | 5110 | UNIFORM ALLOWANCE     | 160                   | 0                     | 0                     | 0                     | 0                     |
| 01                              | 130 | 5111 | RETIREMENT            | 20,752                | 11,728                | 12,843                | 9,167                 | 9,167                 |
| 01                              | 130 | 5112 | FICA                  | 9,092                 | 10,605                | 9,974                 | 11,158                | 11,158                |
| 01                              | 130 | 5114 | UNEMPLOYMENT INS      | 1,156                 | 672                   | 615                   | 538                   | 538                   |
| 01                              | 130 | 5115 | HEALTH INSURANCE      | 5,647                 | 10,560                | 9,963                 | 11,520                | 11,520                |
| 01                              | 130 | 5120 | VEHICLE ALLOWANCE     | 3,500                 | 3,600                 | 4,375                 | 3,600                 | 3,600                 |
|                                 |     |      |                       | <u>178,763</u>        | <u>172,162</u>        | <u>194,292</u>        | <u>178,214</u>        | <u>178,214</u>        |
| <u>SERVICES</u>                 |     |      |                       |                       |                       |                       |                       |                       |
| 01                              | 130 | 5250 | PUBLICATION / DUES    | 8,601                 | 3,000                 | 1,821                 | 2,500                 | 2,500                 |
| 01                              | 130 | 5265 | TRAINING              | 1,608                 | 1,500                 | 1,540                 | 1,500                 | 1,500                 |
| 01                              | 130 | 5270 | TRAVEL & MEETINGS     | 8,123                 | 4,500                 | 7,668                 | 6,500                 | 6,500                 |
|                                 |     |      |                       | <u>18,332</u>         | <u>9,000</u>          | <u>11,029</u>         | <u>10,500</u>         | <u>10,500</u>         |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                       |                       |                       |                       |                       |                       |
| 01                              | 130 | 5301 | OFFICE SUPPLIES       | 426                   | 500                   | 400                   | 500                   | 500                   |
| 01                              | 130 | 5330 | SPECIAL DEPT SUPPLIES | 100                   | 300                   | 750                   | 500                   | 500                   |
|                                 |     |      |                       | <u>526</u>            | <u>800</u>            | <u>1,150</u>          | <u>1,000</u>          | <u>1,000</u>          |
| <b>CITY MANAGER</b>             |     |      |                       | <u><u>197,621</u></u> | <u><u>181,962</u></u> | <u><u>206,471</u></u> | <u><u>189,714</u></u> | <u><u>189,714</u></u> |

5250 CPRS, CCMF, ICMA, ROTARY, NRPA, ICSC

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**NAME OF DEPARTMENT:**           **Finance**

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

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

|                                   |                                  |
|-----------------------------------|----------------------------------|
| Financial Services Administration | (01-140)                         |
| Accounting and Reporting          | (01-141)                         |
| Information Technology Services   | (01-143)                         |
| Utility Billing                   | (01-330)                         |
| Water                             | (50-510) **see Water budget      |
| Wastewater                        | (55-520) **see Wastewater budget |

***TOTAL DEPARTMENT BUDGET:***   ***\$1,309,888***

**CITY OF IMPERIAL - DIVISION SUMMARY**  
**FISCAL YEAR 2015 - 2016**

**DIVISION NO: 01-140**

**DIVISION NAME: FINANCIAL SERVICES ADMINISTRATION**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$125,038**

**DEPARTMENT: Finance DIV NO: 140**

**THIS DIVISION: Financial Services Administration**

**DIVISION DESCRIPTION:**

This division supports the Management of the Financial Services area and is responsible for directing the accounting and reporting, informational services, investment program, and the budget for all City operations.

**DIVISION GOAL:**

To efficiently and effectively manage the financial operations, reporting and information services of the City.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Ensure customer service training for front counter staff.
2. Ensure cross-training between front counter staff for more efficient service.
3. Update City Business License Fee Schedule.
4. Assist with the development of a new water and sewer rate study.
5. Review modifications and enhancements to the Investment Policy.
6. Review and assess needs of counter space for front counter staff.
7. Attend training for FundBalance software.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                      |     |      |                        | 2013 - 2014           | 2014 - 2015           | 2014 - 2015           | 2015 - 2016           | 2016 - 2017           |
|--------------------------------------|-----|------|------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                      |     |      |                        | ACTUAL                | BUDGET                | ESTIMATED             | PROPOSED              | PROPOSED              |
| <u>PERSONNEL SERVICES</u>            |     |      |                        |                       |                       |                       |                       |                       |
| 01                                   | 140 | 5101 | SALARIES-FULL TIME     | 82,786                | 89,505                | 116,411               | 86,010                | 86,010                |
| 01                                   | 140 | 5102 | SALARIES-PART TIME     | 5,064                 | 0                     | 1,726                 | 5,000                 | 5,000                 |
| 01                                   | 140 | 5103 | OVERTIME               | 7,296                 | 3,500                 | 349                   | 5,000                 | 5,000                 |
| 01                                   | 140 | 5111 | RETIREMENT             | 16,126                | 7,834                 | 8,834                 | 5,730                 | 5,730                 |
| 01                                   | 140 | 5112 | FICA                   | 7,036                 | 7,117                 | 8,436                 | 7,347                 | 7,347                 |
| 01                                   | 140 | 5114 | UNEMPLOYMENT INSURANCE | 620                   | 797                   | 975                   | 511                   | 511                   |
| 01                                   | 140 | 5115 | HEALTH INSURANCE       | 12,618                | 12,540                | 13,364                | 10,440                | 10,440                |
|                                      |     |      |                        | <u>131,546</u>        | <u>121,293</u>        | <u>150,095</u>        | <u>120,038</u>        | <u>120,038</u>        |
| <u>SERVICES</u>                      |     |      |                        |                       |                       |                       |                       |                       |
| 01                                   | 140 | 5250 | PUBLICATION / DUES     | 424                   | 500                   | 325                   | 500                   | 500                   |
| 01                                   | 140 | 5265 | TRAINING               | 650                   | 1,000                 | 500                   | 1,000                 | 1,000                 |
| 01                                   | 140 | 5270 | TRAVEL & MEETINGS      | 2,738                 | 1,500                 | 2,485                 | 1,500                 | 1,500                 |
|                                      |     |      |                        | <u>3,812</u>          | <u>3,000</u>          | <u>3,310</u>          | <u>3,000</u>          | <u>3,000</u>          |
| <u>MATERIALS &amp; SUPPLIES</u>      |     |      |                        |                       |                       |                       |                       |                       |
| 01                                   | 140 | 5301 | OFFICE SUPPLIES        | 684                   | 1,000                 | 800                   | 1,000                 | 1,000                 |
| 01                                   | 140 | 5330 | SPECIAL DEPT SUPPLIES  | 16                    | 1,000                 | 950                   | 1,000                 | 1,000                 |
|                                      |     |      |                        | <u>700</u>            | <u>2,000</u>          | <u>1,750</u>          | <u>2,000</u>          | <u>2,000</u>          |
| <b>FINANCIAL SERVICES MANAGEMENT</b> |     |      |                        | <u><u>136,058</u></u> | <u><u>126,293</u></u> | <u><u>155,155</u></u> | <u><u>125,038</u></u> | <u><u>125,038</u></u> |

5250 NOTARY ASSOCIATION, CSMFO, GFOA  
5265 CSMFO, GFOA, PERS



**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-141**

**DIVISION NAME: ACCOUNTING AND REPORTING**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$46,200**

**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. Provide VEnsure uncollected closed accounts are sent to collections within 30 days in accordance to the Utility Billing Resolution.
2. Ensure expenditures associated with reimbursements are billed and collected in a timely manner.
3. Work with Department Heads on utilizing the Purchase Order process and provide staff training on use of the General Ledger.
4. Review payroll process to increase efficiencies, including opportunity for electronic timesheet.
5. Review and implement credit card processing fee.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|   |                      |      |                     | <b>2013 - 2014</b> | <b>2014 - 2015</b> | <b>2014 - 2015</b> | <b>2015 - 2016</b>   | <b>2016 - 2017</b>   |
|---|----------------------|------|---------------------|--------------------|--------------------|--------------------|----------------------|----------------------|
|   |                      |      |                     | <b>ACTUAL</b>      | <b>BUDGET</b>      | <b>ESTIMATED</b>   | <b>PROPOSED</b>      | <b>PROPOSED</b>      |
| <u>SERVICES</u>                           |                      |      |                     |                    |                    |                    |                      |                      |
| 01  | 141                  | 5210 | CONTRACT SERVICE    | 91,573             | 35,000             | 49,900             | <b>46,000</b>        | <b>46,000</b>        |
| 01  | 141                  | 5213 | STATE MANDATED FEES | 163                | 200                | 200                | <b>200</b>           | <b>200</b>           |
|   |                      |      |                     | <u>91,736</u>      | <u>35,200</u>      | <u>50,100</u>      | <u><b>46,200</b></u> | <u><b>46,200</b></u> |
| <b>ACCOUNTING AND REPORTING</b>           |                      |      |                     | <u>91,736</u>      | <u>35,200</u>      | <u>50,100</u>      | <u><b>46,200</b></u> | <u><b>46,200</b></u> |
| Audits, Property and Sales Tax Consultant |                      |      |                     |                    |                    |                    |                      |                      |
| 5213                                      | BUSINESS LICENSE FEE |      |                     |                    |                    |                    |                      |                      |

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-143**

**DIVISION NAME: INFORMATION TECHNOLOGY SERVICES**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$207,100**

**DEPARTMENT: Finance DIV NO: 143**

**THIS DIVISION: Information Technology Services**

**DIVISION DESCRIPTION:**

This division provides information support and services for the City's computer activities. Such activities include selection, installation and maintenance of hardware and software, coordination of user training, design and maintenance of the City's Website, system administration and generation of operational and managerial reports.

**DIVISION GOAL:**

To provide information, support and services to the City's departments which meets the needs of the users.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Provide vision and leadership in the evaluation and implementation of emerging technologies.
2. Deliver timely and effective responses to City Department requirements.
3. Provide usable and easy access to information services
4. Commit to on-going discussions with the City Departments to review and understand business unit goals and objectives.
5. Maintain the City of Imperial network infrastructure up to date, secure and accessible for City Departments.
6. Continually communicate IT's goals and objectives to City Manager and Department Heads.
7. Development of new systems to improve the City Department workflow.
8. Develop an upgrade/replacement schedule for hardware and software to maintain an efficient and effective operation for the City.
9. Provide training to staff on updating each Department website through the new content management system.
10. Update Shortel system to meet the needs of the City.
11. Ensure that all necessary forms are available on website in accordance to customer requests.
12. Review and implement on-line pay for miscellaneous services.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND  
FINANCE DEPARTMENT  
INFORMATION SERVICES DIVISION**

|                                 |     |      |                       | <b>2013 - 2014</b>    | <b>2014 - 2015</b>    | <b>2014 - 2015</b>    | <b>2015 - 2016</b>           | <b>2016 - 2017</b>           |
|---------------------------------|-----|------|-----------------------|-----------------------|-----------------------|-----------------------|------------------------------|------------------------------|
|                                 |     |      |                       | <b>ACTUAL</b>         | <b>BUDGET</b>         | <b>ESTIMATED</b>      | <b>PROPOSED</b>              | <b>PROPOSED</b>              |
| <u>SERVICES</u>                 |     |      |                       |                       |                       |                       |                              |                              |
| 01                              | 143 | 5210 | CONTRACT SERVICE      | 58,319                | 60,000                | 59,872                | <b>65,000</b>                | <b>65,000</b>                |
| 01                              | 143 | 5250 | PUBLICATION/DUES      | 63,769                | 58,500                | 24,670                | <b>78,400</b>                | <b>78,400</b>                |
| 01                              | 143 | 5282 | FIBER OPTIC           | 0                     | 0                     | 10,000                | <b>10,000</b>                | <b>10,000</b>                |
|                                 |     |      |                       | <u>122,088</u>        | <u>118,500</u>        | <u>94,542</u>         | <u><b>153,400</b></u>        | <u><b>153,400</b></u>        |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                       |                       |                       |                       |                              |                              |
| 01                              | 143 | 5330 | SPECIAL DEPT SUPPLIES | 52,041                | 40,000                | 49,000                | <b>53,700</b>                | <b>53,700</b>                |
|                                 |     |      |                       | <u>52,041</u>         | <u>40,000</u>         | <u>49,000</u>         | <u><b>53,700</b></u>         | <u><b>53,700</b></u>         |
| <b>INFORMATION SERVICES</b>     |     |      |                       | <u><u>174,129</u></u> | <u><u>158,500</u></u> | <u><u>143,542</u></u> | <u><u><b>207,100</b></u></u> | <u><u><b>207,100</b></u></u> |

5210 ESTRADA SYSTEMS GROUP

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**PROGRAM NO: 01-330**

**DIVISION NAME: UTILITY BILLING**

**FUND: General FUND NO 01 DIVISION BUDGET: \$931,550**

**DEPARTMENT: Finance DIV NO: 330**

**THIS DIVISION: Utility Billing**

**DIVISION DESCRIPTION:**

This division is under contract with Allied Waste Management Services contract through August 31, 2016.

**DIVISION GOAL:**

To provide efficient utility billing and responsive services to City residents and businesses.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Schedule quarterly meetings with Allied to review billing (to close year end true-up gap).
2. Schedule tire bi-annual clean-ups early in fiscal year.
3. Review Allied contract to verify all negotiated items are being met.
4. Ensure all commercial recycling is being enforced.
5. Maintain updated City information at front counter, and serve as a resource.
6. Ensure positive customer services at City counters and phone contacts.
7. Manage transition to new billing system.
8. Provide a positive image and first impression for City of Imperial.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND  
GENERAL SERVICES DEPARTMENT  
SANITATION DIVISION**

|                                 |     |      |                            | 2013 - 2014           | 2014 - 2015           | 2014 - 2015           | 2015 - 2016                  | 2016 - 2017                  |
|---------------------------------|-----|------|----------------------------|-----------------------|-----------------------|-----------------------|------------------------------|------------------------------|
|                                 |     |      |                            | ACTUAL                | BUDGET                | ESTIMATED             | PROPOSED                     | PROPOSED                     |
| <u>SERVICES</u>                 |     |      |                            |                       |                       |                       |                              |                              |
| 01                              | 330 | 5210 | CONTRACT SERVICE           | 891,444               | 861,000               | 931,200               | <b>904,050</b>               | <b>904,050</b>               |
| 01                              | 330 | 5216 | RECYCLING/LITTER REDUCTION | 0                     | 500                   | 0                     | <b>500</b>                   | <b>500</b>                   |
| 01                              | 330 | 5217 | RECYCLING TASK FORCE       | 14,730                | 15,000                | 21,265                | <b>25,000</b>                | <b>25,000</b>                |
|                                 |     |      |                            | <u>906,174</u>        | <u>876,500</u>        | <u>952,465</u>        | <u><b>929,550</b></u>        | <u><b>929,550</b></u>        |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                            |                       |                       |                       |                              |                              |
| 01                              | 330 | 5301 | OFFICE SUPPLIES            | 519                   | 1,500                 | 600                   | <b>1,500</b>                 | <b>1,500</b>                 |
| 01                              | 330 | 5330 | SPECIAL DEPT SUPPLIES      | 0                     | 500                   | 3,920                 | <b>500</b>                   | <b>500</b>                   |
|                                 |     |      |                            | <u>519</u>            | <u>2,000</u>          | <u>4,520</u>          | <u><b>2,000</b></u>          | <u><b>2,000</b></u>          |
| <b>SANITATION</b>               |     |      |                            | <u><u>906,693</u></u> | <u><u>878,500</u></u> | <u><u>956,985</u></u> | <u><u><b>931,550</b></u></u> | <u><u><b>931,550</b></u></u> |

5210 ALLIED WASTE

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
*FISCAL YEAR 2015 - 2016*

**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:***   **\$673,257**

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-150**

**DIVISION NAME:** HUMAN RESOURCES / EMPLOYEE BENEFITS

**FUND:** General FUND NO: 01 DIVISION BUDGET: \$673,257

**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. Assist with MOU negotiations for POA, Teamsters, and Unrepresented staff.
2. Develop policies to keep the City current with personnel related legislation and legal findings.
3. Maintain the employee benefit programs and constantly monitor for improvements where possible.



**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND  
HUMAN RESOURCES DEPARTMENT  
HUMAN RESOURCE / EMPLOYEE BENEFITS DIVISION**

|   |     |      |                             | 2013 - 2014                     | 2014 - 2015           | 2014 - 2015           | 2015 - 2016           | 2016 - 2017           |
|---|-----|------|-----------------------------|---------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|   |     |      |                             | ACTUAL                          | BUDGET                | ESTIMATED             | PROPOSED              | PROPOSED              |
| 01  | 150 | 5101 | SALARIES-FULL TIME          | 78,735                          | 70,194                | 98,404                | 92,160                | 92,160                |
| 01  | 150 | 5110 | UNIFORM ALLOWANCE           | 80                              | 0                     | 0                     | 0                     | 0                     |
| 01  | 150 | 5111 | RETIREMENT                  | 14,579                          | 14,739                | 7,132                 | 6,183                 | 6,183                 |
| 01  | 150 | 5112 | FICA                        | 4,941                           | 5,370                 | 5,367                 | 7,050                 | 7,050                 |
| 01  | 150 | 5113 | WORKER'S COMP - SELF FUNDED | 95,414                          | 200,000               | 150,000               | 200,000               | 200,000               |
| 01  | 150 | 5114 | UNEMPLOYMENT INSURANCE      | 392                             | 332                   | 403                   | 319                   | 319                   |
| 01  | 150 | 5115 | HEALTH INSURANCE            | 7,125                           | 6,270                 | 6,270                 | 6,840                 | 6,840                 |
|   |     |      |                             | <u>201,266</u>                  | <u>296,905</u>        | <u>267,576</u>        | <u>312,552</u>        | <u>312,552</u>        |
|   |     |      |                             | <u>SERVICES</u>                 |                       |                       |                       |                       |
| 01  | 150 | 5210 | CONTRACT SERVICE            | 13,406                          | 15,000                | 5,500                 | 10,000                | 10,000                |
| 01  | 150 | 5230 | LIABILITY INSURANCE         | 163,968                         | 150,000               | 246,912               | 350,000               | 350,000               |
| 01  | 150 | 5250 | PUBLICATION / DUES          | 400                             | 400                   | 350                   | 400                   | 400                   |
| 01  | 150 | 5262 | TESTING SERVICES            | 3,052                           | 2,500                 | 1,450                 | 2,000                 | 2,000                 |
| 01  | 150 | 5265 | TRAINING                    | 300                             | 1,000                 | 1,050                 | 1,000                 | 1,000                 |
| 01  | 150 | 5270 | TRAVEL & MEETINGS           | 2,512                           | 1,000                 | 2,600                 | 1,000                 | 1,000                 |
|   |     |      |                             | <u>183,638</u>                  | <u>169,900</u>        | <u>257,862</u>        | <u>364,400</u>        | <u>364,400</u>        |
|   |     |      |                             | <u>MATERIALS &amp; SUPPLIES</u> |                       |                       |                       |                       |
| 01  | 150 | 5301 | OFFICE SUPPLIES             | 207                             | 300                   | 150                   | 300                   | 300                   |
| 01  | 150 | 5330 | SPECIAL DEPT SUPPLIES       | 1,011                           | 2,000                 | 6,500                 | 4,000                 | 4,000                 |
|   |     |      |                             | <u>1,218</u>                    | <u>2,300</u>          | <u>6,650</u>          | <u>4,300</u>          | <u>4,300</u>          |
| <b>HUMAN RESOURCE / EMPLOYEE BENEFITS</b> |     |      |                             | <u><u>386,122</u></u>           | <u><u>469,105</u></u> | <u><u>532,088</u></u> | <u><u>681,252</u></u> | <u><u>681,252</u></u> |

5210 LCW \$4,200, ACI \$3,200, CAL-TEST, CONEXIS, IVROP  
5250 SHRM, IVEDC  
5265 JPIA, PERS  
5330 EMPLOYEE PROGRAM, HEALTH FAIR

