

City of Adelanto Annual Budget



FY 2012-13

City of Adelanto FY2012-13 Annual Budget

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Elected Officials and Executive Staff

Elected Officials

Cari Thomas, Mayor
Steve Baisden, Mayor Pro Tem
Edgar "Ed" Camargo, Councilor
Trinidad Perez, Councilor
Charles Valvo, Councilor

Executive Staff

"Progress through unity"
D. James Hart, PhD., City Manager
Aaron Palmer, Deputy City Manager
Rick Gomez, Director of Community Development
Tom Thornton, City Engineer
Onyx Jones, Interim Finance Director
Cindy Herrera, City Clerk
John Sponsler, Public Utilities Superintendent
Nan Moore, Public Works Superintendent

City Manager's Budget Message

June 13, 2012



Honorable Mayor and City Councilors
Citizens of the City of Adelanto

Staff and I are pleased to present the enclosed Fiscal Year 2012-13 operating budgets for the City of Adelanto, the Adelanto Public Utility Authority, and the Adelanto Community Benefits Corporation for your approval.

Over the last few months, staff has worked diligently to prepare a budget that we feel meets the needs of our community. We have presented a budget for the City's general fund, which accounts for the customary needs of the City, including administration, public safety, building and development, maintenance and community centers. The budget is balanced with the use of \$5.1M of remaining proceeds from the sale of the Adelanto Community Correctional Facility that sold in June 2010. We are strategically pursuing a couple of financial solutions, to make the General Fund solvent without relying on reserves.

The general fund budgeted expenditures increased \$82K over the 2011-12 amended budget. The increase can be attributed to the cost associated with the Sheriff's contract. Their administration allocation charge increased from 3% to 5% and the contract increased by \$194K. Non-Departmental reduced its overall budget by \$196K to offset the increase. All other City departments had slight increases mainly from expected employees' merit raises.

We have also presented a balanced budget for the Adelanto Public Utility Authority, which includes the continued expansion of the sewer plant and building of new transmission lines which will be paid from the 2005 bond issuance, which was refunded in Dec. 2009. On February 8, 2012, APUA signed an agreement with PERC Water Corporation to Design, Build, and Operate the Wastewater Facility. The expected date of completion of the expanded wastewater treatment plant is estimated to be mid 2013. This will alleviate the cost spent on currently having to divert a portion of wastewater to VVWRA to the sum of \$900K a year.

The recently formed Adelanto Community Benefits Corporation is also included in this budget to accommodate the programming of the various Community Events, namely the Annual Christmas Parade, Community Job and Resource Fair, and the Beautification Clean Up Day(s). To help fund these activities the Benefits Corporation will be hosting an Annual Golf Tournament in August and soliciting donations from vendors and the public.

In closing, I will continuously strive to make Adelanto's future progress. With the assistance of current management staff our focus for this fiscal year is to find avenues for long term stability of the General Fund. If successful, it will allow the City to provide more resources to the residents. The goal is to have a positive impact that the public can visually appreciate.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "D. James Hart".

D. James Hart, PhD.
City Manager

CITY OF ADELANTO
TOTAL REVENUE AND EXPENDITURE SUMMARY
2012-2013 FINANCIAL PLAN

| Fund Number | Fund Name | Estimated Beginning Fund Balance | Budget FY 12/13 Revenues | Budget FY 12/13 Expenditures | Estimated Ending Fund Balance |
|------------------------------------|-----------------------------------|----------------------------------|--------------------------|------------------------------|-------------------------------|
| GENERAL FUND | | | | | |
| 100 | General Fund | 5,357,624 | 10,027,758 | 15,149,902 | 235,480 |
| | Working Capital Reserves | 11,780,000 | - | - | 11,780,000 |
| TOTAL GENERAL FUND | | 17,137,624 | 10,027,758 | 15,149,902 | 12,015,480 |
| SPECIAL REVENUE FUNDS | | | | | |
| 211 | Stater Bros. Stadium | (2,886,485) | 120,000 | 232,340 | (2,998,825) |
| 212 | Park Fee | 798,849 | 57,800 | 855,000 | 1,649 |
| 213 | Community Development Block Grant | (53,242) | 725,366 | 720,000 | (47,876) |
| 215 | Gas Tax | 1,287,362 | 726,000 | 726,000 | 1,287,362 |
| 216 | Article 8 | 266,356 | 200,000 | 225,000 | 241,356 |
| 221 | AB 2766 | 140,830 | 18,000 | 6,000 | 152,830 |
| 236 | Measure I 5% | 87,194 | 175 | 87,369 | - |
| 237 | Measure I 30% | 2,382 | 1,000 | - | 3,382 |
| 238 | Measure I 65% | 3,336,702 | 15,000 | 3,351,702 | - |
| 241 | CLEEP | (225) | - | - | (225) |
| 248 | Educational Seizure | 22,763 | - | 10,000 | 12,763 |
| 249 | Public Safety Augmentation Fund | (43) | 100,000 | 99,957 | - |
| 256 | Traffic Offender | 59,073 | 30,500 | 80,000 | 9,573 |
| 257 | State COPS Grant Program | 112,838 | 100,000 | 100,000 | 112,838 |
| 260 | Drainage Fee | 2,595,489 | 62,690 | 1,225,000 | 1,433,179 |
| 262 | Community Facilities District | 109,988 | 15,000 | 21,000 | 103,988 |
| 265 | Lighting/Landscaping Maint Dist. | 84,494 | 140,000 | 121,500 | 102,994 |
| 270 | Traffic Impact Fees | 1,148,522 | 90,000 | 5,000 | 1,233,522 |
| 275 | Fire Mitigation Fees | 111,218 | 50,000 | 95,000 | 66,218 |
| 277 | Measure I 70% | 263,962 | 500,500 | 500,000 | 264,462 |
| TOTAL SPECIAL REVENUE FUNDS | | 7,488,027 | 2,952,031 | 8,460,868 | 1,979,189 |
| ENTERPRISE FUNDS | | | | | |
| 353 | Water Fund | 13,765,235 | 11,692,500 | 11,632,929 | 13,824,806 |
| 360 | Sewer Fund | (2,533,020) | 12,910,000 | 12,910,000 | (2,533,020) |
| TOTAL ENTERPRISE FUNDS | | 11,232,215 | 24,602,500 | 24,542,929 | 11,291,786 |
| NON PROFIT FUNDS | | | | | |
| 471 | Adelanto Community Benefit Corp | 24,620 | 30,500 | 28,500 | 26,620 |
| TOTAL NON PROFIT FUNDS | | 24,620 | 30,500 | 28,500 | 26,620 |
| TOTAL CITY BUDGET | | 35,882,486 | 37,612,789 | 48,182,199 | 25,313,076 |

General Fund

CITY OF ADELANTO
GENERAL FUND REVENUE AND EXPENDITURE SUMMARY
2012-13 PROGRAM AND FINANCIAL PLAN

| | Actual 6/30/2010 | Actual 6/30/2011 | Mid-Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------------------|---------------------|---------------------------------|---------------------|
| Taxes and Assessments | 1,791,793 | 2,484,655 | 2,516,650 | 2,519,459 |
| Licenses and Permits | 307,643 | 514,837 | 339,500 | 339,500 |
| Fines and Forfeitures | 180,656 | 185,367 | 209,500 | 209,500 |
| Use of Money and Property | 1,246,850 | 1,082,824 | 1,000,000 | 902,617 |
| Intergovernmental Revenue | 4,244,357 | 2,362,276 | 2,702,942 | 2,752,942 |
| Charges for Services | 319,835 | 256,383 | 236,300 | 235,800 |
| Sales and Exchange of Property | 28,100,000 | 128,603 | 15,000 | - |
| Transfers and Other Revenues | 5,842,171 | (70,735) | 2,925,274 | 3,067,940 |
| TOTAL REVENUES | 42,033,305 | 6,944,209 | 9,945,166 | 10,027,758 |
| City Council | 89,231 | 101,953 | 105,397 | 105,397 |
| City Manager | 479,927 | 409,592 | 379,410 | 406,891 |
| City Clerk | 169,279 | 229,875 | 244,697 | 292,178 |
| Finance | 220,996 | 523,736 | 613,075 | 544,632 |
| City Attorney | 470,874 | 315,140 | 375,000 | 375,000 |
| Streets | 871,385 | 932,923 | 978,747 | 1,003,374 |
| Facility Maintenance | 205,506 | 202,431 | 234,119 | 239,513 |
| Engineering | 235,421 | 266,270 | 288,504 | 292,633 |
| Police | 4,539,411 | 4,384,362 | 4,667,162 | 4,861,959 |
| Animal Control | 208,939 | 265,399 | 231,380 | 237,245 |
| Fire | 3,205,744 | 3,249,700 | 3,087,403 | 3,134,634 |
| Building and Safety | 270,065 | 246,555 | 234,750 | 235,100 |
| Code Enforcement | 391,331 | 472,443 | 483,894 | 452,474 |
| Human Resources/Info Technology | 507,031 | 564,816 | 696,916 | 717,286 |
| Senior Center | 15,039 | 16,307 | 20,500 | 20,500 |
| Community Center | 23,193 | 20,415 | 29,000 | 39,000 |
| Community Center #2 | 0 | 0 | 500 | 500 |
| Parks and Grounds | 216,351 | 214,435 | 239,457 | 241,028 |
| Vehicle Maintenance | 170,780 | 197,435 | 174,050 | 185,387 |
| Non-departmental | 915,731 | 986,736 | 1,069,405 | 873,052 |
| Recreation | 0 | 9,557 | 111,394 | 74,995 |
| Community Development/Planning | 545,721 | 545,733 | 802,551 | 817,124 |
| TOTAL EXPENDITURES | 13,751,955 | 14,156,176 | 15,067,310 | 15,149,902 |
| NET | 28,281,350 | (7,211,967) | (5,122,144) | (5,122,144) |

