



CITY OF SHASTA LAKE, CALIFORNIA

TWO-YEAR BUDGET *Fiscal Years* **2016-2017 & 2017-2018**



Adopted by Resolution CC 16-57
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City of Shasta Lake, California

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(Two Year Budget FY 2016-17 & 2017-18)

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City of Shasta Lake, California

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MEMORANDUM

TO: Mayor and City Council Members

FROM: John N. Duckett, City Manager

DATE: June 22, 2016

SUBJECT: Two-Year Fiscal Budget – FY 2016-17 and FY 2017-18

The City of Shasta Lake fiscal year 2016-17 and 2017-18 two-year budget document is presented here and includes all of the funds the City anticipates will be received and expended throughout the upcoming two-year period. In most instances, revenue and expenditures are based on known information likely to occur, however, it is important to note that the City is reliant on many factors when making projections for budget purposes. Please see the City wide comparative fund summary for 2017 and 2018 for an overview of all funds.

The two-year budget document contains estimated general wage increases for City employees. The City is currently in the final stages of negotiations with IBEW and Teamsters unions. Once contracts are finalized, a detailed salary budget by position will be presented. Management anticipates that salary budgets at this time have been estimated higher than actual. However, Council should be prepared for greater increases in salary for COLA adjustments and retirements within the next five years. Almost 25% of the current staff is eligible to retire at this time.

Health care costs continue to be unpredictable due to the newness of the Patient Protection and Affordable Care Act (PPACA). Management has included a 15% increase for the fiscal year 2018. 2016 rates increased from 12.55 to 22.14% for City plans, while 2017 rates are projected to remain constant. Premium increases are expected in the future, but it is difficult to forecast at this time.

Retiree health care costs continue to rise. The City has been able to continue prefunding the CERBT trust. As of March 31, 2016, the City has contributed \$5,684,847 to the trust. Unfortunately, costs have increased over 67.5% from last year per the most recent actuarial valuation. The City Manager is exploring options such as using the funds set aside in the trust to start making payments and/or having employees contribute to help offset costs.

Retirement pensions also continue to increase. The City recorded pension retirement liability for 2015 of \$4,392,748.

While capital outlay projects had been curtailed in recent years, several projects are underway and keeping staff busy. See the capital project summary for a list of anticipated City projects.

The term “roll-over” mentioned in this document refers to funds committed for projects in a previous fiscal year and moved to the current fiscal year.

General Fund

General Fund Revenue

Staff has spent a considerable amount of time analyzing General Fund revenue streams in order to make projections for the next two budget cycles. The City’s General Fund revenue is subject to

many factors that are outside of the City's control. With these factors in mind, staff believes that the projections presented here are likely to occur. The following table details overall General Fund revenue and expenditure projections:

Overall General Fund Estimated Revenues and Expenditures

	FY 2016-17	FY 2017-18
Revenue Projection	\$ 6,859,666	\$ 7,178,657
Expenditure Projection	6,844,622	7,308,965
Transfers	34,300	33,700
Capital Outlay - add back	32,488	175,000
Revenue Over (Under) Expenditures	\$ 13,232	\$ 10,992

Removing one-time capital expenditures, the General Fund is projected to have revenues exceeding expenditures during the first year by \$30,744. The second year is projected to have revenues exceeding expenditures by \$10,992.

The City continues to have a favorable history completing budget years with revenues exceeding expenditures. The following table compares General Fund actual revenues received to actual expenditures since fiscal year 2003:

General Fund Actual Revenues vs. Expenditures

Fiscal Year	Revenue	Expenditures	Transfers In (Out)	Over/(Under)
2015*	\$ 6,273,502	\$ 5,681,569	\$ -	*** \$ 591,933
2014*	\$ 5,694,351	\$ 5,372,676	\$ (3,334)	*** \$ 318,341
2013*	\$ 6,325,473	\$ 5,400,807	\$ (18,939)	*** \$ 905,727
2012*	\$ 5,338,139	\$ 5,037,157	\$ -	\$ 300,982
2011*	\$ 5,293,039	\$ 4,983,537	\$ 13,834	** \$ 323,336
2010*	\$ 5,540,099	\$ 5,157,203	\$ (23,000)	\$ 359,896
2009*	\$ 5,523,804	\$ 5,587,065	\$ (22,100)	*** \$ (85,361)
2008	\$ 5,895,617	\$ 5,481,466	\$ (40,000)	\$ 374,151
2007	\$ 5,608,723	\$ 4,933,507	\$ (11,300)	\$ 663,916
2006	\$ 5,101,924	\$ 4,815,031	\$ (53,595)	\$ 233,298
2005	\$ 5,029,732	\$ 4,536,286	\$ (669,019)	\$ (175,573)
2004	\$ 4,417,290	\$ 3,963,288	\$ (131,889)	\$ 322,113
2003	\$ 4,035,271	\$ 3,704,594	\$ (106,918)	\$ 223,759

* Excludes one-time capital project expenditures and OPEB contribution.

** Transfer from CDBG Project Fund.

At the close of fiscal year 2016-17, the General Fund is projected to have an unrestricted fund balance of \$982,277 or 14.42% of projected operating expenditures of \$6,812,134. The \$982,277 represents the City's General Fund reserve balance after 2016-17 expenditures (including capital outlay) have been made.

As in past years, the General Fund will have projected transfers to the City's Industrial Park Fund of \$34,300 and \$33,700 in fiscal years 2016-17 and 2017-18, respectively. This is comparable to previous fiscal year budgets.

General Fund Departmental Expenditures

City Manager – Includes the addition of the City Clerk department. The Community and Economic Development Manager salary budget was transferred from the Finance department to City Manager department. These items effect both fiscal years.

Customer Service – Increase of one additional employee to fill in gaps for staffing. Increase of 33.33% for credit card merchant processing fees.

Development Services – Increase in Consulting for 2017 and 2018 fiscal years of \$30,000 to fill in gaps for staffing.

City Clerk Services – Transferred to City Manager department.

Central Services – 23% increase in spending for other agencies support from 2016 to 2017. Note that only \$55,000 has been budgeted, but at a recent meeting Council agreed to fund \$60,501 to other agencies. This amount would be a 35.2% increase over prior year. The remaining \$5,500 will need to come out of the General Fund reserves.

Capital Projects – Includes the roll-over of \$5,797,708 for the City Hall building project and \$17,512 rollover for the John Beaudet Historical/Library/Chamber project. \$32,488 in additional funds has been included for the John Beaudet project mentioned above for 2017 with an additional \$175,000 set aside for 2018.

Park Services – 31.5% increase in spending for contracted landscaping services from 2016 to 2017.

Public Safety – 8.8% increase in spending for contracted police services from 2016 to 2017, with an additional increase of 4.3% budgeted in 2018.

Personnel & Labor Relations – 67.5% increase in spending for retiree health contributions from 2016 to 2017. The City Manager is actively pursuing funding options to support this increasing expense.

Special Revenue Funds

Transportation-Trafficway

Revenue – Revenues fluctuate from year to year.

Expenditures – A 15.5% increase has been budgeted for the Redding Area Bus Authority (RABA) services. Ashby Road paving was approved for \$1.2 million in the 2016 budget. This project will rollover into 2017. \$500,000 has been budgeted for improvements to Cascade Boulevard. Pavement striping projects have also been budgeted for 2017 and 2018.

Plant & Facility Connection Charges

These funds are collected through new development and are utilized to construct or upgrade facilities. Expenditures in these funds are limited to funds available and revenue received in the current year. The City has four wholly separate funds related to water, electric, wastewater, and park services.

Revenue – Conservative revenue projections have been made for all of the City's P&FCC funds.

Transfers – As part of the 2008 water infrastructure project, the City pledged that \$135,000 would be transferred on an annual basis from the Water P&FCC Fund to the Water Fund to assist with the payment of debt service. Due to the economic downturn, and the decline in connection fees, the amount was projected to be unavailable within the P&FCC Fund in previous fiscal years. Management was able to make partial payments beginning in the 2015-16 fiscal year. A transfer of \$50,000 is expected each year.

Per the 2014 Wastewater Study, \$222,000 and \$226,400 will be transferred to the Wastewater Fund from the Wastewater P&FCC Fund.

CDBG Projects Funds

The CDBG program is a pass-through federal grant awarded from the State of California Housing and Community Development to grant small cities with a population under 50,000. This funding is released through a Notice of Funding Availability (NOFA), and is a competitive application process. CDBG funding may be used for projects such as; community service, infrastructure improvements, and housing for low income residents. Typical projects funded in the past include infrastructure improvements and construction of public facilities.

No major grant funding has been secured at this time, however, Management is actively seeking funding.

Enterprise Funds**Water Enterprise**

Revenue – Staff used the proposed Water Rate Study anticipated to be approved in August 2016 to budget revenue.

Expenditures – The Water Fund capital budget includes \$799,025 for 2017 and \$690,925 for the 2018. Projects span over multiple years (including costs), but funds have been set aside as follows; \$600,000 for the Westside Distribution Rehab, \$200,000 for Filter No. 1 Rehab, \$75,000 for a retaining wall. The remainder of the funds have been set aside for capital projects and will be used, as needed.

Transfers – Please see narrative above under P&FCC funds.

Electric Enterprise

Revenue – Revenue projections include approved rate adjustments.

Expenditures – The Electric Utility Fund capital budget includes capital projects of \$1,295,000 and \$1,530,000 for 2017 and 2018, respectively. Several of these projects have been ongoing and funds were set aside in previously budgeted years. Projects include; \$1,000,000 for Flanagan ISIS control upgrades, \$60,000 for fiber communications, \$150,000 for public benefit facilities upgrades, \$200,000 for lights on Shasta Dam Boulevard, \$15,000 for a Knauf battery replacement, \$200,000 for Interstate 5 underground crossings, \$200,000 for Twin Lakes electrical improvements and \$500,000 for a backup generator.

Wastewater Enterprise

Revenue – Staff used the Wastewater Rate Study approved in May 2014 to budget revenue.

Expenditures –

The Wastewater Fund capital budget includes capital projects of \$1,060,000 for 2017 and \$905,000 for 2018. Included is \$30,000 for pump station repairs, \$300,000 for Pine Grove Force Main replacement, \$40,000 for a sewer camera upgrade, and \$500,000 for Pump Station No. 3 Bypass Force Main replacement. The utility is accumulating the remainder of funds for a significant project that will be required in the future related to the direct discharge of effluent from the wastewater plant. Projects span over multiple years (including costs).

Industrial Park Enterprise

Revenue – The fund includes a projected transfer from the City's General Fund in the amount of \$30,721 and \$34,713 for fiscal year 2014-15 and 2015-16, respectively. Any increase in revenue received by the Industrial Park will lower the transfer amount.

Expenditures – The fund is not self-supporting and has expenditures that exceed revenue and requires a transfer from the City's General Fund as indicated above. Included with these expenses are the costs of assessment debt which will go down as Industrial Park lots are sold to be developed. At this time there are three remaining lots within the Industrial Park.

Internal Service Funds

Motor Pool

Revenue – The fund charges only for the services it provides.

Expenditures – The Motor Pool Fund's vehicle replacement budget for the next two years is proposed as follows:

Motor Pool Vehicle Replacements

FY 2017

Digger Derrick	\$	250,000
K-9 Patrol SUV		50,000
AC Transport Truck		35,000
Water Treatment Truck		30,000
Wastewater Treatment Truck		30,000
Electric Truck		30,000
Subtotal		<u>425,000</u>

FY 2018

Patrol SUV		45,000
Patrol SUV		45,000
Building Official Truck		30,000
Electric Truck		30,000
Fork Lift		30,000
Wire Trailer		30,000
Lawn Tractor		5,000
Subtotal	\$	<u>215,000</u>

Public Works

Increases relate mainly to salary increases and employee benefit changes. Internal services charges have also increased due to increased labor costs and higher than normally budgeted expenses for Motor Pool.

All services provided by the Public Works Department are recovered from the individual funds utilizing services. These funds include the Wastewater Utility, Water Utility, Transportation-Trafficway Fund, and General Fund.

Conclusion

Information has been summarized regarding any significant changes in this two-year budget from previous year's budgets. Staff continues to monitor the State of California's budget process. It is unlikely that the state will finalize a budget prior to the City adopting this two-year budget document. Any significant action by the state could create a situation where one or more of the City's departmental budgets would require additional review by staff and City Council.

See below for a summary of City wide capital projects:

Capital Outlay Summary - City Wide

<u>Department and Project</u>	<u>Amount</u>
Water	
Westside Water Distribution Rehab	\$ 600,000
Filter No 1 Rehab	200,000
Retaining Wall	75,000
2015-16 Rollover Projects	684,260
Electric	
Flanagan Control Systems	1,000,000
Relays in Knauf and CV Stations	500,000
Interstate 5 Underground Crossings	200,000
Fiber Communications	60,000
Facilities Upgrade	150,000
Shasta Dam Blvd Lights Project	200,000
Knauf Battery Replacement	15,000
Twin Lakes Entrance and Secondary Project	200,000
GENSET Generator	500,000
Wastewater	
Pump Station Repairs	30,000
Pine Grove Force Main Replacement	30,000
Pump Station No 3 Bypass Force Main	500,000
Sewer Camera	40,000
2015-16 Rollover Projects	1,736,539
General	
John Beudet Remodel Chamber/Library/Historical	225,000
City Hall Building	5,797,708
Total Projects	<u>\$ 12,743,507</u>

COMPARATIVE FUND SUMMARY-ALL FUNDS (FY 2016-17)

Fund Category	Restricted * Funds July 1, 2016	Funds Available July 1, 2016	Estimated Revenue 2016-17	Operating Transfers In	Operating Transfers Out	Estimated Expenditures 2016-17	Restricted * Funds June 30, 2017	Estimated Fund Available June 30, 2017
GENERAL FUND	\$ 630,748	\$ 1,001,533	\$ 6,859,666	\$ -	\$ 34,300	\$ 6,844,622	\$ 630,748	\$ 982,277
SPECIAL REVENUE FUNDS								
Transportation/Trafficway	1,412,769	-	939,465	-	-	1,452,495	899,739	-
Housing Authority	1,124,601	-	-	-	-	47,500	1,077,101	-
Water Plant & Facilities	11,887	-	75,150	-	-	3,073	83,964	-
Electric Plant & Facilities	238,504	-	10,500	-	-	643	248,361	-
Wastewater Plant & Facilities	614,365	-	70,500	-	222,000	4,321	458,544	-
Parks Plant & Facilities	126,686	-	30,150	-	-	1,848	154,988	-
Law Enforcement Grant	240	-	100,000	-	-	100,000	240	-
CDBG Project Fund	96,132	-	5,000	-	-	5,000	96,132	-
CDBG Housing Rehabilitation	171,017	-	26,000	-	-	26,000	171,017	-
CDBG HOME Program	4,414,986	-	100,500	-	-	100,500	4,414,986	-
	8,211,187	-	1,357,265	-	222,000	1,741,380	7,605,072	-
DEBT SERVICE FUNDS								
1995 Wastewater Treatment	550,778	-	241,000	-	-	248,100	543,678	-
Rosamond Assessment Dist.	28,317	-	21,750	-	-	3,000	47,067	-
Riddle Road Water Bond	6,708	-	3,000	-	-	3,850	5,858	-
Davis-Grunsky Act Loan	82,916	-	16,100	-	-	12,252	86,764	-
	668,719	-	281,850	-	-	267,202	683,367	-
ENTERPRISE FUNDS - DEPRECIATION/AMORTIZATION NOT INCLUDED								
Water	62,059	1,203,552	2,973,552	-	-	3,398,910	62,059	778,194
Electric	925,160	6,922,547	20,133,540	-	-	19,298,415	925,160	7,757,672
Wastewater	-	944,723	2,913,259	222,000	-	3,009,274	-	1,070,708
Industrial Park	-	-	59,650	34,300	-	93,921	-	29
	987,219	9,070,822	26,080,001	256,300	-	25,800,520	987,219	9,606,603
INTERNAL SERVICE FUNDS - DEPRECIATION NOT INCLUDED								
Motor Pool	-	324,108	984,873	-	-	987,929	-	321,052
Community Facilities Dist.	-	253,925	38,000	-	-	76,300	-	215,625
Public Works	-	-	1,892,866	-	-	1,885,231	-	7,635
	-	578,033	2,915,739	-	-	2,949,460	-	544,312
TOTAL ALL FUNDS	\$ 10,497,873	\$ 10,650,388	\$ 37,494,521	\$ 256,300	\$ 256,300	\$ 37,603,184	\$ 9,906,406	\$ 11,133,192

* See appendix for description of restricted assets/funds

COMPARATIVE FUND SUMMARY-ALL FUNDS (FY 2017-18)

Fund Category	Restricted * Funds July 1, 2017	Funds Available July 1, 2017	Estimated Revenue 2017-18	Operating Transfers In	Operating Transfers Out	Estimated Expenditures 2017-18	Restricted * Funds June 30, 2018	Estimated Fund Available June 30, 2018
GENERAL FUND	\$ 630,748	\$ 982,277	\$ 7,178,657	\$ -	\$ 33,700	\$ 7,308,965	\$ 630,748	\$ 818,269
SPECIAL REVENUE FUNDS								
Transportation/Trafficway	899,739	-	939,465	-	-	972,848	866,356	-
Housing Authority	1,077,101	-	-	-	-	47,500	1,029,601	-
Water Plant & Facilities	83,964	-	75,150	-	-	3,227	155,887	-
Electric Plant & Facilities	248,361	-	10,500	-	-	675	258,186	-
Wastewater Plant & Facilities	458,544	-	70,500	-	226,400	4,537	298,107	-
Parks Plant & Facilities	154,988	-	30,150	-	-	1,940	183,198	-
Law Enforcement Grant	240	-	100,000	-	-	100,000	240	-
CDBG Project Fund	96,132	-	5,000	-	-	5,000	96,132	-
CDBG Housing Rehabilitation	171,017	-	-	-	-	-	171,017	-
CDBG HOME Program	4,414,986	-	88,500	-	-	88,500	4,414,986	-
	<u>7,605,072</u>	<u>-</u>	<u>1,319,265</u>	<u>-</u>	<u>226,400</u>	<u>1,224,227</u>	<u>7,473,710</u>	<u>-</u>
DEBT SERVICE FUNDS								
1995 Wastewater Treatment	543,678	-	241,000	-	-	246,670	538,008	-
Rosamond Assessment Dist.	47,067	-	21,750	-	-	3,000	65,817	-
Riddle Road Water Bond	5,858	-	3,000	-	-	3,750	5,108	-
Davis-Grunsky Act Loan	86,764	-	16,100	-	-	12,369	90,495	-
	<u>683,367</u>	<u>-</u>	<u>281,850</u>	<u>-</u>	<u>-</u>	<u>265,789</u>	<u>699,428</u>	<u>-</u>
ENTERPRISE FUNDS - DEPRECIATION/AMORTIZATION NOT INCLUDED								
Water	62,059	778,194	3,353,950	-	-	3,379,539	62,059	752,605
Electric	925,160	7,757,672	20,494,790	-	-	20,485,642	925,160	7,766,820
Wastewater	-	1,070,708	3,038,050	226,400	-	2,928,344	-	1,406,814
Industrial Park	-	29	59,650	33,700	-	93,350	-	29
	<u>987,219</u>	<u>9,606,603</u>	<u>26,946,440</u>	<u>260,100</u>	<u>-</u>	<u>26,886,875</u>	<u>987,219</u>	<u>9,926,268</u>
INTERNAL SERVICE FUNDS - DEPRECIATION NOT INCLUDED								
Motor Pool	-	321,052	758,783	-	-	761,899	-	317,936
Community Facilities Dist.	-	215,625	38,000	-	-	76,300	-	177,325
Public Works**	-	7,635	1,978,589	-	-	1,970,954	-	15,270
	<u>-</u>	<u>544,312</u>	<u>2,775,372</u>	<u>-</u>	<u>-</u>	<u>2,809,153</u>	<u>-</u>	<u>510,531</u>
TOTAL ALL FUNDS	\$ 9,906,406	\$ 11,133,192	\$ 38,501,584	\$ 260,100	\$ 260,100	\$ 38,495,009	\$ 9,791,105	\$ 11,255,068

* See appendix for description of restricted assets/funds

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Water Department

Program Description:

Administrative charges (01-01) for the Water System Utility includes expenses such as permits, insurance, depreciation, administrative fees, Motor Pool, and debt expense. Water Distribution (01-02) is responsible for providing clean safe drinking water to the City of Shasta Lake customers, along with providing adequate fire flows for residential, commercial and industrial use. Water Distribution administers the water conservation program, installs and maintains distribution mains and service lines. Performs routine and emergency maintenance on valves/boxes, meters/boxes and fire hydrants. Water Supply and Treatment (01-03) is responsible for obtaining an adequate supply of domestic water and treating the water to meet (as a minimum) State health standards. The Department is responsible for providing adequate capacity for future growth with infrastructure development and replacement. Capital outlay (01-09) provides for the funding of capital improvements and capital replacement of plant for the Water Treatment Plant and distribution facilities.

Objectives:

- Provide safe and reliable drinking water for the City of Shasta Lake citizens.
- Maintain water conservation program.
- Continue service line replacement program to eliminate future failures.
- Continue fire hydrant replacement program to help maintain adequate fire flows.
- Assist the Public Works Department in planning new infrastructure.
- Abandon the old Toyon water treatment facility.
- Assist the Planning Technical Action committee in reviewing new development and their utility needs.
- Continue securing long-term and short-term water supply contracts.

Budget Impacts:

- **Personnel:** 3 FTE
- **Operation and Maintenance:** N/A
- **Capital Outlay:** See Capital Outlay Budget (01-09)

WATER ENTERPRISE FUND

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 62,059	\$ 62,059
Funds Available, Beginning of Year	1,203,552	778,194
Estimated Revenues for Fiscal Year	2,973,552	3,353,950
Estimated Expenditures for Fiscal Year*	3,398,910	3,379,539
Restricted Funds, End of Year	62,059	62,059
Estimated Funds, End of Year	\$ 778,194	\$ 752,605

*Add back depreciation and prior year budget rollovers

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services	\$ 2,518,565	\$ 2,454,423	\$ 2,578,254	\$ 2,910,552	\$ 3,290,950
Revenue from Use of Money	8,863	5,893	20,000	10,000	10,000
Other Revenue	2,879	155,564	(382,000)	53,000	53,000
Total Revenues	\$ 2,530,307	\$ 2,615,880	\$ 2,216,254	\$ 2,973,552	\$ 3,353,950

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Water Administration	\$ 1,075,790	\$ 1,093,437	\$ 1,428,974	\$ 1,396,653	\$ 1,423,033
Water Distribution	903,472	651,221	709,954	774,250	807,758
Water Treatment	601,699	672,820	919,742	912,982	941,823
Water Capital*	351,248	363,989	1,230,160	799,025	690,925
Total Expenditures	\$ 2,932,209	\$ 2,781,467	\$ 4,288,830	\$ 3,882,910	\$ 3,863,539

*Does not include rollovers.