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**NAME OF DEPARTMENT:**           **General Services**

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

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

General Services

(01-190)

***TOTAL DEPARTMENT BUDGET:   \$808,800***

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-190**

**PROGRAM NAME: GENERAL SERVICES**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$808,800**

**DEPARTMENT: General Services DIV NO: 190**

**THIS DIVISION: General Services**

**DIVISION DESCRIPTION:**

This division supports the operation of the City Hall (General Fund) 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; maintains Administrative Vehicle Maintenance.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Review Chamber contract.
2. Review general purchasing process of office supplies.
3. Organize storage areas at City Hall.
4. Review general City contracts for regional memberships.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                 |     |      | 2013 - 2014<br>ACTUAL    | 2014 - 2015<br>BUDGET | 2014 - 2015<br>ESTIMATED | 2015 - 2016<br>PROPOSED | 2016 - 2017<br>PROPOSED |         |
|---------------------------------|-----|------|--------------------------|-----------------------|--------------------------|-------------------------|-------------------------|---------|
| <u>SERVICES</u>                 |     |      |                          |                       |                          |                         |                         |         |
| 01                              | 190 | 5201 | ADVERTISING (INCL LEGAL) | 10,604                | 10,000                   | 10,200                  | 10,000                  | 10,000  |
| 01                              | 190 | 5210 | CONTRACT SERVICE         | 121,917               | 80,000                   | 175,000                 | 182,000                 | 182,000 |
| 01                              | 190 | 5211 | SUCCESSOR AGENCY EXPENSE | 111,886               | 0                        | 0                       | 0                       | 0       |
| 01                              | 190 | 5241 | MAINTENANCE OF EQUIPMENT | 1,911                 | 3,000                    | 2,500                   | 3,000                   | 3,000   |
| 01                              | 190 | 5242 | VEHICLE FUEL             | 632                   | 1,000                    | 1,100                   | 1,000                   | 1,000   |
| 01                              | 190 | 5250 | PUBLICATION / DUES       | 18,740                | 18,000                   | 8,500                   | 18,000                  | 18,000  |
| 01                              | 190 | 5260 | TELEPHONE                | 29,535                | 25,000                   | 30,000                  | 30,000                  | 30,000  |
| 01                              | 190 | 5270 | TRAVEL & MEETINGS        | 102                   | 500                      | 550                     | 500                     | 500     |
| 01                              | 190 | 5280 | UTILITIES - ELECTRIC     | 267,718               | 255,000                  | 240,000                 | 255,000                 | 255,000 |
| 01                              | 190 | 5281 | UTILITIES - GAS          | 309                   | 300                      | 300                     | 300                     | 300     |
| 01                              | 190 | 5282 | FIBER OPTIC              | 10,000                | 0                        | 0                       | 0                       | 0       |
|                                 |     |      | <u>573,354</u>           | <u>392,800</u>        | <u>468,150</u>           | <u>499,800</u>          | <u>499,800</u>          |         |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                          |                       |                          |                         |                         |         |
| 01                              | 190 | 5301 | OFFICE SUPPLIES          | 24,035                | 10,000                   | 16,000                  | 10,000                  | 10,000  |
| 01                              | 190 | 5303 | BANK FEES                | 11,549                | 10,000                   | 13,000                  | 15,000                  | 15,000  |
| 01                              | 190 | 5305 | POSTGE / FREIGHT         | 8,578                 | 10,000                   | 7,000                   | 10,000                  | 10,000  |
| 01                              | 190 | 5330 | SPECIAL DEPT SUPPLIES    | 2,341                 | 2,500                    | 3,000                   | 3,000                   | 3,000   |
|                                 |     |      | <u>46,503</u>            | <u>32,500</u>         | <u>39,000</u>            | <u>38,000</u>           | <u>38,000</u>           |         |
| <u>CAPITAL</u>                  |     |      |                          |                       |                          |                         |                         |         |
| 01                              | 190 | 5410 | LAND                     | 15,000                | 10,000                   | 0                       | 0                       | 0       |
| 01                              | 190 | 5442 | OTHER                    | 7,337                 | 4,500                    | 13,000                  | 13,000                  | 13,000  |
|                                 |     |      | <u>22,337</u>            | <u>14,500</u>         | <u>13,000</u>            | <u>13,000</u>           | <u>13,000</u>           |         |
| <u>FIXED CHARGES</u>            |     |      |                          |                       |                          |                         |                         |         |
| 01                              | 190 | 5522 | PASS THROUGH             | 412,158               | 250,000 *                | 301,950 1               | 250,000 *               | 250,000 |
| 01                              | 190 | 5540 | PROPERTY TAXES           | 1,201                 | 1,500                    | 1,350                   | 1,500                   | 1,500   |
|                                 |     |      | <u>413,359</u>           | <u>251,500</u>        | <u>303,300</u>           | <u>251,500</u>          | <u>251,500</u>          |         |
| <u>ECONOMIC DEVELOPMENT</u>     |     |      |                          |                       |                          |                         |                         |         |
| 01                              | 190 | 7000 | COMMUNITY SUPPORT        | 3,125                 | 5,000                    | 9,650                   | 6,500                   | 6,500   |
| 01                              | 190 | 7010 | BUSINESS DEVELOPMENT     | 2,525                 | 0                        | 0                       | 0                       | 0       |
| 01                              | 190 | 7020 | BEAUTIFICATION CAMPAIGN  | 1,213                 | 0                        | 0                       | 0                       | 0       |
|                                 |     |      | <u>6,863</u>             | <u>5,000</u>          | <u>9,650</u>             | <u>6,500</u>            | <u>6,500</u>            |         |
| <b>GENERAL SERVICES</b>         |     |      | <u><u>1,062,416</u></u>  | <u><u>696,300</u></u> | <u><u>833,100</u></u>    | <u><u>808,800</u></u>   | <u><u>808,800</u></u>   |         |

5210 CHAMBER \$20,000, DYNAMIC COMMUNICATION, TOWNSEND, TURCH, IC AUDITOR-CONT.  
5250 SCAG, IVEDC, LEAGUE OF CA CITIES, COSTCO

1 ROGER'S & ROGER'S SHARE OF SALES TAX AGREEMENT '18

2 COPIER & POSTAGE MACHINE LEASES

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
***FISCAL YEAR 2014 - 2015***

**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) |
| Animal Control             | (01-230) |

***TOTAL DEPARTMENT BUDGET:***   ***\$2,382,840***

**CITY OF IMPERIAL - DIVISION SUMMARY**  
**FISCAL YEAR 2015 - 2016**

**DIVISION NO: 01-210**

**DIVISION NAME: POLICE SERVICES MANAGEMENT**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$593,054**

**DEPARTMENT: Police DIV NO: 210**

**THIS DIVISION: Police Services Management**

**DIVISION DESCRIPTION:**

This division is responsible to ensure, through proper planning, organizing, staffing, training, coordination and review, that the mission of the City of Imperial's Police Department is successfully carried out.

**DIVISION GOAL:**

To manage the resources of the Police Department to enhance the safety and security of the community and to meet the goals and objectives of the Department.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Effectively manage law enforcement services for the City.
2. Assist the City Manager in reviewing options for continuing dispatch services.
3. Participate in regional and mega-regional coordinated service groups as benefits the City.
4. Engage in CALEA accreditation process.
5. Strengthen and pursue steps towards acquisition of new police facilities.
6. To ensure all Police Officer certification and training are current.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                   |     |      |                           | <b>2013 - 2014</b>    | <b>2014 - 2015</b>    | <b>2014 - 2015</b>    | <b>2015 - 2016</b>           | <b>2016 - 2017</b>           |
|-----------------------------------|-----|------|---------------------------|-----------------------|-----------------------|-----------------------|------------------------------|------------------------------|
|                                   |     |      |                           | <b>ACTUAL</b>         | <b>BUDGET</b>         | <b>ESTIMATED</b>      | <b>PROPOSED</b>              | <b>PROPOSED</b>              |
| <u>PERSONNEL SERVICES</u>         |     |      |                           |                       |                       |                       |                              |                              |
| 01                                | 210 | 5101 | SALARIES-FULL TIME        | 401,948               | 412,329               | 386,372               | <b>412,068</b>               | <b>412,068</b>               |
| 01                                | 210 | 5103 | OVERTIME                  | 22,799                | 10,000                | 14,769                | <b>10,000</b>                | <b>10,000</b>                |
| 01                                | 210 | 5104 | COURT TIME / STANDBY TIME | 0                     | 500                   | 300                   | <b>1,000</b>                 | <b>1,000</b>                 |
| 01                                | 210 | 5105 | P.O.S.T. CERTIFICATE PAY  | 6,740                 | 7,280                 | 5,370                 | <b>7,280</b>                 | <b>7,280</b>                 |
| 01                                | 210 | 5107 | SHIFT DIFFERENTIAL        | 2,781                 | 7,800                 | 4,950                 | <b>7,800</b>                 | <b>7,800</b>                 |
| 01                                | 210 | 5108 | SPECIALTY PAY (5%)        | 3,047                 | 755                   | 2,019                 | <b>755</b>                   | <b>755</b>                   |
| 01                                | 210 | 5110 | UNIFORM ALLOWANCE         | 4,800                 | 6,000                 | 3,200                 | <b>0</b>                     | <b>0</b>                     |
| 01                                | 210 | 5111 | RETIREMENT                | 143,644               | 145,654               | 128,743               | <b>63,385</b>                | <b>63,385</b>                |
| 01                                | 210 | 5112 | FICA                      | 29,478                | 33,000                | 27,008                | <b>33,586</b>                | <b>33,586</b>                |
| 01                                | 210 | 5114 | UNEMPLOYMENT INSURANCE    | 2,065                 | 2,100                 | 1,678                 | <b>1,680</b>                 | <b>1,680</b>                 |
| 01                                | 210 | 5115 | HEALTH INSURANCE          | 35,137                | 33,000                | 25,679                | <b>36,000</b>                | <b>36,000</b>                |
|                                   |     |      |                           | <u>652,439</u>        | <u>658,418</u>        | <u>600,088</u>        | <u><b>573,554</b></u>        | <u><b>573,554</b></u>        |
| <u>SERVICES</u>                   |     |      |                           |                       |                       |                       |                              |                              |
| 01                                | 210 | 5210 | CONTRACT SERVICE          | 0                     | 0                     | 4,000                 | <b>2,500</b>                 | <b>2,500</b>                 |
| 01                                | 210 | 5250 | PUBLICATION / DUES        | 3,037                 | 2,500                 | 2,500                 | <b>2,500</b>                 | <b>2,500</b>                 |
| 01                                | 210 | 5265 | TRAINING                  | 948                   | 1,000                 | 1,000                 | <b>1,000</b>                 | <b>1,000</b>                 |
| 01                                | 210 | 5266 | TRAINING - POST           | 0                     | 2,000                 | 316                   | <b>2,000</b>                 | <b>2,000</b>                 |
| 01                                | 210 | 5270 | TRAVEL & MEETINGS         | 9,236                 | 1,500                 | 1,900                 | <b>1,500</b>                 | <b>1,500</b>                 |
| 01                                | 210 | 5271 | TRAVEL & MEETINGS - POST  | 0                     | 4,000                 | 2,290                 | <b>4,000</b>                 | <b>4,000</b>                 |
|                                   |     |      |                           | <u>13,221</u>         | <u>11,000</u>         | <u>12,006</u>         | <u><b>13,500</b></u>         | <u><b>13,500</b></u>         |
| <u>MATERIALS &amp; SUPPLIES</u>   |     |      |                           |                       |                       |                       |                              |                              |
| 01                                | 210 | 5310 | SAFETY/EQUIPMENT/CLOTHING | 0                     | 0                     | 0                     | <b>6,000</b>                 | <b>6,000</b>                 |
|                                   |     |      |                           | <u>0</u>              | <u>0</u>              | <u>0</u>              | <u><b>6,000</b></u>          | <u><b>6,000</b></u>          |
| <b>POLICE SERVICES MANAGEMENT</b> |     |      |                           | <u><u>665,660</u></u> | <u><u>669,418</u></u> | <u><u>612,094</u></u> | <u><u><b>593,054</b></u></u> | <u><u><b>593,054</b></u></u> |

5250    CPCA, ROTARY, MATTHEW BENDER & CO., INTERNATIONAL ASSOCIATION OF CHIEF'S, POLICE EXECUTIVE RESEARCH  
5265    CALCHIEFS CONFERENCE, SUPERVISOR COURSE (SGTS)

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-211**

**DIVISION NAME: POLICE FIELD SERVICES**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$1,344,158**

**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. Form a Graffiti Enforcement Team of two (2) Officers to coordinate eradication and prevention of graffiti with other City Departments.
2. Maintain a reasonable amount of overtime and specialty pays consistent with funding sources and retention.
3. To maintain a fully staffed corp of officers through appropriate hiring processes.
4. Support Gang Intervention Coalition efforts.



**CITY OF IMPERIAL**  
**DEPARTMENTAL OPERATING BUDGETS**  
**FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND**  
**POLICE DEPARTMENT**  
**POLICE FIELD SERVICES DIVISION**

|                                 |     |      |                           | 2013 - 2014      | 2014 - 2015      | 2014 - 2015      | 2015 - 2016      | 2016 - 2017      |
|---------------------------------|-----|------|---------------------------|------------------|------------------|------------------|------------------|------------------|
|                                 |     |      |                           | ACTUAL           | BUDGET           | ESTIMATED        | PROPOSED         | PROPOSED         |
| <u>PERSONNEL SERVICES</u>       |     |      |                           |                  |                  |                  |                  |                  |
| 01                              | 211 | 5101 | SALARIES-FULL TIME        | 674,148          | 712,293          | 663,261          | 793,805          | 793,805          |
| 01                              | 211 | 5102 | SALARIES-PART TIME        | 0                | 0                | 0                | 0                | 0                |
| 01                              | 211 | 5103 | OVERTIME                  | 134,595          | 60,000           | 119,749          | 75,000           | 75,000           |
| 01                              | 211 | 5104 | COURT TIME / STANDBY TIME | 4,835            | 2,647            | 5,219            | 2,647            | 2,647            |
| 01                              | 211 | 5105 | P.O.S.T. CERTIFICATE PAY  | 4,214            | 4,680            | 4,843            | 4,680            | 4,680            |
| 01                              | 211 | 5107 | SHIFT DIFFERENTIAL        | 17,344           | 15,600           | 16,350           | 15,600           | 15,600           |
| 01                              | 211 | 5108 | SPECIALTY PAY (5%)        | 15,485           | 6,408            | 18,935           | 6,408            | 6,408            |
| 01                              | 211 | 5110 | UNIFORM ALLOWANCE         | 15,600           | 14,400           | 14,081           | 0                | 0                |
| 01                              | 211 | 5111 | RETIREMENT                | 247,511          | 241,006          | 216,919          | 117,898          | 117,898          |
| 01                              | 211 | 5112 | FICA                      | 74,185           | 62,436           | 69,444           | 68,716           | 68,716           |
| 01                              | 211 | 5114 | UNEMPLOYMENT INSURANCE    | 6,677            | 5,460            | 4,810            | 4,704            | 4,704            |
| 01                              | 211 | 5115 | HEALTH INSURANCE          | 85,343           | 85,800           | 77,984           | 100,800          | 100,800          |
|                                 |     |      |                           | <u>1,279,937</u> | <u>1,210,730</u> | <u>1,211,595</u> | <u>1,190,258</u> | <u>1,190,258</u> |
| <u>SERVICES</u>                 |     |      |                           |                  |                  |                  |                  |                  |
| 01                              | 211 | 5210 | CONTRACT SERVICE          | 300              | 500              | 3,200            | 3,500            | 3,500            |
| 01                              | 211 | 5221 | FEE REFUNDS               | 272              | 0                | 5                | 0                | 0                |
| 01                              | 211 | 5241 | MAINTENANCE OF EQUIPMENT  | 29,206           | 30,000           | 72,000           | 50,000           | 50,000           |
| 01                              | 211 | 5242 | VEHICLE FUEL              | 63,800           | 65,000           | 51,444           | 60,000           | 60,000           |
| 01                              | 211 | 5250 | PUBLICATION / DUES        | 0                | 250              | 899              | 1,000            | 1,000            |
| 01                              | 211 | 5262 | TESTING SERVICES          | 4,165            | 4,000            | 3,000            | 3,500            | 3,500            |
| 01                              | 211 | 5265 | TRAINING                  | 5,250            | 1,000            | 5,200            | 1,000            | 1,000            |
| 01                              | 211 | 5266 | TRAINING - POST           | 0                | 3,000            | 0                | 3,000            | 3,000            |
| 01                              | 211 | 5270 | TRAVEL & MEETINGS         | 9,363            | 1,500            | 3,800            | 1,500            | 1,500            |
| 01                              | 211 | 5271 | TRAVEL & MEETINGS - POST  | 0                | 8,000            | 2,663            | 8,000            | 8,000            |
|                                 |     |      |                           | <u>112,356</u>   | <u>113,250</u>   | <u>142,211</u>   | <u>131,500</u>   | <u>131,500</u>   |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                           |                  |                  |                  |                  |                  |
| 01                              | 211 | 5301 | OFFICE SUPPLIES           | 6,033            | 3,000            | 3,500            | 3,000            | 3,000            |
| 01                              | 211 | 5310 | SAFETY/ EQUIP / CLOTHING  | 423              | 500              | 1,668            | 14,900           | 14,900           |
| 01                              | 211 | 5321 | ARMORY/SUPPLIES           | 1,856            | 2,500            | 100              | 2,500            | 2,500            |
| 01                              | 211 | 5330 | SPECIAL DEPT SUPPLIES     | 4,186            | 2,000            | 8,500            | 2,000            | 2,000            |
|                                 |     |      |                           | <u>12,498</u>    | <u>8,000</u>     | <u>13,768</u>    | <u>22,400</u>    | <u>22,400</u>    |
| <b>POLICE FIELD SERVICES</b>    |     |      |                           | <u>1,404,791</u> | <u>1,331,980</u> | <u>1,367,574</u> | <u>1,344,158</u> | <u>1,344,158</u> |

5101 LIMITED TERM POLICE OFFICER POSITION FUNDED THROUGH PROP 172  
5210 ESTRADA SYSTEMS GROUP  
5250 CERTIFION CORP, CSAIA

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-213**

**DIVISION NAME: POLICE COMMUNICATIONS**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$232,000**

**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. Coordinate communications with existing City of El Centro dispatch agreement.
2. Execute a new dispatch service agreement.
3. Support Dispatch Appreciation Day.

CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017

**CORPORATE FUND  
POLICE DEPARTMENT  
POLICE COMMUNICATIONS DIVISION**

|                                   |     |      |                  | 2013 - 2014<br>ACTUAL | 2014 - 2015<br>BUDGET | 2014 - 2015<br>ESTIMATED | 2015 - 2016<br>PROPOSED | 2016 - 2017<br>PROPOSED |
|-----------------------------------|-----|------|------------------|-----------------------|-----------------------|--------------------------|-------------------------|-------------------------|
| <u>SERVICES</u>                   |     |      |                  |                       |                       |                          |                         |                         |
| 01                                | 213 | 5210 | CONTRACT SERVICE | 142,681               | 184,182               | 184,182                  | <b>217,000</b>          | <b>217,000</b>          |
| 01                                | 213 | 5260 | TELEPHONE        | 21,066                | 10,000                | 18,500                   | <b>15,000</b>           | <b>15,000</b>           |
|                                   |     |      |                  | <u>163,747</u>        | <u>194,182</u>        | <u>202,682</u>           | <u><b>232,000</b></u>   | <u><b>232,000</b></u>   |
| <b>POLICE COMMUNICATIONS</b>      |     |      |                  | <u>163,747</u>        | <u>194,182</u>        | <u>202,682</u>           | <u><b>232,000</b></u>   | <u><b>232,000</b></u>   |
| 5210 EL CENTRO DISPATCH \$140,000 |     |      |                  |                       |                       |                          |                         |                         |
| IVECA \$30,508                    |     |      |                  |                       |                       |                          |                         |                         |
| RCS \$13,674                      |     |      |                  |                       |                       |                          |                         |                         |

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-214**

**DIVISION NAME: POLICE PUBLIC RELATIONS**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$2,500**

**DEPARTMENT: Police DIV NO: 214**

**THIS DIVISION: Police Public Relations**

**DIVISION DESCRIPTION:**

This division encourages citizen involvement through community action, crime prevention and police relation's efforts, stressing interaction with local schools in a cooperative effort of drug and gang intervention programs.