General Fund Revenue Details**General Fund
Detailed Revenues**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid-Year Review 6/30/2012 | Budget 6/30/2013 |
|----------------------------------|---------|---------------------|---------------------|---------------------------------|---------------------|
| Taxes and Assessments | | | | | |
| Franchise Taxes | 40130 | 298,911 | 1,092,766 | 1,090,000 | 1,090,000 |
| Property Taxes | 42230 | 182,630 | 163,602 | 190,000 | 190,000 |
| Property Transfer Tax | 42240 | 91,796 | 54,541 | 45,000 | 45,000 |
| Sales and Use Tax | 42250 | 1,186,928 | 1,108,034 | 1,141,650 | 1,144,459 |
| Transient Lodging Tax (Bed Tax) | 42270 | 31,528 | 65,711 | 50,000 | 50,000 |
| Total Taxes and Assessments | | 1,791,793 | 2,484,655 | 2,516,650 | 2,519,459 |
| Licenses and Permits | | | | | |
| Animal Licenses | 43020 | 52,445 | 45,149 | 50,000 | 50,000 |
| Building Permits | 43030 | 149,532 | 319,297 | 150,000 | 150,000 |
| Building Plan Check Fees | 43031 | 12,936 | 17,382 | 15,000 | 15,000 |
| Business Licenses | 43035 | 56,893 | 65,273 | 70,000 | 70,000 |
| Conditional Use Permits | 43040 | 18,637 | 10,910 | 15,000 | 15,000 |
| Electric Permits | 43041 | 1,315 | 9,800 | 20,000 | 20,000 |
| Environmental Review/Impact | 43042 | - | 1,380 | 1,500 | 1,500 |
| Excavation and Grading Permits | 43043 | 650 | 25,285 | 5,000 | 5,000 |
| Home Occupation Licenses | 43050 | 2,375 | 2,515 | 2,000 | 2,000 |
| Mobile Home Permits | 43056 | 1,308 | 1,270 | 1,000 | 1,000 |
| Other Licenses and Permits | 43057 | 30 | - | - | - |
| Plumbing Permits | 43080 | 6,556 | 12,048 | 5,000 | 5,000 |
| Wide Load Permits | 43090 | 4,966 | 4,528 | 5,000 | 5,000 |
| Total Licenses and Permits | | 307,643 | 514,837 | 339,500 | 339,500 |
| Fines and Forfeitures | | | | | |
| Animal Apprehension Fees | 44010 | 1,652 | 2,837 | 2,000 | 2,000 |
| Animal Pick Up and Disposal | 44011 | 2,983 | 3,392 | 1,500 | 1,500 |
| Fines, Forfeitures and Penalties | 44100 | 73,238 | 95,820 | 70,000 | 70,000 |
| Parking Citations | 44300 | 26,842 | 51,321 | 50,000 | 50,000 |
| Vehicle Code Fines (CVC) | 44500 | 41 | 9,625 | 10,000 | 10,000 |
| Vehicle Storage Fees | 44510 | 75,900 | 22,373 | 76,000 | 76,000 |
| Total Fines and Forfeitures | | 180,656 | 185,367 | 209,500 | 209,500 |

Use of Money and Property

| | | | | | |
|---------------------------------|-------|------------------|------------------|------------------|----------------|
| Interest | 45010 | 1,246,850 | 1,082,824 | 1,000,000 | 902,617 |
| Total Use of Money and Property | | <u>1,246,850</u> | <u>1,082,824</u> | <u>1,000,000</u> | <u>902,617</u> |

Intergovernmental Revenue

| | | | | | |
|---------------------------------|-------|------------------|------------------|------------------|------------------|
| Motor Vehicle in Lieu Tax | 46070 | 2,370,374 | 2,142,866 | 2,040,942 | 2,040,942 |
| State Grants | 46200 | 19,852 | 49,410 | 262,000 | 212,000 |
| Service Fees: | | | | | |
| ACCF | 46422 | 717,248 | | - | - |
| Sanitation | 46455 | 610,131 | | - | - |
| Assessment District | | - | | | |
| Administration Fees: | | | | | |
| ACCF | 46522 | 226,752 | | - | - |
| Successor Agency | 46530 | 150,000 | 150,000 | 150,000 | 250,000 |
| Sanitation | 46555 | - | 20,000 | - | - |
| APUA | 46560 | 150,000 | | 250,000 | 250,000 |
| Total Intergovernmental Revenue | | <u>4,244,357</u> | <u>2,362,276</u> | <u>2,702,942</u> | <u>2,752,942</u> |

Charges for Services

| | | | | | |
|--------------------------------|-------|----------------|----------------|----------------|----------------|
| Apartment Inspection Fees | 47010 | 8,616 | 13,020 | 10,000 | 12,500 |
| Code Enforcement Cost Recovery | 47020 | 214,113 | 134,810 | 120,000 | 120,000 |
| Copies and Police Reports | 47030 | 907 | 754 | 1,000 | 1,500 |
| EMS Fees | 47031 | 560 | 527 | 300 | 300 |
| Digital Data Fees | 47036 | 550 | 300 | - | - |
| Encroachment Permits | 47037 | 22,686 | 6,456 | 10,000 | 10,000 |
| Engineering Fees | 47041 | 13,307 | 9,377 | 2,000 | 500 |
| Location and Development Plan | 47051 | 3,590 | 8,513 | 25,000 | 25,000 |
| Notary and Passport Fees | 47200 | 9,642 | 8,344 | 5,000 | 500 |
| Parcel Map Fees | 47081 | 2,630 | 2,630 | - | - |
| Plan Check Fees | 47082 | 16,689 | 26,603 | 50,000 | 45,000 |
| Rent and Concessions | 47090 | 15,640 | 7,875 | 2,000 | 2,500 |
| Zoning and Planning Fees | 47600 | 10,905 | 32,223 | 8,000 | 8,000 |
| Temporary Use Permit | 47630 | | 4,950 | 3,000 | 10,000 |
| Total Charges for Services | | <u>319,835</u> | <u>256,383</u> | <u>236,300</u> | <u>235,800</u> |

Sales and Exchange of Property

| | | | | | |
|------------------------------|-------|-------------------|----------------|---------------|----------|
| Proceeds of sale of property | 48010 | 28,000,000 | 128,603 | 15,000 | - |
| Proceeds of sale of options | 48020 | 100,000 | - | - | - |
| Total Property Sales | | <u>28,100,000</u> | <u>128,603</u> | <u>15,000</u> | <u>-</u> |

Transfers and Other Revenues

| | | | | | |
|------------------------------------|--------------|-----------|-------------|-----------|-----------|
| Donations-General | 49010 | 11,201 | 14,601 | 1,600 | 500 |
| Post Reimbursements | 49030 | 6 | - | - | - |
| Sponsorships/Energy Credit | 49040 | 10,000 | - | - | - |
| Other Cost Reimbursements | 49060 | 91,816 | 2,522 | 65,000 | 65,000 |
| Miscellaneous Income | 49090 | 348,371 | 11,117 | 70,000 | 70,000 |
| Cash Over (Short) | 49095 | 86 | - | 500 | 100 |
| Interfund Loan Repayments | 70040 | 4,165,691 | (1,203,975) | 1,264,174 | 1,327,383 |
| Transfers In: | 60010 | | | | - |
| Sanitation | | - | | | - |
| Gas Tax | | 460,000 | 460,000 | 726,000 | 726,000 |
| Public Safety | | 120,000 | 120,000 | 75,000 | 99,957 |
| Traffic Offender Program | | 30,000 | 30,000 | 30,000 | 80,000 |
| Measure I | | - | | - | - |
| CDBG | | 75,000 | 120,000 | 120,000 | 120,000 |
| Article 8 | | 225,000 | 70,000 | 225,000 | 225,000 |
| APUA | | 125,000 | 125,000 | 125,000 | 125,000 |
| Asset seizure | | - | | - | - |
| LLMD | | 80,000 | 80,000 | 80,000 | 80,000 |
| CFD 2006-5 Police/Fire Support | | | | 11,000 | 17,000 |
| Park Impact Fees | | - | | - | - |
| Drainage Impact Fees | | - | | - | - |
| ACCF | | | | 32,000 | 32,000 |
| SLEOC (Sheriff's Overtime) | | 100,000 | 100,000 | 100,000 | 100,000 |
| Total Transfers and Other Revenues | | 5,842,171 | (70,735) | 2,925,274 | 3,067,940 |