**REVENUE DETAIL
WATER ENTERPRISE**

Fund 01

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services					
01-702 Sales-Utility Services	\$ 2,424,296	\$ 2,097,426	\$ 2,100,254	\$ 2,903,052	\$ 3,283,450
01-705 Excess Water Usage*	79,929	346,487	475,000	-	-
01-711 Sales-Other Entities	86	-	500	-	-
01-720 Service Connection Fees	14,254	10,510	2,500	7,500	7,500
Subtotal	2,518,565	2,454,423	2,578,254	2,910,552	3,290,950
Revenue from Use of Money					
01-851 Interest on Investments	26,656	25,056	20,000	10,000	10,000
01-852 Fair Value of Investments	(17,793)	(19,163)	-	-	-
Subtotal	8,863	5,893	20,000	10,000	10,000
Other Revenue					
01-301 Transfers In	95,000	65,000	65,000	50,000	50,000
01-302 Transfers Out**	-	-	(450,000)	-	-
01-910 Miscellaneous Revenue	24,011	3,272	3,000	3,000	3,000
01-971 Other Financing Uses	(116,132)	-	-	-	-
01-975 Capital Contributions	-	87,292	-	-	-
Subtotal	2,879	155,564	(382,000)	53,000	53,000
Total Revenues	\$ 2,530,307	\$ 2,615,880	\$ 2,216,254	\$ 2,973,552	\$ 3,353,950

*Ceased in 2015-16.

**Represents transfer to General Fund for construction of new City Hall.

EXPENDITURE DETAIL
WATER ADMINISTRATION
Fund 01
Department 01

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials Supplies & Services					
5513 Permits & Fees	\$ 25,542	\$ 37,604	\$ 34,000	\$ 35,000	\$ 35,000
5521 Services-Consulting	36,876	12,091	70,000	10,000	10,000
5528 Bad Debts	7,170	6,471	13,000	7,000	7,000
5565 Travel, Meetings, Dues	-	-	500	12,000	13,000
5590 Insurance	10,654	24,964	27,295	32,825	36,100
Subtotal	80,242	81,130	144,795	96,825	101,100
Internal Services					
5710 Depreciation*	455,917	477,964	549,000	484,000	484,000
5750 Administration Fee	379,461	369,513	377,960	455,260	478,023
5760 Motor Pool Charges	19,724	20,006	20,150	24,654	24,064
Subtotal	855,102	867,483	947,110	963,914	986,087
*Depreciation is not a funded item.					
Debt Service					
5920 Interest Expense	140,446	144,824	140,255	121,529	114,480
5930 Debt Repayment- Principal	-	-	196,814	214,385	221,366
Subtotal	140,446	144,824	337,069	335,914	335,846
Total Expenses	\$ 1,075,790	\$ 1,093,437	\$ 1,428,974	\$ 1,396,653	\$ 1,423,033

WATER DISTRIBUTION**Fund 01****Department 02**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials Supplies & Services					
5504 Office Supplies	\$ 994	\$ 1,049	\$ 1,000	\$ 1,000	\$ 1,000
5505 General Operating Supplies	-	35	-	-	-
5521 Services-Consulting	635	5,188	12,000	2,000	2,000
5565 Travel, Meetings, Dues	2,356	2,160	5,000	1,500	1,500
5567 Training	2,608	5,644	5,000	5,000	5,000
5572 Small Tools & Equipment	5,005	1,545	7,500	2,500	2,500
5577 Maintenance Agreements	-	-	-	10,360	10,730
5576 Computer Serv. & Repair	2,445	1,948	2,000	2,060	2,120
5612 Water Conservation Program	7,035	21,783	18,000	18,000	18,540
5622 Distrib.-Parts & Materials	29,320	35,782	32,500	33,475	34,780
5623 Meter & Hydrants	32,360	26,594	25,000	25,750	26,523
Subtotal	82,758	101,728	108,000	101,645	104,693
Internal Services					
5755 Labor Allocation	820,714	549,493	601,954	672,605	703,065
Total Expenses	\$ 903,472	\$ 651,221	\$ 709,954	\$ 774,250	\$ 807,758

PERSONNEL SUMMARY

Authorized Classifications:

None

WATER TREATMENT PLANT**Fund 01****Department 03**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 155,540	\$ 163,657	\$ 247,430	\$ 286,274	\$ 294,113
Benefits	68,691	88,349	149,615	173,880	191,869
Subtotal	224,231	252,006	397,045	460,154	485,982
Material, Supplies & Services					
5410 Utilities	57,341	45,018	47,500	45,000	46,000
5420 Telephone	720	747	1,000	920	920
5430 Alarms	900	900	1,200	1,035	1,035
5505 General Operating Supplies	2,560	2,834	3,000	2,500	2,500
5510 Water Purchases	225,124	239,854	247,570	245,000	260,000
5511 Chemicals	11,036	11,386	7,000	14,000	14,000
5513 CV Restoration Fund	10,164	12,368	50,000	45,000	45,000
5521 Service-Consulting	3,660	3,523	50,500	5,200	5,400
5527 Service-Miscellaneous	2,893	11,622	6,000	3,120	3,245
5565 Travel, Meetings, Dues	812	3,039	3,000	3,120	3,245
5567 Training	271	1,080	3,000	8,000	2,500
5570 Equipment Rental Fees	-	-	1,500	-	-
5572 Small Tools & Equipment	-	853	-	2,500	2,500
5594 Safety	1,407	2,026	1,000	2,000	2,000
5514 Lab Supplies & Equipment	-	-	-	4,000	4,000
5610 General Maintenance	2,602	2,055	5,000	2,000	2,000
5613 Lab Testing	14,194	15,915	39,000	17,000	17,000
5630 Equipment Maintenance	33,192	47,893	45,300	40,000	31,500
Subtotal	366,876	401,113	511,570	440,395	442,845
Internal Services					
5755 Labor Allocation	10,592	19,701	11,127	12,433	12,996
Total Expenses	\$ 601,699	\$ 672,820	\$ 919,742	\$ 912,982	\$ 941,823

PERSONNEL SUMMARY

Authorized Classifications:

Public Works Superintendent-Water	1.00	1.00	1.00	1.00	1.00
Senior Plant Operator	1.00	1.00	1.00	1.00	1.00
Plant Operator	1.00	1.00	1.00	1.00	1.00
Total FTE	3.00	3.00	3.00	3.00	3.00

WATER CAPITAL PROJECTS

Fund 01

Department 09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Capital Outlay					
Rollovers from 15-16 Budget	\$ -	\$ -	\$ -	\$ 684,260	\$ -
001-1310 Water Tank Maintenance	-	15,130	-	-	-
001-1330 Water Distribution Rehab (Westside)	-	18,110	-	300,000	300,000
001-1340 Capital Project Reserve	24,124	2,683	154,034	324,025	290,925
001-1380 Chlorine Gas Dectector Monitor	-	5,730	-	-	-
000-5630 Chlorine Analyzer Replcmnt	5,954	-	-	-	-
000-5630 Roof Repairs - Water Tank	7,818	-	-	-	-
001-1380 Toyon Water Plan Demolition	-	-	125,000	-	-
001-1390 Filter #1 Rehab	-	-	-	100,000	100,000
004-1310 Software and Server Upgrade	11,096	-	-	-	-
006-1330 Sludge Dewatering	-	24,572	270,426	-	-
007-1390 Filter No 2 Media Replcmnt	8,515	-	175,000	-	-
008-1330 Raw Water Pump - Filter (BOR)	-	-	300,000	-	-
009-1330 Pensacola Transmission Replcmnt	64,424	-	-	-	-
009-1380 Water System Improvements	225,517	272,996	-	-	-
010-1330 Water Supply Feasibility Study	3,800	24,768	-	-	-
011-1330 HVAC Upgrade	-	-	5,700	-	-
011-1390 Retaining Wall	-	-	50,000	75,000	-
012-1330 Water Master Plan Update	-	-	150,000	-	-
Total Capital Outlay	\$ 351,248	\$ 363,989	\$ 1,230,160	\$ 799,025	\$ 690,925

PERSONNEL SUMMARY

Authorized Classifications:

None

TOTAL WATER ENTERPRISE

\$ 2,932,209	\$ 2,781,467	\$ 4,288,830	\$ 3,882,910	\$ 3,863,539
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CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Electric Department

Program Description:

Administrative charges (02-01) for the Electric System Utility include expenses such as insurance, depreciation, administrative fee, lease payments, debt service and the Public Benefit Program. Electric Operation (02-02) is responsible for providing electric utility service to customers in the City. The Department operates and maintains the distribution system, provides service to new customers, plans for future growth, and handles infrastructure replacements. Electric Resource Management is responsible for electric energy resource and plant management including the planning, scheduling, purchasing and sales of electric power for the City of Shasta Lake. Capital Outlay (02-09) is responsible for the funding of capital replacements of plant, facility improvements and additions, distribution system automation and SMART grid technology and long-term system development for the Electric Utility.

Objectives:

- Coordinate and administer the Public Benefit Program including: energy efficient appliance rebates, weatherization assistance for homes or businesses, commercial lighting rebates, Gasket Guy commercial refrigeration program funding, solar rebate program for homes and businesses, and community betterment projects. Monitor legislation for continuation of the Public Benefit Program.
- Joining the Northern California Power Agency (NCPA), which commits City to legislative and regulatory services.
- Develop an accurate distribution model with connectivity, loading and distances.
- Continuing improving distribution inspection program with software and accurate record keeping; replacing or upgrading deteriorated or damaged distribution facilities as a result of a good inspection program.
- Continue substation maintenance programs.
- Continue street lighting maintenance.
- Continue tree trimming and vegetation management program; right of way clearing, right of way spraying, tree trimming, dangerous tree removal, and substation spraying.
- Negotiate new long-term power arrangements.
- Continue implementing Renewable Portfolio Standard and looking for low cost effective resources to meet requirements.
- Monitor state/federal commissions and legislation for adverse impacts and develop appropriate responses.

Budget Impacts:

- **Personnel:** 10 FTE
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (02-09)

ELECTRIC ENTERPRISE FUND

FUND SUMMARY	Council	Council
	Approved FY 2016-17	Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 925,160	\$ 925,160
Funds Available, Beginning of Year	6,922,547	7,757,672
Estimated Revenues for Fiscal Year	20,133,540	20,494,790
Estimated Expenditures For Fiscal Year*	19,298,415	20,485,642
Restricted Funds, End of Year	925,160	925,160
Estimated Funds, End of Year	\$ 7,757,672	\$ 7,766,820

*Add back depreciation, amortization, and prior year budget rollovers.

REVENUE SUMMARY	Actual	Actual	Council	Council	Council
	Revenue FY 2013-14	Revenue FY 2014-15	Approved FY 2015-16	Approved FY 2016-17	Approved FY 2017-18
Charges for Current Services	\$ 19,409,280	\$ 19,027,127	\$ 20,925,727	\$ 19,925,540	\$ 20,281,790
Revenue from Use of Money	142,821	113,064	82,490	108,000	113,000
Other Revenue	(388,914)	110,993	(669,500)	100,000	100,000
Total Revenues	19,163,187	19,251,184	20,338,717	20,133,540	20,494,790

EXPENDITURE SUMMARY	Actual	Actual	Council	Council	Council
	Expended FY 2013-14	Expended FY 2014-15	Approved FY 2015-16	Approved FY 2016-17	Approved FY 2017-18
Electric Administration	3,609,469	3,925,936	11,124,085	4,337,981	4,208,765
Electric Distribution	1,832,617	2,320,808	2,614,855	2,674,764	2,705,612
Electric Resources	13,943,717	13,128,297	15,094,450	14,372,220	14,472,815
Electric Capital*	219,770	994,223	2,460,000	220,000	930,000
Total Expenditures	\$ 19,605,573	\$ 20,369,264	\$ 31,293,390	\$ 21,604,965	\$ 22,317,192

*Does not include rollovers.

**REVENUE DETAIL
ELECTRIC ENTERPRISE
FUND 02**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services					
02-701 Insurance Proceeds	\$ 137,443	\$ -	\$ -	\$ -	\$ -
02-701 Power Cost Adjustment	-	251,061	-	-	-
02-702 Sales-Utilities	10,932,444	11,138,745	11,526,531	11,061,000	11,415,000
02-704 Sales-Industrial	7,295,693	6,374,053	8,300,000	7,453,000	7,453,000
02-715 Emission Allowance Sales	541,727	765,663	561,000	911,540	913,790
02-720 Public Benefit	501,973	497,605	538,196	500,000	500,000
Subtotal	19,409,280	19,027,127	20,925,727	19,925,540	20,281,790
Revenue from Use of Money					
02-851 Interest on Investments	133,386	111,877	50,000	75,000	80,000
02-852 Fair Value of Investment	(23,121)	(36,767)	-	-	-
02-855 Interest Income	32,556	37,954	32,490	33,000	33,000
Subtotal	142,821	113,064	82,490	108,000	113,000
Other Revenue					
02-302 Transfers Out*	-	-	(700,000)	-	-
02-535 Temp Electric Permit	-	-	500	-	-
02-910 Miscellaneous Revenue	198,398	101,047	30,000	100,000	100,000
02-975 Capital Contributions	-	9,946	-	-	-
02-971 Other Financing Uses	(587,312)	-	-	-	-
Subtotal	(388,914)	110,993	(669,500)	100,000	100,000
Total Revenues	\$ 19,163,187	\$ 19,251,184	\$ 20,338,717	\$ 20,133,540	\$ 20,494,790

*Represents transfer to General Fund for construction of new City Hall.

EXPENDITURE DETAIL
ELECTRIC ADMINISTRATION
Fund 02
Department 01

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials Supplies & Services					
5520 Services-Legal	\$ -	\$ 1,410	\$ -	\$ -	\$ -
5521 Services-Consulting	11,475	6,033	10,000	25,000	25,000
5528 Bad Debts	50,007	26,269	65,000	35,000	35,000
5565 Travel, Meetings, Dues	45,161	66,440	100,000	210,000	213,750
5590 Insurance	72	90,930	103,825	125,530	138,100
Subtotal	106,715	191,082	278,825	395,530	411,850
Internal Services					
**5710 Depreciation	755,479	775,501	795,000	770,100	770,100
5750 Administration Fee	1,809,227	1,974,080	2,002,015	2,245,667	2,357,950
*5760 Motor Pool Charges	234,219	229,159	239,245	526,684	268,865
Subtotal	2,798,925	2,978,740	3,036,260	3,542,451	3,396,915
*2016-17 includes a passthrough of a Digger Derrick truck (crane truck).					
**Depreciation is not a funded item.					
Debt Service					
5920 Interest Expense	391,063	365,812	374,000	-	-
5930 Debt Repayment- Principal	-	-	7,000,000	-	-
5990 Public Benefit Program	312,766	390,302	435,000	400,000	400,000
Subtotal	703,829	756,114	7,809,000	400,000	400,000
Total Expenses	\$ 3,609,469	\$ 3,925,936	\$ 11,124,085	\$ 4,337,981	\$ 4,208,765

PERSONNEL SUMMARY

Authorized Classifications:
None

ELECTRIC DISTRIBUTION

Fund 02

Department 02

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 1,016,989	\$ 1,207,538	\$ 1,232,169	\$ 1,272,581	\$ 1,294,255
Benefits	440,223	501,697	602,910	641,358	705,532
Subtotal	1,457,212	1,709,235	1,835,079	1,913,939	1,999,787
Material, Supplies & Services					
5310 Janitorial Supplies	430	167	525	-	-
5410 Utilities	8,350	8,402	10,000	9,200	9,200
5420 Telephone	5,002	6,310	5,000	6,300	6,300
5430 Alarms	498	420	500	575	575
5505 General Operating Supplies	4,538	4,744	5,500	5,500	5,500
5507 Postage & Supplies	137	-	500	500	500
5521 Service-Consulting	4,971	5,703	10,000	10,000	10,000
5526 Service-Janitorial	3,033	2,970	3,300	3,500	3,500
5527 Services-Miscellaneous	3,061	1,165	3,500	3,500	3,500
5561 Site Clean-up	3,805	3,846	5,000	5,000	5,000
5565 Travel, Meetings, Dues	3,545	4,310	7,500	7,500	7,500
5567 Training	2,455	4,891	10,000	10,000	10,000
5570 Equipment Rental Fees	-	-	1,000	1,000	1,000
5572 Small Tools and Equipment	10,953	10,178	18,000	14,000	14,000
5575 Maintenance Agreements	109,011	124,119	145,500	147,500	147,500
5576 Computer Services	5,222	841	5,000	5,000	5,000
5594 Safety	11,777	24,020	14,500	15,750	15,750
5604 Operations	113,670	245,182	300,000	290,000	290,000
5617 Maint. Sub-Stations	45,093	120,950	180,000	111,000	111,000
5620 Building Maintenance	7,653	6,985	10,000	10,000	10,000
5623 Meter Program	31,488	34,944	35,000	45,000	45,000
5624 Transmission Rebuild	713	1,426	5,000	60,000	5,000
Subtotal	375,405	611,573	775,325	760,825	705,825
Internal Services					
5755 Labor Allocation	-	-	4,451	-	-
Total Expenses	\$ 1,832,617	\$ 2,320,808	\$ 2,614,855	\$ 2,674,764	\$ 2,705,612

PERSONNEL SUMMARY

Authorized Classifications:

Electric Utilities Director	1	1	1	1	1
Electric Operations Manager	1	1	1	1	1
Asst. Electric Utilities Director	1	1	1	1	1
Electric Leadworker	2	2	2	2	2
Electric Lineman	3	3	3	3	3
Electric Troublemaker	1	1	1	1	1
Line Staking Technician	1	1	1	1	1
Total FTE	10	10	10	10	10

ELECTRIC RESOURCE

Fund 02

Department 03

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Material, Supplies & Services					
5009 Distributed Generation Purchases	\$ 1,331	\$ 9,503	\$ 30,000	\$ 15,570	\$ 18,165
5420 Telephone	4,596	5,563	5,000	5,200	5,200
5505 General Operating Supplies	1,699	921	2,500	2,500	2,500
5508 Emission Purchase Passthrough (Co2)	-	1,348,020	1,100,000	1,040,000	1,080,000
5509 Power Purchase Amortization	461,449	461,449	461,450	461,450	461,450
5510 Power Purchases	5,418,192	4,659,882	5,940,000	5,506,000	5,506,000
5511 Power Purchases-Pass Through	6,878,473	5,272,801	6,110,000	5,854,000	5,857,000
5512 California Surcharge Energy Tax	54,812	48,964	58,000	55,000	55,000
5513 CV Restoration Fund	206,443	337,295	350,000	350,000	350,000
5521 Services-Consulting	45,845	18,424	100,000	70,000	100,000
5527 Services-Miscellaneous	-	4,009	-	-	-
5565 Travel, Meetings, & Dues	8,355	10,553	15,000	15,000	15,000
5576 Computer Services & Repairs	4,122	2,509	7,500	7,500	7,500
5605 Transmission Reservations	858,400	948,404	915,000	990,000	1,015,000
Total Expenses	\$ 13,943,717	\$ 13,128,297	\$ 15,094,450	\$ 14,372,220	\$ 14,472,815

PERSONNEL SUMMARY

Authorized Classifications:

None

ELECTRIC CAPITAL PROJECTS

Fund 02

Department 09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Capital Outlay					
001-1390 GIS Software Evaluation	\$ -	\$ 28,787	\$ -	\$ -	-
002-1320 Flanagan Control Systems*	-	726,000	1,500,000	1,000,000	-
002-1390 Sotware & Server Upgrade	45,428	-	-	-	-
003-1320 Field Reclosers Communication	26,276	1,241	-	-	-
004-1390 Relays in Knauf and CV Substations*	-	-	450,000	-	500,000
007-1311 Inspection Software	-	39,180	-	-	-
007-1390 Photo-voltaic System	-	-	200,000	-	-
008-1390 Transmission Replacement-Fire	119,510	-	-	-	-
010-1710 Backup Generator	-	15,703	-	-	-
013-1320 Interstate 5 URD Crossings*	4,870	91,312	150,000	-	200,000
014-1320 Fiber Communications*	-	-	25,000	30,000	30,000
021-1390 Facilities Upgrade (Public Benefit)*	-	-	125,000	50,000	100,000
022-1390 Electric Vehicle Charging Stations	-	-	10,000	-	-
023-1390 Shasta Dam Blvd Lights	-	-	-	200,000	-
037-1320 Knauf Battery Replacement	-	-	-	15,000	-
047-1390 Twin Lakes Entrance	-	-	-	-	100,000
050-1320 Twin Lakes Secondary	-	-	-	-	100,000
052-1320 WWTP - Genset	-	-	-	-	500,000
000-5620 Upgrade Electric Panel	15,500	-	-	-	-
000-5521 Corp Yard Solar Project	8,186	92,000	-	-	-
Total Capital Outlay	\$ 219,770	\$ 994,223	\$ 2,460,000	\$ 1,295,000	\$ 1,530,000

*Partial amounts of these projects are 2015-16 capital project rollovers.

PERSONNEL SUMMARY

Authorized Classifications:

None

TOTAL ELECTRIC ENTERPRISE	\$ 19,605,573	\$ 20,369,264	\$ 31,293,390	\$ 22,679,965	\$ 22,917,192
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CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Wastewater Department

Program Description:

Administrative charges (03-01) for the Wastewater System Utility include expenses such as permits, insurance, depreciation, administrative fees, Motor Pool, and debt expense. Wastewater Treatment and Reclamation (03-02) is responsible for processing the City's wastewater to meet state health standards and to provide reclaimed water for industrial and agriculture/landscaping uses. The Department includes the City's reclamation plant and spays fields surrounding the plant as well as the 410 acre reclamation pond. Wastewater Collection (03-03) provides all types of maintenance, installation, operation, and repair of approximately forty miles of sewer lines. In addition, this department is responsible for the maintenance of seven pump stations located throughout the City. Capital Outlay (03-09) provides for the funding of capital improvements and capital replacement of materials and equipment at the Wastewater Treatment Plant and in the Wastewater Collection System.

Objectives:

- Proceed with treatment plant upgrade design project.
- Renew / negotiate NPDES permit for the treatment plant with State Water Quality Control Board.
- Ongoing equipment maintenance program.
- Ongoing sludge disposal program to properly dispose of sludge waste to landfill.
- Analyzer room roof replacement & swamp cooler replacement.
- Chlorine system maintenance (yearly).
- Rebuild or replace three plant drain pumps.
- Continue implementation of the City's State mandated Sewer System Management Plan.
- Continue the main line cleaning program in accordance with the SSMP.
- Continue main line and manhole inspection program in accordance with the SSMP.
- Infiltration and inflow reduction program.

Budget Impacts:

- **Personnel:** 3 FTE
- **Operation and Maintenance:** No significant changes
- **Capital Outlay:** See Capital Outlay (03-09)

WASTEWATER ENTERPRISE FUND

FUND SUMMARY	Council	Council
	Approved FY 2016-17	Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	944,723	1,070,708
Estimated Revenues, for Fiscal Year	2,913,259	3,038,050
Operating Transfers In	222,000	226,400
Operating Transfers Out	-	-
*Estimated Expenditures, for Fiscal Year	3,009,274	2,928,344
Restricted Funds, End of Year	-	-
Estimated Funds Available, End of Year	\$ 1,070,708	\$ 1,406,814

*Add back depreciation and prior year budget rollovers

REVENUE SUMMARY	Actual	Actual	Council	Council	Council
	Revenue FY 2013-14	Revenue FY 2014-15	Approved FY 2015-16	Approved FY 2016-17	Approved FY 2017-18
Charges for Current Services	\$ 2,584,527	\$ 2,651,905	\$ 2,794,826	\$ 2,905,859	\$ 3,030,650
Revenue from Use of Money	7,200	12,778	7,900	7,400	7,400
Other Revenue	(116,936)	83,923	(449,500)	-	-
Total Revenues	2,474,791	2,748,606	2,353,226	2,913,259	3,038,050

EXPENDITURE SUMMARY	Actual	Actual	Council	Council	Council
	Expended FY 2013-14	Expended FY 2014-15	Approved FY 2015-16	Approved FY 2016-17	Approved FY 2017-18
Wastewater Administration	1,282,223	978,684	1,175,983	1,083,243	1,107,125
Wastewater Treatment	622,429	651,610	813,581	754,236	781,903
Wastewater Collection	673,943	502,494	837,082	659,805	682,326
Wastewater Capital*	190,424	623,003	2,414,439	1,060,000	905,000
Total Expenditures	\$ 2,769,019	\$ 2,755,791	\$ 5,241,085	\$ 3,557,284	\$ 3,476,354

*Does not include rollovers.