**DIVISION GOAL:**

To enlist the support of the community in accomplishing Police Department goals and objectives.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Conduct Kindergarten tours
2. Conduct Active Shooter Training at Imperial High School.
3. Assist with City Events.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                |     |      |                       | <b>2013 - 2014<br/>ACTUAL</b> | <b>2014 - 2015<br/>BUDGET</b> | <b>2014 - 2015<br/>ESTIMATED</b> | <b>2015 - 2016<br/>PROPOSED</b> | <b>2016 - 2017<br/>PROPOSED</b> |
|--------------------------------|-----|------|-----------------------|-------------------------------|-------------------------------|----------------------------------|---------------------------------|---------------------------------|
| <u>MATERIALS &amp; SUPPLIS</u> |     |      |                       |                               |                               |                                  |                                 |                                 |
| 01                             | 214 | 5330 | SPECIAL DEPT SUPPLIES | <u>2,343</u>                  | <u>2,500</u>                  | <u>1,800</u> *                   | <u>2,500</u>                    | <u>2,500</u>                    |
|                                |     |      |                       | 2,343                         | 2,500                         | 1,800                            | 2,500                           | 2,500                           |
| <b>POLICE PUBLIC RELATIONS</b> |     |      |                       | <u><u>2,343</u></u>           | <u><u>2,500</u></u>           | <u><u>1,800</u></u>              | <u><u>2,500</u></u>             | <u><u>2,500</u></u>             |

COMMUNITY OUTREACH, KINDERGARDEN TOURS

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-215**

**DIVISION NAME: POLICE RECORDS**

**FUND: General**

**FUND NO: 01**

**DIVISION BUDGET: \$188,629**

**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. Maintain a vehicle maintenance and fleet repair log.
2. Maintain quarterly evidence inventory of high risk items.
3. Maintain competency with Spillman records management system.
4. Assist with financial and payroll documents processing.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND  
POLICE DEPARTMENT  
POLICE RECORDS DIVISION**

|                                 |     |      |                        | <b>2013 - 2014</b>    | <b>2014 - 2015</b>    | <b>2014 - 2015</b>    | <b>2015 - 2016</b>    | <b>2016 - 2017</b>    |
|---------------------------------|-----|------|------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                 |     |      |                        | <b>ACTUAL</b>         | <b>BUDGET</b>         | <b>ESTIMATED</b>      | <b>PROPOSED</b>       | <b>PROPOSED</b>       |
| <u>PERSONNEL SERVICES</u>       |     |      |                        |                       |                       |                       |                       |                       |
| 01                              | 215 | 5101 | SALARIES-FULL TIME     | 80,540                | 118,646               | 117,224               | 124,978               | 124,978               |
| 01                              | 215 | 5102 | SALARIES-PART TIME     | 13,162                | 14,768                | 12,857                | 14,600                | 14,600                |
| 01                              | 215 | 5103 | OVERTIME               | 1,513                 | 2,500                 | 799                   | 2,500                 | 2,500                 |
| 01                              | 215 | 5111 | RETIREMENT             | 16,571                | 9,831                 | 9,579                 | 8,236                 | 8,236                 |
| 01                              | 215 | 5112 | FICA                   | 7,492                 | 10,399                | 10,093                | 10,871                | 10,871                |
| 01                              | 215 | 5114 | UNEMPLOYMENT INSURANCE | 1,261                 | 1,680                 | 1,765                 | 1,344                 | 1,344                 |
| 01                              | 215 | 5115 | HEALTH INSURANCE       | 13,659                | 19,800                | 19,665                | 21,600                | 21,600                |
|                                 |     |      |                        | <u>134,198</u>        | <u>177,624</u>        | <u>171,982</u>        | <u>184,129</u>        | <u>184,129</u>        |
| <u>SERVICES</u>                 |     |      |                        |                       |                       |                       |                       |                       |
| 01                              | 215 | 5210 | CONTRACT SERVICE       | 0                     | 0                     | 0                     | 0                     | 0                     |
| 01                              | 215 | 5265 | TRAINING / EDUCATION   | 585                   | 800                   | 690                   | 1,200                 | 1,200                 |
| 01                              | 215 | 5270 | TRAVEL & MEETINGS      | 2,871                 | 1,200                 | 1,327                 | 2,500                 | 2,500                 |
|                                 |     |      |                        | <u>3,456</u>          | <u>2,000</u>          | <u>2,017</u>          | <u>3,700</u>          | <u>3,700</u>          |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                        |                       |                       |                       |                       |                       |
| 01                              | 215 | 5301 | OFFICE SUPPLIES        | 1,162                 | 800                   | 800                   | 800                   | 800                   |
|                                 |     |      |                        | <u>1,162</u>          | <u>800</u>            | <u>800</u>            | <u>800</u>            | <u>800</u>            |
| <b>POLICE RECORDS</b>           |     |      |                        | <u><u>138,816</u></u> | <u><u>180,424</u></u> | <u><u>174,799</u></u> | <u><u>188,629</u></u> | <u><u>188,629</u></u> |

5101 POLICE SERVICE TECH FUNDED THROUGH ASSET FORFEITURE  
5102 TEMP PART-TIME RECORDS CLERK FUNDED THROUGH COPS 2014

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-216**

**DIVISION NAME: K-9 SERVICES**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$1,720**

**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. Update certification for all K-9 Officers.
2. Perform K-9 demonstrations at local schools.
3. Continue to work with and assist other agencies.
4. Conduct two (2) school sweeps to include parking lots and gym lockers.
5. Attend Narcotic and Field Service re-qualifications and attend one (1) K-9 trail.
6. Pursue fundraiser program of 9K for K-9's.



**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                |     |      |                       | 2013 - 2014  | 2014 - 2015  | 2014 - 2015  | 2015 - 2016  | 2016 - 2017  |
|--------------------------------|-----|------|-----------------------|--------------|--------------|--------------|--------------|--------------|
|                                |     |      |                       | ACTUAL       | BUDGET       | ESTIMATED    | PROPOSED     | PROPOSED     |
| <u>SERVICES</u>                |     |      |                       |              |              |              |              |              |
| 01                             | 216 | 5210 | CONTRACT SERVICE      | 0            | 250          | 200          | 250          | 250          |
| 01                             | 216 | 5250 | PUBLICATION/DUES      | 0            | 0            | 20           | 20           | 20           |
| 01                             | 216 | 5270 | TRAVEL & MEETINGS     | 0            | 250          | 350          | 250          | 250          |
|                                |     |      |                       | <u>0</u>     | <u>500</u>   | <u>570</u>   | <u>520</u>   | <u>520</u>   |
| <u>MATERIALS &amp; SUPPLIS</u> |     |      |                       |              |              |              |              |              |
| 01                             | 216 | 5330 | SPECIAL DEPT SUPPLIES | 1,578        | 1,200        | 1,850        | 1,200        | 1,200        |
|                                |     |      |                       | <u>1,578</u> | <u>1,200</u> | <u>1,850</u> | <u>1,200</u> | <u>1,200</u> |
| <b>K-9 SERVICES</b>            |     |      |                       | <u>1,578</u> | <u>1,700</u> | <u>2,420</u> | <u>1,720</u> | <u>1,720</u> |
| 5210 VETERINARY SERVICES       |     |      |                       |              |              |              |              |              |

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-230**

**DIVISION NAME:** ANIMAL CONTROL / SHELTERING

**FUND:** General **FUND NO:** 01 **DIVISION BUDGET:** \$20,779

**DEPARTMENT:** Police Services **DIV NO:** 230

**THIS DIVISION:** Animal Control / Sheltering

**DIVISION DESCRIPTION:**

This division enforces State and City laws pertaining to Animal Control.

**DIVISION GOAL:**

To reduce the number of stray animals and other animal related violations within the City.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Host a vaccination clinic in Imperial.
2. Continue efforts for a Regional Animal Control.
3. Upgrade temporary shelter.
4. Purchase new animal control vehicle.
5. Participate in feral cat trap / release program with Humane Society.
6. Integrate website advertising for detained animals.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                 |     |      |                               | 2013 - 2014          | 2014 - 2015          | 2014 - 2015          | 2015 - 2016          | 2016 - 2017          |
|---------------------------------|-----|------|-------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|                                 |     |      |                               | ACTUAL               | BUDGET               | ESTIMATED            | PROPOSED             | PROPOSED             |
| <u>PERSONNEL SERVICES</u>       |     |      |                               |                      |                      |                      |                      |                      |
| 01                              | 230 | 5103 | OVERTIME                      | 470                  | 1,000                | 450                  | 1,000                | 1,000                |
| 01                              | 230 | 5112 | FICA                          | 41                   | 79                   | 40                   | 79                   | 79                   |
|                                 |     |      |                               | <u>511</u>           | <u>1,079</u>         | <u>490</u>           | <u>1,079</u>         | <u>1,079</u>         |
| <u>SERVICES</u>                 |     |      |                               |                      |                      |                      |                      |                      |
| 01                              | 230 | 5210 | CONTRACT SERVICE              | 5,465                | 9,500                | 10,950               | 13,000               | 13,000               |
| 01                              | 230 | 5241 | MAINTENANCE OF EQUIPMENT      | 2,892                | 2,500                | 900                  | 1,200                | 1,200                |
| 01                              | 230 | 5242 | VEHICLE FUEL                  | 707                  | 1,000                | 1,900                | 1,500                | 1,500                |
| 01                              | 230 | 5265 | TRAINING                      | 0                    | 500                  | 0                    | 500                  | 500                  |
| 01                              | 230 | 5270 | TRAVEL & MEETINGS             | 0                    | 800                  | 213                  | 500                  | 500                  |
|                                 |     |      |                               | <u>9,064</u>         | <u>14,300</u>        | <u>13,963</u>        | <u>16,700</u>        | <u>16,700</u>        |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                               |                      |                      |                      |                      |                      |
| 01                              | 230 | 5301 | OFFICE SUPPLIES               | 0                    | 0                    | 0                    | 0                    | 0                    |
| 01                              | 230 | 5310 | SAFETY / EQUIPMENT / CLOTHING | 0                    | 1,000                | 172                  | 500                  | 500                  |
| 01                              | 230 | 5330 | SPECIAL DEPT SUPPLIES         | 2,548                | 3,000                | 2,500                | 2,500                | 2,500                |
|                                 |     |      |                               | <u>2,548</u>         | <u>4,000</u>         | <u>2,672</u>         | <u>3,000</u>         | <u>3,000</u>         |
| <b>ANIMAL CONTROL</b>           |     |      |                               | <u><u>12,123</u></u> | <u><u>19,379</u></u> | <u><u>17,125</u></u> | <u><u>20,779</u></u> | <u><u>20,779</u></u> |

5210 IV HUMANE SOCIETY, DESERT VETERINARY GROUP

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**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:   \$950,000***

**CITY OF IMPERIAL - DIVISION SUMMARY**  
**FISCAL YEAR 2015 - 2016**

**DIVISION NO: 01-220**

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

**FUND: General FUND NO: 01 DIVISION BUDGET: \$950,000**

**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. Actively support the provision of advancement of Fire and Emergency Training.
2. Enhance community risk reduction while maintaining fiscal responsibility.
3. Actively supporting the updating of emergency communications equipment.
4. Participate in renovations of City Library / EOC Facility planning.
5. Work with City Police Department on dispatch service contract.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|  |     |      |                    | 2013 - 2014 | 2014 - 2015 | 2014 - 2015 | 2015 - 2016    | 2016 - 2017    |
|--|-----|------|--------------------|-------------|-------------|-------------|----------------|----------------|
|  |     |      |                    | ACTUAL      | BUDGET      | ESTIMATED   | PROPOSED       | PROPOSED       |
| <u>SERVICES</u>                            |     |      |                    |             |             |             |                |                |
| 01   | 220 | 5210 | CONTRACT SERVICE   | 955,083     | 894,000     | 894,000     | <b>950,000</b> | <b>950,000</b> |
| 01   | 220 | 5240 | M & O IMPROVEMENTS | 0           | 0           | 0           | 0              | 0              |
|  |     |      |                    | 955,083     | 894,000     | 894,000     | <b>950,000</b> | <b>950,000</b> |
| <b>FIRE SUPPRESSION/INSPECTION AND EMS</b> |     |      |                    | 955,083     | 894,000     | 894,000     | <b>950,000</b> | <b>950,000</b> |

5210 IMPERIAL COUNTY FIRE

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
*FISCAL YEAR 2015 - 2016*

**NAME OF DEPARTMENT:**            **Public Services**

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

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

|                            |                                  |
|----------------------------|----------------------------------|
| Public Services Management | (01-300)                         |
| Street Maintenance         | (01-320)                         |
| Storm Drains               | (01-325)                         |
| Building Maintenance       | (01-345)                         |
| Park Maintenance           | (01-420)                         |
| Water                      | (50-510) **see Water budget      |
| Wastewater                 | (55-520) **see Wastewater budget |

***TOTAL DEPARTMENT BUDGET:***    ***\$1,038,175***

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-300**

**DIVISION NAME:** PUBLIC SERVICES ADMINISTRATION

**FUND:** General FUND NO 01 DIVISION BUDGET: \$50,456

**DEPARTMENT:** Public Services DIV NO: 300

**THIS DIVISION:** Public Services Administration

**DIVISION DESCRIPTION:**

This division is responsible for planning, scheduling, coordinating and evaluating all activities for the Public Services Department and provides both in - house and consultant Water / Wastewater Systems Management and related services to the City and management of those activities. Services include design and inspection of capital improvement projects. and review of other related issues. This division provides support to the City Council and the Design Review Committee / Safety Committees, as well as responding to customer/citizen inquires and complaints.

**DIVISION GOAL:**

To manage the resource of the Public Services Department, and Water / Wastewater Systems Management services in a timely, professional, and cost effective manner.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Complete bond funded projects in Water and Wastewater Departments.
2. Assist with various events as needed throughout the City.
3. Inventory of City keys.
4. Verify the City is abiding by all new legislative regulations related to public works contracts.
5. Work with various Departments related to water savings programs and plans.
6. Work with Finance Department on a new rate water and sewer rate study.



**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                           |     |      |                          | 2013 - 2014          | 2014 - 2015         | 2014 - 2015          | 2015 - 2016          | 2016 - 2017          |
|---------------------------|-----|------|--------------------------|----------------------|---------------------|----------------------|----------------------|----------------------|
|                           |     |      |                          | ACTUAL               | BUDGET              | ESTIMATED            | PROPOSED             | PROPOSED             |
| <u>PERSONNEL SERVICES</u> |     |      |                          |                      |                     |                      |                      |                      |
| 01                        | 300 | 5101 | SALARIES-FULL TIME       | 11,585               | 5,064               | 8,931                | 39,837               | 39,837               |
| 01                        | 300 | 5111 | RETIREMENT               | 1,008                | 456                 | 403                  | 2,673                | 2,673                |
| 01                        | 300 | 5112 | FICA                     | 864                  | 387                 | 548                  | 3,047                | 3,047                |
| 01                        | 300 | 5114 | UNEMPLOYMENT INSURANCE   | 21                   | 21                  | 19                   | 219                  | 219                  |
| 01                        | 300 | 5115 | HEALTH INSURANCE         | 381                  | 330                 | 324                  | 4,680                | 4,680                |
|                           |     |      |                          | <u>13,859</u>        | <u>6,258</u>        | <u>10,225</u>        | <u>50,456</u>        | <u>50,456</u>        |
| <u>SERVICES</u>           |     |      |                          |                      |                     |                      |                      |                      |
| 01                        | 300 | 5241 | MAINTENANCE OF EQUIPMENT | 0                    | 0                   | 0                    | 0                    | 0                    |
| 01                        | 300 | 5242 | VEHICLE FUEL             | 403                  | 500                 | 0                    | 0                    | 0                    |
| 01                        | 300 | 5265 | TRAINING                 | 0                    | 0                   | 0                    | 0                    | 0                    |
| 01                        | 300 | 5270 | TRAVEL & MEETINGS        | 0                    | 0                   | 0                    | 0                    | 0                    |
|                           |     |      |                          | <u>403</u>           | <u>500</u>          | <u>0</u>             | <u>0</u>             | <u>0</u>             |
| <b>PUBLIC SERVICES</b>    |     |      |                          | <u><u>14,262</u></u> | <u><u>6,758</u></u> | <u><u>10,225</u></u> | <u><u>50,456</u></u> | <u><u>50,456</u></u> |

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-320**

**DIVISION NAME: STREET & SIDEWALK MAINTENANCE**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$428,296**

**DEPARTMENT: Public Works DIV NO: 320**

**THIS DIVISION: Street & Sidewalk Maintenance**

**DIVISION DESCRIPTION:**

This division provides budgetary support for maintenance and repair of the 67 miles of City streets. Including striping, painting, patching of streets, and replacement of street signs. Management and repair of traffic signal lights.

**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. Work with Planning & Development Department on road rehabilitation projects.
2. Continue certification of training and requirements for safe street maintenance.
3. Assist with possible relinquishment of Highway 86.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                 |     |      |                           | 2013 - 2014           | 2014 - 2015           | 2014 - 2015           | 2015 - 2016           | 2016 - 2017           |
|---------------------------------|-----|------|---------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                 |     |      |                           | ACTUAL                | BUDGET                | ESTIMATED             | PROPOSED              | PROPOSED              |
| <u>PERSONNEL SERVICES</u>       |     |      |                           |                       |                       |                       |                       |                       |
| 01                              | 320 | 5101 | SALARIES-FULL TIME        | 79,627                | 131,444               | 105,610               | 87,070                | 87,070                |
| 01                              | 320 | 5103 | OVERTIME                  | 14,758                | 10,000                | 4,562                 | 8,000                 | 8,000                 |
| 01                              | 320 | 5104 | STAND-BY                  | 3,422                 | 5,676                 | 3,534                 | 5,000                 | 5,000                 |
| 01                              | 320 | 5110 | UNIFORM ALLOWANCE         | 3,035                 | 3,500                 | 6,609                 | 6,000                 | 6,000                 |
| 01                              | 320 | 5111 | RETIREMENT                | 11,127                | 10,369                | 8,333                 | 9,495                 | 9,495                 |
| 01                              | 320 | 5112 | FICA                      | 8,618                 | 11,259                | 8,765                 | 7,659                 | 7,659                 |
| 01                              | 320 | 5114 | UNEMPLOYMENT INSURANCE    | 1,418                 | 1,469                 | 983                   | 924                   | 924                   |
| 01                              | 320 | 5115 | HEALTH INSURANCE          | 14,412                | 23,100                | 17,550                | 19,800                | 19,800                |
|                                 |     |      |                           | <u>136,417</u>        | <u>196,817</u>        | <u>155,946</u>        | <u>143,948</u>        | <u>143,948</u>        |
| <u>SERVICES</u>                 |     |      |                           |                       |                       |                       |                       |                       |
| 01                              | 320 | 5210 | CONTRACT SERVICES         | 3,084                 | 18,000                | 1,500                 | 25,000                | 25,000                |
| 01                              | 320 | 5241 | MAINTENANCE OF EQUIPMENT  | 36,441                | 25,000                | 45,000                | 40,000                | 40,000                |
| 01                              | 320 | 5242 | FUEL                      | 16,198                | 18,000                | 13,500                | 17,000                | 17,000                |
| 01                              | 320 | 5250 | PUBLICATION / DUES        | 206                   | 2,500                 | 400                   | 500                   | 500                   |
| 01                              | 320 | 5265 | TRAINING                  | 1,524                 | 1,500                 | 0                     | 1,500                 | 1,500                 |
| 01                              | 320 | 5270 | TRAVEL & MEETINGS         | 908                   | 1,000                 | 3,200                 | 1,000                 | 1,000                 |
|                                 |     |      |                           | <u>58,361</u>         | <u>66,000</u>         | <u>63,600</u>         | <u>85,000</u>         | <u>85,000</u>         |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                           |                       |                       |                       |                       |                       |
| 01                              | 320 | 5310 | SAFETY / EQUIP / CLOTHING | 2,692                 | 3,000                 | 1,200                 | 2,500                 | 2,500                 |
| 01                              | 320 | 5320 | SMALL TOOLS               | 0                     | 1,000                 | 700                   | 1,200                 | 1,200                 |
| 01                              | 320 | 5330 | SPECIAL DEPT SUPPLIES     | 67,389                | 35,000                | 35,000                | 40,000                | 40,000                |
|                                 |     |      |                           | <u>70,081</u>         | <u>39,000</u>         | <u>36,900</u>         | <u>43,700</u>         | <u>43,700</u>         |
| <u>CAPITAL</u>                  |     |      |                           |                       |                       |                       |                       |                       |
| 01                              | 320 | 5440 | EQUIPMENT - AUTOMOTIVE    | 3,909                 | 0                     | 0                     | 0                     | 0                     |
| 01                              | 320 | 5442 | OTHER                     | 361                   | 5,000                 | 97,286                | 157,400               | 5,000                 |
|                                 |     |      |                           | <u>4,270</u>          | <u>5,000</u>          | <u>97,286</u>         | <u>157,400</u>        | <u>5,000</u>          |
| <b>STREET MAINTENANCE</b>       |     |      |                           | <u><u>269,129</u></u> | <u><u>306,817</u></u> | <u><u>353,732</u></u> | <u><u>430,048</u></u> | <u><u>277,648</u></u> |