TOTAL REVENUES

| | | | |
|-------------------|------------------|------------------|-------------------|
| 42,033,305 | 6,944,209 | 9,945,166 | 10,027,758 |
|-------------------|------------------|------------------|-------------------|

Top Ten General Fund Revenues

APUA Transfer – The APUA Transfer payment is the Purchase Payment made by the Water and Sewer Enterprise to the General Fund for the purchase of the Water and Sewer operations. The total budget each year is \$2,200,000. The APUA Transfer is divided into four (4) payments and is transferred to the General Fund quarterly. Transfers are due at the beginning of each quarter starting in July. This transfer represents the largest single revenue source for the General Fund. The APUA's ability to continue to make transfers to the General Fund will remain but at fixed amount starting FY 10/11. The transfer has reduced dramatically from FY 09/10 by \$3,200,000. The difference to the General Fund will be made up by budget cuts and fund balance reserves that exist due to the Adelanto Community Correctional Facility being sold.

Motor Vehicle License Fees and In Lieu VLF (Property Tax) – The vehicle license fee (VLF), also called the motor vehicle in-lieu tax, is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. The VLF is paid annually upon vehicle registration in addition to other fees, such as the vehicle registration fee, air quality fees, and commercial vehicle weight fees all of which fund specific state programs. The VLF funds city and county services. The allocation is based on population. The majority of this revenue (\$2.37M.) is received through an In Lieu Property Tax payment that is distributed in February and June of each year.

Administrative Transfers – The City General Fund receives an allocation of administrative charges levied upon some of the Special Revenue Funds for Administrative time spent by the General Fund Staff,(i.e. the City Council, City Manager, City Clerk, and Finance Department). This particular line item refers to transfers from, Fund 216 (Article 8), Fund 249 (Public Safety Augmentation Fund), Fund 256 (Traffic Offender), Fund 257 (State COPS Grant Program), Fund 265 (Lighting and Landscaping Maintenance District), and Fund 360 (Sewer Enterprise). This category also includes the transfer from CDBG (Fund 213) in the amount of \$120K to pay for one Code Enforcement Officer and the transfer from Gas Tax (Fund 215) in the amount of \$726K to pay for Street Maintenance expenditures.

Franchise Fees – The City receives Franchise fees from Southern California Edison, Southwest Gas, Charter Communications, Kinder Morgan Fuel Pipeline, Burrtec Waste, and Desert Valley Towing. Franchise fees are received between February and June of each year. The majority of these revenues are received in April, May and June.

Sales and Use Tax and In Lieu Property Tax – Under the California Sales and Use Tax Law, the sale of tangible personal property is subject to sales or use tax unless exempt or otherwise excluded. When the sales tax applies, the use tax does not apply and the opposite is true. The sales tax is imposed on all retailers for the privilege of selling tangible personal property in the state of California and is measured by the retailer's gross receipts. Use tax is imposed on the purchaser of tangible personal property from any retailer for storage, use, or other. Consumption in this state and is measured by the sales price of the property purchased. However, if an out-of-state retailer is engaged in business in this state, it is required to register with us and collect the use

tax from the purchaser at the time of making the sale. The annual projected revenue this FY is \$1,100,000, the payments are received monthly.

Administration Fees - The City General Fund receives an allocation of administrative charges levied upon the APUA and ARDA funds for Administrative time spent by the General Fund Staff,(i.e. the City Council, City Manager, City Clerk, and Finance Department).

Licenses and Permits – Licenses and Permits collectively in this category include Animal Licenses, Building Permits, Building Plan Check Fees, Business Licenses, Conditional Use Permits, Electric Permits, Environmental Review Fees, Excavation and Grading Permits, Home Occupation Business Licenses, Plumbing Permits and Transportation Wide-Load Permits. These revenues are collected daily.

Charges for Services – This category collectively produces \$235,800 for the fiscal year. Majority of the revenue stems from Code Enforcement Cost Recovery, cost recovery as it relates to code enforcement (because this division is "inherently" not revenue producing) is necessary to complete the accountability process by requiring those who decide not to comply to reimburse the City for all of the efforts it took to obtain compliance.

Fines & Forfeitures – The bulk of these revenues relate to vehicle fines, towing franchise revenue, and any miscellaneous penalties.

Property Tax and Property Transfer Tax - The City receives very little in Property Tax and Property Transfer Tax Revenue. However, this revenue is in the Top 10 Revenue category. Property tax revenue is received in January and May as property owners in the City pay their property taxes to the County. Property Transfer Tax is received monthly from the County as properties are being bought and sold. This revenue has seen a 20% increase over past years as foreclosed homes are being bought at deep discounted prices.

General Fund Expenditure by Category

| Department | General Fund | | | |
|----------------------------|------------------------|---------------------|---------------------------------|---------------------|
| Dept. Number | All Departments | | | |
| | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
| Payroll and Benefits | 3,300,609 | 3,957,283 | 4,177,213 | 4,365,387 |
| Operations and Maintenance | 10,401,110 | 9,909,298 | 10,700,094 | 10,705,515 |
| Capital Expenditures | 50,236 | 289,595 | 190,000 | 79,000 |
| TOTAL BUDGET | 13,751,955 | 14,156,176 | 15,067,307 | 15,149,902 |

General Fund Expenditure Summary by Department**Expense Summary by Department**

| Dept. | | Actual | Actual | Mid Year Review | Budget |
|--------------------|--|-------------------|-------------------|-------------------|-------------------|
| Number | Department Name | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| 4110 | City Council | 89,231 | 101,953 | 105,397 | 105,397 |
| 4130 | City Manager | 479,927 | 409,592 | 379,410 | 406,891 |
| 4140 | City Clerk | 169,279 | 229,875 | 244,697 | 292,178 |
| 4150 | Finance | 220,996 | 523,736 | 613,075 | 544,632 |
| 4160 | City Attorney | 470,874 | 315,140 | 375,000 | 375,000 |
| 4230 | Streets | 871,385 | 932,923 | 978,747 | 1,003,374 |
| 4235 | Facility Maintenance | 205,506 | 202,431 | 234,119 | 239,513 |
| 4240 | Engineering | 235,421 | 266,270 | 288,504 | 292,633 |
| 4300 | Police | 4,539,411 | 4,384,362 | 4,667,162 | 4,861,959 |
| 4310 | Animal Care & Compliance | 208,939 | 265,399 | 231,380 | 237,245 |
| 4320 | Fire | 3,205,744 | 3,249,700 | 3,087,403 | 3,134,634 |
| 4351 | Building and Safety | 270,065 | 246,555 | 234,750 | 235,100 |
| 4352 | Code Enforcement | 391,331 | 472,443 | 483,894 | 452,474 |
| 4353 | Human Resources/Information Technology | 507,031 | 564,816 | 696,916 | 717,286 |
| 4410 | Senior Center | 15,039 | 16,307 | 20,500 | 20,500 |
| 4435 | Community Center | 23,193 | 20,415 | 29,000 | 39,000 |
| 4460 | Community Center #2 | - | - | 500 | 500 |
| 4470 | Parks and Grounds | 216,351 | 214,798 | 239,457 | 241,028 |
| 4620 | Vehicle Maintenance | 170,780 | 197,435 | 174,050 | 185,387 |
| 4630 | Non-departmental | 915,731 | 986,736 | 1,069,405 | 873,052 |
| 4782 | Recreation Department | - | 9,557 | 111,391 | 74,995 |
| 4900 | Community Development/Planning | 545,721 | 545,733 | 802,551 | 817,124 |
| Grand Total | | 13,751,955 | 14,156,176 | 15,067,307 | 15,149,902 |

City Council

CITY COUNCIL SUMMARY

| Dept. | City Council | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|--------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4110 | 6/30/2010 | 6/30/2011 | 06/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 49,648 | 57,111 | 62,989 | 62,989 |
| Operations and Maintenance | | 39,583 | 44,842 | 42,408 | 42,408 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 89,231 | 101,953 | 105,397 | 105,397 |

MISSION STATEMENT

The City Council is made up of five members elected by the voters of Adelanto, who also sit as the legislative body for the City, Redevelopment Agency, and the Public Utility Authority. As such, the City Council is responsible for establishing overall City policies, adoption of resolutions and ordinances, holding public hearings, adoption of the budget and General Plan, authorization of expenditures and appointment of the City Manager, City Attorney, and members of the Planning and Parks & Recreation Commissions.