**REVENUE DETAIL
WASTEWATER ENTERPRISE
Fund 03**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services					
03-702 Sales-Utilities	\$ 2,572,740	\$ 2,641,147	\$ 2,783,276	\$ 2,899,459	\$ 3,024,250
03-703 Sales-Reclaimed Water	10,585	10,116	11,000	6,000	6,000
03-720 Service Connection Fees	1,202	642	550	400	400
Subtotal	2,584,527	2,651,905	2,794,826	2,905,859	3,030,650
Revenue from Use of Money & Property					
03-851 Interest on Investments	5,520	13,568	6,500	6,000	6,000
03-852 Fair Value of Investments	-	(2,190)	-	-	-
03-865 Pasture Rent	1,680	1,400	1,400	1,400	1,400
Subtotal	7,200	12,778	7,900	7,400	7,400
Other Revenue					
03-302 Transfers Out*	-	-	(450,000)	-	-
03-910 Miscellaneous Revenue	-	80,435	500	-	-
03-971 Other Financing Uses	(116,936)	-	-	-	-
03-975 Capital Contributions	-	3,488	-	-	-
Subtotal	(116,936)	83,923	(449,500)	-	-
Total Revenues	\$ 2,474,791	\$ 2,748,606	\$ 2,353,226	\$ 2,913,259	\$ 3,038,050

*Represents transfer to General Fund for construction of new City Hall.

EXPENDITURE DETAIL
WASTEWATER ADMINISTRATION
Fund 03
Department 01

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials Supplies & Services					
5513 Permits & Fees	\$ 16,313	\$ 17,425	\$ 17,000	\$ 15,000	\$ 15,000
5521 Consulting	11,018	-	5,000	5,000	5,000
5528 Bad Debts	10,996	9,227	15,000	10,000	10,000
5590 Insurance	17,562	33,087	35,795	41,505	45,700
5914 Assessments	272	122	54,000	-	-
Subtotal	56,161	59,861	126,795	71,505	75,700
Internal Services					
5710 Depreciation*	817,968	535,383	650,000	548,010	548,010
5750 Administration Fee	377,030	347,110	354,440	412,738	433,375
5760 Motor Pool Charges	31,064	33,991	31,730	37,980	37,007
Subtotal	1,226,062	916,484	1,036,170	998,728	1,018,392
*Depreciation is not a funded item.					
Debt Service					
5720 Interest Expense	-	2,339	2,125	1,900	1,700
5730 Debt Repayment - Principal	-	-	10,893	11,110	11,333
Subtotal	-	2,339	13,018	13,010	13,033
Total Expenses	\$ 1,282,223	\$ 978,684	\$ 1,175,983	\$ 1,083,243	\$ 1,107,125

PERSONNEL SUMMARY

Authorized Classifications:
None

WASTEWATER TREATMENT FACILITY

Fund 03

Department 02

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 211,799	\$ 239,427	\$ 242,275	\$ 283,689	\$ 291,510
Benefits	125,222	131,266	142,745	177,174	195,795
Subtotal	337,021	370,693	385,020	460,863	487,305
Material, Supplies & Services					
5410 Utilities	127,911	123,124	135,000	130,000	130,000
5420 Telephone	1,601	961	1,500	1,200	1,200
5430 Alarms	420	420	550	500	500
5505 General Operating Supplies	2,313	2,653	2,500	2,500	2,500
5511 Chemicals	16,053	16,945	30,000	18,000	18,000
5513 Permits & Fees	-	235	500	-	-
5514 Lab Supplies	10,372	13,557	17,860	15,000	15,000
5521 Service-Consulting	15,535	6,793	15,000	10,000	10,000
5526 Service-Janitorial	963	993	1,500	1,500	1,500
5527 Service-Miscellaneous	6,505	4,224	12,500	5,000	5,000
5561 Site Clean-up	14,223	11,049	15,500	18,000	18,000
5565 Travel, Meetings, Dues	980	1,288	1,200	1,000	1,000
5568 Advertisement	667	-	1,000	-	-
5572 Small Tools & Equipment	81	1,558	2,500	1,200	1,200
5576 Computer Services & Supplies	1,062	43	2,000	2,000	2,000
5594 Safety	996	610	3,000	1,500	1,500
5610 General Maintenance	8,206	7,835	22,000	10,000	10,000
5611 Discharge Permit Compliance	-	4,953	75,000	-	-
5613 Lab Testing	35,261	26,910	45,000	37,000	37,000
5630 Equipment Maintenance	5,065	37,388	40,000	34,000	35,000
Subtotal	248,214	261,539	424,110	288,400	289,400
Internal Services					
5755 Labor Allocation	37,194	19,378	4,451	4,973	5,198
Total Expenses	\$ 622,429	\$ 651,610	\$ 813,581	\$ 754,236	\$ 781,903

PERSONNEL SUMMARY

Authorized Classifications:

Public Works Superintendent-WW	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Operator II	1.00	1.00	1.00	1.00	1.00
Wastewater Treatment Operator	1.00	1.00	1.00	1.00	1.00
Total FTE	3.00	3.00	3.00	3.00	3.00

WASTEWATER COLLECTION SYSTEM

Fund 03

Department 03

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Material, Supplies & Services					
5410 Utilities	\$ 84,302	\$ 82,441	\$ 97,000	\$ 90,000	\$ 90,000
5420 Telephone	2,190.00	2,290.00	2,000.00	2,500.00	2,500.00
5504 Office Supplies	-	1,171	1,000	1,000	1,000
5513 Permits and Fees	3,021	3,184	3,500	3,500	3,500
5521 Services-Consulting	-	19,078	12,000	15,000	15,000
5565 Travel, Meetings, Dues	527	549	4,000	1,000	1,000
5567 Training	-	1,441	4,000	1,500	1,500
5572 Small Tools & Equipment	-	2,961	5,000	3,500	3,500
5575 Maintenance Agreements	-	-	-	3,000	3,000
5611 Maintenance, Collection System	5,867	7,830	27,500	15,500	15,500
5614 Lift Station Maintenance	22,714	22,457	50,000	26,000	26,000
Subtotal	118,621	143,402	206,000	162,500	162,500
Internal Services					
5755 Labor Allocation	553,568	359,252	631,082	497,305	519,826
Debt Service					
5920 Interest Expense	1,754	(160)	-	-	-
Total Expenses	\$ 673,943	\$ 502,494	\$ 837,082	\$ 659,805	\$ 682,326

PERSONNEL SUMMARY

Authorized Classifications:

None

WASTEWATER CAPITAL PROJECTS

Fund 03

Department 09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Capital Outlay					
Rollovers from 15-16 Budget	\$ -	\$ -	\$ -	\$ 1,736,539	\$ -
001-1330 Mixed Liquor Pump Repairs	-	81,953	-	-	-
001-1340 Capital Project Reserve	-	-	39,562	655,000	405,000
001-1350 Chlorine/Sulfer System	10,338	9,234	766	-	-
002-1380 Roof Repairs - Pump Stn 1 & 3	-	1,150	-	-	-
002-1390 Environmental Study	120,667	128,380	22,490	-	-
003-1370 WW Master Plan	-	-	50,000	-	-
006-1350 CCTV/Sewer Cleaing Phase I & II	11,426	285,285	265,053	-	-
007-1350 Pump Station Repairs	41,828	-	50,000	65,000	-
007-1390 Pine Grove Force Main Replcmt	-	-	-	300,000	-
008-1350 Pump Station #1 Replacement	-	60,447	476,964	-	-
008-1390 Cascade Blvd Sewer Repair	-	-	109,604	-	-
009-1350 Pump Station Repairs	-	56,554	-	-	-
009-1390 Pump Station #3 Bypass Force Main	-	-	-	-	500,000
010-1390 Sewer Camera Upgrade	-	-	-	40,000	-
012-1390 Software & Server Upgrades	6,165	-	-	-	-
050-1330 Direct Discharge	-	-	1,400,000	-	-
Total Capital Outlay	\$ 190,424	\$ 623,003	\$ 2,414,439	\$ 1,060,000	\$ 905,000

PERSONNEL SUMMARY

Authorized Classifications:

None

TOTAL WASTEWATER ENTERPRISE	\$ 2,769,019	\$ 2,755,791	\$ 5,241,085	\$ 3,557,284	\$ 3,476,354
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CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Shasta Gateway Industrial Park

Program Description:

This program manages the Shasta Gateway Industrial Park to increase the industrial base within the City by recruiting quality development, selling City properties, increasing the tax base, and providing employment opportunities for our community. This program is managed by the City Manager's office.

Objectives:

- Prepare sales/marketing program to promote sale of balance of Park.
- Recruit businesses for last 3 remaining lots owned by the City.
- Continue to improve and restore the public landscaping areas.
- Help market vacant lots in the park that are privately owned.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** Capital Outlay Budget (71-09)

INDUSTRIAL PARK ENTERPRISE FUND

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	-	29
Estimated Revenues for Fiscal Year	59,650	59,650
Operating Transfers In	34,300	33,700
Operating Transfers Out	-	-
Estimated Expenditures for Fiscal Year	93,921	93,350
Restricted Funds, End of Year	-	-
Estimated Funds Available, End of Year	\$ 29	\$ 29

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Use of Property	\$ 41,191	\$ 55,481	\$ 6,000	\$ -	\$ -
Other Revenue	72,239	72,435	119,668	59,650	59,650
Total Revenues	<u>113,430</u>	<u>127,916</u>	<u>125,668</u>	<u>59,650</u>	<u>59,650</u>

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Industrial Administration	132,299	142,460	138,095	93,921	93,350
Total Expenditures	<u>\$ 132,299</u>	<u>\$ 142,460</u>	<u>\$ 138,095</u>	<u>\$ 93,921</u>	<u>\$ 93,350</u>

REVENUE DETAIL
INDUSTRIAL ENTERPRISE
Fund 71

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Use of Money or Property					
71-860 Rental Income	\$ 41,191	\$ 55,481	\$ 6,000	\$ -	\$ -
Other Revenue					
71-301 Transfers In	15,000	-	-	-	-
71-302 Transfers Out	-	-	(446,298)	-	-
71-915 Proceeds from Sale of Land	-	-	506,966	-	-
71-910 Miscellaneous Revenue	-	15,963	-	500	500
71-950 Assessments	51,087	50,320	53,000	53,000	53,000
71-951 Landscape Maintenance	6,152	6,152	6,000	6,150	6,150
Subtotal	72,239	72,435	119,668	59,650	59,650
Total Revenues	\$ 113,430	\$ 127,916	\$ 125,668	\$ 59,650	\$ 59,650

EXPENDITURE DETAIL
INDUSTRIAL PARK
Fund 71
Department 01

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials Supplies & Services					
5410 Utilities	\$ 33,390	\$ 26,222	\$ 28,150	\$ 5,500	\$ 5,500
5505 General Operating Supplies	52	96	150	-	-
5521 Services-Consulting	403	3,920	500	500	500
5526 Services-Janitorial	970	1,168	550	-	-
5527 Services-Miscellaneous	7,870	11,914	7,000	5,800	5,800
5528 Bad Debt	354	-	-	-	-
5568 Advertisement	-	-	500	-	-
5590 Insurance-General	631	1,163	1,260	435	480
5610 General Maintenance	5,004	17,594	2,000	-	-
Subtotal	48,674	62,077	40,110	12,235	12,280
Internal Services					
5710 Depreciation	23,464	23,464	11,732	-	-
5750 Administration Fee	10,088	7,845	8,240	7,686	8,070
Subtotal	33,552	31,309	19,972	7,686	8,070
Debt Service					
5914 Property Assessments	4,442	4,755	4,700	-	-
5920 Interest Expense	45,631	44,319	43,313	44,000	43,000
5930 Debt Repayment-Principal	-	-	30,000	30,000	30,000
Subtotal	50,073	49,074	78,013	74,000	73,000
Total Expenses	\$ 132,299	\$ 142,460	\$ 138,095	\$ 93,921	\$ 93,350

PERSONNEL SUMMARY

Authorized Classifications:
None

TOTAL INDUSTRIAL PARK	\$ 132,299	\$ 142,460	\$ 138,095	\$ 93,921	\$ 93,350
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GENERAL FUND

FUND SUMMARY

	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 630,748	\$ 630,748
Funds Available, Beginning of Year	1,001,533	982,277
Estimated Revenues, for Fiscal Year	6,859,666	7,178,657
Operating Transfers In	-	-
Operating Transfers Out	34,300	33,700
Estimated Expenditures, for Fiscal Year*	6,844,622	7,308,965
Restricted Funds, End of Year	630,748	630,748
Estimated Funds Available, End of Year	\$ 982,277	\$ 818,269

*Add back prior year budget rollovers

REVENUE SUMMARY

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Taxes	\$ 1,564,553	\$ 2,191,159	\$ 2,224,500	\$ 2,331,200	\$ 2,463,205
Licenses and Permits	98,638	106,596	110,500	117,000	118,900
Revenue from Other Agencies	748,837	766,964	748,500	807,500	823,500
Charges for Services	3,082,747	3,151,335	3,158,125	3,577,916	3,746,402
Fines and Forfeitures	18,107	18,673	17,650	20,050	20,050
Revenue from Use of Money	16,700	26,857	7,500	27,000	27,000
Other Revenue	(543,395)	21,485	2,069,098	(21,000)	(20,400)
Total Revenues	4,986,187	6,283,069	8,335,873	6,859,666	7,178,657

EXPENDITURE SUMMARY

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
City Council	41,489	40,162	42,175	41,664	43,358
City Manager	256,433	199,345	344,970	558,735	586,254
Customer Services	372,943	390,551	518,860	622,759	666,918
Finance Services	496,494	518,843	418,110	466,376	499,819
Development Services	371,995	494,433	431,615	489,370	516,503
Building Services	138,894	176,022	204,100	222,036	232,149
City Clerk	117,940	131,630	133,445	-	-
Central Services	509,870	520,885	679,025	604,707	616,009
Capital Outlay*	38,133	37,405	6,116,508	32,488	175,000
Animal Control	223,690	209,958	230,320	251,221	264,082
Parks	246,506	247,480	262,324	303,802	308,928
Public Safety Services	2,406,819	2,457,480	2,613,335	2,844,033	2,966,926
Public Services	43,010	45,367	53,775	51,492	54,080
Personnel & Labor Relations	134,722	229,960	212,500	355,939	378,939
Total Expenditures	\$ 5,398,938	\$ 5,699,521	\$ 12,261,062	\$ 6,844,622	\$ 7,308,965

*Does not include rollovers.

**REVENUE DETAIL
GENERAL FUND
Fund 05**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Taxes					
05-401 Property Taxes-Current Sec.	\$ 502,588	\$ 640,882	\$ 644,000	\$ 679,200	\$ 696,180
05-402 Property Taxes-Current Unsec.	24,111	21,891	23,000	23,000	23,575
05-404 Property Taxes-Pr Yr-Unsec.	2,523	1,687	2,700	2,000	2,000
05-405 Property Taxes-Supplemental Current	22,763	18,311	15,000	18,000	18,000
05-406 Property Tax - Post RDA	334,715	314,107	265,000	328,000	334,560
05-409 Property Taxes-ERAF Backfill	5,206	200,894	222,000	165,000	165,000
05-415 Document Transfer Tax	19,317	20,213	20,000	20,000	20,000
05-420 Sales & Use Tax	381,186	441,391	400,000	463,000	476,890
05-421 Sales Tax Compensation	94,534	135,552	100,000	65,000	65,000
05-425 Transient Occupancy Tax	7,215	8,036	7,800	8,000	8,000
05-430 Franchise Tax	170,395	199,752	175,000	200,000	204,000
05-630 Special Business Tax	-	188,443	350,000	360,000	450,000
Subtotal	1,564,553	2,191,159	2,224,500	2,331,200	2,463,205
Licenses and Permits					
05-510 Business License Tax	19,491	19,317	23,000	20,000	20,400
05-520 Animal License Tax	5,403	4,009	4,000	4,000	4,000
05-530 Building Permit	62,298	66,503	67,000	75,000	76,500
05-531 Use Permit	9,796	14,467	15,000	17,500	17,500
05-532 Pre-application Fee	1,650	2,300	1,500	500	500
Subtotal	98,638	106,596	110,500	117,000	118,900
Revenues from Other Agencies					
05-610 Homeowners Exemption	7,712	7,571	8,500	7,500	7,500
05-620 Motor Vehicle In-Lieu	733,664	759,393	740,000	800,000	816,000
05-670 State Grant - OWP	7,461	-	-	-	-
Subtotal	748,837	766,964	748,500	807,500	823,500
Charges for Services					
05-730 Sales-Service Charges	11,555	11,260	13,500	13,500	13,500
05-731 Restoration of Service Fees	4,890	5,535	4,000	6,000	6,000
05-732 Field Notice Fees	72,341	69,978	65,000	70,000	70,000
05-733 Field Collection Fees	3,585	8,630	8,000	-	-
05-734 Return Check Fees	1,335	1,170	1,500	1,000	1,000
05-735 Landlord Agreement Fees	320	-	400	-	-
05-740 Plan Check Fees	21,234	22,802	25,000	25,000	25,000
05-741 Plan Check Fee - Public Works	-	-	500	-	-
05-745 Building Inspection Fees	83	84	200	500	500
05-746 Inspection Fees - Public Works	10,000	7,991	500	5,000	5,000
05-747 Misc. Employee Services Transfer	34,160	64,759	18,500	50,000	50,000
05-748 General Plan Maintenance Fee	7,597	9,835	6,500	7,500	7,500
05-749 Information Technology Fee	7,392	9,566	6,000	7,500	7,500
05-760 Park User Fees	3,027	2,771	2,200	2,500	2,500
05-761 Park Recreation Fees	2,405	4,229	1,800	-	-
05-765 Animal Control-Redemption/Boarding	1,532	2,235	1,700	1,700	1,700
05-766 Animal Control-Miscellaneous Fees	4,009	4,501	3,000	3,000	3,000
05-780 Administration Fees	2,803,498	2,872,045	2,924,825	3,369,716	3,538,202
05-784 Successor Agency Fees	93,784	53,944	75,000	15,000	15,000
Subtotal	3,082,747	3,151,335	3,158,125	3,577,916	3,746,402

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Fines and Forfeitures					
05-810 Vehicle Code Fines	12,857	13,117	12,000	15,000	15,000
05-811 Parking Citations	2,575	3,007	3,000	3,000	3,000
05-820 Court Fines	2,262	2,232	1,700	1,700	1,700
05-830 Citation-Animal Control	413	317	950	350	350
Subtotal	18,107	18,673	17,650	20,050	20,050
Revenue from Use of Money & Property					
05-851 Interest on Investments	6,917	10,446	5,000	15,000	15,000
05-860 Rental Income	9,783	16,411	2,500	12,000	12,000
Subtotal	16,700	26,857	7,500	27,000	27,000
Other Revenue					
05-301 Transfers In	11,666	9,567	2,046,298	-	-
05-302 Transfers Out	(15,000)	-	-	(34,300)	(33,700)
05-910 Miscellaneous Revenue	8,945	3,501	7,500	3,500	3,500
05-920 Donations	139,127	-	1,000	-	-
05-940 Bad Debt Recoveries	10,218	8,417	9,800	9,800	9,800
05-955 Nuisance Abatement	6,480	-	4,500	-	-
05-971 Other Financing Sources	(704,831)	-	-	-	-
Subtotal	(543,395)	21,485	2,069,098	(21,000)	(20,400)
Total Revenues	\$ 4,986,187	\$ 6,283,069	\$ 8,335,873	\$ 6,859,666	\$ 7,178,657

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

CITY COUNCIL

Program Description:

The City Council provides elected authority, leadership and direction to the City programs. The Council has a number of official responsibilities including; setting City policy, establishing City-wide goals and objectives, providing a link to City government for citizens and business, meeting with and lobbying other government agencies and business groups and supervising the City Manager and City Attorney. The Mayor and Council also appoint and serve as liaisons to the many City and County boards and commissions. Among its many responsibilities are the adoption and execution of a balanced operating and capital budget and the analysis of community problems and issues. The Council holds regular meetings each month to conduct the business of the City and to hear from Shasta Lake citizens.

Objectives:

- To supervise development and implementation of an operating budget for Fiscal Years 2016-2017 and 2017-2018.
- To analyze and address community problems and issues.
- Collaborate effectively to ensure public safety security for all and improve overall livability.
- To ensure safe, cost-effective and sustainable public services, facilities and utilities to meet the immediate and future needs of Shasta Lake.
- To provide high quality and effective city service and governance in a transparent, accessible and fiscally responsible manner.

Budget Impacts:

- **Personnel:** 5 Council Members
- **Operations and Maintenance:** No significant change
- **Capital Outlay:** None

**EXPENDITURE DETAIL
CITY COUNCIL
Fund 05
Department 01**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 17,850	\$ 18,000	\$ 19,230	\$ 18,000	\$ 18,000
Benefits	17,880	13,618	13,945	15,164	16,858
Subtotal	35,730	31,618	33,175	33,164	34,858
Materials Supplies & Services					
5505 General Operating Supplies	722	1,578	1,500	1,000	1,000
5565 Travel, Meetings, Dues	5,037	6,966	7,500	7,500	7,500
Subtotal	5,759	8,544	9,000	8,500	8,500
City Council	\$ 41,489	\$ 40,162	\$ 42,175	\$ 41,664	\$ 43,358

PERSONNEL SUMMARY

Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

CITY MANAGER

Program Description:

The City Manager's function is to serve the City Council and Community as the City's Chief Executive Officer. The City Manager provides general oversight and direction to the City as a whole both in terms of planning for the City's long-term financial and organizational health and managing the day-to-day operation of one of Shasta Lake's largest employers. The City Manager is responsible for implementing and communicating to all employees the City Council's goals and policies and managing the organization consistent with the policies of the City Council. The Manager develops and implements an approved fiscal plan based on City Council adopted policies to allocate resources for coordinated program implementation. The City Manager's office also houses the City Clerk.

The City Clerk serves as Clerk of the Council, as well as Secretary for the Redevelopment Agency, Public Financing Agency, and Housing Authority. The City Clerk maintains City records; compiles agendas; handles legal advertising and gives notice of public hearings/meetings; prepares minutes of City Council and various boards and commissions; processes and maintains record of official documents. The City Clerk serves as Notary Public and is the Filing Officer for Campaign Disclosure Forms and Statements of Economic Interest. Helps coordinate Municipal Elections, and provides administrative support to the City Council, City Manager, and Department Heads.

Objectives:

- To assist and support City Council in implementing major goals and objectives through coordination and management of staff services.
- To deliver high quality and effective delivery of the full spectrum of city service and governance in a transparent, accessible and fiscally responsible manner.
- To prepare agenda packets and record/maintain proceeding of Council/Board meetings. Ensure that all meetings and actions are published or posted within proper time limits.
- To continue document imaging of City central file records and coordinate staff instruction.