5101 (2)GENERAL MAINTENANCE WORKER FUNDED THROUGH MEASURE D  
5210 CITY OF EL CENTRO, PRIMO  
5250 DEPT OF TOXIC SUBSTANCES  
5330 MOE FYE 2015: \$33,282 (2.1% CPI)  
MOE FYE 2014: \$32,597 (2% CPI)  
5442 STREET SIGNS \$5,000

**CITY OF IMPERIAL - DIVISION SUMMARY**  
**FISCAL YEAR 2015 - 2016**

**DIVISION NO: 01-325**

**DIVISION NAME: STORM DRAINS**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$86,200**

**DEPARTMENT: Public Services DIV NO: 325**

**THIS DIVISION: Storm Drains**

**DIVISION DESCRIPTION:**

This division provides for the maintenance and operation of the Storm Drain throughout 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. Assist with assigned tasks to implement the Stormwater MS4 Permit.
2. Review storm drain modification and possibilities in the high school area.
3. Coordinate with Planning & Development Department and other Public Agencies on downtown storm drain improvements.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND  
PUBLIC SERVICES DEPARTMENT  
STORM DRAINS DIVISION**

|                                |     |      |                          | 2013 - 2014          | 2014 - 2015          | 2014 - 2015          | 2015 - 2016          | 2016 - 2017          |
|--------------------------------|-----|------|--------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|                                |     |      |                          | ACTUAL               | BUDGET               | ESTIMATED            | PROPOSED             | PROPOSED             |
| <u>SERVICES</u>                |     |      |                          |                      |                      |                      |                      |                      |
| 01                             | 325 | 5241 | MAINTENANCE OF EQUIPMENT | 13,158               | 20,000               | 23,900               | 70,000               | 20,000               |
| 01                             | 325 | 5250 | PUBLICATION / DUES       | 8,505                | 8,505                | 8,900                | 9,500                | 9,500                |
| 01                             | 325 | 5265 | TRAINING / EDUCATION     | 0                    | 2,500                | 0                    | 2,500                | 2,500                |
| 01                             | 325 | 5270 | TRAVEL & MEETINGS        | 0                    | 1,500                | 1,209                | 2,200                | 2,200                |
|                                |     |      |                          | <u>21,663</u>        | <u>32,505</u>        | <u>34,009</u>        | <u>84,200</u>        | <u>34,200</u>        |
| <u>MATERIALS &amp; SUPPLIS</u> |     |      |                          |                      |                      |                      |                      |                      |
| 01                             | 325 | 5330 | SPECIAL DEPT SUPPLIES    | 74                   | 2,000                | 68                   | 2,000                | 2,000                |
|                                |     |      |                          | <u>74</u>            | <u>2,000</u>         | <u>68</u>            | <u>2,000</u>         | <u>2,000</u>         |
| <b>STORM DRAINS</b>            |     |      |                          | <u><u>21,737</u></u> | <u><u>34,505</u></u> | <u><u>34,077</u></u> | <u><u>86,200</u></u> | <u><u>36,200</u></u> |

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-345**

**DIVISION NAME: BUILDINGS & GROUNDS**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$140,534**

**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. Complete appropriate CIP projects for Buildings & Grounds.
2. Provide for annual and regular cleaning of City owned facilities.
3. Participate in ADA and safety training, and improvement plans.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                 |     |      |                               | 2013 - 2014    | 2014 - 2015    | 2014 - 2015    | 2015 - 2016    | 2016 - 2017    |
|---------------------------------|-----|------|-------------------------------|----------------|----------------|----------------|----------------|----------------|
|                                 |     |      |                               | ACTUAL         | BUDGET         | ESTIMATED      | PROPOSED       | PROPOSED       |
| <u>PERSONNEL SERVICES</u>       |     |      |                               |                |                |                |                |                |
| 01                              | 345 | 5101 | SALARIES-FULL TIME            | 28,226         | 35,616         | 33,402         | 19,228         | 19,228         |
| 01                              | 345 | 5103 | OVERTIME                      | 5,554          | 5,000          | 1,106          | 7,500          | 7,500          |
| 01                              | 345 | 5110 | UNIFORM ALLOWANCE             | 1,583          | 0              | 2,959          | 0              | 0              |
| 01                              | 345 | 5111 | RETIREMENT                    | 3,966          | 2,726          | 2,535          | 1,199          | 1,199          |
| 01                              | 345 | 5112 | FICA                          | 3,126          | 3,108          | 2,843          | 2,045          | 2,045          |
| 01                              | 345 | 5114 | UNEMPLOYMENT INSURANCE        | 414            | 390            | 184            | 114            | 114            |
| 01                              | 345 | 5115 | HEALTH INSURANCE              | 3,617          | 6,137          | 3,705          | 2,448          | 2,448          |
|                                 |     |      |                               | <u>46,486</u>  | <u>52,977</u>  | <u>46,734</u>  | <u>32,534</u>  | <u>32,534</u>  |
| <u>SERVICES</u>                 |     |      |                               |                |                |                |                |                |
| 01                              | 345 | 5240 | M & O IMPROVEMENTS            | 9,118          | 5,000          | 4,000          | 6,500          | 6,500          |
| 01                              | 345 | 5241 | MAINTENANCE OF EQUIPMENT      | 63,263         | 20,000         | 39,500         | 40,000         | 40,000         |
|                                 |     |      |                               | <u>72,381</u>  | <u>25,000</u>  | <u>43,500</u>  | <u>46,500</u>  | <u>46,500</u>  |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                               |                |                |                |                |                |
| 01                              | 345 | 5302 | CUSTODIAL SUPPLIES            | 10,438         | 10,000         | 5,000          | 6,000          | 6,000          |
| 01                              | 345 | 5310 | SAFETY / EQUIPMENT / CLOTHING | 195            | 500            | 300            | 500            | 500            |
| 01                              | 345 | 5330 | SPECIAL DEPT SUPPLIES         | 6,179          | 5,000          | 4,200          | 5,000          | 5,000          |
|                                 |     |      |                               | <u>16,812</u>  | <u>15,500</u>  | <u>9,500</u>   | <u>11,500</u>  | <u>11,500</u>  |
| <u>CAPITAL</u>                  |     |      |                               |                |                |                |                |                |
| 01                              | 345 | 5442 | OTHER                         | 0              | 50,000         | 47,500         | 50,000 *       | 50,000         |
|                                 |     |      |                               | <u>0</u>       | <u>50,000</u>  | <u>47,500</u>  | <u>50,000</u>  | <u>50,000</u>  |
| <b>BUILDINGS &amp; GROUNDS</b>  |     |      |                               | <u>135,679</u> | <u>143,477</u> | <u>147,234</u> | <u>140,534</u> | <u>140,534</u> |

5101 NEW POSITION ADDED 1/3 ELECTRICIAN SALARY  
5442 A/C'S: LIBRARY, ANNEX BUILDING, CITY HALL/PD \$20,000  
CITY HALL IMPROVEMENTS \$30,000





**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                 |     |      |                              | 2013 - 2014           | 2014 - 2015           | 2014 - 2015           | 2015 - 2016           | 2016 - 2017           |
|---------------------------------|-----|------|------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                 |     |      |                              | ACTUAL                | BUDGET                | ESTIMATED             | PROPOSED              | PROPOSED              |
| <u>PERSONNEL SERVICES</u>       |     |      |                              |                       |                       |                       |                       |                       |
| 01                              | 420 | 5101 | SALARIES-FULL TIME           | 108,219               | 121,063               | 126,154               | 147,796               | 147,796               |
| 01                              | 420 | 5103 | OVERTIME                     | 13,278                | 5,000                 | 18,035                | 8,000                 | 8,000                 |
| 01                              | 420 | 5104 | STANDBY TIME                 | 4,096                 | 5,676                 | 4,620                 | 5,000                 | 5,000                 |
| 01                              | 420 | 5110 | UNIFORM ALLOWANCE            | 1,659                 | 2,500                 | 3,709                 | 4,000                 | 4,000                 |
| 01                              | 420 | 5111 | RETIREMENT                   | 22,510                | 11,127                | 10,738                | 9,043                 | 9,043                 |
| 01                              | 420 | 5112 | FICA                         | 9,294                 | 10,079                | 11,177                | 11,001                | 11,001                |
| 01                              | 420 | 5114 | UNEMPLOYMENT INSURANCE       | 1,223                 | 1,323                 | 1,005                 | 1,092                 | 1,092                 |
| 01                              | 420 | 5115 | HEALTH INSURANCE             | 17,750                | 20,790                | 18,656                | 22,800                | 22,800                |
|                                 |     |      |                              | <u>178,029</u>        | <u>177,558</u>        | <u>194,094</u>        | <u>208,732</u>        | <u>208,732</u>        |
| <u>SERVICES</u>                 |     |      |                              |                       |                       |                       |                       |                       |
| 01                              | 420 | 5210 | CONTRACT SERVICE             | 2,481                 | 2,500                 | 6,075                 | 3,000                 | 3,000                 |
| 01                              | 420 | 5221 | FEE REFUNDS                  | 960                   | 0                     | 725                   | 0                     | 0                     |
| 01                              | 420 | 5240 | M & O IMPROVEMENTS           | 0                     | 0                     | 2,352                 | 2,500                 | 2,500                 |
| 01                              | 420 | 5241 | MAINTENANCE OF EQUIPMENT     | 0                     | 0                     | 76,534                | 30,000                | 30,000                |
| 01                              | 420 | 5242 | VEHICLE FUEL                 | 8,225                 | 10,000                | 6,500                 | 8,000                 | 8,000                 |
| 01                              | 420 | 5265 | TRAINING/EDUCATION           | 0                     | 0                     | 0                     | 500                   | 500                   |
| 01                              | 420 | 5270 | TRAVEL & MEETINGS            | 0                     | 0                     | 0                     | 500                   | 500                   |
|                                 |     |      |                              | <u>11,666</u>         | <u>12,500</u>         | <u>92,186</u>         | <u>44,500</u>         | <u>44,500</u>         |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                              |                       |                       |                       |                       |                       |
| 01                              | 420 | 5252 | RENT OF EQUIPMENT / PROPERTY | 60                    | 200                   | 300                   | 300                   | 300                   |
| 01                              | 420 | 5263 | CHEMICALS                    | 1,511                 | 1,700                 | 900                   | 1,500                 | 1,500                 |
| 01                              | 420 | 5302 | CUSTODIAL SUPPLIES           | 3,268                 | 3,500                 | 3,700                 | 4,000                 | 4,000                 |
| 01                              | 420 | 5310 | SAFETY / EQUIP / CLOTHING    | 1,691                 | 1,800                 | 2,700                 | 1,800                 | 1,800                 |
| 01                              | 420 | 5320 | SMALL TOOLS                  | 2,477                 | 3,500                 | 2,600                 | 3,000                 | 3,000                 |
| 01                              | 420 | 5330 | SPECIAL DEPT SUPPLIES        | 25,311                | 9,300                 | 41,500                | 10,000                | 10,000                |
|                                 |     |      |                              | <u>34,318</u>         | <u>20,000</u>         | <u>51,700</u>         | <u>20,600</u>         | <u>20,600</u>         |
| <u>CAPITAL</u>                  |     |      |                              |                       |                       |                       |                       |                       |
| 01                              | 420 | 5442 | OTHER                        | 21,861                | 50,000                | 0                     | 60,000                | 10,000                |
|                                 |     |      |                              | <u>21,861</u>         | <u>50,000</u>         | <u>0</u>              | <u>60,000</u>         | <u>10,000</u>         |
| <b>PARK MAINTENANCE</b>         |     |      |                              | <u><u>245,874</u></u> | <u><u>260,058</u></u> | <u><u>337,980</u></u> | <u><u>333,832</u></u> | <u><u>283,832</u></u> |

5210 A+ SPEEDY PLUMBING  
5442 SUNSET PARK LIGHTING \$60,000 (15/16)

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
*FISCAL YEAR 2015 - 2016*

**NAME OF DEPARTMENT:**            **Planning Department**

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

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

|                   |          |
|-------------------|----------|
| Engineering       | (01-310) |
| Planning          | (01-350) |
| Building & Safety | (01-360) |

***TOTAL DEPARTMENT BUDGET:    \$795,924***



**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND  
PLANNING DEPARTMENT  
ENGINEERING DIVISION**

|                                 |     |      |                               | 2013 - 2014           | 2014 - 2015           | 2014 - 2015           | 2015 - 2016           | 2016 - 2017           |
|---------------------------------|-----|------|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                 |     |      |                               | ACTUAL                | BUDGET                | ESTIMATED             | PROPOSED              | PROPOSED              |
| <u>PERSONNEL SERVICES</u>       |     |      |                               |                       |                       |                       |                       |                       |
| 01                              | 310 | 5101 | SALARIES-FULL TIME            | 71,754                | 79,171                | 79,466                | 132,924               | 132,924               |
| 01                              | 310 | 5110 | UNIFORM ALLOWANCE             | 80                    | 0                     | 0                     | 0                     | 0                     |
| 01                              | 310 | 5111 | RETIREMENT                    | 14,633                | 7,130                 | 6,701                 | 8,695                 | 8,695                 |
| 01                              | 310 | 5112 | FICA                          | 5,939                 | 6,057                 | 6,079                 | 10,168                | 10,168                |
| 01                              | 310 | 5114 | UNEMPLOYMENT INSURANCE        | 413                   | 419                   | 364                   | 672                   | 672                   |
| 01                              | 310 | 5115 | HEALTH INSURANCE              | 7,198                 | 6,600                 | 6,600                 | 14,400                | 14,400                |
|                                 |     |      |                               | <u>100,017</u>        | <u>99,377</u>         | <u>99,210</u>         | <u>166,859</u>        | <u>166,859</u>        |
| <u>SERVICES</u>                 |     |      |                               |                       |                       |                       |                       |                       |
| 01                              | 310 | 5210 | CONTRACT SERVICE              | 23,526                | 120,000               | 25,000 *              | 80,000                | 80,000                |
| 01                              | 310 | 5241 | MAINTENANCE OF EQUIPMENT      | 117                   | 500                   | 244                   | 500                   | 500                   |
| 01                              | 310 | 5242 | VEHICLE FUEL                  | 0                     | 1,000                 | 500                   | 1,000                 | 1,000                 |
| 01                              | 310 | 5250 | PUBLICATION / DUES            | 230                   | 5,250                 | 235                   | 1,000                 | 1,000                 |
| 01                              | 310 | 5265 | TRAINING                      | 0                     | 600                   | 90                    | 300                   | 300                   |
| 01                              | 310 | 5270 | TRAVEL & MEETINGS             | 0                     | 1,000                 | 60                    | 500                   | 500                   |
|                                 |     |      |                               | <u>23,873</u>         | <u>128,350</u>        | <u>26,129</u>         | <u>83,300</u>         | <u>83,300</u>         |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                               |                       |                       |                       |                       |                       |
| 01                              | 310 | 5301 | OFFICE SUPPLIES               | 91                    | 200                   | 194                   | 500                   | 500                   |
| 01                              | 310 | 5310 | SAFETY / EQUIPMENT / CLOTHING | 821                   | 1,400                 | 780                   | 800                   | 800                   |
| 01                              | 310 | 5330 | SPECIAL DEPARTMENTAL SUPPLIES | 0                     | 1,800                 | 646                   | 1,800                 | 1,800                 |
|                                 |     |      |                               | <u>912</u>            | <u>3,400</u>          | <u>1,620</u>          | <u>3,100</u>          | <u>3,100</u>          |
| <u>CAPITAL</u>                  |     |      |                               |                       |                       |                       |                       |                       |
| 01                              | 310 | 5442 | OTHER                         | 0                     | 0                     | 0                     | 25,000                | 0                     |
|                                 |     |      |                               | <u>0</u>              | <u>0</u>              | <u>0</u>              | <u>25,000</u>         | <u>0</u>              |
| <b>ENGINEERING</b>              |     |      |                               | <u><u>124,802</u></u> | <u><u>231,127</u></u> | <u><u>126,959</u></u> | <u><u>278,259</u></u> | <u><u>253,259</u></u> |

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-350**

**DIVISION NAME: PLANNING ADMINISTRATION**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$422,981**

**DEPARTMENT: Planning Department DIV NO: 350**

**THIS DIVISION: Planning Administration**

**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. Work with City Manager's Office, consultant, and business community on economic development activities to benefit the community.
2. Research and apply for grants to support services and community improvements.
3. Monitor existing grants and loans to maintain compliance with requirements.
4. Complete DIF reporting in a timely manner.
5. Complete update of Land Use & Circulation Elements as funding allows.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND  
PLANNING DEPARTMENT  
PLANNING MANAGEMENT DIVISION**

|                                 |     |      |                               | 2013 - 2014    | 2014 - 2015    | 2014 - 2015    | 2015 - 2016    | 2016 - 2017    |
|---------------------------------|-----|------|-------------------------------|----------------|----------------|----------------|----------------|----------------|
|                                 |     |      |                               | ACTUAL         | BUDGET         | ESTIMATED      | PROPOSED       | PROPOSED       |
| <u>PERSONNEL SERVICES</u>       |     |      |                               |                |                |                |                |                |
| 01                              | 350 | 5101 | SALARIES-FULL TIME            | 191,653        | 189,832        | 243,448        | 199,637        | 199,637        |
| 01                              | 350 | 5102 | SALARIES-PART TIME            | 2,919          | 3,000          | 1,750          | 3,000          | 3,000          |
| 01                              | 350 | 5103 | OVERTIME                      | 633            | 500            | 30             | 500            | 500            |
| 01                              | 350 | 5110 | UNIFORM ALLOWANCE             | 290            | 0              | 0              | 0              | 0              |
| 01                              | 350 | 5111 | RETIREMENT                    | 37,305         | 17,094         | 19,886         | 13,394         | 13,394         |
| 01                              | 350 | 5112 | FICA                          | 13,998         | 14,802         | 17,581         | 15,552         | 15,552         |
| 01                              | 350 | 5114 | UNEMPLOYMENT INSURANCE        | 1,783          | 1,398          | 1,511          | 1,118          | 1,118          |
| 01                              | 350 | 5115 | HEALTH INSURANCE              | 22,255         | 19,140         | 24,809         | 20,880         | 20,880         |
|                                 |     |      |                               | <u>270,836</u> | <u>245,766</u> | <u>309,015</u> | <u>254,081</u> | <u>254,081</u> |
| <u>SERVICES</u>                 |     |      |                               |                |                |                |                |                |
| 01                              | 350 | 5210 | CONTRACT SERVICE              | 133,495        | 390,000        | 106,500 *      | 160,000        | 20,000         |
| 01                              | 350 | 5221 | FEE REFUNDS                   | 369            | 0              | 2,350          | 0              | 0              |
| 01                              | 350 | 5241 | MAINTENANCE OF EQUIPMENT      | 1,222          | 0              | 350            | 0              | 0              |
| 01                              | 350 | 5242 | VEHICLE FUEL                  | 0              | 0              | 500            | 0              | 0              |
| 01                              | 350 | 5250 | PUBLICATION / DUES            | 2,114          | 700            | 3,488          | 700            | 700            |
| 01                              | 350 | 5265 | TRAINING                      | 3,402          | 2,700          | 1,350          | 2,700          | 2,700          |
| 01                              | 350 | 5270 | TRAVEL & MEETINGS             | 4,397          | 4,000          | 3,600          | 4,000          | 4,000          |
|                                 |     |      |                               | <u>144,999</u> | <u>397,400</u> | <u>118,138</u> | <u>167,400</u> | <u>27,400</u>  |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                               |                |                |                |                |                |
| 01                              | 350 | 5301 | OFFICE SUPPLIES               | 1,698          | 1,500          | 1,800          | 1,000          | 1,000          |
| 01                              | 350 | 5310 | SAFETY / EQUIPMENT / CLOTHING | 0              | 0              | 1,250          | 0              | 0              |
| 01                              | 350 | 5330 | SPECIAL DEPARTMENTAL SUPPLIES | 3,891          | 500            | 501            | 500            | 500            |
|                                 |     |      |                               | <u>5,589</u>   | <u>2,000</u>   | <u>3,551</u>   | <u>1,500</u>   | <u>1,500</u>   |
| <b>PLANNING</b>                 |     |      |                               | <u>421,424</u> | <u>645,166</u> | <u>430,704</u> | <u>422,981</u> | <u>282,981</u> |