CITY COUNCIL FUNCTIONS

- Continue to investigate new methods of service delivery and operations, in order to assure the best possible services to the residents of Adelanto.
- Advocate federal and state legislation to improve the financial stability of the City and to provide more flexibility to the City in addressing local problems and concerns.
- Promote a positive image of the community both within and outside its boundaries. Seek ways to stabilize and improve the City's economic base.
- Improve communications and relationships between the City, the Chamber of Commerce, Adelanto School District, the County of San Bernardino, the State of California and the City's residents.

EMPLOYEE POSITIONS

- Mayor
- City Councilors (4)

Department **City Council**
Dept. Number **4110**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | | - | - | - |
| Medicare Contributions | 50130 | 909 | 1,140 | 1,302 | 1,302 |
| Social Security Tax | 50140 | 3,886 | 4,432 | 5,568 | 5,568 |
| Unemployment/ETT | 50150 | 1,696 | 2,439 | 2,118 | 2,118 |
| Workers Compensation | 50160 | - | - | - | 0 |
| Benefit Allowance | 50170 | 43,157 | 49,100 | 54,000 | 54,000 |
| Total Payroll and Benefits | | 49,648 | 57,111 | 62,989 | 62,989 |
| Contractual Services | | | | | |
| Stipends | 50229 | 32,880 | 36,290 | 35,808 | 35,808 |
| Total Contractual Services | | 32,880 | 36,290 | 35,808 | 35,808 |
| General Maintenance | | | | | |
| Unleaded Fuel | 50455 | 220 | | | |
| Uniforms/Safety supplies | 50461 | 95 | 876 | 300 | 300 |
| Printing and office | 50465 | - | 1,605 | 300 | 300 |
| Total General Maintenance | | 315 | 2,481 | 600 | 600 |
| Travel and Meetings | | | | | |
| Accommodations/Airfare | 50641 | 4,597 | - | - | - |
| Per diem | 50643 | 240 | - | - | - |
| Total Travel and Meetings | | 4,837 | - | - | - |
| Training and Education | | | | | |
| Conferences and seminars | 50651 | 1,551 | 6,071 | 6,000 | 6,000 |
| Total Training and Education | | 1,551 | 6,071 | 6,000 | 6,000 |
| Total Operations/Maintenance | | 39,583 | 44,842 | 42,408 | 42,408 |
| TOTAL BUDGET | | 89,231 | 101,953 | 105,397 | 105,397 |

City Manager

CITY MANAGER SUMMARY

| Dept. | City Manager | Actual | Actual | Mid-Year Review | Budget |
|----------------------------|--------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4130 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 471,803 | 398,762 | 365,109 | 391,591 |
| Operations and Maintenance | | 8,124 | 10,830 | 14,301 | 15,300 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 479,927 | 409,592 | 379,410 | 406,891 |

MISSION STATEMENT

Under policy direction of the City Council, to implement Council approved policies in the most efficient and effective manner; and, to ensure that the services to the residents of Adelanto are of the highest quality within the resources available.

CITY MANAGER DEPARTMENTAL FUNCTIONS

The City Manager serves as the Chief Executive Officer for the City of Adelanto and as Executive Director of the Adelanto Redevelopment Agency and Public Financing Authority. Appointed by the City Council, the City Manager is responsible for the overall administration of all City Government departments. The City Manager establishes the goals and objectives for the City's vision and ensures departmental accomplishment to provide facilities and services to enhance the quality of life for residents, businesses and community organizations.

Program Description: The City Manager is the Chief Executive Officer of the City, and additionally serves as Executive Director of the Redevelopment Agency, and Public Financing Authority. The City Manager is appointed by, answerable to, and takes direction from the City Council. He is responsible for the day-to-day efficient performance of all city operations, implementing Council policy, formulating staff recommendations to Council on policy matters, and for preparing and submitting the annual budget. Major functions included in this program are Council administrative support and policy analysis, organizational development, administrative analysis, community relations, intergovernmental relations, and general leadership/oversight of City operations, human resources and risk management and Economic Development.

EMPLOYEE POSITIONS

- City Manager
- Secretary to the City Manager

Department **City Manager**
4130
Dept. Number

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 338,574 | 267,679 | 264,112 | 269,909 |
| Overtime Wages | 50102 | - | 195 | - | 0 |
| Leave Pay Outs | 50115 | 49,098 | 54,076 | 36,280 | 37,369 |
| Retirement Contributions | 50120 | 49,310 | 44,965 | 36,712 | 37,517 |
| Medicare Contributions | 50130 | 5,775 | 4,077 | 4,356 | 4,456 |
| Unemployment/ETT | 50150 | 1,113 | 868 | 868 | 868 |
| Benefit Allowance | 50170 | 27,933 | 26,902 | 22,782 | 41,473 |
| Total Payroll and Benefits | | 471,803 | 398,762 | 365,109 | 391,591 |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 1,926 | 2,353 | 2,000 | 3,000 |
| Total Equipment Maintenance | | 1,926 | 2,353 | 2,000 | 3,000 |
| General Maintenance | | | | | |
| Printing and office | 50465 | 170 | 870 | 500 | 500 |
| Total General Maintenance | | 170 | 870 | 500 | 500 |
| General Administrative | | | | | |
| Membership and Dues | 50611 | - | 1,560 | 1,800 | 1,800 |
| Total General Administrative | | - | 1,560 | 1,800 | 1,800 |
| Travel and Meetings | | | | | |
| Accommodations/Airfare | 50641 | 1,780 | 910 | - | - |
| Meetings | 50642 | 3,955 | - | - | - |
| Per diem | 50643 | 200 | - | - | - |
| Total Travel and Meetings | | 5,935 | 910 | - | - |
| Training and Education | | | | | |
| Conferences and seminars | 50651 | 93 | 5,136 | 10,000 | 10,000 |
| Total Training and Education | | 93 | 5,136 | 10,000 | 10,000 |
| Total Operations/Maintenance | | 8,124 | 10,830 | 14,301 | 15,300 |
| TOTAL BUDGET | | 479,927 | 409,592 | 379,410 | 406,891 |

City Clerk**CITY CLERK DEPARTMENT SUMMARY**

| Dept. | City Clerk | Actual | Actual | Mid Year Review | Budget |
|-----------------------------------|------------|-----------|-----------|-----------------|------------|
| Dept. # | 4140 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 06/30/2013 |
| Payroll and Benefits | | 160,937 | 191,243 | 238,647 | 259,806 |
| Operations and Maintenance | | 8,342 | 28,224 | 6,050 | 32,372 |
| Capital Expenditures | | - | 10,408 | - | - |
| TOTAL BUDGET | | 169,279 | 229,875 | 244,697 | 292,178 |

MISSION STATEMENT

"A courteous service oriented team of professionals joining hands in partnership with Community and Council. We are committed to an innovative process, information management, and continual preservation of the cities history."

CITY CLERK DEPARTMENTAL FUNCTIONS

The City Clerk assists and supports the public and City departments by making available the records necessary for the City to advance its administrative, legal, and legislative functions. The City Clerk prepares agenda packets, publishes and posts legal notices, prepares and certifies the minutes for the City Council, Redevelopment Agency, Public Financing Authority, Utility Authority, and ensures completion of actions directed. The central and legal files of the City are maintained by the City Clerk's office. The office provides public information and responds to requests for public record information, certifies and distributes ordinances and resolutions as appropriate and/or legally required, processes claims against the City. Pursuant to the Political Reform Act, the City Clerk serves as the filing officer for Fair Political Practices Commission regulations. The City Clerk serves as Records Manager for the Citywide Records-Information Program and serves as a depository for all official documents and records. As the custodian of the official records, the City Clerk ensures that the ordinances, resolutions, and minutes are processed and maintained in accordance with State law. The City Clerk maintains the City seal, prepares formal Proclamations, and administers oaths. The City Clerk is the Elections Administrator, conducting municipal and special elections.

In conjunction with all of the above functions, the City Clerk's Department responds to information requests from City Council, Staff, Attorneys, other governmental agencies, and the general public.