Budget Impacts:

- **Personnel:** Transfer of 3 personnel from other departments, for a total of 4 FTE
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

CITY MANAGER
Fund 05
Department 02

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 195,470	\$ 153,534	\$ 237,175	\$ 354,447	\$ 360,610
Benefits	58,007	43,733	103,295	182,488	203,844
Subtotal	253,477	197,267	340,470	536,935	564,454
Material, Supplies & Services					
5504 Office Supplies	-	-	-	500	500
5505 General Operating Supplies	179	510	1,000	800	800
5521 Consulting	-	-	-	5,000	5,000
5522 Election Expense	-	-	-	5,000	5,000
5565 Travel, Meetings, Dues	2,777	1,568	3,500	8,000	8,000
5568 Advertisement	-	-	-	2,500	2,500
Subtotal	2,956	2,078	4,500	21,800	21,800
City Manager*	\$ 256,433	\$ 199,345	\$ 344,970	\$ 558,735	\$ 586,254

*Includes City Clerk Department for 2016-17 and 2017-18.

PERSONNEL SUMMARY

Authorized Classifications:

City Manager	1.00	1.00	1.00	1.00	1.00
Project Manager	1.00	1.00	1.00	-	-
Comm. & Economic Dev. Manager	-	-	-	1.00	1.00
City Clerk	-	-	-	1.00	1.00
Administrative Assistant	-	-	1.00	1.00	1.00
Total FTE	2.00	2.00	3.00	4.00	4.00

CITY CLERK
Fund 05
Department 07

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 78,290	\$ 80,779	\$ 83,460		
Benefits	33,197	33,422	36,985		
Subtotal	111,487	114,201	120,445	-	-
Material, Supplies & Services					
5504 Office Supplies	245	540	500		
5505 General Operating Supplies	918	107	1,000		
5521 Services-Consulting	2,864	5,729	6,000		
5522 Election Expense	-	5,343	-		
5565 Travel, Meetings, Dues	1,201	3,304	4,500		
5568 Advertising	1,225	2,406	1,000		
Subtotal	6,453	17,429	13,000	-	-
City Clerk*	\$ 117,940	\$ 131,630	\$ 133,445	\$ -	\$ -

*2016-17 and 2017-18 budget included in City Manager budget.

PERSONNEL SUMMARY

Authorized Classifications:

City Clerk	1.00	1.00	1.00	-	-
Total FTE	1.00	1.00	1.00	-	-

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

FINANCE AND CUSTOMER SERVICE

Program Description:

The Customer Service and Finance Department is a key support department providing services directly to the public and to all other departments and funds in the City of Shasta Lake. Like no other department, Finance serves and interacts with every fund and department, often down to the employee level. Finance is responsible for recording and reporting all financial transactions for the City, providing accurate annual statements, budgeting, accounting, payroll and benefit processing, performing internal auditing, internal service cost tracking, insurance coverage and handling of insurance claims, information technology, and human resources. Enterprise funds also benefit from utility billing and collection activities. The Department monitors revenues and expenditures as approved by the City Council. The Finance Department assists in the preparation of special reports and projects as may be required by the City Manager. Finance provides expertise to all City departments in recruiting and retaining a diverse workforce that is committed to providing quality service to our community. Through policy direction and training efforts, Finance helps reduce the risk of employment-related legal claims and work-related injuries. Finance is also responsible for a wide spectrum of information technology devices, computers/servers, telephones, and other IT project management. The City currently contracts out for technical support, data backup, security, and software updates.

The Department also serves as the primary receptionist/front counter for all of City Hall. The Customer Service front counter is the point of contact with the public for most administrative needs, utility billing payments and information, licensing, tax collections, and general information. Customer Service provides a variety of services for the City's water, electric, wastewater, and solid waste program customers. In fulfilling these services, the department is responsible for the timely and accurate reading of both water and electric meters. The repair and maintenance of the remote metering system, which includes electric and water meter wiring, shark-fin programming and deployment, monitoring for potential water leaks, power quality and outages through the Tantalus Network and responding appropriately to the situation. Dispatching field personnel to repair, initiate or terminate services; preparation, distribution and the collection of monthly utility bills; administering and collecting customer deposits; prompt response to customer inquiries and requests; resolving customer disputes; and pursuing delinquent accounts. Additionally, the Department handles all incoming cash to the City from both external and internal sources including property taxes, animal control fees, building and use permits and other miscellaneous revenues.

Objectives:

- Coordinate the receipt of utility payments for City services and other miscellaneous charges and revenues.
- Provide excellent customer service to the public.
- Ensure all employees receive an annual performance evaluation.
- Comply with Governmental Accounting Standards board policies.
- Ensure annual financial audit and biennial and mid-year budgets are completed timely.

Budget Impacts:

- **Personnel:** 8 FTE
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

CUSTOMER SERVICE

Fund 05

Department 03

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 185,996	\$ 193,766	\$ 250,255	\$ 308,996	\$ 328,191
Benefits	95,545	85,533	140,905	189,763	214,727
Subtotal	281,541	279,299	391,160	498,759	542,918
Material, Supplies & Services					
5504 Office Supplies	1,020	170	1,700	2,000	2,000
5505 General Operating Supplies	444	491	1,000	3,000	3,000
5507 Postage & Shipping	32,389	34,597	33,500	36,000	36,000
5508 Services-Utility Bills	14,755	18,696	45,000	20,000	20,000
5527 Services-Miscellaneous	41,878	57,298	45,000	60,000	60,000
5565 Travel, Meetings, Dues	-	-	500	1,500	1,500
5594 Safety	916	-	1,000	1,500	1,500
Subtotal	91,402	111,252	127,700	124,000	124,000
Customer Service	\$ 372,943	\$ 390,551	\$ 518,860	\$ 622,759	\$ 666,918

PERSONNEL SUMMARY

Authorized Classifications:

Finance Director	-	-	0.30	0.30	0.30
Finance & Customer Service Manager	0.50	0.50	0.50	0.50	0.50
Utilities Technician	1.00	1.00	1.00	1.00	1.00
Accounting Technician	-	-	1.00	1.00	1.00
Account Clerk	1.00	1.00	1.00	-	-
Account Clerk II	-	-	-	1.00	1.00
Meter Reader/Warehouse	1.00	1.00	1.00	0.85	0.85
Total FTE	3.50	3.50	4.80	4.65	4.65

FINANCE SERVICES

Fund 05

Department 04

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 306,902	\$ 321,738	\$ 230,135	\$ 254,310	\$ 268,562
Benefits	128,889	133,416	122,650	135,566	152,757
Subtotal	435,791	455,154	352,785	389,876	421,319
Material, Supplies & Services					
5504 Office Supplies	-	482	500	4,000	4,000
5505 General Operating Supplies	238	1,301	1,300	3,000	3,000
5521 Services-Consulting	5,550	6,513	9,000	8,500	8,500
5522 Payroll Service Charges	10,647	12,678	12,500	15,000	15,000
5524 Services-Auditing	43,100	39,100	40,275	43,000	45,000
5565 Travel, Meetings, Dues	1,168	3,615	1,750	3,000	3,000
Subtotal	60,703	63,689	65,325	76,500	78,500
Finance Services	\$ 496,494	\$ 518,843	\$ 418,110	\$ 466,376	\$ 499,819

PERSONNEL SUMMARY

Authorized Classifications:

			-	-	-
Finance Director	1.00	1.00	0.70	0.70	0.70
Finance & Customer Service Manager	0.50	0.50	0.50	0.50	0.50
Lead Accounting Technician	-	-	1.00	-	-
Accounting Technician	2.00	2.00	1.00	2.00	2.00
Total FTE	3.50	3.50	3.20	3.20	3.20

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Development Services and Building

Program Description:

Development Services is responsible for current and long-range planning in the City. The Department reviews land use proposals (e.g., administrative and use permits, parcel and subdivision maps, property line adjustments, variances, design review applications, etc.) and ensures compliance with federal, state and local regulations, including the City's General Plan, Zoning Code, California Subdivision Map Act, California Environmental Quality Act and National Environmental Policy Act. The Division provides direction and leadership in implementing the goals, objectives, and policies of the City as adopted by the City Council.

Building provides enforcement of minimum standards to safeguard life, health, property and public welfare by regulating design, construction, quality of materials, use and occupancy of all structures within the City, and strives to implement these standards in a fair and consistent manner in compliance with federal, state and local regulations. The Department is responsible for Code Enforcement and the abatement of dangerous buildings, site conditions, and accumulations of junk and debris on private property.

Objectives:

- Provide professional land use planning services to the City Council and Planning Commission for discretionary project proposals, project environmental clearance (CEQA/NEPA), long range planning programs, and special projects.
- Provide additional staff support for Economic Development, Grant Administration, Building Division and Code Enforcement functions.
- Provide communication and direction regarding Permit Submittal Requirements.
- To ensure that construction meets all requirements of the California Building Code and related state and local codes.
- To keep accurate records of all building inspections.
- To provide quality and timely plan checks for all new construction.
- To accurately communicate building code requirements to property owners, tenants, applicants, engineers, etc.
- To complete the abatement of substandard buildings, both commercial and residential.

Budget Impacts:

- **Personnel:** 5 FTE
- **Operation and Maintenance:** Possible increase for consultants due to employee retirements
- **Capital Outlay:** See Capital Outlay Budget (05-09)

DEVELOPMENT SERVICES

Fund 05

Department 05

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 254,015	\$ 270,196	\$ 270,880	\$ 286,443	\$ 295,036
Benefits	93,926	99,681	131,400	156,427	175,467
Subtotal	347,941	369,877	402,280	442,870	470,503
Material, Supplies & Services					
5504 Office Supplies	910	2,916	3,000	2,500	2,500
5505 General Operating Supplies	1,041	877	1,500	1,500	1,500
5521 Consulting*	12,130	117,057	13,835	30,000	30,000
5565 Travel, Meetings, Dues	5,204	1,681	6,000	5,000	5,000
5567 Training	3,350	1,197	3,500	6,000	6,000
5568 Advertisement	1,419	828	1,500	1,500	1,000
Subtotal	24,054	124,556	29,335	46,500	46,000
Development Services	\$ 371,995	\$ 494,433	\$ 431,615	\$ 489,370	\$ 516,503

*Increase for 2016-17 and 2017-18 due to 3 expected employee retirements.

PERSONNEL SUMMARY

Authorized Classifications:

Development Services Director	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Permit Center Manager	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	0.50	0.50	0.50	0.50	0.50
Total FTE	3.50	3.50	3.50	3.50	3.50

BUILDING SERVICES

Fund 05

Department 06

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 93,094	\$ 101,680	\$ 102,370	\$ 113,781	\$ 117,195
Benefits	37,770	40,861	54,880	71,755	80,454
Subtotal	130,864	142,541	157,250	185,536	197,649
Material, Supplies & Services					
5503 Building Abatement	388	26,659	40,000	25,000	25,000
5505 General Operating Supplies	1,250	732	1,500	3,000	1,000
5521 Services-Consulting	3,124	3,918	2,050	4,000	4,000
5565 Travel, Meetings, Dues	2,158	1,273	2,000	2,500	2,500
5567 Training	1,110	899	1,300	2,000	2,000
Subtotal	8,030	33,481	46,850	36,500	34,500
Building Services	\$ 138,894	\$ 176,022	\$ 204,100	\$ 222,036	\$ 232,149

PERSONNEL SUMMARY

Authorized Classifications:

Administrative Assistant	0.50	0.50	0.50	0.50	0.50
Building Official	1.00	1.00	1.00	1.00	1.00
Building Inspector	-	-	-	0.15	0.15
Total FTE	1.50	1.50	1.50	1.65	1.65

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Central Services

Program Description:

This program includes a number of the expenditures that cover general programs of the government. The operating costs for City Hall, Community Center, City Attorney, and general overhead expenses are examples. Program expenditures may be requisitioned by several sources, but must be approved by the City Manager prior to completion. The program is administered and monitored by the Finance Department and City Manager Department.

Objectives:

- To operate and maintain the City's website and ensure the availability of public information.
- To provide for participation in community promotions that encourages tourism and visitor activities.
- Coordinate with service clubs to ensure successful community events.
- To provide general overhead for shared City costs.

Budget Impacts:

- **Personnel:** Not applicable
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

CENTRAL SERVICES

Fund 05

Department 08

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 25,382	\$ 18,706	\$ -	\$ -	\$ -
Benefits	15,202	8,808	-	-	-
Subtotal	40,584	27,514	-	-	-
Material, Supplies & Services					
5310 Janitorial Supplies	1,407	656	3,000	1,000	1,000
5410 Utilities	41,879	39,823	55,000	40,000	40,000
5420 Telephone	19,791	19,882	23,000	22,000	22,000
5430 Alarms	1,528	1,383	2,150	2,000	2,000
5504 Office Supplies	6,924	5,063	7,500	5,000	5,000
5505 General Operating Supplies	5,512	5,930	5,500	5,000	5,000
5507 Postage & Shipping	7,450	5,573	7,000	6,000	6,000
5515 Public Info Program	9,870	9,997	10,500	10,000	10,000
5516 Reimbursements Other Agencies	4,743	3,752	1,500	-	-
5517 Business Improvement Incentive*	-	-	50,000	-	-
5520 Services-Legal	50,958	49,631	50,000	50,000	50,000
5521 Services-Consulting	800	1,325	14,809	2,000	10,000
5524 Services-Internet	2,929	2,952	3,500	3,000	3,000
5525 Services-Computers	155	955	1,000	-	-
5526 Services-Janitorial	-	7,041	17,000	15,000	15,000
5527 Services-Miscellaneous	32,501	27,989	32,000	30,000	30,000
5528 Bad Debts	5,108	4,670	11,500	10,000	10,000
5529 Facility Rental	-	-	-	2,000	2,000
5560 Thrash the Trash Day	385	1,030	1,000	1,000	1,000
5561 Public Promotions	34,037	38,504	32,000	39,000	39,000
5563 Funding Requests-Other Agencies	38,000	43,780	44,738	55,000	55,000
5565 Travel, Meetings, Dues	7,989	8,916	9,500	11,000	11,000
5568 Advertisement	169	887	500	1,500	1,500
5570 Equipment Rental Fees	1,206	439	1,800	1,500	1,500
5572 Small Tools & Equipment	36	179	500	500	500
5575 Maintenance Agreements	95,386	109,063	115,000	115,000	115,000
5576 Computer Supplies & Serv.	10,447	8,430	11,000	15,000	15,000
5590 Insurance-General	(5,186)	13,577	16,495	13,035	14,990
5594 Safety	933	1,085	1,000	1,000	1,000
5610 General Maintenance	2,629	3,254	3,500	3,500	3,500
5620 Building Maintenance	10,129	5,851	15,000	5,000	5,000
5760 Motor Pool Charges	31,558	26,576	32,235	37,080	36,017
Subtotal	419,273	448,193	579,227	502,115	511,007
Debt Service					
5920 Interest Expense	10,573	13,131	13,000	12,000	12,000
5930 Principal Repayment	-	-	65,657	66,970	68,310
Subtotal	10,573	13,131	78,657	78,970	80,310
Internal Service Charge					
5755 Labor Allocation	39,440	32,047	21,141	23,622	24,692
Central Services	\$ 509,870	\$ 520,885	\$ 679,025	\$ 604,707	\$ 616,009

PERSONNEL SUMMARY

Authorized Classifications:

Janitor	1.00	1.00	-	-	-
Total FTE	1.00	1.00	-	-	-

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

General Fund – Capital Outlay Projects

Program Description:

This program contains all capital outlay projects proposed for General Fund functions. In addition, special projects by their nature, objective or funding, warrant specific notice are also included in this account. The purpose for creating a special account is to ensure that the proposed expenditures are clearly identifiable and to provide a mechanism to ensure that there is performance accountability.

Objectives:

- Complete the City Hall building.
- Complete the remodel on the John Beaudet Community Center to house the Historical/Library/Chamber project.

Budget Impacts:

- **Personnel:** Not applicable
- **Operation and Maintenance:** Not applicable
- **Capital Outlay:** See Capital Outlay Budget (05-09)

CAPITAL PROJECTS

Fund 05

Department 09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Capital Outlay					
001-1370 General Plan Tech Study	\$ -	\$ 10,955	\$ -	\$ -	\$ -
002-1390 Software & Server Upgrade	5,815	-	-	-	-
010-1390 GASB 45 Actuarial Valuation	-	7,400	7,600	-	-
030-1380 Council Chamber/Comm Ctr Imprvmts	32,318	19,050	276,908	-	-
032-1380 JB Remodel Historical/Library/Chamber*	-	-	25,000	50,000	175,000
033-1380 City Hall*	-	-	5,807,000	5,797,708	-
Total Capital Outlay	\$ 38,133	\$ 37,405	\$ 6,116,508	\$ 50,000	\$ 175,000

*Partial amounts of these projects are 2015-16 capital project rollovers.

PERSONNEL SUMMARY

Authorized Classifications:

None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Animal Control

Program Description:

The Animal Control Department carries out the California Health and Safety agenda for the public's health and animal welfare being. The Department is responsible for collecting stray animals, enforcing the City's Animal Control Ordinance, and ensuring animals are licensed and have requisite inoculations. Animal Control coordinates rabies clinics and spaying and neutering of animals. Additionally, the Department is responsible for issuing nuisance citations to local citizenry who do not abide by the City's ordinance in support of neighborly pet ownership.

Objectives:

- Provide animal control and shelter service consistent with the State's regulations and the City's desired level of service.
- Continue to enforce, educate, and issue citations on the City's and State's animal control laws, as well as parking citations.
- Coordinate with animal support groups for the placement of unwanted animals.
- Continue to provide low cost rabies clinic's to the public.
- Provide routine patrols and enforcement of City ordinances.
- Maintain City trash abatement program and various other assigned tasks using community service workers.

Budget Impacts:

- **Personnel:** 1 FTE and 3 part-time
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

ANIMAL CONTROL SERVICES

Fund 05

Department 10

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 137,276	\$ 134,430	\$ 145,890	\$ 151,958	\$ 156,367
Benefits	48,904	52,709	55,630	71,663	80,115
Subtotal	186,180	187,139	201,520	223,621	236,482
Material, Supplies & Services					
5410 Utilities	13,019	6,852	9,000	10,000	10,000
5420 Telephone	3,106	2,427	2,800	2,500	2,500
5430 Alarms	623	480	550	600	600
5504 Office Supplies	990	205	750	500	500
5505 General Operating Supplies	12,826	7,047	8,000	9,000	9,000
5515 Public Info Program	-	247	500	-	-
5522 Services-Rendering	172	174	500	-	-
5527 Services-Miscellaneous	4,346	1,527	1,050	1,000	1,000
5565 Travel, Meeting, Dues	971	256	750	1,000	1,000
5594 Safety	1,457	1,189	4,900	1,500	1,500
5620 Building Maintenance	-	2,415	-	1,500	1,500
Subtotal	37,510	22,819	28,800	27,600	27,600
Animal Control Services	\$ 223,690	\$ 209,958	\$ 230,320	\$ 251,221	\$ 264,082

PERSONNEL SUMMARY

Authorized Classifications:

Animal Control Officer Supervisor	1.00	1.00	1.00	1.00	1.00
Animal Control Officer-Part Time	1.00	1.00	1.88	1.88	1.88
Total FTE	2.00	2.00	2.88	2.88	2.88

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Park/Recreation Department

Program Description:

The Park/Recreation Department is responsible for the maintenance of all City park facilities, which include approximately forty-four acres of park grounds, tennis courts, Senior Community Center and City Hall. Recreation services include the administering summer programs. In partnership with the Gateway Unified School District, and the Shasta Lake Garden Project, the Park Department works to help beautify the City.

Objectives:

- Administer the landscape maintenance contract for park maintenance.
- Actively explore funding for park playground equipment replacement.
- Actively explore funding to implement the Park System Master Plan.
- Administer annual summer programs.

Budget Impacts:

- **Personnel:** 2 seasonal employees
- **Operation and Maintenance:** Increase in landscape maintenance contract
- **Capital Outlay:** See Capital Outlay Budget (05-09)

PARK/RECREATION SERVICES

Fund 05

Department 11

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 23,307	\$ 23,318	\$ 27,035	\$ 34,000	\$ 34,000
Benefits	4,705	5,216	3,725	6,768	7,164
Subtotal	28,012	28,534	30,760	40,768	41,164
Material, Supplies & Services					
5410 Utilities	84,873	62,074	60,000	60,000	60,000
5420 Telephone	1,110	1,020	1,100	1,100	1,100
5450 Portable Toilet Rental	1,261	1,416	1,500	1,500	1,500
5505 General Operating Supplies	2,507	2,875	1,000	3,000	3,000
5527 Services-Miscellaneous	50,350	51,180	65,000	85,500	85,500
5610 General Maintenance	8,796	7,730	9,500	7,500	7,500
Subtotal	148,897	126,295	138,100	158,600	158,600
Internal Service Charges					
5750 Internal Service Allocation	-	-	-	-	-
5755 Labor Allocation	69,597	92,651	93,464	104,434	109,164
Subtotal	69,597	92,651	93,464	104,434	109,164
Park Services	\$ 246,506	\$ 247,480	\$ 262,324	\$ 303,802	\$ 308,928

PERSONNEL SUMMARY

Authorized Classifications:

Parks-Seasonal (Part-Time)	0.96	0.96	0.96	0.96	0.96
Total FTE	0.96	0.96	0.96	0.96	0.96

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Public Safety Services

Program Description:

The Contract services agreement between the City of Shasta Lake and the Shasta County Sheriff's Offices is a year-to-year agreement. The partnership encompasses law enforcement personnel, equipment, services which include traffic enforcement. The alliance with the community, staff, and the volunteer patrol has enculturated the members providing better community services. This Contract is overseen by the City Manager Department.

Objectives:

- To provide fair and ethical law enforcement services to this community. This has been continually provided through training and education of the patrol staff and law enforcement attendance at numerous community meetings so we can better serve the City of Shasta Lake.
- To provide traffic enforcement services in order to reduce DUP's, traffic injuries and related deaths. DUI checkpoints, saturated enforcement, radar units and a children's bicycle rodeo program will accomplish this. In addition supplements P.O.S.T. traffic training will be provided to field personnel.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** Services are contracted with Shasta County
- **Capital Outlay:** See Capital Outlay Budget (05-09)

PUBLIC SAFETY SERVICES

Fund 05

Department 13

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials Supplies & Services					
5410 Utilities	\$ 19,187	\$ 19,436	\$ 15,000	\$ 15,000	\$ 15,000
5523 Contract-Police Services	2,229,835	2,277,400	2,432,655	2,663,113	2,746,006
5526 Services-Janitorial	-	4,858	7,680	11,520	11,520
5527 Contracts-Miscellaneous	8,485	15,330	12,000	6,000	6,000
5596 Citizens Patrol Expenses	1,881	1,751	2,000	1,900	1,900
5620 Building Maintenance	-	325	1,000	1,500	1,500
5760 Motor Pool Charges	147,431	138,380	143,000	145,000	185,000
Public Safety	\$ 2,406,819	\$ 2,457,480	\$ 2,613,335	\$ 2,844,033	\$ 2,966,926

PERSONNEL SUMMARY

Authorized Classifications:

None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Public Services

Program Description:

Under the direction of the City Engineer, the Public Services program is dedicated to the efficient design, construction, operation, and maintenance of public works systems and programs that protect and enhance the quality of life of the citizens of Shasta Lake.