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-360**

**DIVISION NAME: BUILDING & SAFETY**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$94,684**

**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. To provide Code Enforcement Services and GIS support to the extent possible.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Develop GIS capabilities for intranet and City website.
2. Promote consumer protection by preventing unlicensed activity.
3. Implement Code Enforcement for screening of outdoor storage in industrial areas.
4. Coordinate with Public Services and Risk Management on implementation of ADA transition plan.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                     |     |      |                               | 2013 - 2014   | 2014 - 2015    | 2014 - 2015    | 2015 - 2016   | 2016 - 2017   |
|-------------------------------------|-----|------|-------------------------------|---------------|----------------|----------------|---------------|---------------|
|                                     |     |      |                               | ACTUAL        | BUDGET         | ESTIMATED      | PROPOSED      | PROPOSED      |
| <u>PERSONNEL SERVICES</u>           |     |      |                               |               |                |                |               |               |
| 01                                  | 360 | 5101 | SALARIES-FULL TIME            | 55,105        | 104,203        | 62,964         | 63,264        | 63,264        |
| 01                                  | 360 | 5110 | UNIFORM ALLOWANCE             | 80            | 0              | 0              | 0             | 0             |
| 01                                  | 360 | 5111 | RETIREMENT                    | 11,014        | 8,122          | 5,235          | 4,244         | 4,244         |
| 01                                  | 360 | 5112 | FICA                          | 4,258         | 7,971          | 4,767          | 4,840         | 4,840         |
| 01                                  | 360 | 5114 | UNEMPLOYMENT INSURANCE        | 391           | 841            | 355            | 336           | 336           |
| 01                                  | 360 | 5115 | HEALTH INSURANCE              | 6,512         | 13,200         | 6,600          | 7,200         | 7,200         |
|                                     |     |      |                               | <u>77,360</u> | <u>134,337</u> | <u>79,921</u>  | <u>79,884</u> | <u>79,884</u> |
| <u>SERVICES</u>                     |     |      |                               |               |                |                |               |               |
| 01                                  | 360 | 5210 | CONTRACT SERVICE              | 1,381         | 3,000          | 27,201         | 3,000         | 3,000         |
| 01                                  | 360 | 5213 | STATE MANDATED FEES           | 7,694         | 5,000          | 5,611          | 5,000         | 5,000         |
| 01                                  | 360 | 5241 | MAINTENANCE OF EQUIPMENT      | 2,974         | 3,500          | 1,011          | 2,000         | 2,000         |
| 01                                  | 360 | 5242 | VEHICLE FUEL                  | 1,093         | 1,000          | 1,518          | 1,000         | 1,000         |
| 01                                  | 360 | 5250 | PUBLICATION / DUES            | 1,300         | 500            | 534            | 500           | 500           |
| 01                                  | 360 | 5265 | TRAINING                      | 739           | 800            | 180            | 800           | 800           |
| 01                                  | 360 | 5270 | TRAVEL & MEETINGS             | 369           | 1,000          | 140            | 1,000         | 1,000         |
|                                     |     |      |                               | <u>15,550</u> | <u>14,800</u>  | <u>36,195</u>  | <u>13,300</u> | <u>13,300</u> |
| <u>MATERIALS &amp; SUPPLIES</u>     |     |      |                               |               |                |                |               |               |
| 01                                  | 360 | 5301 | OFFICE SUPPLIES               | 5,232         | 500            | 1,424          | 500           | 500           |
| 01                                  | 360 | 5310 | SAFETY / EQUIPMENT / CLOTHING | 766           | 700            | 908            | 500           | 500           |
| 01                                  | 360 | 5330 | SPECIAL DEPT SUPPLIES         | 0             | 500            | 546            | 500           | 500           |
|                                     |     |      |                               | <u>5,998</u>  | <u>1,700</u>   | <u>2,878</u>   | <u>1,500</u>  | <u>1,500</u>  |
| <b><u>BUILDING &amp; SAFETY</u></b> |     |      |                               | <u>98,908</u> | <u>150,837</u> | <u>118,994</u> | <u>94,684</u> | <u>94,684</u> |

5101 INCLUDES A LIMITED TERM PLANNER  
5210 COMMERCIAL PLAN CHECK INSPECTIONS  
5213 SEISMIC AND CBSC FEES  
5250 INTERNATIONAL CODE COUNCIL  
5330 CODE ENFORCEMENT SUPPLIES \$500



**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**NAME OF DEPARTMENT:**           **Library**

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

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

Library Operations

(01-410)

***TOTAL DEPARTMENT BUDGET:***   **\$216,942**

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-410**

**DIVISION NAME: LIBRARY OPERATIONS**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$216,942**

**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 the community.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Maintain services as much as possible during expansion.
2. Aim for the revived of the "Friends of the Library" to assist with on-going fundraising.
3. Review and update policies / procedures, with guidance from the Board of Trustees.
4. Partner with community organizations to enhance services and programs.
5. Coordinate with Project Manager on the expansion / renovation of library facilities.
6. Investigate opportunities for staff uniforms with the opening of new expansion.
7. Partner and coordinate with other Departments on events and program, and the IUSD on literacy programs.
8. Enhance image and customer service level of staff and the library.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND  
LIBRARY DEPARTMENT  
LIBRARY OPERATIONS DIVISION**

|                                 |     |      |                        | 2013 - 2014           | 2014 - 2015           | 2014 - 2015           | 2015 - 2016           | 2016 - 2017           |
|---------------------------------|-----|------|------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                 |     |      |                        | ACTUAL                | BUDGET                | ESTIMATED             | PROPOSED              | PROPOSED              |
| <u>PERSONNEL SERVICES</u>       |     |      |                        |                       |                       |                       |                       |                       |
| 01                              | 410 | 5101 | SALARIES-FULL TIME     | 81,264                | 88,962                | 87,235                | 91,748                | 91,748                |
| 01                              | 410 | 5102 | SALARIES-PART TIME     | 25,371                | 51,897                | 29,402                | 53,237                | 53,237                |
| 01                              | 410 | 5103 | OVERTIME               | 0                     | 0                     | 0                     | 0                     | 0                     |
| 01                              | 410 | 5111 | RETIREMENT             | 18,756                | 9,912                 | 7,675                 | 7,602                 | 7,602                 |
| 01                              | 410 | 5112 | FICA                   | 8,225                 | 10,788                | 8,850                 | 11,103                | 11,103                |
| 01                              | 410 | 5114 | UNEMPLOYMENT INSURANCE | 2,112                 | 2,942                 | 1,940                 | 2,352                 | 2,352                 |
| 01                              | 410 | 5115 | HEALTH INSURANCE       | 14,297                | 13,200                | 13,200                | 14,400                | 14,400                |
|                                 |     |      |                        | <u>150,025</u>        | <u>177,701</u>        | <u>148,302</u>        | <u>180,442</u>        | <u>180,442</u>        |
| <u>SERVICES</u>                 |     |      |                        |                       |                       |                       |                       |                       |
| 01                              | 410 | 5210 | CONTRACT SERVICE       | 6,407                 | 6,500                 | 7,400                 | 7,500                 | 7,500                 |
| 01                              | 410 | 5222 | LITERACY SERVICES      | 3,475                 | 10,000                | 3,380                 | 10,000                | 10,000                |
| 01                              | 410 | 5250 | PUBLICATION / DUES     | 830                   | 850                   | 975                   | 1,000                 | 1,000                 |
| 01                              | 410 | 5265 | TRAINING               | 0                     | 300                   | 0                     | 400                   | 400                   |
| 01                              | 410 | 5270 | TRAVEL & MEETINGS      | 275                   | 200                   | 0                     | 1,200                 | 1,200                 |
|                                 |     |      |                        | <u>10,987</u>         | <u>17,850</u>         | <u>11,755</u>         | <u>20,100</u>         | <u>20,100</u>         |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                        |                       |                       |                       |                       |                       |
| 01                              | 410 | 5301 | OFFICE SUPPLIES        | 1,191                 | 1,200                 | 1,300                 | 1,200                 | 1,200                 |
| 01                              | 410 | 5330 | SPECIAL DEPT SUPPLIES  | 4,030                 | 4,200                 | 4,000                 | 4,200                 | 4,200                 |
|                                 |     |      |                        | <u>5,221</u>          | <u>5,400</u>          | <u>5,300</u>          | <u>5,400</u>          | <u>5,400</u>          |
| <u>CAPITAL</u>                  |     |      |                        |                       |                       |                       |                       |                       |
| 01                              | 410 | 5442 | OTHER                  | 3,163                 | 2,800                 | 3,730                 | 4,000                 | 4,000                 |
| 01                              | 410 | 5444 | LIBRARY BOOKS          | 5,472                 | 7,000                 | 7,000                 | 7,000                 | 7,000                 |
|                                 |     |      |                        | <u>8,635</u>          | <u>9,800</u>          | <u>10,730</u>         | <u>11,000</u>         | <u>11,000</u>         |
| <b>LIBRARY OPERATIONS</b>       |     |      |                        | <u><u>174,868</u></u> | <u><u>210,751</u></u> | <u><u>176,087</u></u> | <u><u>216,942</u></u> | <u><u>216,942</u></u> |

5210 A & S SERVICES, 3M LIBRARY SYSTEM, MOVIE LICENSING, P.O. BOX

5250 IV PRESS, UNION TRIBUNE, AMERICAN LIBRARY ASSOCIATION, CALIFORNIA LIBRARY ASSOCIATION, SERRA COOPERATIVE

5442 COPIER LEASE

**CITY OF IMPERIAL - DEPARTMENT SUMMARY**  
*FISCAL YEAR 2015 - 2016*

**NAME OF DEPARTMENT:**            **Recreation**  
**SUPPORTED BY (FUNDS):**        **General Fund**

***COMPONENTS OF DEPARTMENT:***

***DIVISIONS (ACCT. NO.)***

|                         |          |
|-------------------------|----------|
| Recreation Management   | (01-415) |
| Recreation Programs     | (01-421) |
| Pool                    | (01-431) |
| Development & Marketing | (01-904) |

***TOTAL DEPARTMENT BUDGET:***    ***\$318,013***

**CITY OF IMPERIAL - DIVISION SUMMARY**  
**FISCAL YEAR 2015 - 2016**

**DIVISION NO: 01-415**

**DIVISION NAME: RECREATION MANAGEMENT**

**FUND: General FUND NO 01 DIVISION BUDGET: \$101,096**

**DEPARTMENT: Recreation DIV NO: 415**

**THIS DIVISION: 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. Work with various Departments and community groups on various City-wide special events and Market Days programs.
2. Work with other Departments to ensure completion of CIP (projects) funded.
3. Review need for updated pedestrian, bicycle, and new Park Master Plans.
4. Establish digital service for registration and reservation system.
5. Work with Public Services on overall field development and usage processes.
6. Assist with needed information for grant writer
7. Support participation in CPRS District XII Board Activities.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|  |     |      |                          | 2013 - 2014           | 2014 - 2015           | 2014 - 2015           | 2015 - 2016           | 2016 - 2017           |
|--|-----|------|--------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|  |     |      |                          | ACTUAL                | BUDGET                | ESTIMATED             | PROPOSED              | PROPOSED              |
| <u>PERSONNEL SERVICES</u>                |     |      |                          |                       |                       |                       |                       |                       |
| 01                                       | 415 | 5101 | SALARIES-FULL TIME       | 146,786               | 154,864               | 250,594               | 79,781                | 79,781                |
| 01                                       | 415 | 5110 | UNIFORM ALLOWANCE        | 160                   | 0                     | 0                     | 0                     | 0                     |
| 01                                       | 415 | 5111 | RETIREMENT               | 30,106                | 13,945                | 13,301                | 5,353                 | 5,353                 |
| 01                                       | 415 | 5112 | FICA                     | 10,553                | 11,847                | 18,152                | 6,103                 | 6,103                 |
| 01                                       | 415 | 5114 | UNEMPLOYMENT INSURANCE   | 930                   | 840                   | 761                   | 336                   | 336                   |
| 01                                       | 415 | 5115 | HEALTH INSURANCE         | 15,641                | 13,200                | 13,522                | 7,200                 | 7,200                 |
|  |     |      |                          | <u>204,176</u>        | <u>194,696</u>        | <u>296,330</u>        | <u>98,773</u>         | <u>98,773</u>         |
| <u>SERVICES</u>                          |     |      |                          |                       |                       |                       |                       |                       |
| 01                                       | 415 | 5241 | MAINTENANCE OF EQUIPMENT | 714                   | 800                   | 2,355                 | 500                   | 500                   |
| 01                                       | 415 | 5242 | VEHICLE FUEL             | 2,082                 | 2,500                 | 2,104                 | 800                   | 800                   |
| 01                                       | 415 | 5250 | PUBLICATION / DUES       | 2,030                 | 2,000                 | 3,603                 | 1,000                 | 1,000                 |
| 01                                       | 415 | 5265 | TRAINING                 | 1,723                 | 1,000                 | 375                   | 500                   | 500                   |
| 01                                       | 415 | 5270 | TRAVEL & MEETINGS        | 5,186                 | 1,500                 | 1,200                 | 1,000                 | 1,000                 |
|  |     |      |                          | <u>11,735</u>         | <u>7,800</u>          | <u>9,637</u>          | <u>3,800</u>          | <u>3,800</u>          |
| <u>MATERIALS &amp; SUPPLIES</u>          |     |      |                          |                       |                       |                       |                       |                       |
| 01                                       | 415 | 5301 | OFFICE SUPPLIES          | 854                   | 800                   | 2,455                 | 1,000                 | 1,000                 |
|  |     |      |                          | <u>854</u>            | <u>800</u>            | <u>2,455</u>          | <u>1,000</u>          | <u>1,000</u>          |
| <b>PARKS &amp; RECREATION MANAGEMENT</b> |     |      |                          | <u><u>216,765</u></u> | <u><u>203,296</u></u> | <u><u>308,422</u></u> | <u><u>103,573</u></u> | <u><u>103,573</u></u> |

5250 CPRS, NPRA

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-421**

**DIVISION NAME: RECREATION PROGRAM**

**FUND: General FUND NO: 01 DIVISION BUDGET: \$71,378**

**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. Implement classes and programs using available facilities in school and private locations.
2. Integrate Rainforest activities into community programming.
3. Worthington Facility opening for City programming.
4. Work with Library and sports groups.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                           |     |      |   | 2013 - 2014   | 2014 - 2015   | 2014 - 2015   | 2015 - 2016   | 2016 - 2017   |
|---------------------------|-----|------|---|---------------|---------------|---------------|---------------|---------------|
|                           |     |      |   | ACTUAL        | BUDGET        | ESTIMATED     | PROPOSED      | PROPOSED      |
| <u>PERSONNEL SERVICES</u> |     |      |   |               |               |               |               |               |
| 01                        | 421 | 5101 | SALARIES-FULL TIME                      | 11,101        | 29,535        | 28,258        | 32,750        | 32,750        |
| 01                        | 421 | 5103 | OVERTIME                                | 325           | 0             | 1,557         | 0             | 0             |
| 01                        | 421 | 5111 | RETIREMENT                              | 0             | 1,846         | 1,757         | 2,043         | 2,043         |
| 01                        | 421 | 5112 | FICA                                    | 788           | 2,259         | 2,398         | 2,505         | 2,505         |
| 01                        | 421 | 5114 | UNEMPLOYMENT INSURANCE                  | 232           | 420           | 296           | 336           | 336           |
| 01                        | 421 | 5115 | HEALTH INSURANCE                        | 0             | 6,600         | 4,610         | 7,200         | 7,200         |
|                           |     |      |   | <u>12,446</u> | <u>40,660</u> | <u>38,876</u> | <u>44,834</u> | <u>44,834</u> |
| <u>SERVICES</u>           |     |      |   |               |               |               |               |               |
| 01                        | 421 | 5210 | CONTRACT SERVICE                        | 49,794        | 20,000        | 28,000        | 20,000        | 20,000        |
| 01                        | 421 | 5221 | FEE REFUNDS                             | 280           | 0             | 600           | 0             | 0             |
| 01                        | 421 | 5252 | RENT OF PROPERTY (FACILITY LEASE SPACE) | 0             | 10,000        | 50            | 5,000         | 5,000         |
| 01                        | 421 | 5301 | OFFICE SUPPLIES                         | 0             | 0             | 0             | 500           | 500           |
| 01                        | 421 | 5330 | SPECIAL DEPARTMENTAL SUPPLIES           | 1,042         | 2,500         | 2,000         | 2,500         | 2,500         |
|                           |     |      |   | <u>51,116</u> | <u>32,500</u> | <u>30,650</u> | <u>28,000</u> | <u>28,000</u> |
| <b>RECREATION</b>         |     |      |   | <u>63,562</u> | <u>73,160</u> | <u>69,526</u> | <u>72,834</u> | <u>72,834</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 2015 - 2016***

**DIVISION NO: 01-431**

**DIVISION NAME: POOL**

**FUND: General**

**FUND NO 01**

**DIVISION BUDGET: \$51,078**

**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. Open Pool.
2. Swim lessons - increase water fitness - meet the needs of all ages and fitness levels.
3. Continue life guard training.
4. Maintain safety support training and equipment.
5. Maintain safe environment.
6. Support aquatic special events.
7. Work with local swim team on facility use.
8. Water safety programs.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|                                 |     |      |                               | 2013 - 2014          | 2014 - 2015          | 2014 - 2015          | 2015 - 2016          | 2016 - 2017          |
|---------------------------------|-----|------|-------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|                                 |     |      |                               | ACTUAL               | BUDGET               | ESTIMATED            | PROPOSED             | PROPOSED             |
| <u>PERSONNEL SERVICES</u>       |     |      |                               |                      |                      |                      |                      |                      |
| 01                              | 431 | 5102 | SALARIES-PART TIME            | 28,062               | 35,000               | 43,653               | 35,000               | 35,000               |
| 01                              | 431 | 5103 | OVERTIME                      | 0                    | 0                    | 364                  | 0                    | 0                    |
| 01                              | 431 | 5112 | FICA                          | 2,170                | 2,678                | 3,368                | 2,678                | 2,678                |
| 01                              | 431 | 5114 | UNEMPLOYMENT INS              | 1,673                | 8,400                | 2,451                | 2,400                | 2,400                |
|                                 |     |      |                               | <u>31,905</u>        | <u>46,078</u>        | <u>49,836</u>        | <u>40,078</u>        | <u>40,078</u>        |
| <u>SERVICES</u>                 |     |      |                               |                      |                      |                      |                      |                      |
| 01                              | 431 | 5210 | CONTRACT SERVICES             | 655                  | 0                    | 1,800                | 0                    | 0                    |
| 01                              | 431 | 5221 | FEE REFUNDS                   | 759                  | 0                    | 762                  | 0                    | 0                    |
| 01                              | 431 | 5241 | MAINTENANCE OF EQUIPMENT      | 0                    | 0                    | 500                  | 500                  | 500                  |
| 01                              | 431 | 5270 | TRAVEL & MEETINGS             | 0                    | 0                    | 300                  | 200                  | 200                  |
|                                 |     |      |                               | <u>1,414</u>         | <u>0</u>             | <u>3,362</u>         | <u>700</u>           | <u>700</u>           |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                               |                      |                      |                      |                      |                      |
| 01                              | 431 | 5310 | SAFETEY/EQUIPMENT/CLOTHING    | 0                    | 0                    | 200                  | 300                  | 300                  |
| 01                              | 431 | 5330 | SPECIAL DEPARTMENTAL SUPPLIES | 6,350                | 10,000               | 7,500                | 10,000               | 10,000               |
|                                 |     |      |                               | <u>6,350</u>         | <u>10,000</u>        | <u>7,700</u>         | <u>10,300</u>        | <u>10,300</u>        |
| <b>POOL</b>                     |     |      |                               | <u><u>39,669</u></u> | <u><u>56,078</u></u> | <u><u>60,898</u></u> | <u><u>51,078</u></u> | <u><u>51,078</u></u> |

**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 01-904**

**DIVISION NAME: DEVELOPMENT & MARKETING (SUCCESSOR AGENCY EVENTS)**

**FUND: General FUND NO 01 DIVISION BUDGET: \$90,528**

**DEPARTMENT: Recreation DIV NO: 904**

**THIS DIVISION: Development & Marketing (Successor Agency Events)**

**DIVISION DESCRIPTION:**

This division provides for the operation of the City's Market Days and other special events.