EMPLOYEE POSITIONS

- City Clerk
- Assistant to the City Clerk
- Admin Assistant II
- Provisional Admin Assistant II

Department City Clerk
Dept. Number 4140

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 110,494 | 129,009 | 180,649 | 187,002 |
| Overtime Wages | 50102 | - | 292 | 500 | 500 |
| Leave Pay Outs | 50115 | 14,234 | 19,714 | 9,269 | 9,549 |
| Retirement Contributions | 50120 | 15,174 | 2,171 | 21,207 | 23,924 |
| Medicare Contributions | 50130 | 1,935 | 2,176 | 2,761 | 2,857 |
| Social Security Tax | 50140 | | | | 896 |
| Unemployment/ETT | 50150 | 742 | 1,997 | 1,736 | 1,736 |
| Benefit Allowance | 50170 | 18,358 | 16,406 | 22,524 | 33,342 |
| Total Payroll and Benefits | | 160,937 | 191,243 | 238,647 | 259,806 |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | - | - | - | 1,000 |
| Elections | 50220 | - | 13,345 | - | 22,210 |
| Medical and psychiatric | 50225 | - | 255 | - | - |
| Total Contractual Services | | - | 13,600 | - | 23,210 |
| Utilities & Communications | | | | | |
| Natural gas | 50320 | - | 818 | - | - |
| Total Utilities & Communication | | - | 818 | - | - |
| Equipment Maintenance | | | | | |
| Computers | 50431 | - | 940 | - | 940 |
| Total Equipment Maintenance | | - | 940 | - | 940 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | - | 131 | - | 330 |
| Printing and office | 50465 | 873 | 5,735 | 500 | 450 |
| Total General Maintenance | | 873 | 5,866 | 500 | 780 |
| General Administrative | | | | | |
| Membership and Dues | 50611 | 714 | 594 | 400 | 450 |
| Total General Administrative | | 714 | 594 | 400 | 450 |

Travel and Meetings

| | | | | | |
|---------------------------|-------|-----|-----|---|-----|
| Accommodations/Airfare | 50641 | | 261 | | |
| Meetings | 50642 | 330 | 606 | | 500 |
| Total Travel and Meetings | | 330 | 867 | - | 500 |

Training and Education

| | | | | | |
|------------------------------|-------|-------|-------|-------|-------|
| Conferences and seminars | 50651 | 6,425 | 5,539 | 5150 | 6,492 |
| Total Training and Education | | 6,425 | 5,539 | 5,150 | 6,492 |

| | | | | | |
|------------------------------|--|-------|--------|-------|--------|
| Total Operations/Maintenance | | 8,342 | 28,224 | 6,050 | 32,372 |
|------------------------------|--|-------|--------|-------|--------|

Capital Expenditures

| | | | | | |
|----------------------------|-------|---|--------|---|---|
| Facility and grounds | 80810 | | 10,408 | | |
| Total Capital Expenditures | | - | 10,408 | - | - |

TOTAL BUDGET

| | | | | | |
|--|--|---------|---------|---------|---------|
| | | 169,279 | 229,875 | 244,697 | 292,178 |
|--|--|---------|---------|---------|---------|

Finance Department

FINANCE DEPARTMENT SUMMARY

| Dept. | Finance | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|---------|-----------|-----------|-----------------|-----------|
| Dept. # | 4150 | 6/30/2010 | 6/30/2011 | 06/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 217,702 | 485,056 | 509,025 | 540,832 |
| Operations and Maintenance | | 3,294 | 38,680 | 104,050 | 3,800 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 220,996 | 523,736 | 613,075 | 544,632 |

MISSION STATEMENT

To safeguard City assets while providing efficient, quality services within the guidelines established by Council Policy.

FINANCE DEPARTMENT FUNCTIONS

The Finance Department is responsible for the control of all financial activities of the City, including the disbursement of financial resources and ensuring that adequate resources are available. The department currently operates two programs, each with its own set of goals and performance objectives as detailed on below. These programs are: Administration/Treasury and Accounting. The general accomplishments and goals of the department are listed below.

Program Description: Accounting is responsible for four (4) subprograms within the Finance Department: (1) Accounts Payable, (2) Accounts Receivable, (3) Payroll, (4) General Ledger, the processing of journal entries, verification and creation of account structures, and monthly revenue and expenditure reports.

Program Description: The Finance Administration/Treasury Division gives administrative support and direction to the departmental programs of Accounting and Purchasing, and includes coordination of departmental activities with other City departments and the City Manager. In addition, this program includes coordination of the planning process for the annual budget, which includes providing assistance to all departments and producing the budget documents, City program and financial plan. This program also monitors and evaluates expenditure and revenue collection during the year, provides policy and fiscal analysis for the City Manager, and includes treasury functions.

EMPLOYEE POSITIONS

- | | | |
|---|---|--|
| <ul style="list-style-type: none"> • Finance Director/City Treasurer • Assistant Finance Director • Accountant | <ul style="list-style-type: none"> * Accounting Technician * Business License Inspector | <ul style="list-style-type: none"> * Provisional Management Analyst * Provisional Admin Assistant II |
|---|---|--|

Department **Finance**
Dept. Number **4150**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 165,486 | 346,285 | 366,766 | 400,701 |
| Overtime Wages | 50102 | 25 | 264 | - | - |
| Leave Pay Outs | 50115 | 5,184 | 45,269 | 28,660 | 24,645 |
| Retirement Contributions | 50120 | 22,749 | 34,819 | 46,735 | 55,697 |
| Medicare Contributions | 50130 | 2,533 | 4,542 | 5,734 | 6,168 |
| Social Security Tax | 50140 | - | 1,358 | 1,382 | - |
| Unemployment/ETT | 50150 | 1,113 | 2,753 | 3,255 | 3,038 |
| Benefit Allowance | 50170 | 20,612 | 49,766 | 56,494 | 50,583 |
| Total Payroll and Benefits | | 217,702 | 485,056 | 509,025 | 540,832 |
| Contractual Services | | | | | |
| Medical & Psychiatric | 50255 | | 175 | | |
| Consulting/Outside services | 50219 | 1,248 | 35,565 | 100,000 | - |
| Total Contractual Services | | 1,248 | 35,740 | 100,000 | - |
| General Maintenance | | | | | |
| Printing and office | 50465 | 353 | 1,046 | 750 | 1,500 |
| Total General Maintenance | | 353 | 1,046 | 750 | 1,500 |
| General Administrative | | | | | |
| Membership and Dues | 50611 | 110 | - | 300 | 300 |
| Total General Administrative | | 110 | - | 300 | 300 |
| Training and Education | | | | | |
| Conferences and seminars | 50651 | 1,583 | 1,894 | 3,000 | 2,000 |
| Total Training and Education | | 1,583 | 1,894 | 3,000 | 2,000 |
| Total Operations/Maintenance | | 3,294 | 38,680 | 104,050 | 3,800 |
| TOTAL BUDGET | | 220,996 | 523,736 | 613,075 | 544,632 |

City Attorney

CITY ATTORNEY SUMMARY

| Dept. | City Attorney | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|---------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4160 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | - | - | - | - |
| Operations and Maintenance | | 470,874 | 315,140 | 375,000 | 375,000 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 470,874 | 315,140 | 375,000 | 375,000 |

MISSION STATEMENT

The City Attorney acts as the legal advisor to all officers and employees of the City.

CITY ATTORNEY FUNCTIONS

- To render legal opinions and deliver legal services as requested by authorized City officials.
- To review and prepare agreements or contracts to be executed by the City.
- To attend all City Council meetings or other meetings required by law.
- Review and advise the City about all claims filed against the City.

EMPLOYEE POSITIONS

- City Attorney (contract position)

Department City Attorney
Dept. Number 4160

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| City Attorney | 50216 | 470,874 | 315,140 | 375,000 | 375,000 |
| Total Contractual Services | | 470,874 | 315,140 | 375,000 | 375,000 |
| Total Operations/Maintenance | | 470,874 | 315,140 | 375,000 | 375,000 |
| TOTAL BUDGET | | 470,874 | 315,140 | 375,000 | 375,000 |

Street Department**STREET DEPARTMENT SUMMARY**

| Dept. | Public Works | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|--------------|----------------|----------------|-----------------|------------------|
| Dept. # | 4230 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 567,921 | 617,727 | 640,497 | 660,974 |
| Operations and Maintenance | | 303,464 | 315,196 | 338,250 | 342,400 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 871,385 | 932,923 | 978,747 | 1,003,374 |

MISSION STATEMENT

The purpose of the Street Department is to maintain City streets and sidewalks.

STREET DEPARTMENT FUNCTIONS

- General asphalt repairs on City streets, dedicated alleys, public parking areas and at City facilities.
- Make temporary repairs to potholes throughout the City on an as-needed basis.
- Clear debris from street storm drains and maintain and install City traffic signs when required.
- Graffiti removal from public areas.