Objectives:

- Update and publish City construction standards.
- Administer the design, construction and maintenance of all Public Works and capital improvement projects.
- Oversee planning and implementation of infrastructure improvements.
- Publish Capital Improvement Program on an annual basis.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** No Significant Change
- **Capital Outlay:** See Capital Outlay Budget (05-09)

PUBLIC SERVICES

Fund 05

Department 14

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 30,448	\$ 31,362	\$ 32,860	\$ 32,525	\$ 33,501
Benefits	9,630	10,681	11,765	13,967	15,579
Subtotal	40,078	42,043	44,625	46,492	49,080
Material, Supplies & Services					
5504 Office Supplies	496	154	500	500	500
5513 Permits & Fees	115	-	750	-	-
5521 Services-Consulting	1,340	2,160	2,400	2,500	2,500
5565 Travel, Meetings, Dues	-	-	1,500	500	500
5567 Training	-	-	2,000	-	-
5576 Computer Services/Repairs	981	1,010	2,000	1,500	1,500
Subtotal	2,932	3,324	9,150	5,000	5,000
Public Services	\$ 43,010	\$ 45,367	\$ 53,775	\$ 51,492	\$ 54,080

PERSONNEL SUMMARY

Authorized Classifications:

City Engineer	0.25	0.25	0.25	0.25	0.25
Total FTE	0.25	0.25	0.25	0.25	0.25

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Personnel & Labor Relations

Program Description:

The City's Personnel and Labor Relations program was formed to capture and monitor on-going personnel related expenses in the City's General Fund. Line items included in this department are employee training, advertising employment opportunities, retired employee medical contributions, and maintenance of personnel related procedures and laws. The program is managed by the Finance Department.

Objectives:

- To capture and monitor employee non-payroll related expenses.
- To provide five days of general management training courses for all department heads and supervisors.
- To update personnel policies and maintain policies annually.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant changes
- **Capital Outlay:** See Capital Outlay Budget (05-09)

PERSONNEL & LABOR RELATIONS

Fund 05

Department 15

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
5110 Insurance - Health	\$ 130,364	\$ 154,264	\$ 193,000	\$ 239,192	\$ 269,577
5111 OPEB Contribution	-	69,192	-	99,247	91,862
Subtotal	130,364	223,456	193,000	338,439	361,439
Material, Supplies & Services					
5504 Office Supplies	-	-	500	-	-
5505 General Operating Supplies	-	-	500	-	-
5521 Services-Consulting	160	-	1,000	5,000	5,000
5527 Services-Miscellaneous	2,725	3,553	3,000	5,000	5,000
5565 Travel, Meetings, Dues	233	-	500	-	-
5567 Training	845	1,174	13,000	5,000	5,000
5568 Advertisement	395	1,777	1,000	2,500	2,500
Subtotal	4,358	6,504	19,500	17,500	17,500
Personnel & Labor Relations	\$ 134,722	\$ 229,960	\$ 212,500	\$ 355,939	\$ 378,939

PERSONNEL SUMMARY

Authorized Classifications:

None	-	-	-	-	-
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TOTAL GENERAL FUND	\$ 5,398,938	\$ 5,699,521	\$ 12,261,062	\$ 6,862,134	\$ 7,308,965
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CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Wastewater Reclamation Facilities Assessment District

Program Description:

This fund accounts for the debt service requirements to retire an assessment on September 2, 1996, to finance the expansion of the Wastewater Treatment Plant. The original issue of \$5,645,500 consists of two components – Series A and Series B. The Series A component has principal payments ranging from \$51,000 to \$265,000, with interest payments of 4.5%. The Series B component has principal payments of \$6,500 to \$33,000, also with interest payments of 4.5%. The first payment began on September 2, 1995, and will mature on September 2, 2034. The repayment of this debt is accomplished through assessments against properties benefiting from the improvement.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** Annual debt and interest payments.
- **Capital Outlay:** N/A

WASTEWATER TREATMENT DEBT SERVICE

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 550,778	\$ 543,678
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	241,000	241,000
Estimated Expenditures, for Fiscal Year	248,100	246,670
Restricted Funds, End of Year	543,678	538,008
Estimated Funds Available, End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Special Assessment	\$ 246,805	\$ 228,851	\$ 243,500	\$ 240,000	\$ 240,000
Revenue from Use of Money	986	1,136	1,500	1,000	1,000
Total Revenues	<u>247,791</u>	<u>229,987</u>	<u>245,000</u>	<u>241,000</u>	<u>241,000</u>

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Wastewater Treatment Debt	-	238,576	244,839	248,100	246,670
Total Expenditures	<u>\$ -</u>	<u>\$ 238,576</u>	<u>\$ 244,839</u>	<u>\$ 248,100</u>	<u>\$ 246,670</u>

**REVENUE DETAIL
WASTEWATER TREATMENT DEBT
FUND 93**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Special Assessment					
93-950 Sewer Assessment	\$ 246,805	\$ 228,851	\$ 245,000	\$ 240,000	\$ 240,000
Revenue from Use of Money					
93-851 Interest Income	986	1,136	1,500	1,000	1,000
Total Revenues	\$ 247,791	\$ 229,987	\$ 246,500	\$ 241,000	\$ 241,000

**EXPENDITURE DETAIL
WASTEWATER TREATMENT DEBT SERVICE
Fund 93
Department 01**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Material, Supplies & Services					
5521 Services-Consulting	\$ -	\$ 8,566	\$ 7,200	\$ 10,000	\$ 10,000
Subtotal	-	8,566	7,200	10,000	10,000
Debt Service					
5920 Interest Expense	-	138,010	140,639	137,100	131,670
5930 Debt Repayment- Principal	-	92,000	97,000	101,000	105,000
Subtotal	-	230,010	237,639	238,100	236,670
Total Expenses	\$ -	\$ 238,576	\$ 244,839	\$ 248,100	\$ 246,670

PERSONNEL SUMMARY
Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Rosamond Assessment District

Program Description:

This fund accounts for the debt service required to retire the assessments issued on November 4, 1994, for street improvements and engineering costs within the Rosamond Avenue Area Assessment District. The original issue of \$189,277 has principal payments ranging from \$4,277 to \$20,000 that are due annually, with semi-annual interest payments of 7.5%. The first payments began on September 2, 1996, and will mature on September 2, 2016. Property tax will be levied to finance the debt service and will be legally restricted to service this debt.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** Annual debt and interest payments.
- **Capital Outlay:** N/A

ROSAMOND DEBT SERVICE

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 28,317	\$ 47,067
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	21,750	21,750
Estimated Expenditures, for Fiscal Year	3,000	3,000
Restricted Funds, End of Year	47,067	65,817
Estimated Funds Available, End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Special Assessment	\$ 18,136	\$ 22,032	\$ 21,750	\$ 21,750	\$ 21,750
Revenue from Use of Money	28	35	100	-	-
Total Revenues	<u>18,164</u>	<u>22,067</u>	<u>21,850</u>	<u>21,750</u>	<u>21,750</u>

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Rosamond Assessment District	-	19,446	23,150	3,000	3,000
Total Expenditures	<u>\$ -</u>	<u>\$ 19,446</u>	<u>\$ 23,150</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>

**REVENUE DETAIL
 ROSAMOND DEBT SERVICE
 FUND 94**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Special Assessment					
94-950 Sewer Assessment	\$ 18,136	\$ 22,032	\$ 21,750	\$ 21,750	\$ 21,750
Revenue from Use of Money					
94-851 Interest on Investments	28	35	100	-	-
Total Revenues	\$ 18,164	\$ 22,067	\$ 21,850	\$ 21,750	\$ 21,750

**EXPENDITURE DETAIL
 ROSAMOND DEBT SERVICE
 Fund 94
 Department 01**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Material, Supplies & Services					
5521 Services-Consulting		\$ 2,383	\$ 2,400	\$ 3,000	\$ 3,000
Debt Service					
5920 Interest Expense		2,063	750	-	-
5930 Debt Repayment- Principal		15,000	20,000	-	-
Subtotal	-	17,063	20,750	-	-
Total Expenses	\$ -	\$ 19,446	\$ 23,150	\$ 3,000	\$ 3,000

PERSONNEL SUMMARY
 Authorized Classifications:
 None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Riddle Road Assessment Bonds

Program Description:

This fund accounts for the debt service required to retire the voter-approved assessments issued on August 7, 1989, to finance the construction costs for the Riddle Road water system. The original issue of \$64,932 has principal payments ranging from \$932 to \$4,000 and interest payments of 5.0%. The first payment began on March 2, 1990 and will mature on September 2, 2029. The repayment of this debt is accomplished through assessments against properties benefiting from the improvements.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** Annual debt and interest payments.
- **Capital Outlay:** N/A

RIDDLE ROAD WATER BOND

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 6,708	\$ 5,858
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	3,000	3,000
Estimated Expenditures, for Fiscal Year	3,850	3,750
Restricted Funds, End of Year	5,858	5,108
Estimated Funds Available, End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Special Assessment	\$ 3,978	\$ 3,877	\$ 3,045	\$ 3,000	\$ 3,000
Revenue from Use of Money	12	14	-	-	-
Total Revenues	<u>3,990</u>	<u>3,891</u>	<u>3,045</u>	<u>3,000</u>	<u>3,000</u>

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Riddle Road Water Bond	-	3,950	3,850	3,850	3,750
Total Expenditures	<u>\$ -</u>	<u>\$ 3,950</u>	<u>\$ 3,850</u>	<u>\$ 3,850</u>	<u>\$ 3,750</u>

**REVENUE DETAIL
RIDDLE ROAD WATER BOND
FUND 95**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Special Assessment					
95-950 Sewer Assessment	\$ 3,978	\$ 3,877	\$ 3,045	\$ 3,000	\$ 3,000
Revenue from Use of Money					
95-851 Interest Income	12	14	-	-	-
Total Revenues	\$ 3,990	\$ 3,891	\$ 3,045	\$ 3,000	\$ 3,000

**EXPENDITURE DETAIL
RIDDLE ROAD WATER BOND
Fund 95
Department 01**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Debt Service					
5920 Interest Expense		\$ 1,950	\$ 1,850	\$ 1,850	\$ 1,750
5930 Debt Repayment- Principal		2,000	2,000	2,000	2,000
Subtotal	-	3,950	3,850	3,850	3,750
Total Expenses	\$ -	\$ 3,950	\$ 3,850	\$ 3,850	\$ 3,750

PERSONNEL SUMMARY
Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Davis-Grunsky Loan

Program Description:

This fund accounts for the debt service requirements to retire the voter-approved tax override issued in February 1974 to finance the construction of a water system in Summit City. The original issue of \$408,538 has principal payments ranging from \$4,207 to \$14,054 and interest payments of 2.5%. The first payment began on January 1, 1977 and will mature on July 1, 2026. The repayment of this debt is accomplished through a tax override against properties inside the improvement area.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** Annual debt and interest payments.
- **Capital Outlay:** N/A

DAVIS-GRUNSKY ACT LOAN

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 82,916	\$ 86,764
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	16,100	16,100
Estimated Expenditures, for Fiscal Year	12,252	12,369
Restricted Funds, End of Year	86,764	90,495
Estimated Funds Available, End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Taxes	\$ 16,779	\$ 15,936	\$ 12,100	\$ 16,000	\$ 16,000
Revenue from Other Agencies	272	209	-	-	-
Revenue from Use of Money	157	203	-	100	100
Total Revenues	<u>17,208</u>	<u>16,348</u>	<u>12,100</u>	<u>16,100</u>	<u>16,100</u>

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Davis Grunsky Act Loan	-	12,186	10,983	12,252	12,369
Total Expenditures	<u>\$ -</u>	<u>\$ 12,186</u>	<u>\$ 10,983</u>	<u>\$ 12,252</u>	<u>\$ 12,369</u>

REVENUE DETAIL
DAVIS-GRUNSKY ACT LOAN
Fund 98

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Taxes					
98-401 Property Tax-Curr. Sec.	\$ 16,683	\$ 15,641	\$ 12,000	\$ 16,000	\$ 16,000
98-402 Property Tax-Curr. Uns.	9	188	-	-	-
98-404 Property Tax-Pr Yr Uns.	6	5	-	-	-
98-405 Supplemental Taxes	74	97	-	-	-
98-410 Interest on Taxes	7	5	100	-	-
Subtotal	16,779	15,936	12,100	16,000	16,000
Revenue from Other Agencies					
98-610 Homeowners Exemption	272	209	-	-	-
Revenue from Use of Money					
98-851 Interest on Investments	157	203	-	100	100
Total Revenues	\$ 17,208	\$ 16,348	\$ 12,100	\$ 16,100	\$ 16,100

EXPENDITURE DETAIL
Fund 98
Department 01

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Debt Service					
5920 Interest Expense	\$ -	\$ 3,737	\$ 2,233	\$ 3,600	\$ 3,500
5930 Debt Repayment- Principal	-	8,449	8,750	8,652	8,869
Total Expenses	\$ -	\$ 12,186	\$ 10,983	\$ 12,252	\$ 12,369

PERSONNEL SUMMARY
Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Water Plant Facilities Department Capital Outlay (P&FCC)

Program Description:

This program provides for the funding of capital improvements and capital replacement of plant facilities for the Water Treatment Plant and Distribution Facilities with P&FCC funds.

Objectives:

- Transfer annually to support water debt loan payments.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** None

WATER PLANT & FACILITIES CAPACITY

FUND SUMMARY	Council	Council
	Approved FY 2016-17	Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 11,887	\$ 83,964
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	75,150	75,150
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	3,073	3,227
Restricted Funds, End of Year	83,964	155,887
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual	Actual	Council	Council	Council
	Revenue FY 2013-14	Revenue FY 2014-15	Approved FY 2015-16	Approved FY 2016-17	Approved FY 2017-18
Charges for Services	\$ 49,369	\$ 66,712	\$ 65,000	\$ 75,000	\$ 75,000
Revenue from Use of Money	204	128	200	150	150
Total Revenues	49,573	66,840	65,200	75,150	75,150

EXPENDITURE SUMMARY	Actual	Actual	Council	Council	Council
	Expended FY 2013-14	Expended FY 2014-15	Approved FY 2015-16	Approved FY 2016-17	Approved FY 2017-18
Water Plant & Facilities Capacity	442	2,125	2,230	3,073	3,227
Total Expenditures	\$ 442	\$ 2,125	\$ 2,230	\$ 3,073	\$ 3,227

REVENUE DETAIL
WATER PLANT AND FACILITIES
Fund 11

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services					
11-770 Plant & Facility Fees	\$ 49,369	\$ 66,712	\$ 65,000	\$ 75,000	\$ 75,000
Revenue from Use of Money					
11-851 Interest Income	204	128	200	150	150
Other Revenue					
11-302 Transfers Out	(95,000)	(65,000)	(65,000)	(50,000)	(50,000)
Total Revenues	<u>(45,427)</u>	<u>1,840</u>	<u>200</u>	<u>25,150</u>	<u>25,150</u>

EXPENDITURE DETAIL
Fund 11
Department 09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Internal Service Charge					
5750 Administration Fee	442	2,125	2,230	3,073	3,227
Total Expenses	<u>\$ 442</u>	<u>\$ 2,125</u>	<u>\$ 2,230</u>	<u>\$ 3,073</u>	<u>\$ 3,227</u>

PERSONNEL SUMMARY
Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Electric Plant and Facilities Department Capital Outlay (P&FCC)

Program Description:

This program provides for the funding of capital improvements and capital replacement of plant facilities for the City Electric Department with P&FCC funds.

Objectives:

- None at present.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No change
- **Capital Outlay:** All requests PF&CC (22-09)

ELECTRIC PLANT AND FACILITIES CAPACITY

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
	Restricted Funds, Beginning of Year	\$ 238,504
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	10,500	10,500
Estimated Expenditures, for Fiscal Year	643	675
Restricted Funds, End of Year	248,361	258,186
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services	\$ 6,351	\$ 5,761	\$ 10,000	\$ 10,000	\$ 10,000
Other Revenue	502	607	-	500	500
Total Revenues	6,853	6,368	10,000	10,500	10,500

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Electric Plant & Facilities Capacity	8,732	3,160	6,320	643	675
Total Expenditures	\$ 8,732	\$ 3,160	\$ 6,320	\$ 643	\$ 675

REVENUE DETAIL
ELECTRIC PLANT AND FACILITIES
Fund 22

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services					
22-770 Plant & Facility Fees	\$ 6,351	\$ 5,761	\$ 10,000	\$ 10,000	\$ 10,000
Revenue from Use of Money					
22-851 Interest Income	502	607	-	500	500
Total Revenues	6,853	6,368	10,000	10,500	10,500

EXPENDITURE DETAIL
ELECTRIC PLANT & FACILITIES
Fund 22
Department 01/09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Internal Service Charge-01					
5750 Administration Fee	8,732	3,160	3,320	643	675
Capital Outlay-09					
001-1400 Service Extensions	-	-	3,000	-	-
Total Expenses	\$ 8,732	\$ 3,160	\$ 6,320	\$ 643	\$ 675

PERSONNEL SUMMARY
Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Wastewater Plant and Facilities Department Capital Outlay (P&FCC)

Program Description:

This program provides for the funding of capital improvements and capital replacement of plant facilities for the Wastewater Treatment Plant and Collection Facilities with P&FCC funds.

Objectives:

- Transfer annually to support water debt loan payments.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** All requests PF&CC (03-09)

**REVENUE DETAIL
WASTEWATER PLANT AND FACILITIES
Fund 33**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services					
33-770 Plant & Facility Fees	\$ 51,759	\$ 62,134	\$ 55,000	\$ 65,000	\$ 65,000
33-771 Trunk Capacity Charge	654	3,203	4,000	4,000	4,000
Subtotal	52,413	65,337	59,000	69,000	69,000
Revenue from Use of Money					
33-851 Interest on Investments	1,005	1,382	2,000	1,500	1,500
Total Revenues	53,418	66,719	61,000	70,500	70,500

**EXPENDITURE DETAIL
WASTEWATER PLANT & FACILITIES
Fund 33
Department 01/09**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Internal Service Charge					
5750 Administration Fee	14,763	2,090	2,195	4,321	4,537
Total Expenses	\$ 14,763	\$ 2,090	\$ 2,195	\$ 4,321	\$ 4,537

PERSONNEL SUMMARY
Authorized Classifications:
None

WASTEWATER PLANT & FACILITIES CAPACITY

FUND SUMMARY	Council	Council
	Approved FY 2016-17	Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 614,365	\$ 458,544
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	70,500	70,500
Operating Transfers In	-	-
Operating Transfers Out	222,000	226,400
Estimated Expenditures, for Fiscal Year	4,321	4,537
Restricted Funds, End of Year	458,544	298,107
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual	Actual	Council	Council	Council
	Revenue FY 2013-14	Revenue FY 2014-15	Approved FY 2015-16	Approved FY 2016-17	Approved FY 2017-18
Charges for Services	\$ 52,413	\$ 65,337	\$ 59,000	\$ 69,000	\$ 69,000
Revenue from Use of Money	1,005	1,382	2,000	1,500	1,500
Total Revenues	53,418	66,719	61,000	70,500	70,500

EXPENDITURE SUMMARY	Actual	Actual	Council	Council	Council
	Expended FY 2013-14	Expended FY 2014-15	Approved FY 2015-16	Approved FY 2016-17	Approved FY 2017-18
Wastewater Plant & Facilities Capacity	14,763	2,090	2,195	4,321	4,537
Total Expenditures	\$ 14,763	\$ 2,090	\$ 2,195	\$ 4,321	\$ 4,537

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Parks Plant and Facilities Department (P&FCC)

Program Description:

This program provides for the funding of capital improvements and capital replacement of plant facilities for the City Parks System with P&FCC funds.

Objectives:

- Develop park improvement plans.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** See Capital Outlay Budget (44-09)

PARKS PLANT AND FACILITIES CAPACITY

FUND SUMMARY	Council	Council
	Approved FY 2016-17	Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 126,686	\$ 154,988
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	30,150	30,150
Estimated Expenditures, for Fiscal Year	1,848	1,940
Restricted Funds, End of Year	154,988	183,198
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services	\$ 11,084	\$ 20,957	\$ 25,000	\$ 30,000	\$ 30,000
Other Revenue	168	242	500	150	150
Total Revenues	11,252	21,199	25,500	30,150	30,150

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Parks Plant & Facilities Capacity	-	555	585	1,848	1,940
Total Expenditures	\$ -	\$ 555	\$ 585	\$ 1,848	\$ 1,940

REVENUE DETAIL
PARKS PLANT AND FACILITIES
Fund 44

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services					
44-770 Plant & Facility Fees	\$ 11,084	\$ 20,957	\$ 25,000	\$ 30,000	\$ 30,000
Revenue from Use of Money					
44-851 Interest on Investments	168	242	500	150	150
Total Revenues	11,252	21,199	25,500	30,150	30,150

EXPENDITURE DETAIL
PARKS PLANT & FACILITIES
Fund 44
Department 01/09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Internal Service Charge					
5750 Administration Fee		555	585	1,848	1,940
Total Expenses	\$ -	\$ 555	\$ 585	\$ 1,848	\$ 1,940

PERSONNEL SUMMARY
Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Transportation / Trafficway Fund

Program Description:

This program provides for the funding of capital improvements and maintenance of the sixty miles of paved streets for the City transportation system and City roadways. The Department is also responsible for installation and maintenance of all street name and regulatory signs, and pavement markings placed in the street right-of-way. Additional functions include vegetation control, snow removal, and preparation of traffic surveys and traffic control for all major community events. The fund is managed by the Public Works Department

Objectives:

- Collect traffic counts at various locations in support of the General Plan Circulation Element
- Upgrade and maintain signage, pavement striping and marking.
- Maintenance of sixty miles of paved streets.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance** None
- **Capital Outlay:** Pavement overlay projects will be completed as funding becomes available. Various projects related to transportation and traffic will be funded by RTPA.

TRANSPORTATION/TRAFFICWAY FUND

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 1,412,769	\$ 899,739
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	939,465	939,465
Estimated Expenditures, for Fiscal Year	1,452,495	972,848
Restricted Funds, End of Year	899,739	866,356
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Other Agencies	\$ 1,390,600	\$ 1,059,931	\$ 927,197	\$ 918,965	\$ 918,965
Charges for Current Services	4,355	15,797	15,000	15,000	15,000
Revenue from Use of Money	4,547	6,267	8,000	5,500	5,500
Total Revenues	1,399,502	1,081,995	950,197	939,465	939,465

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Transportation/Trafficway	1,045,221	706,358	2,082,623	1,452,495	972,848
Total Expenditures	\$ 1,045,221	\$ 706,358	\$ 2,082,623	\$ 1,452,495	\$ 972,848

**REVENUE DETAIL
TRANSPORTATION/TRAFFICWAY FUND
FUND 15/16**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Other Agencies					
16-650 TDA Funds	\$ 754,365	\$ 572,895	\$ 505,840	\$ 525,000	\$ 525,000
15-639 Streets & Highways 2103	142,546	95,581	46,800	24,650	24,650
15-640 Streets & Highways 2105	69,587	55,927	59,200	63,480	63,480
15-641 Streets & Highways 2106	51,802	52,744	35,200	35,785	35,785
15-642 Streets & Highways 2107	74,440	71,576	80,600	88,150	88,150
15-643 Streets & Highways 2107.5	3,000	3,000	3,000	3,000	3,000
15-644 Streets & Highways Governor Add'l	-	-	-	53,900	53,900
15-655 Exchange Funds	129,380	128,557	128,557	125,000	125,000
15-671 State Grant - Cal Trans	96,430	-	-	-	-
16-680 Grant - Other	69,050	79,651	68,000	-	-
Subtotal	1,390,600	1,059,931	927,197	918,965	918,965
Charges for Current Services					
16-742 Traffic Impact Fee	4,355	15,797	15,000	15,000	15,000
Revenue from Use of Money					
15/16-851 Interest	4,547	6,267	8,000	5,500	5,500
Total Revenues	\$ 1,399,502	\$ 1,081,995	\$ 950,197	\$ 939,465	\$ 939,465

EXPENDITURE DETAIL
TRANSPORTATION/TRAFFICWAY FUND
Fund 15/16
Department 01/09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Material, Supplies & Services-01					
5524 Services - Auditing	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -
5602 Traffic Circulation - OWP	6,780	-	-	-	-
5609 OWP Match	-	-	-	7,500	7,500
5785 Services-RABA	255,288	228,928	207,788	240,000	259,200
Subtotal	265,068	228,928	210,788	247,500	266,700
Capital Outlay-09					
001-1315 Street Maintenance	510,761	424,219	566,835	584,995	611,148
001-1316 Pavement Striping	43,342	-	50,000	75,000	50,000
002-1315 Street Lighting	46,418	42,261	55,000	45,000	45,000
003-1315 Cascade Blvd. Improvements	-	-	-	500,000	-
004-1315 Pine Grove Overpass Paving	60,843	-	-	-	-
005-1315 2013 Bicycle Grant	107,144	-	-	-	-
007-1315 Grand River Project	-	-	-	-	-
007-1320 Ashby Road Reconstruction	-	1,950	-	-	-
010-1315 Ashby Paving*	-	9,000	1,200,000	1,200,000	-
011-1390 Churn Creek Trail	11,645	-	-	-	-
Subtotal	780,153	477,430	1,871,835	1,204,995	706,148
Total Expenses	\$ 1,045,221	\$ 706,358	\$ 2,082,623	\$ 1,452,495	\$ 972,848

*2016-17 is a capital project rollover.