**DIVISION GOAL:**

To provide special events to our local residents.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Provide monthly events to meet cultural diversity and advertising for the community.
2. Encourage additional sponsorship to increase support for activities.
3. Use events to increase tourism and economic development opportunities.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**CORPORATE FUND  
GENERAL SERVICES DEPARTMENT  
DEVELOPMENT & MARKETING**

|                                     |     |      | 2013 - 2014<br>ACTUAL    | 2014 - 2015<br>BUDGET | 2014 - 2015<br>ESTIMATED | 2015 - 2016<br>PROPOSED | 2016 - 2017<br>PROPOSED |        |
|-------------------------------------|-----|------|--------------------------|-----------------------|--------------------------|-------------------------|-------------------------|--------|
| <u>PERSONNEL SERVICES</u>           |     |      |                          |                       |                          |                         |                         |        |
| 01                                  | 904 | 5102 | SALARIES-PART TIME       | 0                     | 0                        | 591                     | 10,000                  | 10,000 |
| 01                                  | 904 | 5103 | OVERTIME                 | 0                     | 0                        | 65,580                  | 25,000                  | 25,000 |
| 01                                  | 904 | 5112 | FICA                     | 0                     | 0                        | 5,176                   | 2,678                   | 2,678  |
| 01                                  | 904 | 5114 | UNEMPLOYMENT INS         | 0                     | 0                        | 288                     | 1,350                   | 1,350  |
| 01                                  | 904 | 5115 | HEALTH INSURANCE         | 0                     | 0                        | 3,406                   | 0                       | 0      |
|                                     |     |      | <u>0</u>                 | <u>0</u>              | <u>75,041</u>            | <u>39,028</u>           | <u>39,028</u>           |        |
| <u>SERVICES</u>                     |     |      |                          |                       |                          |                         |                         |        |
| 01                                  | 904 | 5210 | CONTRACT SERVICES        | 0                     | 0                        | 30,068                  | 20,000                  | 20,000 |
| 01                                  | 904 | 5211 | SUCCESSOR AGENCY EXPENSE | 0                     | 75,000                   | 199,900                 | 30,000                  | 30,000 |
| 01                                  | 904 | 5270 | TRAVEL & MEETINGS        | 0                     | 0                        | 712                     | 500                     | 500    |
|                                     |     |      | <u>0</u>                 | <u>75,000</u>         | <u>230,680</u>           | <u>50,500</u>           | <u>50,500</u>           |        |
| <u>MATERIALS &amp; SUPPLIES</u>     |     |      |                          |                       |                          |                         |                         |        |
| 01                                  | 904 | 5301 | OFFICE SUPPLIES          | 0                     | 0                        | 306                     | 500                     | 500    |
| 01                                  | 904 | 5330 | SPECIAL DEPT SUPPLIES    | 0                     | 0                        | 791                     | 500                     | 500    |
|                                     |     |      | <u>0</u>                 | <u>0</u>              | <u>1,097</u>             | <u>1,000</u>            | <u>1,000</u>            |        |
| <u>CAPITAL</u>                      |     |      |                          |                       |                          |                         |                         |        |
| 01                                  | 904 | 5440 | EQUIPMENT - AUTOMOTIVE   | 0                     | 0                        | 3,834                   | 0                       | 0      |
| 01                                  | 904 | 5442 | OTHER                    | 0                     | 10,000                   | 9,020                   | 0                       | 0      |
|                                     |     |      | <u>0</u>                 | <u>10,000</u>         | <u>12,854</u>            | <u>0</u>                | <u>0</u>                |        |
| <b>DEVELOPMENT &amp; MARKETING:</b> |     |      | <u>0</u>                 | <u>85,000</u>         | <u>319,672</u>           | <u>90,528</u>           | <u>90,528</u>           |        |

**CITY OF IMPERIAL  
REVENUE ESTIMATES  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WATER FUND**

|   |     |      |                          | <b>2013 - 2014<br/>ACTUAL</b> | <b>2014 - 2015<br/>BUDGET</b> | <b>2014 - 2015<br/>ESTIMATED</b> | <b>2015 - 2016<br/>PROPOSED</b> | <b>2016 - 2017<br/>PROPOSED</b> |
|---|-----|------|--------------------------|-------------------------------|-------------------------------|----------------------------------|---------------------------------|---------------------------------|
| <i><u>CHARGES FOR SERVICE</u></i>         |     |      |                          |                               |                               |                                  |                                 |                                 |
| 50  | 000 | 4551 | WATER SERVICE CHARGES    | 4,221,295                     | 4,346,000                     | 3,680,568                        | <b>4,048,625</b>                | <b>4,048,625</b>                |
| 50  | 000 | 4552 | WATER CONNECTION FEES    | 76,729                        | 20,000                        | 45,000                           | <b>20,000</b>                   | <b>20,000</b>                   |
| 50  | 000 | 4554 | WATER TURN ON FEE        | 6,662                         | 70,000                        | 65,000                           | <b>65,000</b>                   | <b>65,000</b>                   |
|   |     |      |                          | <u>4,304,686</u>              | <u>4,436,000</u>              | <u>3,790,568</u>                 | <u><b>4,133,625</b></u>         | <u><b>4,133,625</b></u>         |
| <i><u>USE OF MONEY &amp; PROPERTY</u></i> |     |      |                          |                               |                               |                                  |                                 |                                 |
| 50  | 000 | 4610 | INTEREST EARNED          | 2,494                         | 2,000                         | 3,000                            | <b>2,000</b>                    | <b>2,000</b>                    |
|   |     |      |                          | <u>2,494</u>                  | <u>2,000</u>                  | <u>3,000</u>                     | <u><b>2,000</b></u>             | <u><b>2,000</b></u>             |
| <i><u>OTHER REVENUE</u></i>               |     |      |                          |                               |                               |                                  |                                 |                                 |
| 50  | 000 | 4790 | NOT OTHERWISE CLASSIFIED | 3,000                         | 1,500                         | 5,500                            | <b>1,500</b>                    | <b>1,500</b>                    |
|   |     |      |                          | <u>3,000</u>                  | <u>1,500</u>                  | <u>5,500</u>                     | <u><b>1,500</b></u>             | <u><b>1,500</b></u>             |
| <i><u>OTHER RECEIPTS</u></i>              |     |      |                          |                               |                               |                                  |                                 |                                 |
| 50  | 000 | 4910 | OPERATING TRANSFERS IN   | 0                             | 0                             | 0                                | <b>0</b>                        | <b>0</b>                        |
|   |     |      |                          | <u>0</u>                      | <u>0</u>                      | <u>0</u>                         | <u><b>0</b></u>                 | <u><b>0</b></u>                 |
| <b>TOTAL</b>                              |     |      |                          | <u><u>4,310,180</u></u>       | <u><u>4,439,500</u></u>       | <u><u>3,799,068</u></u>          | <u><u><b>4,137,125</b></u></u>  | <u><u><b>4,137,125</b></u></u>  |

**CITY OF IMPERIAL  
REVENUE ESTIMATES  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WATER CAPACITY FUND**

|    |     |      |                            | <b>2013 - 2014<br/>ACTUAL</b> | <b>2014 - 2015<br/>BUDGET</b> | <b>2014 - 2015<br/>ESTIMATED</b> | <b>2015 - 2016<br/>PROPOSED</b> | <b>2016 - 2017<br/>PROPOSED</b> |
|----|-----|------|----------------------------|-------------------------------|-------------------------------|----------------------------------|---------------------------------|---------------------------------|
|    |     |      | <u>CHARGES FOR SERVICE</u> |                               |                               |                                  |                                 |                                 |
| 51 | 000 | 4553 | WATER CAPACITY FEES        | <u>472,744</u>                | <u>177,102</u>                | <u>262,399</u>                   | <u>177,102</u>                  | <u>177,102</u>                  |
|    |     |      |                            | <u>472,744</u>                | <u>177,102</u>                | <u>262,399</u>                   | <u>177,102</u>                  | <u>177,102</u>                  |
|    |     |      | <b>TOTAL</b>               | <u><u>472,744</u></u>         | <u><u>177,102</u></u>         | <u><u>262,399</u></u>            | <u><u>177,102</u></u>           | <u><u>177,102</u></u>           |

**CITY OF IMPERIAL  
REVENUE ESTIMATES  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WATER BOND FUND**

|    |     |      |                            | <b>2013 - 2014<br/>ACTUAL</b> | <b>2014 - 2015<br/>BUDGET</b> | <b>2014 - 2015<br/>ESTIMATED</b> | <b>2015 - 2016<br/>PROPOSED</b> | <b>2016 - 2017<br/>PROPOSED</b> |
|----|-----|------|----------------------------|-------------------------------|-------------------------------|----------------------------------|---------------------------------|---------------------------------|
|    |     |      | <u>CHARGES FOR SERVICE</u> |                               |                               |                                  |                                 |                                 |
| 52 | 000 | 4472 | WATER BONDS                | 1,769,513                     | 1,324,178                     | 1,948,226                        | 0                               | 0                               |
|    |     |      |                            | <u>1,769,513</u>              | <u>1,324,178</u>              | <u>1,948,226</u>                 | <u>0</u>                        | <u>0</u>                        |
|    |     |      | <b>TOTAL</b>               | <u><u>1,769,513</u></u>       | <u><u>1,324,178</u></u>       | <u><u>1,948,226</u></u>          | <u><u>0</u></u>                 | <u><u>0</u></u>                 |

|                                     |                           |                           |                           |
|-------------------------------------|---------------------------|---------------------------|---------------------------|
| <b>WATER FUND REVENUE:</b>          | 3,799,068                 | 4,137,125                 | 4,137,125                 |
| <b>WATER CAPACITY FUND REVENUE:</b> | 262,399                   | 177,102                   | 177,102                   |
| <b>WATER BOND FUND REVENUE:</b>     | <u>1,948,226</u>          | <u>0</u>                  | <u>0</u>                  |
| <b>TOTAL WATER FUND REVENUE:</b>    | <u><u>\$6,009,693</u></u> | <u><u>\$4,314,227</u></u> | <u><u>\$4,314,227</u></u> |
|                                     | -427,897                  | -868,860                  | -768,860                  |

**CITY OF IMPERIAL  
REVENUE ESTIMATES  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WASTEWATER FUND**

|                                    |     |      |                           | <b>2013 - 2014</b>      | <b>2014 - 2015</b>      | <b>2014 - 2015</b>      | <b>2015 - 2016</b>      | <b>2016 - 2017</b>      |
|------------------------------------|-----|------|---------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|                                    |     |      |                           | <b>ACTUAL</b>           | <b>BUDGET</b>           | <b>ESTIMATED</b>        | <b>PROPOSED</b>         | <b>PROPOSED</b>         |
| <u>CHARGES FOR SERVICE</u>         |     |      |                           |                         |                         |                         |                         |                         |
| 55                                 | 000 | 4482 | FEMA                      | 0                       | 562,000                 | 0                       | 562,000                 | 0                       |
| 55                                 | 000 | 4561 | SEWER SERVICE CHARGES     | 3,310,385               | 3,206,000               | 3,142,025               | 3,206,000               | 3,254,090               |
|                                    |     |      |                           | <u>3,310,385</u>        | <u>3,768,000</u>        | <u>3,142,025</u>        | <u>3,768,000</u>        | <u>3,254,090</u>        |
| <u>USE OF MONEY &amp; PROPERTY</u> |     |      |                           |                         |                         |                         |                         |                         |
| 55                                 | 000 | 4610 | INTEREST EARNED           | 2,498                   | 1,500                   | 2,900                   | 1,500                   | 1,500                   |
|                                    |     |      |                           | <u>2,498</u>            | <u>1,500</u>            | <u>2,900</u>            | <u>1,500</u>            | <u>1,500</u>            |
| <u>OTHER REVENUE</u>               |     |      |                           |                         |                         |                         |                         |                         |
| 55                                 | 000 | 4711 | SALES OF SURPLUS PROPERTY | 0                       | 0                       | 0                       | 0                       | 0                       |
| 55                                 | 000 | 4790 | NOT OTHERWISE CLASSIFIED  | 0                       | 500                     | 1,200                   | 1,000                   | 500                     |
|                                    |     |      |                           | <u>0</u>                | <u>500</u>              | <u>1,200</u>            | <u>1,000</u>            | <u>500</u>              |
| <u>OTHER RECEIPTS</u>              |     |      |                           |                         |                         |                         |                         |                         |
| 55                                 | 000 | 4910 | OPERATING TRANSFERS IN    | 23,920                  | 0                       | 0                       | 0                       | 0                       |
|                                    |     |      |                           | <u>23,920</u>           | <u>0</u>                | <u>0</u>                | <u>0</u>                | <u>0</u>                |
| <b>TOTAL</b>                       |     |      |                           | <u><u>3,336,803</u></u> | <u><u>3,770,000</u></u> | <u><u>3,146,125</u></u> | <u><u>3,770,500</u></u> | <u><u>3,256,090</u></u> |



**CITY OF IMPERIAL  
REVENUE ESTIMATES  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WASTEWATER CAPACITY FUND**

|              |     |      |   | <b>2013 - 2014</b>        | <b>2014 - 2015</b>        | <b>2014 - 2015</b>        | <b>2015 - 2016</b>               | <b>2016 - 2017</b>               |
|--------------|-----|------|---|---------------------------|---------------------------|---------------------------|----------------------------------|----------------------------------|
|              |     |      |   | <b>ACTUAL</b>             | <b>BUDGET</b>             | <b>ESTIMATED</b>          | <b>PROPOSED</b>                  | <b>PROPOSED</b>                  |
| 56           | 000 | 4563 | <u>CHARGES FOR SERVICE</u><br>SEWER CAPACITY FEES | <u>382,982</u><br>382,982 | <u>147,586</u><br>147,586 | <u>187,942</u><br>187,942 | <u>147,586</u><br><b>147,586</b> | <u>147,586</u><br><b>147,586</b> |
| <b>TOTAL</b> |     |      |   | <u><u>382,982</u></u>     | <u><u>147,586</u></u>     | <u><u>187,942</u></u>     | <u><u>147,586</u></u>            | <u><u>147,586</u></u>            |

**CITY OF IMPERIAL  
REVENUE ESTIMATES  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WASTEWATER BOND FUND**

|              |     |      |  | <b>2013 - 2014<br/>ACTUAL</b> | <b>2014 - 2015<br/>BUDGET</b> | <b>2014 - 2015<br/>ESTIMATED</b> | <b>2015 - 2016<br/>PROPOSED</b> | <b>2016 - 2017<br/>PROPOSED</b> |
|--------------|-----|------|--|-------------------------------|-------------------------------|----------------------------------|---------------------------------|---------------------------------|
| 57           | 000 | 4472 | <u>CHARGES FOR SERVICE</u><br>WASTEWATER BONDS | 78,555                        | 2,969,653                     | 2,954,865                        | 14,788                          | 0                               |
|              |     |      |  | <u>78,555</u>                 | <u>2,969,653</u>              | <u>2,954,865</u>                 | <u>14,788</u>                   | <u>0</u>                        |
| <b>TOTAL</b> |     |      |  | <u><u>78,555</u></u>          | <u><u>2,969,653</u></u>       | <u><u>2,954,865</u></u>          | <u><u>14,788</u></u>            | <u><u>0</u></u>                 |

|  |                           |                           |                           |
|--|---------------------------|---------------------------|---------------------------|
| <b>WASTEWATER FUND REVENUE:</b>          | 3,146,125                 | 3,770,500                 | 3,256,090                 |
| <b>WASTEWATER CAPACITY FUND REVENUE:</b> | 187,942                   | 147,586                   | 147,586                   |
| <b>WASTEWATER BOND FUND REVENUE</b>      | <u>2,954,865</u>          | <u>14,788</u>             | <u>0</u>                  |
| <b>TOTAL WASTEWATER FUND REVENUE:</b>    | <u><u>\$6,288,932</u></u> | <u><u>\$3,932,874</u></u> | <u><u>\$3,403,676</u></u> |
|  | 3,190,928                 | -2,783,824                | -136,354                  |

**CITY OF IMPERIAL  
EXPENDITURE SUMMARY - ENTERPRISE FUNDS  
PROPOSED FISCAL YEAR 2015 - 2016**

|  | <u>PERSONAL<br/>SERVICES</u> | <u>SERVICES</u>           | <u>MATERIALS<br/>SUPPLIES</u> | <u>ECONOMIC<br/>DEVELOP</u> | <u>CAPITAL</u>            | <u>INFRASTR.<br/>IMPROVE</u> | <u>FIXED/<br/>TRANS OUT</u> | <u>TOTAL</u>               |
|--|------------------------------|---------------------------|-------------------------------|-----------------------------|---------------------------|------------------------------|-----------------------------|----------------------------|
| <b><i>WATER ENTERPRISE</i></b>             |                              |                           |                               |                             |                           |                              |                             |                            |
| WATER OPERATIONS / DEBT SERVICE            | 950,679                      | 1,260,000                 | 300,000                       | 0                           | 1,355,999                 | 0                            | 1,263,483                   | 5,130,161                  |
| WATER CONSERVATION                         | 39,426                       | 7,000                     | 6,500                         | 0                           | 0                         | 0                            | 0                           | 52,926                     |
| WATER CAPACITY                             | 0                            | 0                         | 0                             | 0                           | 0                         | 0                            | 0                           | 0                          |
| WATER BOND                                 | 0                            | 0                         | 0                             | 0                           | 0                         | 0                            | 0                           | 0                          |
| <b><i>TOTAL WATER ENTERPRISE:</i></b>      | <b><i>\$990,105</i></b>      | <b><i>\$1,267,000</i></b> | <b><i>\$306,500</i></b>       | <b><i>\$0</i></b>           | <b><i>\$1,355,999</i></b> | <b><i>\$0</i></b>            | <b><i>\$1,263,483</i></b>   | <b><i>\$5,183,087</i></b>  |
| <b><i>WASTEWATER ENTERPRISE</i></b>        |                              |                           |                               |                             |                           |                              |                             |                            |
| WWTR OPERATIONS / DEBT SERVICE             | 678,382                      | 1,085,700                 | 96,500                        | 0                           | 680,000                   | 0                            | 999,448                     | 3,540,030                  |
| WASTEWATER CAPACITY                        | 0                            | 0                         | 0                             | 0                           | 500,000                   | 0                            | 0                           | 500,000                    |
| WASTEWATER BOND                            | 0                            | 0                         | 0                             | 0                           | 0                         | 2,676,668                    | 0                           | 2,676,668                  |
| <b><i>TOTAL WASTEWATER ENTERPRISE:</i></b> | <b><i>\$678,382</i></b>      | <b><i>\$1,085,700</i></b> | <b><i>\$96,500</i></b>        | <b><i>\$0</i></b>           | <b><i>\$1,180,000</i></b> | <b><i>\$2,676,668</i></b>    | <b><i>\$999,448</i></b>     | <b><i>\$6,716,698</i></b>  |
| <b><i>TOTAL ENTERPRISE:</i></b>            | <b><i>\$1,668,487</i></b>    | <b><i>\$2,352,700</i></b> | <b><i>\$403,000</i></b>       | <b><i>\$0</i></b>           | <b><i>\$2,535,999</i></b> | <b><i>\$2,676,668</i></b>    | <b><i>\$2,262,931</i></b>   | <b><i>\$11,899,785</i></b> |