EMPLOYEE POSITIONS

- Assistant Public Works Superintendent
- Lead Maintenance Worker
- Maintenance Workers (10)
- Provisional Maintenance Worker (.5)
- Administrative Assistant II

Department
Dept. Number
Streets
4230

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 369,117 | 406,996 | 406,384 | 413,762 |
| Overtime Wages | 50102 | 13,390 | 11,848 | 22,000 | 22,000 |
| Leave Pay Outs | 50115 | 23,708 | 11,937 | 15,435 | 15,526 |
| Retirement Contributions | 50120 | 49,006 | 51,751 | 52,833 | 55,336 |
| Medicare Contributions | 50130 | 6,388 | 6,167 | 6,435 | 6,544 |
| Social Security Tax | 50140 | 232 | 1,418 | 1,190 | 531 |
| Unemployment/ETT | 50150 | 4,641 | 7,045 | 5,834 | 6,076 |
| Workers Compensation | 50160 | - | 2,857 | - | - |
| Benefit Allowance | 50170 | 101,439 | 117,708 | 130,384 | 141,199 |
| Total Payroll and Benefits | | 567,921 | 617,727 | 640,497 | 660,974 |
| Contractual Services | | | | | |
| Medical and psychiatric | 50225 | 740 | 1,861 | 1,300 | 1,300 |
| Total Contractual Services | | 740 | 1,861 | 1,300 | 1,300 |
| Utilities & Communications | | | | | |
| Electricity | 50310 | 236,432 | 239,491 | 250,000 | 250,000 |
| Natural Gas | 50320 | 151 | 70 | 150 | 500 |
| Trash and dump | 50350 | - | 12,927 | 20,000 | 20,000 |
| Total Utilities & Communication | | 236,583 | 252,488 | 270,150 | 270,500 |
| Facilities/Grounds Maintenance | | | | | |
| Buildings/Warehouses | 50402 | - | 4 | - | 1,000 |
| Total Facilities/Ground Maintenance | | - | 4 | - | 1,000 |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | 11,739 | 3,347 | 10,000 | 10,000 |
| Total Equipment Maintenance | | 11,739 | 3,347 | 10,000 | 10,000 |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 43,441 | 46,656 | 45,000 | 45,000 |
| Total Equipment Maintenance | | 43,441 | 46,656 | 45,000 | 45,000 |

General Maintenance

| | | | | | |
|---------------------------|-------|--------|--------|--------|--------|
| Uniforms/Safety supplies | 50461 | 9,176 | 10,389 | 8,500 | 10,000 |
| Printing and office | 50465 | 269 | 127 | 1,250 | 1,000 |
| Shop and janitorial | 50467 | 1,496 | - | 750 | 1,500 |
| Total General Maintenance | | 10,941 | 10,516 | 10,500 | 12,500 |

General Administrative

| | | | | | |
|------------------------------|-------|----|---|-----|-----|
| Membership and Dues | 50611 | 20 | - | 100 | 100 |
| Total General Administrative | | 20 | - | 100 | 100 |

Permits/Licenses/Fees

| | | | | | |
|-----------------------------|-------|---|-----|-----|-------|
| Permits | 50637 | - | 254 | 500 | 1,000 |
| Total Permits/Licenses/Fees | | - | 254 | 500 | 1,000 |

Training and Education

| | | | | | |
|------------------------------|-------|---|----|-----|-------|
| Conferences and seminars | 50651 | - | 70 | 700 | 1,000 |
| Total Training and Education | | - | 70 | 700 | 1,000 |

| | | | | | |
|------------------------------|--|---------|---------|---------|---------|
| Total Operations/Maintenance | | 303,464 | 315,196 | 338,250 | 342,400 |
|------------------------------|--|---------|---------|---------|---------|

TOTAL BUDGET

| | | | |
|----------------|----------------|----------------|------------------|
| 871,385 | 932,923 | 978,747 | 1,003,374 |
|----------------|----------------|----------------|------------------|

Facility Maintenance**FACILITY MAINTENANCE DEPARTMENT SUMMARY**

| Dept. | Public | Works | Actual | Actual | Mid –Year Review | Budget |
|-----------------------------------|--------|-------|-----------|-----------|---------------------|-----------|
| Dept. # | 4235 | | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | | 189,582 | 189,356 | 219,269 | 224,813 |
| Operations and Maintenance | | | 15,924 | 13,075 | 14,850 | 14,700 |
| Capital Expenditures | | | | - | - | - |
| TOTAL BUDGET | | | 205,506 | 202,431 | 234,119 | 239,513 |

MISSION STATEMENT

The purpose of the Facility Maintenance Department is to maintain all City facilities, including buildings, playground equipment, restrooms and Stater Bros. Stadium.

FACILITY MAINTENANCE DEPARTMENT FUNCTIONS

- Maintain and repair all public buildings, including City Hall, Police Department, Fire Department and Community Centers.
- Maintain and repair Stater Bros. Stadium as required by the City's lease agreement with the High Desert Mavericks.
- Maintain and repair park restroom facilities.
- Maintain common areas of housing tracts as required under the City's Lighting and Landscape Maintenance District.

EMPLOYEE POSITIONS

- Public Works Superintendent
- Lead Maintenance Worker
- Maintenance Worker (I/II/III)

Department Facility Maintenance
Dept. Number 4235

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 125,877 | 125,484 | 146,707 | 151,367 |
| Overtime Wages | 50102 | 5,551 | 2,810 | 4,000 | 4,000 |
| Leave Pay Outs | 50115 | 12,419 | 15,106 | 11,372 | 11,537 |
| Retirement Contributions | 50120 | 17,710 | 19,185 | 20,204 | 20,852 |
| Medicare Contributions | 50130 | 2,107 | 2,018 | 2,350 | 2,420 |
| Unemployment/ETT | 50150 | 1,113 | 868 | 1,302 | 1,302 |
| Benefit Allowance | 50170 | 24,805 | 23,884 | 33,335 | 33,335 |
| Total Payroll and Benefits | | 189,582 | 189,356 | 219,269 | 224,813 |
| Contractual Services | | | | | |
| Medical and psychiatric | 50225 | 60 | 50 | 100 | 200 |
| Total Contractual Services | | 60 | 50 | 100 | 200 |
| Facilities/Grounds Maintenance | | | | | |
| Buildings/Warehouses | 50402 | 1,254 | 852 | 2,500 | 1,000 |
| Total Facilities/Ground Maintenance | | 1,254 | 852 | 2,500 | 1,000 |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | 4,333 | 3,077 | 3,000 | 3,000 |
| Total Equipment Maintenance | | 4,333 | 3,077 | 3,000 | 3,000 |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 6,291 | 6,864 | 6,500 | 6,500 |
| Total Equipment Maintenance | | 6,291 | 6,864 | 6,500 | 6,500 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | 2,708 | 2,083 | 1,500 | 2,000 |
| Printing and office | 50465 | 381 | 65 | 500 | - |
| Shop and janitorial | 50467 | 150 | - | - | 1,000 |
| Total General Maintenance | | 3,239 | 2,148 | 2,000 | 3,000 |
| Permits/Licenses/Fees | | | | | |
| Other fees | 50632 | 128 | - | - | - |
| Total Permits/Licenses/Fees | | 128 | - | - | - |
| Training and Education | | | | | |
| Conferences and seminars | 50651 | 619 | 84 | 750 | 1,000 |
| Total Training and Education | | 619 | 84 | 750 | 1,000 |
| Total Operations/Maintenance | | 15,924 | 13,075 | 14,850 | 14,700 |
| TOTAL BUDGET | | 205,506 | 202,431 | 234,119 | 239,513 |

Engineering Department

ENGINEERING DEPARTMENT SUMMARY

| Dept. | Engineering | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|-------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4240 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 131,217 | 139,338 | 226,254 | 235,133 |
| Operations and Maintenance | | 104,204 | 126,932 | 62,250 | 57,500 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 235,421 | 266,270 | 288,504 | 292,633 |

MISSION STATEMENT

Anticipate the infrastructure needs of our City and recognize the importance of their adequate maintenance.

ENGINEERING DIVISION FUNCTIONS

The Engineering Department is responsible for the overall planning, implementation and management of the City's infrastructure. The infrastructure includes streets and roads, curb and gutter, drainage facilities, and water/sewer lines. The Engineering Department is responsible for public works inspections and public works plan checking.