PERSONNEL SUMMARY

Authorized Classifications:

None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

CDBG Project Fund

Program Description:

The primary federal objective of the CDBG Program is the development of viable communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for persons of low and moderate income. "Persons of low and moderate income" are defined as families, households, and individuals whose incomes do not exceed 80 percent of the county median income.

Each year the CDBG program makes funds available to eligible jurisdictions through several allocations: Community Development, Economic Development, Native American, and Planning and Technical Assistance. CDBG funds are used to benefit low income persons, aid in the prevention or elimination of slums and blight, or to meet an urgent community need that poses an immediate threat to public health and welfare. The major categories of activities include housing, public improvements or facilities, public services, and economic development. The program is managed by the Community and Economic Development Manager.

Objectives:

- Water Treatment Plant Dewatering Project.
- Water and Wastewater Master Plan Updates.
- Housing Rehab Loan Program.

Budget Impacts:

- | | |
|-------------------------------------|-----------------------|
| • Personnel: | N/A |
| • Operation and Maintenance: | No significant change |
| • Capital Outlay: | To be determined |

CDBG PROJECT FUND

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 96,132	\$ 96,132
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	5,000	5,000
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	5,000	5,000
Restricted Funds, End of Year	96,132	96,132
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Other Agencies	\$ 332,518	\$ 67,826	\$ 1,543,640	\$ 5,000	\$ 5,000
Total Revenues	<u>332,518</u>	<u>67,826</u>	<u>1,543,640</u>	<u>5,000</u>	<u>5,000</u>

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Projects	166,988	-	1,543,640	5,000	5,000
Total Expenditures	<u>\$ 166,988</u>	<u>\$ -</u>	<u>\$ 1,543,640</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>

REVENUE DETAIL
CDBG PROJECT FUND
Fund 23

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Other Agencies					
23-301 Transfers In	\$ -	\$ 15,365	\$ -	\$ -	\$ -
23-671 State Grant-CDBG	120,887	46,101	1,538,640	-	-
23-673 Grant-Other	35,927	6,360	-	-	-
23-674 Beverage Recycling	5,000	-	5,000	5,000	5,000
23-676 PIHNC-Langfield Project	170,704	-	-	-	-
Total Revenues	\$ 332,518	\$ 67,826	\$ 1,543,640	\$ 5,000	\$ 5,000

EXPENDITURE DETAIL
CDBG PROJECT FUND
Projects
Fund 23
Department 05

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Material, Supplies & Services					
001-1320 Housing Rehab Loan	\$ -	\$ -	\$ 500,000	\$ -	\$ -
001-1360 Public Imprvmts (WTP Dewatering)	-	83,804	945,616	-	-
002-1390 Beverage Recycling	5,000	-	5,000	5,000	5,000
009-1380 Water Master Plan Update	-	3,488	46,512	-	-
009-1390 Wastewater Master Plan Update	-	3,488	46,512	-	-
009-1307 Microenterprise Program	35,928	21,726	-	-	-
009-1308 PIHNC-Langfield Project	167,430	-	-	-	-
009-1360 Disaster Recovery Initiative	166,988	-	-	-	-
CDBG Project	\$ 375,346	\$ 112,506	\$ 1,543,640	\$ 5,000	\$ 5,000

PERSONNEL SUMMARY
Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

CDBG Housing Rehabilitation Fund

Program Description:

This fund includes housing and rehabilitation program projects that are to be funded by Community Development Block Grants (CDBG) and Cal Home Program provided by the state and federal government and administered by the California Department of Housing and Community Development (HCD). The grant is for the correction of health and safety issues of low and moderate income homeowners.

This project is being administered by the Community and Economic Development Manager.

Objectives:

- To maintain the existing loan portfolio.
- To continue to utilize funds for the improvement of housing stock in the City of Shasta Lake to qualified homeowners.
- To educate and inform the community of available programs to benefit homeowners of low to moderate income.

Budget Impacts:

- **Personnel:** N/A
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** None

CDBG HOUSING REHABILITATION

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 171,017	\$ 171,017
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	26,000	-
Estimated Expenditures, for Fiscal Year	26,000	-
Restricted Funds, End of Year	171,017	171,017
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Other Agencies	\$ -	\$ 257,130	\$ 70,365	\$ -	\$ -
Revenue from Use of Money	(8,385)	(16,003)	4,100	26,000	-
Total Revenues	(8,385)	241,127	74,465	26,000	-

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
CDBG Housing Rehabilitation	-	21,000	72,865	26,000	-
Total Expenditures	\$ -	\$ 21,000	\$ 72,865	\$ 26,000	\$ -

REVENUE DETAIL
CDBG HOUSING REHABILITATION
Fund 24/25/26/27/29

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Other Agencies					
27-671 State Grant	\$ -	\$ 257,130	\$ 70,365	\$ -	\$ -
Revenue from Use of Money					
24/25/29-302 Transfers In	11,633	1,141	-	-	-
24/25/29-302 Transfers Out	(23,298)	(17,662)	-	-	-
24/27/29-851 Interest on Investments	333	142	2,500	-	-
24/25/27-855 Interest Income	2,947	376	100	-	-
24/25-856 Principal Income	-	-	1,500	26,000	-
Subtotal	(8,385)	(16,003)	4,100	26,000	-
Total Revenues	(8,385)	241,127	74,465	26,000	-

EXPENDITURE DETAIL
CDBG HOUSING REHABILITATION
Fund 24/25/26/27/29
Department 01

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials, Supplies & Services					
5755/5756 Labor-Administration	-	21,000	3,500	-	-
Capital Outlay					
5781 Deferred Loans	-	-	69,365	26,000	-
Total Expenses	\$ -	\$ 21,000	\$ 72,865	\$ 26,000	\$ -

PERSONNEL SUMMARY
Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

HOME Grant

Program Description:

This fund was established in Fiscal Year 1999-00. It includes Homebuyer's Program Assistance and when available, owner occupied rehabilitation program projects that are to be funded by Home program funds provided by the federal government and administered by the California Department of Housing and Community Development (HCD). This grant is for the purpose of homebuyer assistance and housing rehabilitation. It is managed by the Community and Economic Development Manager.

Objectives:

- First Time Homebuyer Program Assistance Program.
- Housing rehabilitation projects.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** None

CDBG HOME PROGRAM

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
	Restricted Funds, Beginning of Year	\$ 4,414,986
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	100,500	88,500
Estimated Expenditures, for Fiscal Year	100,500	88,500
Restricted Funds, End of Year	4,414,986	4,414,986
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Other Agencies	\$ 148,754	\$ 389,317	\$ 78,316	\$ 100,500	\$ 88,500
Total Revenues	148,754	389,317	78,316	100,500	88,500

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
CDBG Housing Rehabilitation	151,690	100,335	152,316	100,500	88,500
Total Expenditures	\$ 151,690	\$ 100,335	\$ 152,316	\$ 100,500	\$ 88,500

REVENUE DETAIL
CDBG HOME PROGRAM
Fund 30

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Other Agencies					
30-671 State Grant-CDBG	\$ 141,180	\$ 389,317		\$ 40,500	\$ 40,500
30-855 Interest Income	7,574	-	-	-	-
30-856 Principal Income	-	-	78,316	60,000	48,000
Total Revenues	148,754	389,317	78,316	100,500	88,500

EXPENDITURE DETAIL
CDBG HOME PROGRAM
Fund 30
Department 01

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials, Supplies & Services					
5521 Consulting	5,523	80	4,000	500	500
5728 Bad Debt	127,538	79,403	70,000	40,000	40,000
5757 General Administration	5,710	1,856	800	-	-
5758 Activity Delivery	12,919	18,996	-	-	-
Subtotal	151,690	100,335	74,800	40,500	40,500
Capital Outlay					
5780 Loans - DAP	-	-	77,516	60,000	48,000
Total Expenses	\$ 151,690	\$ 100,335	\$ 152,316	\$ 100,500	\$ 88,500

PERSONNEL SUMMARY
Authorized Classifications:
None

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Supplemental Law Enforcement

Program Description:

The City of Shasta Lake received moneys allocated by the State of California for Supplemental Law Enforcement Services (SLESF). These funds are governed by Section 30062 of the California Government Code and under this section all funds shall be expended exclusively to provide front line law enforcement services. In addition, these funds may only be used to supplement existing services.

Objectives:

- Program funds are currently being used to partially fund a Traffic Officer.

Budget Impacts:

- **Personnel:** Contract with Shasta County
- **Operations and Maintenance:** N/A
- **Capital Outlay:** None

SUPPLEMENTAL LAW ENFORCEMENT FUND (SLESF)

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ 240	\$ 240
Funds Available, Beginning of Year	-	-
Estimated Revenues, for Fiscal Year	100,000	100,000
Estimated Expenditures, for Fiscal Year	100,000	100,000
Restricted Funds, End of Year	240	240
Estimated Funds Available End of Year	\$ -	\$ -

REVENUE SUMMARY

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Intergovernmental Revenue	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total Revenues	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>

EXPENDITURE SUMMARY

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
SLESF	100,000	103,500	100,000	100,000	100,000
Total Expenditures	<u>\$ 100,000</u>	<u>\$ 103,500</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>

REVENUE DETAIL

SLESF

Fund 10

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Intergovernmental Revenues					
10-672 State Grant - COPS	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total SLESF	100,000	100,000	100,000	100,000	100,000

EXPENDITURE DETAIL

Fund 10

Department 01/09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
5010 Salaries-Regular	100,000	100,000	100,000	100,000	100,000
001-1390 Shelves for Locker Room	-	3,500	-	-	-
Total Expenses	\$ 100,000	\$ 103,500	\$ 100,000	\$ 100,000	\$ 100,000

PERSONNEL SUMMARY

Authorized Classifications:

Traffic Officer	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.00	1.00	1.00

CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Motor Pool Department

Program Description:

Motor Pool is responsible for the maintenance and repair of all City vehicles and equipment. Additional responsibilities include maintaining records of all repairs, parts utilized in this repair process and total labor hours required and record keeping associated with CHP Biannual Inspection Terminal (BIT) Program. Motor Pool is also responsible for maintaining and inspecting the City's various generators for all Departments.

Objectives:

- Manage Master Vehicle Maintenance Schedule.
- Assist departments with the purchasing and outfitting of vehicles.

Budget Impacts:

- **Personnel:** 1 FTE and 1 part-time
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** No capital outlay

MOTOR POOL INTERNAL SERVICE FUND

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	324,108	321,052
Estimated Revenues, for Fiscal Year	984,873	758,783
Estimated Expenditures, for Fiscal Year	987,929	761,899
Restricted Funds, End of Year	-	-
Estimated Funds Available End of Year	\$ 321,052	\$ 317,936

**Depreciation Not Included

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services	\$ 640,522	\$ 620,823	\$ 646,670	\$ 984,873	\$ 758,783
Other Revenue	(32,160)	35,180	-	-	-
Total Revenues	<u>608,362</u>	<u>656,003</u>	<u>646,670</u>	<u>984,873</u>	<u>758,783</u>

EXPENDITURE SUMMARY	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Motor Pool	666,509	657,527	788,268	882,929	909,899
Motor Pool Capital	196,570	204,075	90,000	425,000	215,000
Total Expenditures	<u>\$ 863,079</u>	<u>\$ 861,602</u>	<u>\$ 878,268</u>	<u>\$ 1,307,929</u>	<u>\$ 1,124,899</u>

REVENUE DETAIL

MOTOR POOL INTERNAL SERVICE FUND

Fund 09

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services					
09-781 Motor Pool-Cost Transfers	\$ 640,522	\$ 620,823	\$ 646,670	\$ 984,873	\$ 758,783
Subtotal	640,522	620,823	646,670	984,873	758,783
Other Revenue					
09-905 Sales-Surplus Equipment	-	35,180	-	-	-
09-971 Other Financing Sources	(32,160)	-	-	-	-
Subtotal	(32,160)	35,180	-	-	-
Total Revenues	\$ 608,362	\$ 656,003	\$ 646,670	\$ 984,873	\$ 758,783

EXPENDITURE DETAIL
MOTOR POOL
Fund 09
Department 10

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 64,528	\$ 73,610	\$ 83,895	\$ 94,011	\$ 96,832
Benefits	37,430	43,504	55,005	58,039	63,940
Subtotal	101,958	117,114	138,900	152,050	160,772
Material, Supplies & Services					
5410 Utilities	5,465	6,631	6,500	7,000	7,000
5430 Alarm	420	515	550	600	600
5505 General Operating Supplies	897	1,049	1,500	1,500	1,500
5527 Services-Miscellaneous	57	2,125	3,200	3,000	3,000
5529 Outside Repairs-Labor & Equip	28,603	13,814	20,000	25,000	25,000
5554 Repair Parts - Patrol Cars	30,633	38,709	28,000	40,000	40,000
5555 Repair Parts	55,273	60,552	50,000	60,000	60,000
5556 Fuel Purchases	106,284	73,149	103,000	85,000	85,000
5557 Fuel Purchases - Patrol Cars	71,172	62,440	65,000	55,000	55,000
5567 Training	-	100	100	500	1,000
5572 Small Tools & Equipment	792	1,907	2,400	2,400	2,500
5575 Maintenance Agreements	5,469	14,945	11,000	5,000	5,000
5590 Insurance	1,761	4,914	5,410	5,935	6,530
5594 Safety	635	526	1,000	1,000	1,000
5910 Vehicle Lease Payments		-	55,393	55,393	28,486
5920 Interest Expense	6,692	4,844	2,789	2,500	500
5930 Debt Principal			2,996	3,056	3,116
Subtotal	314,153	286,220	358,838	352,884	325,232
Internal Service Charges					
5710 Depreciation*	205,502	215,593	250,000	320,000	363,000
5750 Administration Fees	44,896	38,600	40,530	57,995	60,895
Subtotal	250,398	254,193	290,530	377,995	423,895
*Depreciation is not a funded item.					
Total Expenses	\$ 666,509	\$ 657,527	\$ 788,268	\$ 882,929	\$ 909,899

PERSONNEL SUMMARY

Authorized Classifications:

Motor Pool Assistant-P.T.	-	-	0.48	0.48	0.48
Senior Equipment Mechanic	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.48	1.48	1.48

MOTOR POOL CAPITAL PROJECTS

Fund 09

Department 09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Capital Outlay					
001-1400 Vehicle Replacement	\$ 110,176	\$ 76,085	\$ 90,000	\$ 375,000	\$ 125,000
001-1500 Police Vehicle Replacement	86,394	127,990	-	50,000	90,000
Total Capital Outlay	196,570	204,075	90,000	425,000	215,000

PERSONNEL SUMMARY

Authorized Classifications:

None

Motor Pool	\$ 863,079	\$ 861,602	\$ 878,268	\$ 1,307,929	\$ 1,124,899
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CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Public Works Maintenance Department

Program Description:

The Public Works Department is responsible for maintenance of the sixty miles of paved streets throughout the City, as well as installation and maintenance of all street name and regulatory signs placed in the street right-of-way. Additional functions include administration and maintenance of the storm water management program, vegetation control, snow removal, and traffic control for all major community events. Public Works assists Water and Wastewater Departments with various capital outlay projects and repair and maintenance.

Objectives:

- Administration and Maintenance of Storm Water Management Program.
- Respond to requests for pavement repairs.
- Maintain vegetation control on major streets.
- Install and maintain street name and regulatory signs.

Budget Impacts:

- **Personnel:** 11 FTE
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** All capital requests are located in 17-09

PUBLIC WORKS INTERNAL SERVICE FUND

FUND SUMMARY	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	-	7,635
Estimated Revenues, for Fiscal Year	1,892,866	1,978,589
Operating Transfers In	-	-
Operating Transfers Out	-	-
Estimated Expenditures, for Fiscal Year	1,885,231	1,970,954
Restricted Funds, End of Year	-	-
Estimated Funds Available End of Year	\$ 7,635	\$ 15,270

**Depreciation Not Included

REVENUE SUMMARY	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services	\$ 2,031,556	\$ 1,485,294	\$ 1,698,490	\$ 1,892,866	\$ 1,978,589
Other Revenue	(375,913)	514	-	-	-
Total Revenues	<u>1,655,643</u>	<u>1,485,808</u>	<u>1,698,490</u>	<u>1,892,866</u>	<u>1,978,589</u>

EXPENDITURE SUMMARY	Actual Expended FY 2011-12	Actual Expended FY 2012-13	Council Approved FY 2013-14	Council Approved FY 2014-15	Council Approved FY 2015-16
Public Works	1,461,307	1,472,765	1,698,491	1,892,866	1,978,589
Public Works Capital	212,217	9,947	-	-	-
Total Expenditures	<u>\$ 1,673,524</u>	<u>\$ 1,482,712</u>	<u>\$ 1,698,491</u>	<u>\$ 1,892,866</u>	<u>\$ 1,978,589</u>

**REVENUE DETAIL
PUBLIC WORKS
Fund 17**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Charges for Current Services					
17-782 Public Works-Cost Transfers	\$ 2,031,556	\$ 1,485,294	\$ 1,698,490	\$ 1,892,866	\$ 1,978,589
Other Revenue					
17-910 Miscellaneous Revenue	1,680	514	-	-	-
17-971 Other Financing Sources	(377,593)	-	-	-	-
Subtotal	(375,913)	514	-	-	-
Total Revenues	\$1,655,643	\$1,485,808	\$1,698,490	\$1,892,866	\$1,978,589

EXPENDITURE DETAIL
PUBLIC WORKS
Fund 17
Department 01

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Personnel Costs					
Salaries	\$ 678,971	\$ 695,080	\$ 737,605	\$ 758,153	\$ 780,506
Benefits	349,531	366,414	476,970	571,791	630,119
Subtotal	1,028,502	1,061,494	1,214,575	1,329,944	1,410,625
Material, Supplies & Services					
5410 Utilities	10,985	12,633	11,500	12,000	12,000
5420 Telephone	3,254	4,522	3,500	4,000	4,000
5430 Alarms	840	840	900	1,000	1,000
5505 General Operating Supplies	7,073	5,249	5,600	5,500	5,500
5513 Permits and Fees	7,279	8,974	8,500	9,000	9,000
5521 Services-Consulting	19,967	9,474	25,000	20,000	20,000
5526 Services-Janitorial	2,723	2,970	2,970	3,500	3,500
5527 Services-Miscellaneous	10,064	6,457	9,000	7,500	7,500
5565 Travel, Meetings, Dues	715	825	1,500	1,000	1,000
5567 Training	-	1,971	2,500	2,500	2,500
5570 Equipment Rental Fees	6,548	8,779	6,000	9,000	9,000
5572 Small Tools & Equipment	6,386	6,496	6,500	7,000	7,000
5573 Signs	6,443	10,654	15,000	12,500	12,500
5577 Maintenance Agreements	-	-	-	3,000	3,000
5590 Insurance	(1,884)	8,388	9,775	9,450	10,395
5594 Safety	6,158	5,622	6,500	5,000	5,000
5610 General Maintenance	5,933	3,066	6,000	5,000	5,000
5620 Building Maintenance	-	-	500	2,500	2,500
Subtotal	92,484	96,920	121,245	119,450	120,395
Internal Service Charges					
5710 Depreciation Expense	-	7,633	-	7,635	7,635
5750 Administration Fees	158,131	126,970	133,320	180,485	189,509
5760 Motor Pool	176,526	172,714	180,315	213,475	207,830
Subtotal	334,657	307,317	313,635	401,595	404,974
Debt Service					
5720 Interest Expense	5,664	7,034	13,862	6,000	6,000
5730 Debt Repayment-Principal	-	-	35,174	35,877	36,595
Subtotal	5,664	7,034	49,036	41,877	42,595
Total Expenses	\$ 1,461,307	\$ 1,472,765	\$ 1,698,491	\$ 1,892,866	\$ 1,978,589

PERSONNEL SUMMARY

Authorized Classifications:

Public Works Supervisor	1.00	1.00	1.00	1.00	1.00
City Engineer	0.75	0.75	0.75	0.75	0.75
Public Works Leadworker	2.00	2.00	2.00	1.00	1.00
Engineer Tech II	-	-	-	1.00	1.00
Equipment Operator	2.00	2.00	2.00	2.00	2.00
Maintenance Worker I & II	5.00	5.00	5.00	5.00	5.00
Total FTE	10.75	10.75	10.75	10.75	10.75

PUBLIC WORKS CAPITAL PROJECTS

Fund 17

Department 09

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Capital Outlay					
001-1380 Public Works Vehicle Storage	\$ 212,217	\$ -	\$ -	\$ -	-
001-1390 GIS Rectification	-	6,771	-	-	-
001-1350 GIS Utility Mapping	-	3,176	-	-	-
Total Capital Outlay	212,217	9,947	-	-	-

PERSONNEL SUMMARY

Authorized Classifications:

None

PUBLIC WORKS	\$ 1,673,524	\$ 1,482,712	\$ 1,698,491	\$ 1,892,866	\$ 1,978,589
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CITY OF SHASTA LAKE TWO-YEAR BUDGET

FISCAL YEAR 2016-17 AND 2017-18

Community Facilities Districts

Program Description:

The Community Facilities District was formed in 2000 to maintain designated open space and storm water retention facilities in the Windsor Estates, Deer Creek and Hazelwood/Oakridge Estates Subdivisions.

Objectives:

- Maintain weed and sediment control in and around storm water retention facilities.
- Maintain weed control and tree care in designated open space areas within the subdivisions.