**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 50-510**

**DIVISION NAME: WATER OPERATIONS**

**FUND: Water**

**FUND NO: 50**

**DIVISION BUDGET: \$5,130,161**

**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, 3 MG reservoirs and 2 remote pump stations, and 64 miles of water mains and appurtenances and a customer base of approximately 5,200 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 bond funding projects.
2. Develop a distribution pressure monitoring system
3. Complete the install of the new meter reading devices as budget allows.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WATER FUND  
WATER DEPARTMENT  
WATER OPERATION DIVISION**

|                           |     |      | 2013 - 2014<br>ACTUAL        | 2014 - 2015<br>BUDGET | 2014 - 2015<br>ESTIMATED | 2015 - 2016<br>PROPOSED | 2016 - 2017<br>PROPOSED |         |
|---------------------------|-----|------|------------------------------|-----------------------|--------------------------|-------------------------|-------------------------|---------|
| <u>PERSONNEL SERVICES</u> |     |      |                              |                       |                          |                         |                         |         |
| 50                        | 510 | 5101 | SALARIES-FULL TIME           | 452,313               | 551,803                  | 506,137                 | 653,906                 | 653,906 |
| 50                        | 510 | 5102 | SALARIES-PART TIME           | 5,633                 | 0                        | 0                       | 0                       | 0       |
| 50                        | 510 | 5103 | OVERTIME                     | 58,673                | 50,000                   | 49,883                  | 50,000                  | 50,000  |
| 50                        | 510 | 5104 | STANDBY                      | 14,817                | 18,500                   | 17,173                  | 18,000                  | 18,000  |
| 50                        | 510 | 5105 | CERTIFICATE PAY              | 1,950                 | 9,750                    | 2,625                   | 2,600                   | 2,600   |
| 50                        | 510 | 5110 | UNIFORM ALLOWANCE            | 6,375                 | 6,500                    | 16,142                  | 15,000                  | 15,000  |
| 50                        | 510 | 5111 | RETIREMENT                   | 75,687                | 45,746                   | 40,579                  | 41,243                  | 41,243  |
| 50                        | 510 | 5112 | FICA                         | 39,930                | 48,293                   | 42,834                  | 55,519                  | 55,519  |
| 50                        | 510 | 5113 | WORKER'S COMP - SELF FUNDED  | 45,000                | 50,000                   | 63,434                  | 65,000                  | 65,000  |
| 50                        | 510 | 5114 | UNEMPLOYMENT INSURANCE       | 6,191                 | 5,042                    | 4,161                   | 5,048                   | 5,048   |
| 50                        | 510 | 5115 | HEALTH INSURANCE             | 59,822                | 79,233                   | 60,984                  | 91,508                  | 91,508  |
| 50                        | 510 | 5120 | VEHICLE ALLOWANCE            | 750                   | 1,200                    | 1,200                   | 1,200                   | 1,200   |
|                           |     |      | <u>767,141</u>               | <u>866,067</u>        | <u>805,152</u>           | <u>999,024</u>          | <u>999,024</u>          |         |
| <u>SERVICES</u>           |     |      |                              |                       |                          |                         |                         |         |
| 50                        | 510 | 5201 | ADVERTISING                  | 1,994                 | 4,000                    | 0                       | 2,000                   | 2,000   |
| 50                        | 510 | 5210 | CONTRACT SERVICE             | 944,269               | 250,000                  | 250,000                 | 250,000                 | 250,000 |
| 50                        | 510 | 5211 | BACKFLOW / CROSS CONNECTION  | 14,224                | 5,000                    | 9,500                   | 9,000                   | 9,000   |
| 50                        | 510 | 5230 | INSURANCE LIABILITY          | 92,605                | 60,000                   | 206,403                 | 200,000                 | 200,000 |
| 50                        | 510 | 5240 | M & O IMPROVEMENTS           | 790                   | 3,000                    | 840                     | 1,000                   | 1,000   |
| 50                        | 510 | 5241 | MAINTENANCE OF EQUIPMENT     | 260,110               | 250,000                  | 420,000                 | 400,000                 | 400,000 |
| 50                        | 510 | 5242 | VEHICLE FUEL                 | 32,367                | 40,000                   | 30,900                  | 35,000                  | 35,000  |
| 50                        | 510 | 5250 | PUBLICATION / DUES / PERMITS | 17,947                | 12,000                   | 21,600                  | 20,000                  | 20,000  |
| 50                        | 510 | 5252 | RENT OF EQUIPMENT / PROPERTY | 3,374                 | 1,500                    | 50                      | 500                     | 500     |
| 50                        | 510 | 5260 | TELEPHONE / RADIO            | 8,174                 | 5,700                    | 8,500                   | 8,000                   | 8,000   |
| 50                        | 510 | 5262 | TESTING SERVICES             | 28,624                | 25,000                   | 35,000                  | 35,000                  | 35,000  |
| 50                        | 510 | 5263 | CHEMICALS                    | 152,569               | 250,000                  | 185,500                 | 200,000                 | 200,000 |
| 50                        | 510 | 5265 | TRAINING                     | 565                   | 3,000                    | 100                     | 1,500                   | 1,500   |
| 50                        | 510 | 5270 | TRAVEL & MEETINGS            | 1,946                 | 3,000                    | 3,200                   | 3,000                   | 3,000   |
| 50                        | 510 | 5280 | UTILITIES - ELECTRIC         | 75,703                | 80,000                   | 92,000                  | 95,000                  | 95,000  |
|                           |     |      | <u>1,635,261</u>             | <u>992,200</u>        | <u>1,263,593</u>         | <u>1,260,000</u>        | <u>1,260,000</u>        |         |

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS**

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

|  |     |      |                                     | <b>2013 - 2014</b>      | <b>2014 - 2015</b>      | <b>2014 - 2015</b>      | <b>2015 - 2016</b>      | <b>2016 - 2017</b>      |
|--|-----|------|-------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|  |     |      |                                     | <b>ACTUAL</b>           | <b>BUDGET</b>           | <b>ESTIMATED</b>        | <b>PROPOSED</b>         | <b>PROPOSED</b>         |
| <u><i>MATERIALS &amp; SUPPLIES</i></u> |     |      |                                     |                         |                         |                         |                         |                         |
| 50                                     | 510 | 5301 | OFFICE SUPPLIES                     | 3,704                   | 10,000                  | 5,000                   | 10,000                  | 10,000                  |
| 50                                     | 510 | 5302 | CUSTODIAL SUPPLIES                  | 884                     | 2,500                   | 2,400                   | 2,500                   | 2,500                   |
| 50                                     | 510 | 5303 | BANK CHARGES                        | 10,973                  | 12,000                  | 12,500                  | 15,000                  | 15,000                  |
| 50                                     | 510 | 5305 | POSTAGE / FREIGHT                   | 7,572                   | 15,000                  | 8,500                   | 15,000                  | 15,000                  |
| 50                                     | 510 | 5310 | SAFETY / EQUIP / CLOTHING           | 4,582                   | 8,500                   | 3,000                   | 4,000                   | 4,000                   |
| 50                                     | 510 | 5320 | SMALL TOOLS                         | 2,282                   | 3,500                   | 3,500                   | 3,500                   | 3,500                   |
| 50                                     | 510 | 5330 | SPECIAL DEPT SUPPLIES               | 88,089                  | 145,000                 | 55,000                  | 100,000                 | 100,000                 |
| 50                                     | 510 | 5350 | WATER PURCHASES                     | 270,926                 | 340,000                 | 100,000                 | 150,000                 | 150,000                 |
|  |     |      |                                     | <u>389,012</u>          | <u>536,500</u>          | <u>189,900</u>          | <u>300,000</u>          | <u>300,000</u>          |
| <u><i>CAPITAL</i></u>                  |     |      |                                     |                         |                         |                         |                         |                         |
| 50                                     | 510 | 5440 | EQUIPMENT - AUTOMOTIVE              | 70,439                  | 90,000                  | 84,000                  | 95,000                  | 95,000                  |
| 50                                     | 510 | 5442 | OTHER                               | 352,899                 | 662,600                 | 920,000                 | 1,260,999               | 1,260,999               |
|  |     |      |                                     | <u>423,338</u>          | <u>752,600</u>          | <u>1,004,000</u>        | <u>1,355,999</u>        | <u>1,355,999</u>        |
| <u><i>FIXED CHARGES</i></u>            |     |      |                                     |                         |                         |                         |                         |                         |
| 50                                     | 510 | 5520 | DEBT SERVICE (PRINCIPAL / INTEREST) | 1,362,676               | 1,239,222               | 1,224,405               | 1,244,822               | 1,244,822               |
| 50                                     | 510 | 5521 | TRUSTEE FEES                        | 4,500                   | 4,500                   | 2,000                   | 2,000                   | 2,000                   |
| 50                                     | 510 | 5910 | TRANSFER OUT                        | 2,083                   | 0                       | 0                       | 16,661                  | 16,661                  |
|  |     |      |                                     | <u>1,369,259</u>        | <u>1,243,722</u>        | <u>1,226,405</u>        | <u>1,263,483</u>        | <u>1,263,483</u>        |
| <b><u>WATER OPERATION</u></b>          |     |      |                                     | <b><u>4,584,011</u></b> | <b><u>4,391,089</u></b> | <b><u>4,489,050</u></b> | <b><u>5,178,506</u></b> | <b><u>5,178,506</u></b> |

5210 ESTRADA SYSTEMS GROUP, PRIMO CONSTRUCTION, HARRIS, CONTROL SYSTEMS ENGINEERING, TOWNSEND, WEBB, STILLS, RS INSTRUMENTS  
WATER CONSERVATION \$45,000

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) VEHICLE





**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WATER FUND  
WATER DEPARTMENT  
WATER CONSERVATION DIVISION**

|                                 |     |      |                               | 2013 - 2014 | 2014 - 2015 | 2014 - 2015 | 2015 - 2016 | 2016 - 2017 |
|---------------------------------|-----|------|-------------------------------|-------------|-------------|-------------|-------------|-------------|
|                                 |     |      |                               | ACTUAL      | BUDGET      | ESTIMATED   | PROPOSED    | PROPOSED    |
| <u>PERSONNEL SERVICES</u>       |     |      |                               |             |             |             |             |             |
| 50                              | 515 | 5102 | SALARIES-PART TIME            | 0           | 0           | 188         | 36,000      | 36,000      |
| 50                              | 515 | 5103 | OVERTIME                      | 0           | 0           | 0           | 0           | 0           |
| 50                              | 515 | 5112 | FICA                          | 0           | 0           | 15          | 2,754       | 2,754       |
| 50                              | 515 | 5114 | UNEMPLOYMENT INS              | 0           | 0           | 11          | 672         | 672         |
|                                 |     |      |                               | <hr/>       | <hr/>       | <hr/>       | <hr/>       | <hr/>       |
|                                 |     |      |                               | 0           | 0           | 214         | 39,426      | 39,426      |
| <u>SERVICES</u>                 |     |      |                               |             |             |             |             |             |
| 50                              | 515 | 5241 | MAINTENANCE OF EQUIPMENT      | 0           | 0           | 0           | 500         | 500         |
| 50                              | 515 | 5242 | VEHICLE FUEL                  | 0           | 0           | 0           | 5,000       | 5,000       |
| 50                              | 515 | 5250 | PUBLICATION / DUES            | 0           | 0           | 0           | 0           | 0           |
| 50                              | 515 | 5265 | TRAINING/EDUCATION            | 0           | 0           | 0           | 500         | 500         |
| 50                              | 515 | 5270 | TRAVEL & MEETINGS             | 0           | 0           | 0           | 1,000       | 1,000       |
|                                 |     |      |                               | <hr/>       | <hr/>       | <hr/>       | <hr/>       | <hr/>       |
|                                 |     |      |                               | 0           | 0           | 0           | 7,000       | 7,000       |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                               |             |             |             |             |             |
| 50                              | 515 | 5301 | OFFICE SUPPLIES               | 0           | 0           | 100         | 1,000       | 1,000       |
| 50                              | 515 | 5310 | SAFETY/EQUIPMENT/CLOTHING     | 0           | 0           | 0           | 500         | 500         |
| 50                              | 515 | 5330 | SPECIAL DEPARTMENTAL SUPPLIES | 0           | 0           | 0           | 5,000       | 5,000       |
|                                 |     |      |                               | <hr/>       | <hr/>       | <hr/>       | <hr/>       | <hr/>       |
|                                 |     |      |                               | 0           | 0           | 100         | 6,500       | 6,500       |
| <b>WATER CONSERVATION:</b>      |     |      |                               | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |
|                                 |     |      |                               | 0           | 0           | 314         | 52,926      | 52,926      |

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WATER FUND  
WATER DEPARTMENT  
WATER BONDS DIVISION**

|    |     |      |                                    | 2013 - 2014<br>ACTUAL | 2014 - 2015<br>BUDGET   | 2014 - 2015<br>ESTIMATED | 2015 - 2016<br>PROPOSED | 2016 - 2017<br>PROPOSED |
|----|-----|------|------------------------------------|-----------------------|-------------------------|--------------------------|-------------------------|-------------------------|
|    |     |      | <u>INFRASTRUCTURE IMPROVEMENTS</u> |                       |                         |                          |                         |                         |
| 52 | 510 | 6010 | INFRASTRUCTURE IMPROVEMENTS        | <u>955,060</u>        | <u>1,324,178</u>        | <u>1,948,226</u>         | <u>0</u>                | <u>0</u>                |
|    |     |      |                                    | <u>955,060</u>        | <u>1,324,178</u>        | <u>1,948,226</u>         | <u>0</u>                | <u>0</u>                |
|    |     |      | <b>WATER BONDS</b>                 | <u><u>955,060</u></u> | <u><u>1,324,178</u></u> | <u><u>1,948,226</u></u>  | <u><u>0</u></u>         | <u><u>0</u></u>         |

|  |                   |                   |                   |
|--|-------------------|-------------------|-------------------|
| <b>BEG. WATER FUND BALANCE:</b>                              |                   |                   |                   |
| <b>WATER FUND REVENUE:</b>                                   |                   |                   |                   |
| <b>WATER BONDS FUND REVENUE:</b>                             |                   |                   |                   |
| <b>WATER OPERATIONS EXPENDITURES:</b>                        |                   |                   |                   |
| <b>WATER BONDS INFRASTRUCTURE IMPROVEMENTS EXPENDITURES:</b> |                   |                   |                   |
| <b>WATER CAPACITY EXPENDITURES:</b>                          |                   |                   |                   |
| <b>ENDING WATER FUND BALANCE:</b>                            | <u><u>\$0</u></u> | <u><u>\$0</u></u> | <u><u>\$0</u></u> |
|  | 0                 | 0                 | 0                 |



**CITY OF IMPERIAL - DIVISION SUMMARY**  
**FISCAL YEAR 2015 - 2016**

**DIVISION NO: 55-520**

**DIVISION NAME: WASTEWATER OPERATIONS**

**FUND: Wastewater FUND NO: 55 DIVISION BUDGET: \$3,540,030**

**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 63 miles of collection system mains, sixteen (16) pump stations, 1 MGD biolac system, and a 2.4 MGD activated sludge (oxidation ditch) treatment facility and serves approximately 5,200 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. Rehabilitate Claypool Lift Station and service line.
2. Complete a line capacity study of the South Colonia Area.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

**WASTEWATER FUND  
WASTEWATER DEPARTMENT  
WASTEWATER OPERATION DIVISION**

|                           |     |      | 2013 - 2014<br>ACTUAL              | 2014 - 2015<br>BUDGET | 2014 - 2015<br>ESTIMATED | 2015 - 2016<br>PROPOSED | 2016 - 2017<br>PROPOSED |         |
|---------------------------|-----|------|------------------------------------|-----------------------|--------------------------|-------------------------|-------------------------|---------|
| <u>PERSONNEL SERVICES</u> |     |      |                                    |                       |                          |                         |                         |         |
| 55                        | 520 | 5101 | SALARIES-FULL TIME                 | 300,001               | 425,042                  | 371,966                 | 486,278                 | 486,278 |
| 55                        | 520 | 5102 | SALARIES-PART TIME                 | 4,500                 | 0                        | 0                       | 0                       | 0       |
| 55                        | 520 | 5103 | OVERTIME                           | 21,137                | 50,000                   | 20,328                  | 30,000                  | 30,000  |
| 55                        | 520 | 5104 | STANDBY                            | 11,753                | 18,500                   | 13,277                  | 18,000                  | 18,000  |
| 55                        | 520 | 5105 | CERTIFICATE PAY                    | 550                   | 1,950                    | 625                     | 2,600                   | 2,600   |
| 55                        | 520 | 5110 | UNIFORM ALLOWANCE                  | 4,126                 | 4,500                    | 11,649                  | 13,000                  | 13,000  |
| 55                        | 520 | 5111 | RETIREMENT                         | 42,483                | 32,452                   | 29,220                  | 32,342                  | 32,342  |
| 55                        | 520 | 5112 | FICA                               | 25,806                | 38,005                   | 30,567                  | 41,171                  | 41,171  |
| 55                        | 520 | 5113 | WORKER'S COMP - SELF FUNDED        | 45,000                | 50,000                   | 63,434                  | 65,000                  | 65,000  |
| 55                        | 520 | 5114 | UNEMPLOYMENT INSURANCE             | 5,154                 | 3,761                    | 2,924                   | 2,999                   | 2,999   |
| 55                        | 520 | 5115 | HEALTH INSURANCE                   | 38,683                | 59,103                   | 45,123                  | 64,260                  | 64,260  |
| 55                        | 520 | 5120 | VEHICLE ALLOWANCE                  | 750                   | 1,200                    | 938                     | 1,200                   | 1,200   |
|                           |     |      | 499,943                            | 684,513               | 590,051                  | 756,850                 | 756,850                 |         |
| <u>SERVICES</u>           |     |      |                                    |                       |                          |                         |                         |         |
| 55                        | 520 | 5201 | ADVERTISING                        | 1,037                 | 4,000                    | 1,200                   | 2,000                   | 2,000   |
| 55                        | 520 | 5210 | CONTRACT SERVICE                   | 408,273               | 150,000                  | 200,000                 | 200,000                 | 200,000 |
| 55                        | 520 | 5230 | INSURANCE LIABILITY                | 92,605                | 60,000                   | 256,402                 | 200,000                 | 200,000 |
| 55                        | 520 | 5240 | M & O IMPROVEMENTS                 | 0                     | 0                        | 35                      | 500                     | 500     |
| 55                        | 520 | 5241 | MAINTENANCE OF EQUIPMENT           | 383,796               | 450,000                  | 350,000                 | 400,000                 | 400,000 |
| 55                        | 520 | 5242 | VEHICLE FUEL                       | 28,840                | 35,000                   | 26,100                  | 30,000                  | 30,000  |
| 55                        | 520 | 5250 | PUBLICATION / DUES / PERMITS / FIN | 24,218                | 38,000                   | 29,600                  | 30,000                  | 30,000  |
| 55                        | 520 | 5252 | RENT OF EQUIPMENT                  | 537                   | 1,000                    | 0                       | 500                     | 500     |
| 55                        | 520 | 5260 | TELEPHONE / RADIO                  | 8,759                 | 7,500                    | 7,700                   | 8,000                   | 8,000   |
| 55                        | 520 | 5262 | TESTING SERVICES                   | 28,242                | 30,000                   | 24,000                  | 25,000                  | 25,000  |
| 55                        | 520 | 5263 | CHEMICAL                           | 83,015                | 0                        | 4,000                   | 5,000                   | 5,000   |
| 55                        | 520 | 5265 | TRAINING                           | 370                   | 3,000                    | 500                     | 1,500                   | 1,500   |
| 55                        | 520 | 5270 | TRAVEL & MEETINGS                  | 2,414                 | 3,000                    | 1,300                   | 3,000                   | 3,000   |
| 55                        | 520 | 5280 | UTILITIES - ELECTRIC               | 168,327               | 175,000                  | 180,000                 | 180,000                 | 180,000 |
| 55                        | 520 | 5281 | UTILITIES - GAS                    | 0                     | 0                        | 100                     | 200                     | 200     |
|                           |     |      | 1,230,433                          | 956,500               | 1,080,937                | 1,085,700               | 1,085,700               |         |