EMPLOYEE POSITIONS

- City Engineer (.5)
- Public Works Coordinator
- GIS Coordinator

Department Engineering
Dept. Number 4240

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 98,598 | 103,886 | 167,448 | 174,863 |
| Overtime Wages | 50102 | - | - | - | - |
| Leave Pay Outs | 50115 | - | - | 8,276 | 8,599 |
| Retirement Contributions | 50120 | 13,553 | 14,138 | 19,338 | 20,369 |
| Medicare Contributions | 50130 | 1,524 | 1,431 | 2,548 | 2,660 |
| Unemployment/ETT | 50150 | 742 | 868 | 1,302 | 1,302 |
| Benefit Allowance | 50170 | 16,800 | 19,015 | 27,341 | 27,341 |
| Total Payroll and Benefits | | 131,217 | 139,338 | 226,254 | 235,133 |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 103,100 | 125,893 | 60,000 | 50,000 |
| Total Contractual Services | | 103,100 | 125,893 | 60,000 | 50,000 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | - | 98 | 250 | 500 |
| Printing and office | 50465 | 1,104 | 541 | 1,000 | 500 |
| Total General Maintenance | | 1,104 | 639 | 1,250 | 1,000 |
| Travel and Meetings | | | | | |
| Meetings | 50642 | - | 400 | - | 1,500 |
| Total Travel and Meetings | | - | 400 | - | 1,500 |
| Training and Education | | | | | |
| Conferences and seminars | 50651 | - | - | 1,000 | 5,000 |
| Total Training and Education | | - | - | 1,000 | 5,000 |
| Total Operations/Maintenance | | 104,204 | 126,932 | 62,250 | 57,500 |
| TOTAL BUDGET | | 235,421 | 266,270 | 288,504 | 292,633 |

Police Department (Sheriff)

POLICE DEPARTMENT/SHERIFF CONTRACT SUMMARY

| Dept. | Police | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|--------|------------------|------------------|------------------|------------------|
| Dept. # | 4300 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | - | - | - | - |
| Operations and Maintenance | | 4,534,003 | 4,375,362 | 4,667,162 | 4,861,959 |
| Capital Expenditures | | 5,408 | 9,000 | | - |
| TOTAL BUDGET | | 4,539,411 | 4,384,362 | 4,667,162 | 4,861,959 |

MISSION STATEMENT

The mission of the Adelanto Police Department is to continually strive to deliver the highest quality of professional law enforcement service to the citizens of Adelanto, keeping in mind that Constitutional rights, which provide personal sanction regardless of race, sex, color or creed, protect all citizens.

ADELANTO POLICE/SHERIFF DEPARTMENTAL FUNCTIONS

The primary duties of the Police Department are to support and defend the Constitution and the Laws of the United States, the Constitution and the Laws of the State of California, the Laws of San Bernardino County and the City of Adelanto. Our mission to accomplish these tasks is to maintain peace and order through the provision of police services that are of the highest quality and responsive to the needs of the community. We will contribute to the safety and security of the community by apprehending those who commit criminal acts, by developing partnerships to prevent, reduce or eliminate neighborhood problems, and by providing police services that are fair, unbiased, judicious and respectful of the dignity of all individuals.

The Police Department receives and responds to calls for services in the City of Adelanto, including 911 calls; investigate crimes committed within our jurisdiction; detain and arrest violators of the law; work in conjunction with other agencies, including local law enforcement, District Attorney's Office, and various state and federal agencies.

The Police Department's functions are carried out by a contract with the San Bernardino County Sheriffs Department.

EMPLOYEE POSITIONS (SHERIFF'S CONTRACT)

- Lieutenant (.5)
- Sergeants (3)
- Corporal/Detectives (2)
- Officers (15.38)
- Sheriff's Service Specialist (2)
- Office Specialist (4)
- Motor Pool Assistant (.4)

Department **Police**
Dept. Number **4300**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|-----------------------|---------------------|
| Contractual Services | | | | | |
| Cal-ID | 50215 | 29,413 | 29,678 | 30,000 | 30,000 |
| Live Scan/DOJ | 50224 | 6,699 | 9,010 | - | - |
| Sheriff's Contract | 50235 | 4,152,042 | 4,084,030 | 4,316,662 | 4,511,459 |
| Sheriff's Overtime/On-Call/Other | 50236 | 148,025 | 75,191 | 100,000 | 100,000 |
| Sheriff's Vehicle Maintenance | 50238 | 62,880 | 38,436 | 65,000 | 65,000 |
| Total Contractual Services | | 4,399,059 | 4,236,345 | 4,511,662 | 4,706,459 |
| Utilities & Communications | | | | | |
| Telephone | 50301 | 766 | 5,991 | 10,000 | 10,000 |
| Electricity | 50310 | 28,267 | 28,464 | 40,000 | 40,000 |
| Natural gas | 50320 | 405 | 756 | 1,000 | 1,000 |
| Total Utilities & Communication | | 29,438 | 35,211 | 51,000 | 51,000 |
| Facilities/Grounds Maintenance | | | | | |
| Buildings/Warehouses | 50402 | 15,461 | 17,053 | 15,000 | 15,000 |
| Total Facilities/Ground Maintenance | | 15,461 | 17,053 | 15,000 | 15,000 |
| Equipment Maintenance | | | | | |
| Telephone | 50430 | 8,060 | 964 | - | - |
| Department equipment | 50435 | - | 826 | - | - |
| Total Equipment Maintenance | | 8,060 | 1,790 | - | - |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 78,448 | 81,110 | 85,000 | 85,000 |
| Total Equipment Maintenance | | 78,448 | 81,110 | 85,000 | 85,000 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | 243 | 98 | 500 | 500 |
| Total General Maintenance | | 243 | 98 | 500 | 500 |

General Administrative

| | | | | | |
|------------------------------|-------|---|-----|---|---|
| Advertising and Publications | 50621 | - | 197 | - | - |
| Total General Administrative | | - | 197 | - | - |

Permits/Licenses/Fees

| | | | | | |
|-----------------------------|-------|-------|-------|-------|-------|
| Other fees | 50632 | 830 | 696 | 1,000 | 1,000 |
| Permits | 50637 | 1,057 | 714 | 1,000 | 1,000 |
| Presentations | 50645 | 397 | 120 | 500 | 500 |
| Non-Departmental | 50647 | 1,010 | 1,954 | 1,500 | 1,500 |
| Total Permits/Licenses/Fees | | 3,294 | 3,484 | 4,000 | 4,000 |

Travel and Meetings

| | | | | | |
|------------------------------|-------|-----------|-----------|-----------|-----------|
| Accommodations/Airfare | 50641 | - | 74 | - | - |
| Total Travel and Meetings | | - | 74 | - | - |
| Total Operations/Maintenance | | 4,534,003 | 4,375,362 | 4,667,162 | 4,861,959 |

Capital Expenditures

| | | | | | |
|----------------------------|-------|-------|-------|---|---|
| Facility and grounds | 80810 | 5,408 | 9,000 | - | - |
| Total Capital Expenditures | | 5,408 | 9,000 | - | - |

TOTAL BUDGET

| | | | |
|------------------|------------------|------------------|------------------|
| 4,539,411 | 4,384,362 | 4,667,162 | 4,861,959 |
|------------------|------------------|------------------|------------------|

Animal Care & Compliance

ANIMAL CARE & COMPLIANCE DEPARTMENT

SUMMARY

| Dept. | Animal Control | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|----------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4310 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 119,898 | 122,285 | 135,980 | 135,645 |
| Operations and Maintenance | | 89,041 | 93,029 | 95,400 | 101,600 |
| Capital Expenditures | | - | 50,085 | - | - |
| TOTAL BUDGET | | 208,939 | 265,399 | 231,380 | 237,245 |

MISSION STATEMENT

The Animal Control Department is responsible for animal control within the City of Adelanto. Animals are licensed, vaccinated, spayed or neutered and sheltered as needed. Animal control officers are available for dead animal pickup and the catching of live animals running free.

ANIMAL CONTROL FUNCTIONS

The Animal Control Department is responsible for the administration and enforcement of State and City adopted codes and ordinances related to animals. This responsibility includes meeting all State mandates for the control of rabies and humane care of animals. This operation, assures these standards by providing an organized, coordinated procedure for licensing dogs, monitoring rabies vaccinations, and providing public education.

EMPLOYEE POSITIONS

- Animal Control Supervisor
- Animal Control Officer

Department Animal Control
Dept. Number 4310

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 78,097 | 84,254 | 91,128 | 90,764 |
| Overtime Wages | 50102 | 8,234 | 3,838 | 6,000 | 6,000 |
| Leave Pay Outs | 50115 | - | 1,160 | 2,276 | 2,360 |
| Retirement Contributions | 50120 | 14,657 | 12,297 | 12,667 | 12,616 |
| Medicare Contributions | 50130 | 1,368 | 1,319 | 1,441 | 1,437 |
| Social Security Tax | 50140 | - | 95 | - | 0 |
| Unemployment/ETT | 50150 | 742 | 1,306 | 868 | 868 |
| Workers Compensation | 50160 | - | 175 | - | 0 |
| Benefit Allowance | 50170 | 16,800 | 17,841 | 21,600 | 21,600 |
| Total Payroll and Benefits | | 119,898 | 122,285 | 135,980 | 135,645 |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 69,662 | 71,118 | 75,000 | 81,000 |
| Medical and psychiatric | 50225 | - | 215 | - | - |
| Total Contractual Services | | 69,662 | 71,333 | 75,000 | 81,000 |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | 2,323 | 4,002 | 2,500 | 2,500 |
| Total Equipment Maintenance | | 2,323 | 4,002 | 2,500 | 2,500 |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 12,778 | 13,202 | 14,000 | 14,000 |
| Total Equipment Maintenance | | 12,778 | 13,202 | 14,000 | 14,000 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | 1,461 | 1,196 | 750 | 750 |
| Printing and office | 50465 | 1,466 | 1,623 | 1,500 | 1,500 |
| Shop and janitorial | 50467 | 495 | - | 250 | 250 |
| Total General Maintenance | | 3,422 | 2,819 | 2,500 | 2,500 |