Budget Impacts:

- **Personnel:** None
- **Operation and Maintenance:** No significant change
- **Capital Outlay:** None

COMMUNITY FACILITIES DISTRICTS

FUND SUMMARY

	Council Approved FY 2016-17	Council Approved FY 2017-18
Restricted Funds, Beginning of Year	\$ -	\$ -
Funds Available, Beginning of Year	253,925	215,625
Estimated Revenues, for Fiscal Year	38,000	38,000
Estimated Expenditures, for Fiscal Year	76,300	76,300
Restricted Funds, End of Year	-	-
Estimated Funds Available End of Year	\$ 215,625	\$ 177,325

REVENUE SUMMARY

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Use of Money	\$ 38,272	\$ 39,685	\$ 35,000	\$ 38,000	\$ 38,000
Total Revenues	<u>38,272</u>	<u>39,685</u>	<u>35,000</u>	<u>38,000</u>	<u>38,000</u>

EXPENDITURE SUMMARY

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Community Facilities District	12,372	14,038	75,800	76,300	76,300
Total Expenditures	<u>\$ 12,372</u>	<u>\$ 14,038</u>	<u>\$ 75,800</u>	<u>\$ 76,300</u>	<u>\$ 76,300</u>

**REVENUE DETAIL
COMMUNITY FACILITIES DISTRICT
Fund 81**

	Actual Revenue FY 2013-14	Actual Revenue FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Revenue from Use of Money					
81-851 Interest on Investments	\$ 460	\$ 614	\$ 1,000	\$ 500	\$ 500
81-950 Assessments	38,272	39,685	35,000	38,000	38,000
Total Revenues	38,732	40,299	36,000	38,500	38,500

**EXPENDITURE DETAIL
COMMUNITY FACILITIES DISTRICT #1 (WINDSOR)
Fund 81
Department 01**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials, Supplies & Services					
5521 Consulting	2,240	2,183	2,250	2,500	2,500
5527 Services-Miscellaneous	6,150	8,112	15,500	15,500	15,500
Subtotal	8,390	10,295	17,750	18,000	18,000

**EXPENDITURE DETAIL
COMMUNITY FACILITIES DISTRICT #2 (WINDSOR)
Fund 81
Department 02**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials, Supplies & Services					
5521 Consulting	2,268	2,241	2,250	2,500	2,500
5527 Services-Miscellaneous	-	11	14,500	14,500	14,500
Subtotal	\$ 2,268	\$ 2,252	\$ 16,750	\$ 17,000	\$ 17,000

**EXPENDITURE DETAIL
DRAINAGE MAINTENANCE DISTRICT (DEER CREEK)
Fund 81
Department 03**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials, Supplies & Services					
5521 Consulting	\$ 500	\$ 432	\$ 650	\$ 650	\$ 650
5527 Services-Miscellaneous	-	-	20,000	20,000	20,000
Subtotal	500	432	20,650	20,650	20,650

**EXPENDITURE DETAIL
LANDSCAPING AND LIGHTING DISTRICT (DEER CREEK)
Fund 81
Department 04**

	Actual Expended FY 2013-14	Actual Expended FY 2014-15	Council Approved FY 2015-16	Council Approved FY 2016-17	Council Approved FY 2017-18
Materials, Supplies & Services					
5521 Consulting	500	432	650	650	650
5527 Services-Miscellaneous	714	627	20,000	20,000	20,000
Subtotal	1,214	1,059	20,650	20,650	20,650
Total Expenses	\$ 12,372	\$ 14,038	\$ 75,800	\$ 76,300	\$ 76,300

Glossary of Terms (Note: Authority Statement is included after definition, if applicable)

Appropriated Budget. The expenditure authority created by resolution that is approved by the City Council, which includes related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriation and other legally authorized Council changes. (NCGA Interpretation 10)

Basis of Accounting. The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes. For example, the effects of transactions or events can be recognized on an accrual basis (that is, when the transaction or events take place), or on a cash basis (that is, when cash is received or paid). (SGAS 11)

Comparative Data. Information from prior fiscal periods provided to enhance the analysis of financial data for the current fiscal period.

Component Unit. A legally separate organization for which the elected officials of the government are financially accountable. For example, the City of Shasta Lake and the Shasta Lake Redevelopment Agency. (SGAS 14)

Connection Fee. Fees charged to join or to extend an existing utility system.

Consistency. The principle according to which once an accounting principal or reporting method is adopted, it will be used for all similar transactions and events. The concept of consistency in financial reporting extends to many areas such as valuation methods, basis of accounting, and determination of the financial reporting entity. (SGAC 1)

Debt Service Fund. Governmental fund type used to account for accumulation of resources for, and the payment of, general long-term debt principal and interest. (NCGA Statement 1)

Developer Fees. Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g. parks, sidewalks).

Encumbrances. Commitments related to unperformed contracts for goods and services. (NCGA Statement 1)

Enterprise Fund. Propriety fund type used to report an activity for which a fee is charged to external users for goods or services. (SGAS 34)

Fiduciary Fund. Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. (SGAS 34)

Final Amended Budget. Term used in connection with budgetary reporting. The original budget adjusted by all reserves, transfers, allocations, supplemental appropriations, and other legally authorized changes applicable to the fiscal year. (SGAS 34)

Financial Reporting Entity. A primary government, organizations for which the primary government is financial accountable, and other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Financial Resources. Resources that are or will become available for spending. Financial resources include cash and resources ordinarily expected to be converted to cash.

Fiscal Accountability. The responsibility of governments to justify that their actions in the current period have complied with public decisions concerning the raising and spending of public moneys in the short term (usually one budgetary cycle or one year). (SGAS 34)

Fixed Budget. Budgets that embody estimates of specific (fixed) dollar amounts. (NCGA Statement 1)

Flexible Budget. Budgets that embody dollar estimates that vary according to demand for the goods or services provided. (NCGA Statement 1)

Function. A group of related activities aimed at accomplishing a major service for which a government is responsible (e.g. public safety).

Fund. A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are separated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. (NCGA Statement 1)

Fund Balance. The difference between assets and liabilities reported in a governmental fund.

Fund Classifications. One of the three categories (governmental, proprietary, and fiduciary) used to classify fund types.

General Fund. The general fund is one of five governmental fund types and typically services as the chief operating fund of a government. The general fund is used to account for all financial resources except those required to be accounted for in another fund. (NCGA Statement 1)

Generally Accepted Accounting Principles (GAAP). The conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements. The various sources of

GAAP for state and local government are set forth by SAS No. 60, the *Meaning of "Present Fairly in Conformity with Generally Accepted Accounting Principles" in the Independent Auditor's Report.*

Governmental Funds. Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent fund.

Internal Financial Reporting. Financial reporting specifically designed to meet the needs of management.

Internal Service Funds. Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the City and its component units, or to other governments, on a cost-reimbursement basis. (SGAS 34)

Legal Level of Budgetary Control. The level at which a government's management may not reallocate resources without special approval from the City Council.

Original Budget. The first complete appropriated budget. The original budget may be adjusted by reserves, transfers, allocations, supplemental appropriations, and other legally authorized Council changes before the beginning of the fiscal year. The original budget should also include actual appropriation amounts automatically carried over from prior years by law. (SGAS 34)

Proprietary Funds. Funds that focus on the determination of operating income, changes in net assets, financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

Reserved (Restricted) Fund Balance. The portion of a governmental fund's net assets that is not available for appropriation.

Restricted Assets/Funds. Assets whose use is subject to constraints that are either a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of the other governments or (b) imposed by law through constitutional provisions or enabling legislation. (SGAS 34)

Rollover Funds. Funds that were adopted in a previous year budget (spending plan) into the current fiscal period for spending. This is a result of not completing a project in the year it was budgeted.

Special Assessment. A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Special Revenue Fund. A governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes. (NCGA Statement 1)

Supplemental Appropriation. The method/process in which the City Council authorizes additional spending in a fiscal year, not included in the original budget.

Undesignated Unreserved Fund Balance. Available expendable financial resources in a government fund that are not the object of tentative management plans.

Commonly Used Acronyms

- CAFR-Comprehensive Annual Financial Report
- CDBG-Community Development Block Grant
- CMAS-California Multiple Award Schedule
- COPS-Community Oriented Policing Services
- CSMFO-California Society of Municipal Finance Officers
- ERAF-Educational Revenue Augmentation Fund
- GAAFR-Governmental, Accounting, Auditing, and Financial Reporting
- GAAP-Generally accepted account principles
- GASB-Government Account Standards Board
- GFOA-Government Finance Officers Association
- HOME-Home Investment Partnership Program
- MFOA-Municipal Finance Officers Association
- MPO- Metropolitan Planning Organization
- NCGA-National Council on Governmental Accounting
- PARS-Public Agency Retirement Services
- PERS-Public Employee Retirement System
- PF&CC-Plant, Facility, and Capacity Charge
- RAWC-Redding Area Water Council
- SRTA-Shasta Regional Transportation Agency
- SCORE-Small Cities Organized Risk Effort
- SGAS-Statement on Government Accounting Standards
- SLESF-Supplemental Law Enforcement Services Funds
- TDA-Transit Development Act
- VLF-Vehicle License Fee
- USBR-United States Bureau of Reclamation
- WAPA-Western Area Power Administration

CITY OF SHASTA LAKE
2016-17 Salary & Benefit Budget
By Fund/Department

Rates:
 IBEW
 Teamsters
 Management

Per MOU
 Per MOU
CLASS

(A)	(B)	(C)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)
1.045		5010:5040	5050	5150	5210	5230	5220	5140	5110, 5120, 5130		
HOURLY	MONTHLY (C / 12)	ANNUAL	OVERTIME/ TEMP./ACCR/ CASHOUT	PERS 12.657%	MEDICARE (F * 1.45%)	WKRS COMP	SUI (7,000 * 6.2%)	LIFE & DISABILITY	2,105.10 MEDICAL	TOTAL BENEFITS (SUM H...M)	TOTAL SAL. & BEN. (C+G+N)

WATER; 01-03													
Overtime				20,000							-	20,000	
Public Works Superintendent-Water	M	48.52	8,442	101,308	1,941	12,823	1,497	9,956	434	1,648	25,261	51,620	154,869
Senior Water Treatment Plant Operator	T	33.50	5,829	69,948	2,680	8,853	1,053	6,961	434	1,063	25,261	43,625	116,253
Water Treatment Plant Operator	T	26.71	4,648	55,770	2,137	7,059	840	5,550	434	949	25,261	40,093	98,000
Position Upgrade/Standby Pay			417	5,000	-	-	383	329	248	-	-	959	5,959
Unfunded Pers Monthly						16,023						16,023	16,023
OPEB Contribution - Retiree Health Care											15,146	15,146	15,146
WATER TOTAL:		108.73	19,336	232,027	26,758	44,758	3,772	22,796	1,550	3,660	90,930	167,466	426,250
ELECTRIC; 02-02													
Overtime				25,000			363					363	25,363
Electric Utilities Director	M	88.58	15,414	184,965	3,543	23,411	2,733	3,858	434	1,665	25,261	57,362	245,870
Electric Operations Manager	M	68.14	11,857	142,286	2,726	18,009	2,103	2,968	434	1,665	25,261	50,440	195,451
Assistant Electric Director	M	68.14	11,857	142,286	2,726	18,009	2,103	2,968	434	1,665	25,261	50,440	195,451
Electric Leadworker	I	55.55	9,666	115,988	8,482	14,681	1,805	9,329	434	1,665	25,261	53,174	177,645
Electric Leadworker	I	55.55	9,666	115,988	8,482	14,681	1,805	9,329	434	1,665	25,261	53,174	177,645
Electric Lineman	I	51.67	8,991	107,887	7,890	13,655	1,679	8,677	434	1,652	25,261	51,358	167,135
Electric Lineman	I	51.67	8,991	107,887	7,890	13,655	1,679	8,677	434	1,652	25,261	51,358	167,135
Electric Lineman	I	51.67	8,991	107,887	7,890	13,655	1,679	8,677	434	1,652	25,261	51,358	167,135
Electric Troublemens	I	54.08	9,410	112,919	8,256	14,292	1,757	9,082	434	1,665	25,261	52,491	173,667
Line Staking Technician	I	41.34	7,193	86,318	1,654	10,925	1,276	1,800	434	1,449	25,261	41,145	129,117
Position Upgrade/Standby Pay				20,000			290	1,609	434			4,864	24,864
Unfunded Pers Monthly						85,631						85,631	85,631
OPEB Contribution - Retiree Health Care											49,596		49,596
ELECTRIC TOTAL:		586.40	102,034	1,244,411	84,538	243,136	19,270	66,973	4,774	16,394	302,208	603,159	1,981,703
WASTEWATER; 03-02													
Overtime				18,000			261	250				511	18,511
Public Works Superintendent-Wastewater	M	48.52	8,442	101,308	1,941	12,823	1,497	9,831	434	1,648	25,261	51,494	154,743
Senior WW Treatment Operator	T	33.50	5,829	69,948	2,680	8,853	1,053	6,788	434	1,141	25,261	43,530	116,158
Wastewater Treatment Operator II	T	29.87	5,197	62,369	2,390	7,894	939	6,052	434	1,063	25,261	41,643	106,401
Wastewater Operator In Training - Vacant		24.15											
Position Upgrade/Standby Pay			417	5,000			633	383	485	248		1,749	6,749
Unfunded Pers Monthly						16,199						16,199	16,199
OPEB Contribution - Retiree Health Care											17,399	17,399	17,399
WASTEWATER TOTAL:		136.04	19,885	238,625	25,010	46,401	4,133	23,406	1,550	3,852	93,182	172,524	436,159
CITY COUNCIL; 05-01													
COUNCILMEMBER		300	300	3,600	-		551	22	223	-	11,294	12,090	15,690
COUNCILMEMBER		300	300	3,600	-		551	22	223	-		796	4,396
COUNCILMEMBER		300	300	3,600	-		551	22	223	-		796	4,396
COUNCILMEMBER		300	300	3,600	-		551	22	223	-		796	4,396
COUNCILMEMBER		300	300	3,600	-		551	22	223	-		796	4,396
CITY COUNCIL TOTAL:		1,500	1,500	18,000	-	-	2,754	110	1,116	-	11,294	15,274	33,274

Rates:
 IBEW
 Teamsters
 Management

Per MOU
 Per MOU
 CLASS

		(A) 1.045 HOURLY	(B) MONTHLY (C / 12)	(C) 5010:5040 ANNUAL	(G) 5050 OVERTIME/ TEMP./ACCR/ CASHOUT	(H) 5150 12.657% PERS	(I) 5210 MEDICARE (F * 1.45%)	(J) 5230 WKRS COMP	(K) 5220 SUI (7,000 * 6.2%)	(L) 5140 LIFE & DISABILITY	(M) 5110, 5120, 5130 2,105.10 MEDICAL	(N) TOTAL BENEFITS (SUM H...M)	(O) TOTAL SAL. & BEN. (C+G+N)
CITY MANAGER; 05-02													
City Manager	M	65.21	11,347	136,158	7,825	17,234	2,088	833	434	1,665	25,261	47,515	191,498
City Clerk	M	39.67	6,902	82,827	1,587	10,483	1,224	507	434	1,467	25,261	39,377	123,790
Community & Economic Dev. Manager	M	35.62	6,199	74,383	1,425	9,415	1,099	461	434	1,665	25,261	38,335	114,143
Administrative Assistant	M	20.90	3,637	43,639	836	5,523	645	267	434	589	25,261	32,720	77,195
Unfunded Pers Monthly			-	-		23,732	-	-			-	23,732	23,732
CITY MANAGER TOTAL:		161.40	28,084	337,008	11,673	66,387	5,056	2,068	1,736	5,386	101,045	181,678	530,359
CUSTOMER SERVICE; 05-03													
Finance Director 30%	M	49.17	2,567	30,798	590	3,898	455	191	130	497	7,578	12,749	44,138
Finance & Admin. Services Manager 50%	M	37.54	3,266	39,188	751	4,960	579	243	217	724	12,631	19,354	59,292
Utilities Accounting Technician	M	26.81	4,666	55,989	2,645	7,087	850	353	434	1,010	25,261	34,996	93,630
Accounting Technician	M	26.81	4,666	55,989	2,645	7,087	850	353	434	1,010	25,261	34,996	93,630
Meter Reader/Service and Warehouse Worker	T	26.28	3,304	46,642	2,602	5,903	714	296	434	981	25,261	33,590	82,834
Meter Reader - Vacant	T												
Account Clerk II	T	22.40	3,898	46,771	2,792	5,920	719	286	434	812	25,261	33,432	82,995
Account Clerk-Vacant	T	-	-	-									
On-Call Meter Reader/Part-time Assistance													
Unfunded Pers Monthly						17,561						17,561	17,561
CUST. SERVICE TOTAL:		189.01	22,365	275,377	12,025	52,415	4,167	1,723	2,083	5,034	121,254	186,677	474,080
FINANCE SERVICES; 05-04													
Overtime		-	-	-	2,000	-	29	8	-	-	-	37	2,037
Accounting Technician	M	26.81	4,666	55,989	2,745	7,087	852	354	434	1,010	25,261	34,997	93,732
Accounting Technician	M	26.81	4,666	55,989	2,745	7,087	852	354	434	1,010	25,261	34,997	93,732
Lead Account Technician - Vacant	M												
Finance & Admin Services Manager 50%	M	37.54	3,266	39,188	751	4,960	579	243	217	724	12,631	19,354	59,292
Finance Director-70%	M	49.17	5,989	71,863	1,377	9,096	1,062	445	304	1,158	17,683	29,748	102,988
Unfunded Pers Monthly						13,320						13,320	13,320
FINANCE SERVICE TOTAL:		140.33	18,586	223,029	9,618	41,549	3,373	1,404	1,389	3,903	80,836	132,454	365,101
DEVELOPMENT SERVICES; 05-05													
Development Services Director	M	56.41	9,815	117,778	2,256	14,907	1,740	730	434	1,662	25,261	44,734	164,769
Senior Planner	M	39.18	6,817	81,802	1,567	10,354	1,209	507	434	1,452	25,261	39,217	122,585
Permit Center Manager	M	32.95	5,733	68,797	1,318	8,708	1,017	426	434	1,240	25,261	37,086	107,201
Administrative Assistant 50%	T	21.98	1,912	22,947	879	2,904	345	144	217	411	12,631	16,652	40,479
Unfunded Pers Monthly						20,320						20,320	20,320
DEVELOPMENT SERV. TOTAL:		150.51	24,277	291,324	6,021	57,193	4,311	1,807	1,519	4,764	88,414	158,009	455,353
BUILDING SERVICES; 05-06													
Building Official	M	39.18	6,817	81,802	1,567	10,354	1,209	1,728	434	1,452	25,261	40,437	123,806
Building Inspector 15%	T	27.60	720	8,644	-	1,094	125	180	434	1,452	3,789	7,075	15,719
Administrative Assistant 50%	T	21.98	1,912	22,947	879	2,904	345	491	217	411	12,631	16,999	40,825
Unfunded Pers Monthly						7,574						7,574	7,574
BUILDING SERVICES TOTAL:		88.76	9,449	113,393	2,446	21,927	1,680	2,399	1,085	3,314	41,681	72,086	187,925

Rates:
 IBEW
 Teamsters
 Management

Per MOU
 Per MOU
 CLASS

		(A) 1.045 HOURLY	(B) MONTHLY (C / 12)	(C) 5010:5040 ANNUAL	(G) 5050 OVERTIME/ TEMP./ACCR/ CASHOUT	(H) 5150 12.657% PERS	(I) 5210 MEDICARE (F * 1.45%)	(J) 5230 WKRS COMP	(K) 5220 SUI (7,000 * 6.2%)	(L) 5140 LIFE & DISABILITY	(M) 5110, 5120, 5130 2,105.10 MEDICAL	(N) TOTAL BENEFITS (SUM H...M)	(O) TOTAL SAL. & BEN. (C+G+N)
CENTRAL SERVICES; 05-08													
Janitor	T	-	-	-	-	-	-	-	-	-	-	-	-
CENTRAL SERVICES TOTAL:		-	-	-	-	-	-	-	-	-	-	-	-
ANIMAL CONTROL; 05-10													
Animal Control Officer-Supervisor	M	30.56	5,317	63,801	1,222	8,075	943	6,191	434	1,150	25,261	42,055	107,078
Animal Control Officer (1)	M	20.76	2,249	26,993	5,000	3,417	464	2,943	434	-	-	7,257	39,251
Animal Control Officer	M	20.76	2,249	26,993	831	3,417	403	2,673	434	-	-	6,927	34,751
Animal Control Officer	M	20.76	2,249	26,993	831	3,417	403	2,673	434	-	-	6,927	34,751
Unfunded Pers Monthly						8,663						8,663	8,663
ANIMAL CONTROL TOTAL:		92.85	12,065	144,781	7,883	26,987	2,214	14,480	1,736	1,150	25,261	71,829	224,493
PARKS; 05-11													
Seasonal Parks Workers (2)-1000 hours	M	13.13	4,375	26,250	-	-	2,008	2,547	868	-	-	5,423	31,674
PARKS TOTAL:		13.13	4,375	26,250	-	-	2,008	2,547	868	-	-	5,423	31,674
ENGINEER.; 05-14													
Engineer 25%	M	61.60	2,680	32,157	616	4,070	475	197	109	416	6,315	11,582	44,355
Unfunded Pers Monthly						2,330						2,330	2,330
ENGINEER TOTAL:		61.60	2,680	32,157	616	6,400	475	197	109	416	6,315	13,912	46,685
MOTOR POOL 09-10													
Senior Mechanic	T	30.83	5,364	64,373	2,466	8,148	969	6,406	434	1,107	25,261	42,325	109,165
Equipment Mechanic	T												
Part-time help - 1,000 hr	M	20.76	1,730	20,764	831		313	2,069	434	-	-	2,816	24,410
Unfunded Pers Monthly						4,458						4,458	4,458
OPEB Contribution - Retiree Health Care											7,133	7,133	7,133
MOTOR POOL. TOTAL:		51.59	7,095	85,137	3,297	12,606	1,282	8,475	868	1,107	32,394	56,733	145,167
PUBLIC WORKS; 17-01													
Overtime			-	-	25,000	-	363	1,617	-	-	-	1,980	26,980
Public Works Director/Engineer 75%	M	61.60	8,039	96,470	1,848	12,210	1,426	590	326	1,249	18,946	34,746	133,064
Public Works Supervisor	M	43.30	7,535	90,420	1,732	11,445	1,336	1,886	434	1,566	25,261	41,927	134,080
Public Works Leadworker	T	31.09	5,410	64,916	2,487	8,216	977	6,299	434	1,164	25,261	42,353	109,756
Public Works Engineer Tech II	T	31.43	5,469	65,626	2,514	8,306	988	6,368	434	1,142	25,261	42,500	110,640
Public Works Equipment Operator	T	28.70	4,994	59,926	2,296	7,585	902	5,815	434	1,030	25,261	41,027	103,249
Public Works Equipment Operator	T	28.70	4,994	59,926	2,296	7,585	902	5,815	434	1,081	25,261	41,079	103,300
Public Works Maintenance Worker II	T	26.19	4,557	54,685	2,095	6,921	823	5,307	434	993	25,261	39,739	96,519
Public Works Maintenance Worker II	T	26.19	4,557	54,685	2,095	6,921	823	5,307	434	993	25,261	39,739	96,519
Public Works Maintenance Worker II	T	26.19	4,557	54,685	2,095	6,921	823	5,307	434	993	25,261	39,739	96,519
Public Works Maintenance Worker II	T	26.19	4,557	54,685	2,095	6,921	823	5,307	434	993	25,261	39,739	96,519
Unfunded Pers Monthly						49,633						49,633	49,633
OPEB Contribution - Retiree Health Care											67,965	67,965	67,965
Position Upgrade/Standby								1,941				1,941	1,941
PUBLIC WORKS TOTAL*:		355.78	59,226	710,707	48,650	139,587	11,011	56,865	4,666	12,196	339,523	563,847	1,323,204

* Employee currently at maintenance worker I level

GENERAL FUND TOTALS

2,335.99	123,381	1,461,319	50,282	272,858	26,039	26,736	11,641	23,969	476,100	837,342	2,348,943
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COMBINED TOTALS

3,636	330,957	3,972,226	238,535	759,347	65,507	205,251	25,048	61,177	1,334,336	2,401,070	6,661,427
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CITY OF SHASTA LAKE
2017-18 Salary & Benefit Budget
By Fund/Department

PER JD - Use 8% then 3% for pay increases for Teamsters. Use 4% and 3% for IBEW. Need to update when negotiations are final.