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS**

**WASTEWATER OPERATION DIVISION CONT'D**

|                                 |     |      | 2013 - 2014                         | 2014 - 2015             | 2014 - 2015             | 2015 - 2016             | 2016 - 2017             |         |
|---------------------------------|-----|------|-------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|---------|
|                                 |     |      | ACTUAL                              | BUDGET                  | ESTIMATED               | PROPOSED                | PROPOSED                |         |
| <u>MATERIALS &amp; SUPPLIES</u> |     |      |                                     |                         |                         |                         |                         |         |
| 55                              | 520 | 5301 | OFFICE SUPPLIES                     | 2,609                   | 10,000                  | 4,800                   | 10,000                  | 10,000  |
| 55                              | 520 | 5302 | CUSTODIAL SUPPLIES                  | 1,164                   | 2,500                   | 2,500                   | 2,500                   | 2,500   |
| 55                              | 520 | 5303 | BANK CHARGES                        | 10,973                  | 12,000                  | 12,000                  | 12,000                  | 12,000  |
| 55                              | 520 | 5305 | POSTGE / FREIGHT                    | 7,501                   | 15,000                  | 6,500                   | 15,000                  | 15,000  |
| 55                              | 520 | 5310 | SAFETY / EQUIP / CLOTHING           | 11,823                  | 3,500                   | 2,400                   | 3,500                   | 3,500   |
| 55                              | 520 | 5320 | SMALL TOOLS                         | 2,661                   | 4,000                   | 3,500                   | 3,500                   | 3,500   |
| 55                              | 520 | 5330 | SPECIAL DEPT SUPPLIES               | 32,836                  | 50,000                  | 19,000                  | 50,000                  | 50,000  |
|                                 |     |      | <u>69,567</u>                       | <u>97,000</u>           | <u>50,700</u>           | <u>96,500</u>           | <u>96,500</u>           |         |
| <u>CAPITAL</u>                  |     |      |                                     |                         |                         |                         |                         |         |
| 55                              | 520 | 5430 | IMPROVEMENTS OTHER THAN BLDG        | 0                       | 0                       | 0                       | 0                       | 0       |
| 55                              | 520 | 5440 | EQUIPMENT - AUTOMOTIVE              | 41,605 *                | 90,000                  | 95,983                  | 90,000                  | 90,000  |
| 55                              | 520 | 5442 | EQUIPMENT - OTHER                   | 145,309 *               | 595,600                 | 9,085                   | 590,000                 | 590,000 |
|                                 |     |      | <u>186,914</u>                      | <u>685,600</u>          | <u>105,068</u>          | <u>680,000</u>          | <u>680,000</u>          |         |
| <u>FIXED CHARGES</u>            |     |      |                                     |                         |                         |                         |                         |         |
| 55                              | 520 | 5520 | DEBT SERVICE (PRINCIPAL / INTEREST) | 968,150                 | 987,454                 | 976,263                 | 990,253                 | 990,253 |
| 55                              | 520 | 5521 | TRUSTEE FEES                        | 4,500                   | 4,500                   | 2,000                   | 2,000                   | 2,000   |
| 55                              | 520 | 5910 | TRANSFER OUT                        | 8,335                   | 0                       | 0                       | 7,195                   | 7,195   |
|                                 |     |      | <u>980,985</u>                      | <u>991,954</u>          | <u>978,263</u>          | <u>999,448</u>          | <u>999,448</u>          |         |
| <b>WASTEWATER OPERATION</b>     |     |      | <u><u>2,967,842</u></u>             | <u><u>3,415,567</u></u> | <u><u>2,805,019</u></u> | <u><u>3,618,498</u></u> | <u><u>3,618,498</u></u> |         |

5210    *ESTRADA SYSTEMS GROUP, PRIMO CONSTRUCTION, HARRIS, IMPERIAL LANDFILL, TOWNSEND, WEBB, STILLS, RS INSTRUMENTS*  
5250    *SWRCB ACCOUNTING OFFICE*  
5440    *NEW VEHICLE*

**CITY OF IMPERIAL - PROGRAM SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION NO: 56-520**

**DIVISION NAME: WASTEWATER CAPACITY**

**FUND: Wastewater FUND NO: 56 DIVISION BUDGET: \$500,000**

**DEPARTMENT: Wastewater DIV NO: 520**

**THIS DIVISION: Wastewater Capacity**

**DIVISION DESCRIPTION:**

This division provides both in - house and consultant engineering services for preparation of plans, administration of construction contracts, and coordination with Waste Water Treatment Plant Operators for the maintenance and safety of the facility and employees as well as collection system improvements.

**DIVISION GOAL:**

To provide quality engineering and construction services in a timely, professional, and cost - conscious manner.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Purchase of property.
2. Start a multi-year process for planning plant expansion or upsizing.

**CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017**

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

|    |     |      |                            | <b>2013 - 2014<br/>ACTUAL</b> | <b>2014 - 2015<br/>BUDGET</b> | <b>2014 - 2015<br/>ESTIMATED</b> | <b>2015 - 2016<br/>PROPOSED</b> | <b>2016 - 2017<br/>PROPOSED</b> |
|----|-----|------|----------------------------|-------------------------------|-------------------------------|----------------------------------|---------------------------------|---------------------------------|
|    |     |      | <u>CAPITAL</u>             |                               |                               |                                  |                                 |                                 |
| 56 | 520 | 5410 | LAND                       | 0                             | 500,000                       | 0                                | 500,000                         | 0                               |
|    |     |      |                            | 0                             | 500,000                       | 0                                | 500,000                         | 0                               |
|    |     |      | <b>WASTEWATER CAPACITY</b> | <u>0</u>                      | <u>500,000</u>                | <u>0</u>                         | <u>500,000</u>                  | <u>0</u>                        |
|    |     | 5410 | KEYSTONE PROPERTY          |                               |                               |                                  |                                 |                                 |



**CITY OF IMPERIAL - DIVISION SUMMARY**  
***FISCAL YEAR 2015 - 2016***

**DIVISION No: 57-520**

**DIVISION:**            **WASTEWATER BONDS**

**FUND:**                **Wastewater**                                **FUND NO: 57**                **DIVISION BUDGET: \$2,676,668**

**DEPARTMENT:**    **Wastewater**                                **DIV NO: 520**

**THIS DIVISION:**    **Wastewater Bonds**

**DIVISION DESCRIPTION:**

This division provides both in - house and consultant services for preparation of plans, administration of construction contracts, and coordination with Wastewater Treatment Plant Operators for the maintenance and safety of the facility and employees as well as treatment system improvements.

**DIVISION GOAL:**

To provide quality engineering and construction services in a timely, professional, and cost - conscious manner.

**CURRENT YEAR DIVISION OBJECTIVES:**

1. Complete bond funded projects including "B" Street Lift Station improvements, Neckel Road sewerline, coarse screening project at the treatment plant.

CITY OF IMPERIAL  
DEPARTMENTAL OPERATING BUDGETS  
FISCAL YEAR ENDED 2015 - 2016 & 2016 - 2017

**WASTEWATER FUND  
WASTEWATER DEPARTMENT  
WASTEWATER BONDS DIVISION**

|    |     |      |                                    | 2013 - 2014<br>ACTUAL | 2014 - 2015<br>BUDGET | 2014 - 2015<br>ESTIMATED | 2015 - 2016<br>PROPOSED | 2016 - 2017<br>PROPOSED |
|----|-----|------|------------------------------------|-----------------------|-----------------------|--------------------------|-------------------------|-------------------------|
|    |     |      | <u>INFRASTRUCTURE IMPROVEMENTS</u> |                       |                       |                          |                         |                         |
| 57 | 520 | 6010 | INFRASTRUCTURE IMPROVEMENTS        | <u>0</u>              | <u>2,969,653</u>      | <u>292,985</u>           | <u>2,676,668</u>        | <u>0</u>                |
|    |     |      |                                    | 0                     | 2,969,653             | 292,985                  | 2,676,668               | 0                       |
|    |     |      | <b>WASTEWATER BONDS</b>            | <u>0</u>              | <u>2,969,653</u>      | <u>292,985</u>           | <u>2,676,668</u>        | <u>0</u>                |

|   |                   |                   |                   |
|---|-------------------|-------------------|-------------------|
| <b>BEG. WASTEWATER FUND BALANCE:</b>                              |                   |                   |                   |
| <b>WASTEWATER FUND REVENUE:</b>                                   |                   |                   |                   |
| <b>WASTEWATER BONDS FUND REVENUE:</b>                             |                   |                   |                   |
| <b>WASTEWATER OPERATIONS EXPENDITURES:</b>                        |                   |                   |                   |
| <b>WASTEWATER BONDS INFRASTRUCTURE IMPROVEMENTS EXPENDITURES:</b> |                   |                   |                   |
| <b>WASTEWATER CAPACITY EXPENDITURES:</b>                          |                   |                   |                   |
| <b>ENDING WASTEWATER FUND BALANCE:</b>                            | <u><b>\$0</b></u> | <u><b>\$0</b></u> | <u><b>\$0</b></u> |
|   | 0                 | 0                 | 0                 |



## City of Imperial Fund Descriptions

- 01 General Fund** Functions as the chief operating fund for the City.
- 03 Traffic Congestion Relief** 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 *street and highway maintenance, rehabilitation, construction and storm damage repairs.*
- 04 Traffic Safety** 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 *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.*
- 05 State Gas Tax** Highway Users Tax used for *paved and unpaved street maintenance, construction or reconstruction including salaries & benefits and equipment.* 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 Local Transportation** 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 *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.* Equipment is not an eligible expenditure.
- 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 *bus benches / shelters.*
- 07 Dial - A- Ride** 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.
- 10**     ***COPS Grant 2013***     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.
- 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.
- 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.
- 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 RLA** Reuse Loan Assistance from CDBG loans made available for home program reuse.
- 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.
- 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.
- 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.
- 31 COPS Grant 2012** 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.
- 33 Imperial Grant** Purchase of Fire and Police safety equipment.
- 35 Sky Ranch Landscape** Assessment paid by the property owners for the landscape services in the subdivision.
- 37 Prop 1B Bond** Monies are to be used for transportation improvements, to include curb, gutter, sidewalk, street lights, fire hydrants, water / sewer lines, etc.
- 39 Library Literacy** This program is to enable Californians of all ages to reach their literacy goals and use library services effectively.
- 40 Police Technology Grant** Grant through the State of California for upgrade to Police Technology.
- 45 FEMA/CALEMA** This fund was created to fund the repairs for the 2010 Earthquake and is intended to be reimbursed through Federal and State monies.
- 48 General Loan Account** Reuse Loan Assistance monies made available for home and business program reuse.
- 49 Dog Park Account** This account is established for donations to the Dog Park.

|           |  |  |
|-----------|--|--|
| <b>50</b> | <b><i>Water</i></b>                      | Operation and maintenance of City owned water facilities enterprise funded by user fees and charges for service.   |
| <b>51</b> | <b><i>Water Capacity</i></b>             | 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.      |
| <b>52</b> | <b><i>Water Bond 2012</i></b>            | Bond proceeds restricted for expenditures related to the enhancement to the Water Facility for purpose projects including buildings, infrastructure, and other related activities subject to bond allocations.   |
| <b>55</b> | <b><i>Wastewater</i></b>                 | Operation and maintenance of the City's sewer system enterprise funded by user fees and charges for service.   |
| <b>56</b> | <b><i>Wastewater Capacity</i></b>        | 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. |
| <b>57</b> | <b><i>Wastewater Bond 2012</i></b>       | Bond proceeds restricted for expenditures related to the enhancement to the Wastewater Facility for purpose projects including buildings, infrastructure, and other related activities subject to bond allocations.  |
| <b>64</b> | <b><i>Fire Impact Fees</i></b>           | 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.   |
| <b>65</b> | <b><i>Police Impact Fees</i></b>         | 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.   |
| <b>66</b> | <b><i>Administrative Impact Fees</i></b> | 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.   |
| <b>67</b> | <b><i>Library Impact Fees</i></b>        | 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.   |
| <b>68</b> | <b><i>Park Impact Fees</i></b>           | 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.   |
| <b>69</b> | <b><i>Circulation Impact Fees</i></b>    | 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.   |
| <b>76</b> | <b><i>STPL</i></b>                       | 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.  |
| <b>78</b> | <b><i>CMAQ</i></b>                       | 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.

- 83**     ***EDA***                     This account was established as a deposit for the EDA Grant. Account is funded through developer monies.
- 88**     ***LTA Bond 2012***             Bond proceeds restricted for expenditures related to the enhancement to the Streets for purpose of reconstruction, resurfacing, and other related activities subject to bond allocations.
- 94**     ***Successor Agency***           RPTTF monies restricted for expenditures approved by Department of Finance (DOF) through the process of an Recognized Obligation Payment Schedule (ROPS). The ROPS is completed and approved by the Successor Agency then submitted to Oversight Board and submitted to the DOF.
- 95**     ***Successor RDA Housing***       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**     ***Successor RDA Project***       Tax Increment /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.
- 98**     ***Successor RDA Debt***           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.

POSITION ALLOCATION REPORT

| FUND                       | DEPARTMENT        | CLASSIFICATION                             | FISCAL YEAR | FISCAL YEAR | FISCAL YEAR | FISCAL YEAR |
|----------------------------|-------------------|--|-------------|-------------|-------------|-------------|
|                            |                   |  | 2013-2014   | 2014-2015   | 2015-2016   | 2015-2016   |
|                            |                   |  | ALLOCATION  | ALLOCATION  | ALLOCATION  | 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                        |                   | Administrative Secretary                   | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Total                                      | 2.0         | 2.0         | 2.0         | 0.0         |
| FUND                       | FINANCE           | Finance Director                           | 1.0         | 1.0         | 1.0         | 0.0         |
| 140                        | <i>New</i>        | <i>Accounting Technician</i>               | 0.0         | 0.0         | 1.0         | 0.0         |
| 140                        |                   | Accounting Assistant III (Utility Clerk)   | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Accounting Assistant II                    | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Accounting Assistant I                     | 0.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Accounting Assistant I (Limited-Term)      | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Total                                      | 4.0         | 5.0         | 6.0         | 0.0         |
| FUND                       | HUMAN RESOURCES   | Human Resources Manager                    | 0.90        | 0.90        | 1.00        | 0.0         |
| 150                        |                   | Total                                      | 0.90        | 0.90        | 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 I (Temp/PT)              | 2.5         | 1.0         | 1.0         | 0.0         |
|                            |                   | Library Assistant II (Temp/PT)             | 0.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Literacy Coordinator (Limited-Term)        | 0.5         | 0.5         | 0.5         | 0.0         |
|                            |                   | Total                                      | 5.0         | 4.5         | 4.5         | 0.0         |
| FUND                       | RECREATION        | Parks & Recreation Director                | 1.0         | 1.0         | 1.0         | 0.0         |
| 420                        |                   | <i>Recreation Services Manager</i>         | 1.0         | 1.0         | 1.0         | 0.0         |
| 415                        | <i>New</i>        | Crew Leader                                | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | <i>General Maintenance Worker I/II</i>     | 2.0         | 2.0         | 2.0         | 0.0         |
|                            |                   | <i>Recreation Specialist</i>               | 0.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Recreation Leaders I, II, III (Temp/PT)    | 0.0         | 4.0         | 4.0         | 0.0         |
|                            |                   | Lifeguard I, II, III (Temp/PT)             | 5.0         | 8.0         | 8.0         | 0.0         |
|                            |                   | Total                                      | 10.0        | 18.0        | 18.0        | 0.0         |
| FUND                       | PLANNING SERVICES | Planning & Development Director            | 1.0         | 1.0         | 1.0         | 0.0         |
| 310                        |                   | <i>Project Manager</i>                     | 0.0         | 1.0         | 1.0         | 0.0         |
| 350                        |                   | Engineer                                   | 1.0         | 0.0         | 0.0         | 0.0         |
| 360                        |                   | Planning Technician                        | 1.0         | 1.0         | 1.0         | 0.0         |
| 350                        |                   | <i>Project Coordinator</i>                 | 0.0         | 1.0         | 0.0         | 0.0         |
| 310                        | <i>New</i>        | <i>Administrative Analyst</i>              | 1.0         | 0.0         | 1.0         | 0.0         |
|                            |                   | Planner (Limited-Term)                     | 1.0         | 0.0         | 0.0         | 1.0         |
|                            |                   | Building Inspector                         | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Engineering Tech/Insp (Limited-Term)       | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Total                                      | 7.00        | 6.00        | 6.00        | 1.0         |
| FUND                       | POLICE DEPARTMENT | Chief of Police                            | 1.0         | 1.0         | 1.0         | 0.0         |
| 210                        |                   | Administrative Sergeant                    | 1.0         | 1.0         | 1.0         | 0.0         |
| 211                        |                   | Sergeant                                   | 3.0         | 3.0         | 3.0         | 0.0         |
| 215                        |                   | Corporal                                   | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Police Officer I/II                        | 11.0        | 11.0        | 11.0        | 0.0         |
|                            |                   | Police Officer I (Limited-Term)            | 2.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Police Services Technician (Limited-Term)  | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Senior Records Clerk                       | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Records Clerk                              | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Records Clerk (Temp)                       | 0.5         | 0.5         | 0.5         | 0.0         |
|                            |                   | Total                                      | 22.5        | 21.5        | 21.5        | 0.0         |
| 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                        |                   | Public Services Foreman                    | 1.0         | 1.0         | 1.0         | 0.0         |
| 345                        |                   | Maintenance Electrician                    | 1.0         | 1.0         | 1.0         | 0.0         |
| 320                        | <i>New</i>        | <i>General Maintenance Worker I/II/III</i> | 7.0         | 7.0         | 7.0         | 0.0         |
| 300                        | <i>New</i>        | <i>GMW I/II/III (Limited-Term)</i>         | 1.0         | 2.0         | 2.0         | 0.0         |
|                            |                   | Wastewater Plant Chief Operator            | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Wastewater Plant Operator OIT - II         | 4.0         | 4.0         | 4.0         | 0.0         |
|                            |                   | Wastewater Plant Operator II               | 0.0         | 0.0         | 0.0         | 0.0         |
|                            |                   | Wastewater Plant Operator I                | 0.0         | 0.0         | 0.0         | 0.0         |
|                            |                   | Water Plant Chief Operator                 | 1.0         | 1.0         | 1.0         | 0.0         |
|                            |                   | Water Plant Operators I - III              | 4.0         | 4.0         | 4.0         | 0.0         |
|                            |                   | Water Plant Operator III                   | 0.0         | 0.0         | 0.0         | 0.0         |
|                            |                   | Water Plant Operator II                    | 0.0         | 0.0         | 0.0         | 0.0         |
|                            |                   | Water Plant Operator I                     | 0.0         | 0.0         | 0.0         | 0.0         |
|                            |                   | Total                                      | 22.0        | 23.0        | 23.0        | 0.0         |
| Total Position Allocations |                   |  | 80.40       | 87.90       | 89.00       | 1.0         |

NOTE: Proposed new Class Series/Changes to Existing Positions/Titles Change(s)  
 \*\*Prepared by Human Resources Department / Proposed for approval by City Council on 8/19/2015