Rates:
 IBEW
 Teamsters
 Management

CLASS	(A) 1.04 1.035 HOURLY	(B) MONTHLY (C / 12)	(C) 5010:5040 ANNUAL	(G) 5050 OVERTIME/ TEMP./ACCR/ CASHOUT	(H) 5150 12.700% PERS	(I) 5210 MEDICARE (F * 1.45%)	(J) 5230 WKRS COMP	(K) 5220 SUI (7,000 * 6.2%)	(L) 5140 LIFE & DISABILITY	(M) 5110, 5120, 5130 2,262.98 MEDICAL	(N) TOTAL BENEFITS (SUM H...M)	(O) TOTAL SAL. & BEN. (C+G+N)
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WATER; 01-03													
Overtime				20,000								20,000	
Public Works Superintendent-Water	M	50.22	8,738	104,854	2,009	13,316	1,550	11,539	434	1,648	27,156	55,643	162,506
Senior Water Treatment Plant Operator	T	36.53	6,356	76,275	2,922	9,687	1,148	8,500	434	1,063	27,156	47,988	127,185
Water Treatment Plant Operator	T	31.68	5,512	66,148	2,534	8,401	996	7,372	434	949	27,156	45,307	113,989
Position Upgrade/Standby Pay			417	5,000	-		383	329	248	-	-	959	5,959
Unfunded Pers Monthly						19,332						19,332	19,332
OPEB Contribution - Retiree Health Care											13,419	13,419	13,419
WATER TOTAL:		118.43	21,023	252,277	27,466	50,736	4,076	27,740	1,550	3,660	94,886	182,648	462,390
ELECTRIC; 02-02													
Overtime				25,000			363					363	25,363
Electric Utilities Director	M	91.69	15,953	191,439	3,667	24,313	2,829	4,471	434	1,665	27,156	60,868	255,974
Electric Operations Manager	M	70.53	12,272	147,266	2,821	18,703	2,176	3,439	434	1,665	27,156	53,573	203,660
Assistant Electric Director	M	70.53	12,272	147,266	2,821	18,703	2,176	3,439	434	1,665	27,156	53,573	203,660
Electric Leadworker	I	57.77	10,052	120,628	8,571	15,320	1,873	10,864	434	1,665	27,156	57,312	186,511
Electric Leadworker	I	57.77	10,052	120,628	8,571	15,320	1,873	10,864	434	1,665	27,156	57,312	186,511
Electric Lineman	I	53.74	9,350	112,202	7,972	14,250	1,743	10,105	434	1,652	27,156	55,339	175,514
Electric Lineman	I	53.74	9,350	112,202	7,972	14,250	1,743	10,105	434	1,652	27,156	55,339	175,514
Electric Lineman	I	53.74	9,350	112,202	7,972	14,250	1,743	10,105	434	1,652	27,156	55,339	175,514
Electric Troublemens	I	56.24	9,786	117,436	8,343	14,914	1,824	10,577	434	1,665	27,156	56,570	182,348
Line Staking Technician	I	42.99	7,481	89,771	1,720	11,401	1,327	2,097	434	1,449	27,156	43,863	135,353
Position Upgrade/Standby Pay				20,000			290	1,801	434			5,065	25,065
Unfunded Pers Monthly						103,314						103,314	103,314
OPEB Contribution - Retiree Health Care											45,321		45,321
ELECTRIC TOTAL:		608.74	105,920	1,291,039	85,431	267,276	19,959	77,869	4,774	16,394	316,879	657,830	2,079,621
WASTEWATER; 03-02													
Overtime				18,000			261	280				541	18,541
Public Works Superintendent-Wastewater	M	50.22	8,738	104,854	2,009	13,316	1,550	11,394	434	1,648	27,156	55,498	162,361
Senior WW Treatment Operator	T	36.53	6,356	76,275	2,922	9,687	1,148	8,288	434	1,141	27,156	47,854	127,051
Wastewater Treatment Operator II	T	31.68	5,512	66,148	2,534	8,401	996	7,188	434	1,063	27,156	45,237	113,919
Wastewater Operator In Training - Vacant	T	-											
Position Upgrade/Standby Pay			417	5,000			635	383	543	248		1,809	6,809
Unfunded Pers Monthly						19,544						19,544	19,544
OPEB Contribution - Retiree Health Care											16,262	16,262	16,262
WASTEWATER TOTAL:		118.43	21,023	252,277	25,466	51,583	4,337	27,694	1,550	3,852	97,729	186,745	464,487
CITY COUNCIL; 05-01													
COUNCILMEMBER		300	300	3,600	-		551	25	223	-	12,988	13,787	17,387
COUNCILMEMBER		300	300	3,600	-		551	25	223	-		799	4,399
COUNCILMEMBER		300	300	3,600	-		551	25	223	-		799	4,399
COUNCILMEMBER		300	300	3,600	-		551	25	223	-		799	4,399
COUNCILMEMBER		300	300	3,600	-		551	25	223	-		799	4,399
CITY COUNCIL TOTAL:		1,500	1,500	18,000	-	-	2,754	123	1,116	-	12,988	16,981	34,981

Rates:
 IBEW
 Teamsters
 Management

		(A) 1.04 1.035 HOURLY	(B) MONTHLY (C / 12)	(C) 5010:5040 ANNUAL	(G) 5050 OVERTIME/ TEMP./ACCR/ CASHOUT	(H) 5150 12.700% PERS	(I) 5210 MEDICARE (F * 1.45%)	(J) 5230 WKRS COMP	(K) 5220 SUI (7,000 * 6.2%)	(L) 5140 LIFE & DISABILITY	(M) 5110, 5120, 5130 2,262.98 MEDICAL	(N) TOTAL BENEFITS (SUM H...M)	(O) TOTAL SAL. & BEN. (C+G+N)
CITY MANAGER; 05-02													
City Manager	M	65.21	11,347	136,158	7,825	17,292	2,088	933	434	1,665	27,156	49,568	193,551
City Clerk	M	39.29	6,836	82,035	1,572	10,418	1,212	562	434	1,467	27,156	41,250	124,856
Community & Economic Dev. Manager	M	36.87	6,416	76,986	1,475	9,777	1,138	534	434	1,665	27,156	40,704	119,165
Administrative Assistant	M	21.63	3,764	45,167	865	5,736	667	310	434	589	27,156	34,892	80,924
Unfunded Pers Monthly			-	-		28,632	-	-			-	28,632	28,632
CITY MANAGER TOTAL:		163.00	28,362	340,346	11,737	71,856	5,105	2,339	1,736	5,386	108,623	195,046	547,129
CUSTOMER SERVICE; 05-03													
Finance Director 30%	M	50.89	2,656	31,876	611	4,048	471	221	130	497	8,147	13,514	46,001
Finance & Admin. Services Manager 50%	M	38.85	3,380	40,560	777	5,151	599	281	217	724	13,578	20,551	61,887
Utilities Accounting Technician	M	27.75	4,829	57,949	2,720	7,359	880	410	434	1,010	27,156	37,249	97,918
Accounting Technician	M	27.75	4,829	57,949	2,720	7,359	880	410	434	1,010	27,156	37,249	97,918
Meter Reader/Service and Warehouse Worker	T	27.55	3,463	48,896	2,704	6,210	748	347	434	981	27,156	35,876	87,476
Meter Reader - Vacant	T												
Account Clerk II	T	24.16	4,204	50,446	2,933	6,407	774	346	434	812	27,156	35,928	89,307
Account Clerk-Vacant	T	-	-	-									
On-Call Meter Reader/Part-time Assistance		-	833	10,000	-	1,270	145	61		-	-	1,476	11,476
Unfunded Pers Monthly						21,187						21,187	21,187
CUST. SERVICE TOTAL:		196.95	24,195	297,675	12,465	58,991	4,497	2,076	2,083	5,034	130,348	203,030	513,170
FINANCE SERVICES; 05-04													
Overtime		-	-	-	2,000	-	29	9	-	-	-	38	2,038
Accounting Technician	M	27.75	4,829	57,949	2,820	7,359	881	410	434	1,010	27,156	37,251	98,020
Accounting Technician	M	27.75	4,829	57,949	2,820	7,359	881	410	434	1,010	27,156	37,251	98,020
Lead Account Technician - Vacant	M	-	-	-									
Finance & Admin Services Manager 50%	M	38.85	3,380	40,560	777	5,151	599	281	217	724	13,578	20,551	61,887
Finance Director-70%	M	50.89	6,198	74,378	1,425	9,446	1,099	516	304	1,158	19,009	31,533	107,336
Position Upgrade	M	4.51	549	6,592	126	837	97	-				935	7,653
Unfunded Pers Monthly						16,071						16,071	16,071
FINANCE SERVICE TOTAL:		145.24	19,786	237,427	9,969	46,224	3,587	1,627	1,389	3,903	86,899	143,628	391,024
DEVELOPMENT SERVICES; 05-05													
Development Services Director	M	58.38	10,158	121,900	2,335	15,481	1,801	846	434	1,662	27,156	47,380	171,615
Senior Planner	M	40.55	7,055	84,665	1,622	10,752	1,251	588	434	1,452	27,156	41,633	127,920
Permit Center Manager	M	34.10	5,934	71,205	1,364	9,043	1,052	494	434	1,240	27,156	39,419	111,988
Administrative Assistant 50%	T	23.11	2,011	24,127	924	3,064	363	170	217	411	13,578	17,803	42,854
Unfunded Pers Monthly						24,516						24,516	24,516
DEVELOPMENT SERV. TOTAL:		156.14	25,158	301,897	6,246	62,857	4,468	2,097	1,519	4,764	95,045	170,751	478,893
BUILDING SERVICES; 05-06													
Building Official	M	40.55	7,055	84,665	1,622	10,752	1,251	2,003	434	1,452	27,156	43,048	129,335
Building Inspector 15%	T	31.28	816	9,797		1,244	142	229	434	1,452	4,073	7,574	43,262
Administrative Assistant 50%	T	23.11	2,011	24,127	924	3,064	363	578	217	411	13,578	18,211	43,262
Unfunded Pers Monthly						9,138						9,138	9,138
BUILDING SERVICES TOTAL:		94.94	9,882	118,588	2,546	24,199	1,756	2,809	1,085	3,314	44,807	77,971	181,735

Rates:
 IBEW
 Teamsters
 Management

		(A) 1.04 1.035 HOURLY	(B) MONTHLY (C / 12)	(C) 5010:5040 ANNUAL	(G) 5050 OVERTIME/ TEMP./ACCR/ CASHOUT	(H) 5150 12.700% PERS	(I) 5210 MEDICARE (F * 1.45%)	(J) 5230 WKRS COMP	(K) 5220 SUI (7,000 * 6.2%)	(L) 5140 LIFE & DISABILITY	(M) 5110, 5120, 5130 2,262.98 MEDICAL	(N) TOTAL BENEFITS (SUM H...M)	(O) TOTAL SAL. & BEN. (C+G+N)
CENTRAL SERVICES; 05-08													
Janitor	T	-	-	-	-	-	-	-	-	-	-	-	-
CENTRAL SERVICES TOTAL:		-	-	-	-	-	-	-	-	-	-	-	-
ANIMAL CONTROL; 05-10													
Animal Control Officer-Supervisor	M	31.63	5,503	66,034	1,265	8,386	976	7,175	434	1,150	27,156	45,278	112,576
Animal Control Officer (1)	M	21.49	2,328	27,938	5,000	3,548	478	3,398	434	-	-	7,858	40,796
Animal Control Officer	M	21.49	2,328	27,938	860	3,548	418	3,098	434	-	-	7,498	36,296
Animal Control Officer	M	21.49	2,328	27,938	860	3,548	418	3,098	434	-	-	7,498	36,296
Unfunded Pers Monthly						10,451						10,451	10,451
ANIMAL CONTROL TOTAL:		96.10	12,487	149,848	7,984	29,482	2,289	16,770	1,736	1,150	27,156	78,583	236,415
PARKS; 05-11													
Seasonal Parks Workers (2)-1000 hours	M	13.58	4,528	27,169	-	-	2,078	2,952	868	-	-	5,899	33,068
PARKS TOTAL:		13.58	4,528	27,169	-	-	2,078	2,952	868	-	-	5,899	33,068
ENGINEER.; 05-14													
Engineer 25%		63.76	2,774	33,282	638	4,227	492	228	109	416	6,789	12,260	46,180
Unfunded Pers Monthly						2,811						2,811	2,811
ENGINEER TOTAL:		63.76	2,774	33,282	638	7,038	492	228	109	416	6,789	15,072	48,991
MOTOR POOL 09-10													
Senior Mechanic	T	33.45	5,820	69,844	2,676	8,870	1,052	7,783	434	1,107	27,156	46,402	118,922
Equipment Mechanic	T	-	-	-	-	-	-	-	-	-	-	-	-
Part-time help - 1,000 hr	M	21.49	1,791	21,491	860	-	324	2,398	434	-	-	3,156	25,506
Unfunded Pers Monthly						5,379						5,379	5,379
OPEB Contribution - Retiree Health Care											6,605	6,605	6,605
MOTOR POOL. TOTAL:		54.94	7,611	91,334	3,536	14,249	1,376	10,181	868	1,107	33,761	61,542	156,412
PUBLIC WORKS; 17-01													
Overtime		-	-	-	25,000	-	363	1,811	-	-	-	2,174	27,174
Public Works Director/Engineer 75%	M	63.76	8,321	99,846	1,913	12,680	1,476	684	326	1,249	20,367	36,781	138,540
Public Works Supervisor	M	44.82	7,799	93,585	1,793	11,885	1,383	2,186	434	1,566	27,156	44,609	139,987
Public Works Leadworker	T	32.55	5,664	67,964	2,604	8,631	1,023	7,385	434	1,164	27,156	45,794	116,363
Public Works Engineer Tech II	T	32.37	5,632	67,589	2,590	8,584	1,018	7,344	434	1,142	27,156	45,677	115,856
Public Works Equipment Operator	T	29.85	5,194	62,327	2,388	7,916	938	6,773	434	1,030	27,156	44,246	108,961
Public Works Equipment Operator	T	29.85	5,194	62,327	2,388	7,916	938	6,773	434	1,081	27,156	44,298	109,012
Public Works Maintenance Worker II	T	27.08	4,712	56,543	2,166	7,181	851	6,144	434	993	27,156	42,759	101,469
Public Works Maintenance Worker II	T	27.08	4,712	56,543	2,166	7,181	851	6,144	434	993	27,156	42,759	101,469
Public Works Maintenance Worker II	T	27.08	4,712	56,543	2,166	7,181	851	6,144	434	993	27,156	42,759	101,469
Public Works Maintenance Worker II	T	27.08	4,712	56,543	2,166	7,181	851	6,144	434	993	27,156	42,759	101,469
Unfunded Pers Monthly						59,882						59,882	59,882
OPEB Contribution - Retiree Health Care											62,725	62,725	62,725
Position Upgrade/Standby							190	2,173			-	2,363	2,363
*PUBLIC WORKS TOTAL:		368.60	61,363	736,353	49,507	153,399	11,585	65,850	4,666	12,196	354,650	602,345	1,388,206

* Employee currently at maintenance worker I level

GENERAL FUND TOTALS	2,365.96	128,672	1,524,233	51,584	300,648	27,027	31,022	11,641	23,969	512,654	906,961	2,465,406
COMBINED TOTALS	3,699	345,612	4,147,513	242,990	837,890	68,360	240,356	25,048	61,177	1,410,560	2,598,070	7,016,522

City of Shasta Lake

Distribution of General Fund Costs: Fiscal Year 2016-17 (FY 2017-18 = 5%)

TOTAL ALLOCATION FROM GENERAL \$ 3,369,716

DEPT. NAME	PROPOSED (%) ALLOCATION												2017/18 Council Approved Budget	PROPOSED (\$) ALLOCATION											
	01 Water Fund	02 Electric Fund	03 Wastewater Fund	05 General Fund	09 Motor Pool	11 Water P & FCC	17 Public Works Fund	22 Electric P & FCC	33 Wastewater P & FCC	44 Parks P & FCC	71 Industrial Park Fund	Total (%) Allocated		01 Water Fund	02 Electric Fund	03 Wastewater Fund	05 General Fund	09 Motor Pool	11 Water P & FCC	17 Public Works Fund	22 Electric P & FCC	33 Wastewater P & FCC	44 Parks P & FCC	71 Industrial Park Fund	Total (\$) Allocated
05-01 City Council	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	41,664	3,777	26,010	3,674	4,445	1,182	44	2,334	9	62	27	99	41,664
05-02 City Manager	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	558,735	50,656	348,801	49,269	59,608	15,850	594	31,306	124	835	357	1,333	558,735
05-03 Customer Services	26.00%	51.00%	20.50%	2.50%								100.00%	622,759	161,917	317,607	127,666	15,569	-	-	31,306	-	-	-	-	622,759
05-04 Finance	9.33%	64.25%	9.08%	10.98%		0.11%	5.77%	0.02%	0.15%	0.07%	0.25%	100.00%	466,376	43,517	299,644	42,326	51,208	-	510	26,894	107	718	307	1,145	466,376
05-05 Dev. and Building Services	9.33%	64.25%	9.08%	10.98%		0.11%	5.77%	0.02%	0.15%	0.07%	0.25%	100.00%	711,406	66,381	457,075	64,564	78,112	-	779	41,024	163	1,095	468	1,747	711,406
05-08 Internal Services	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	537,737	48,752	335,692	47,418	57,368	15,255	572	30,129	120	804	344	1,283	537,737
05-09 Capital Projects	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	50,000	4,533	31,213	4,409	5,334	1,418	53	2,802	11	75	32	119	50,000
05-09* Capital Rollover				100.00%								100.00%	5,797,708	-	-	-	5,797,708	-	-	-	-	-	-	-	5,797,708
05-10 Animal Control				100.00%								100.00%	251,221	-	-	-	251,221	-	-	-	-	-	-	-	251,221
05-11 Parks				100.00%								100.00%	303,802	-	-	-	303,802	-	-	-	-	-	-	-	303,802
05-13 Police Services				100.00%								100.00%	2,548,868	-	-	-	2,548,868	-	-	-	-	-	-	-	2,548,868
05-13 Police Serv. 10%	10.19%	70.15%	9.91%		3.19%		6.30%				0.27%	100.00%	295,165	30,071	207,061	29,248	-	9,409	-	18,584	-	-	-	791	295,165
05-14 Public Services	24.13%		23.47%	28.39%	7.55%	0.28%	14.91%	0.06%	0.40%	0.17%	0.64%	100.00%	51,492	12,425	-	12,085	14,620	3,888	146	7,679	31	205	88	327	51,492
05-15 Labor Relations	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	358,939	32,542	224,074	31,651	38,293	10,182	-	20,111	80	537	229	856	358,939
	Total FY 2016/17 Projected Allocations												12,595,872	454,573	2,247,178	412,309	9,226,156	57,185	3,080	180,864	645	4,330	1,852	7,702	12,595,872
	FY 2015/16 Allocations												6,153,873	377,960	2,002,015	354,440	3,229,038	40,530	2,230	133,320	3,320	2,195	585	8,240	6,153,873
	Variance from Prior FY												6,441,999	76,613	245,163	57,869	5,997,118	16,655	850	47,544	(2,675)	2,135	1,267	(538)	6,441,999

* Rollover from previous year.

Please See Attached for an Enhanced View of this Sheet

GENERAL FUND ALLOCATION - (ENHANCED VIEW)

9/1/2016

DEPT. NAME		PROPOSED (%) ALLOCATION											2017/18 Council Approved Budget	
		01 Water Fund	02 Electric Fund	03 Wastewater Fund	05 General Fund	09 Motor Pool	11 Water P & FCC	17 Public Works Fund	22 Electric P & FCC	33 Wastewater P & FCC	44 Parks P & FCC	71 Industrial Park Fund		Total (%) Allocated
05-01	City Council	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	41,664
05-02	City Manager	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	558,735
05-03	Customer Services	26.00%	51.00%	20.50%	2.50%								100.00%	622,759
05-04	Finance	9.33%	64.25%	9.08%	10.98%		0.11%	5.77%	0.02%	0.15%	0.07%	0.25%	100.00%	466,376
05-05	Dev. and Building Services	9.33%	64.25%	9.08%	10.98%		0.11%	5.77%	0.02%	0.15%	0.07%	0.25%	100.00%	711,406
05-08	Internal Services	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	537,737
05-09	Capital Projects	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	50,000
05-09*	Capital Rollover				100.00%								100.00%	5,797,708
05-10	Animal Control				100.00%								100.00%	251,221
05-11	Parks				100.00%								100.00%	303,802
05-13	Police Services				100.00%								100.00%	2,548,868
05-13	Police Serv. 10%	10.19%	70.15%	9.91%		3.19%		6.30%				0.27%	100.00%	295,165
05-14	Public Services	24.13%		23.47%	28.39%	7.55%	0.28%	14.91%	0.06%	0.40%	0.17%	0.64%	100.00%	51,492
05-15	Labor Relations	9.07%	62.43%	8.82%	10.67%	2.84%	0.11%	5.60%	0.02%	0.15%	0.06%	0.24%	100.00%	358,939
Total FY 2016/17 Projected Allocations												12,595,872		
FY 2015/16 Allocations												6,153,873		
Variance from Prior FY												6,441,999		

* Rollover from previous year.

GENERAL FUND ALLOCATION - (ENHANCED VIEW)

9/1/2016

TOTAL ALLOCATION FROM GENERAL: \$ 3,369,716

PROPOSED (\$) ALLOCATION											
01 Water Fund	02 Electric Fund	03 Wastewater Fund	05 General Fund	09 Motor Pool	11 Water P & FCC	17 Public Works Fund	22 Electric P & FCC	33 Wastewater P & FCC	44 Parks P & FCC	71 Industrial Park Fund	Total (\$) Allocated
3,777	26,010	3,674	4,445	1,182	44	2,334	9	62	27	99	41,664
50,656	348,801	49,269	59,608	15,850	594	31,306	124	835	357	1,333	558,735
161,917	317,607	127,666	15,569	-	-	-	-	-	-	-	622,759
43,517	299,644	42,326	51,208	-	510	26,894	107	718	307	1,145	466,376
66,381	457,075	64,564	78,112	-	779	41,024	163	1,095	468	1,747	711,406
48,752	335,692	47,418	57,368	15,255	572	30,129	120	804	344	1,283	537,737
4,533	31,213	4,409	5,334	1,418	53	2,802	11	75	32	119	50,000
-	-	-	5,797,708	-	-	-	-	-	-	-	5,797,708
-	-	-	251,221	-	-	-	-	-	-	-	251,221
-	-	-	303,802	-	-	-	-	-	-	-	303,802
-	-	-	2,548,868	-	-	-	-	-	-	-	2,548,868
30,071	207,061	29,248	-	9,409	-	18,584	-	-	-	791	295,165
12,425	-	12,085	14,620	3,888	146	7,679	31	205	88	327	51,492
32,542	224,074	31,651	38,293	10,182	382	20,111	80	537	229	856	358,939
454,573	2,247,178	412,309	9,226,156	57,185	3,080	180,864	645	4,330	1,852	7,702	12,595,872
377,960	2,002,015	354,440	3,229,038	40,530	2,230	133,320	3,320	2,195	585	8,240	6,153,873
76,613	245,163	57,869	5,997,118	16,655	850	47,544	(2,675)	2,135	1,267	(538)	6,441,999