General Administrative

| | | | | | |
|------------------------------|-------|-----|-----|-----|-----|
| Membership and Dues | 50611 | 125 | 245 | 200 | 400 |
| Advertising and Publications | 50621 | 691 | 425 | 200 | 200 |
| Total General Administrative | | 816 | 670 | 400 | 600 |

Training and Education

| | | | | | |
|------------------------------|-------|----|-------|-------|-------|
| Conferences and Seminars | 50651 | 40 | 1,003 | 1,000 | 1,000 |
| Total Training and Education | | 40 | 1,003 | 1,000 | 1,000 |

| | | | | | |
|------------------------------|--|--------|--------|--------|---------|
| Total Operations/Maintenance | | 89,041 | 93,029 | 95,400 | 101,600 |
|------------------------------|--|--------|--------|--------|---------|

Capital Expenditures

| | | | | | |
|----------------------------|-------|---|--------|---|---|
| Vehicles | 80840 | - | 50,085 | - | - |
| Total Capital Expenditures | | - | 50,085 | - | - |

TOTAL BUDGET

| | | | |
|----------------|----------------|----------------|----------------|
| 208,939 | 265,399 | 231,380 | 237,245 |
|----------------|----------------|----------------|----------------|

Fire Department**FIRE DEPARTMENT/COUNTY FIRE CONTRACT****SUMMARY**

| Dept. | Fire | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|------|------------------|------------------|------------------|------------------|
| Dept. # | 4320 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | - | - | - | - |
| Operations and Maintenance | | 3,194,803 | 3,249,700 | 3,083,403 | 3,130,634 |
| Capital Expenditures | | 10,941 | | 4,000 | 4,000 |
| TOTAL BUDGET | | 3,205,744 | 3,249,700 | 3,087,403 | 3,134,634 |

MISSION STATEMENT

Value the faith and trust of the Community and continually work to serve that confidence through our attitude, conduct and accomplishments in providing the highest of quality of Fire suppression, prevention, inspection and paramedic services to Adelanto's residents and businesses.

FIRE DEPARTMENTAL FUNCTIONS

Provide fire suppression, fire prevention, inspection and paramedic services to Adelanto's residents and businesses. Administers and enforces all fire related building codes within the City.

City Building, Engineering and Community Development Department staff will work as liaison between its residents and County Fire personnel to oversee timely inspections.

The Fire Department functions are carried out by a contract with the San Bernardino County Fire Department.

EMPLOYEE POSITIONS (COUNTY FIRE DEPARTMENT)

- Battalion Chief (1)
- Captain (6)
- Engineers (6)
- Firefighter/Paramedics (6)
- Paid Call Firefighter (1)

Department **Fire**
Dept. Number **4320**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|---------------------------------|---------------------|
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 3,186,258 | 3,245,383 | 3,067,403 | 3,117,634 |
| Total Contractual Services | | 3,186,258 | 3,245,383 | 3,067,403 | 3,117,634 |
| Facilities/Grounds Maintenance | | | | | |
| Board up | 50401 | - | 283 | - | - |
| Buildings/Warehouses | 50402 | 3,278 | 4,034 | 10,000 | 10,000 |
| Total Facilities/Ground Maintenance | | 3,278 | 4,317 | 10,000 | 10,000 |
| Vehicle Maintenance | | | | | |
| Parts and service | 50441 | 5,267 | - | 5,500 | 2,500 |
| Total Equipment Maintenance | | 5,267 | - | 5,500 | 2,500 |
| Permits/Licenses/Fees | | | | | |
| Permits | 50637 | - | - | 500 | 500 |
| Total Permits/Licenses/Fees | | - | - | 500 | 500 |
| Total Operations/Maintenance | | 3,194,803 | 3,249,700 | 3,083,403 | 3,130,634 |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | 10,941 | - | 4,000 | 4,000 |
| Total Capital Expenditures | | 10,941 | - | 4,000 | 4,000 |
| TOTAL BUDGET | | 3,205,744 | 3,249,700 | 3,087,403 | 3,134,634 |

Building & Safety

BUILDING AND SAFETY DEPARTMENT SUMMARY

| Dept. | Building and Safety | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|---------------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4351 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 219,862 | 151,113 | - | - |
| Operations and Maintenance | | 50,203 | 95,442 | 234,750 | 235,100 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 270,065 | 246,555 | 234,750 | 235,100 |

MISSION STATEMENT

The mission of the department is to provide service to the entire community on an equal and fair basis. This is accomplished by the interpretation, administration and enforcement of the California State Building Code, the California Health and Safety Code and all model-building codes as adopted by the City of Adelanto. The purpose of these codes and ordinances is to safeguard the public welfare by lessening the probability of the occurrence of the loss of life, health and property by regulating the design, construction and maintenance of all buildings, structures, and properties within the City of Adelanto.

BUILDING AND SAFETY DEPARTMENTAL FUNCTIONS

The primary duties of the Building and Safety Department are to administer construction and occupancy standards to safeguard life, health, and property in the interest of the general public's welfare. This is accomplished by established City ordinances; State and Federal laws; and inspection of construction, alteration, moving, demolition, repair, occupancy, and use of buildings and structures.

The Building and Safety Department issues required permits; consults with and advised architects, engineers, building designers and others; reviews all building plans for compliance with code requirements; makes periodic inspections during the course of construction; coordinates construction activity of other City, County, and State agencies; and maintains records for all functions of the Department. Department personnel may be called as witnesses in civil and criminal cases. In addition, it inspects substandard and dangerous buildings and issues notices for the rehabilitation or demolition. It also researches and analyzes model codes and State and Federal regulations in the construction and housing field and purposes legislation as necessary in this area. It performs inspections of buildings being constructed for the City to ensure compliance with plans and specifications.

EMPLOYEE POSITIONS

- Building Official (Contract PT) (.5)
- Building Inspector (Contract)
- Building Permit Technician (Contract) (.75)

Department Building and Safety
Dept. Number 4351

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 169,474 | 97,366 | - | - |
| Overtime Wages | 50102 | 1,331 | 810 | - | - |
| Leave Pay Outs | 50115 | 652 | 8,035 | - | - |
| Retirement Contributions | 50120 | 20,179 | 18,223 | - | - |
| Medicare Contributions | 50130 | 2,639 | 1,485 | - | - |
| Social Security Tax | 50140 | 1,212 | 310 | - | - |
| Unemployment/ETT | 50150 | 1,113 | 868 | - | - |
| Benefit Allowance | 50170 | 23,262 | 24,016 | - | - |
| Total Payroll and Benefits | | 219,862 | 151,113 | - | - |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 44,148 | 89,671 | 232,650 | 232,650 |
| Total Contractual Services | | 44,148 | 89,671 | 232,650 | 232,650 |
| Utilities & Communications | | | | | |
| Telephone | 50301 | 40 | - | - | - |
| Total Utilities & Communication | | 40 | - | - | - |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | 7 | - | - | - |
| Total Equipment Maintenance | | 7 | - | - | - |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 2,457 | 2,257 | - | - |
| Total Equipment Maintenance | | 2,457 | 2,257 | - | - |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | 386 | - | - | - |
| Printing and office | 50465 | 1,762 | 1,350 | 1,100 | 1,100 |
| Total General Maintenance | | 2,148 | 1,350 | 1,100 | 1,100 |
| General Administrative | | | | | |
| Membership and Dues | 50611 | 609 | 315 | - | 350 |
| Advertising and Publications | 50621 | - | 307 | 1,000 | 1,000 |
| Total General Administrative | | 609 | 622 | 1,000 | 1,350 |

Permits/Licenses/Fees

| | | | | | |
|-----------------------------|-------|----|---|---|---|
| Other fees | 50632 | 19 | - | - | - |
| Total Permits/Licenses/Fees | | 19 | - | - | - |

Training and Education

| | | | | | |
|------------------------------|-------|-----|-------|---|---|
| Conferences and seminars | 50651 | 15 | | - | - |
| Schools and certifications | 50655 | 760 | 1,542 | - | - |
| Total Training and Education | | 775 | 1,542 | - | - |

| | | | | | |
|------------------------------|--|--------|--------|---------|---------|
| Total Operations/Maintenance | | 50,203 | 95,442 | 234,750 | 235,100 |
|------------------------------|--|--------|--------|---------|---------|

TOTAL BUDGET

| | | | | | |
|--|--|---------|---------|---------|---------|
| | | 270,065 | 246,555 | 234,750 | 235,100 |
|--|--|---------|---------|---------|---------|

Code Enforcement Department

CODE ENFORCEMENT DEPARTMENT

SUMMARY

| Dept. | Code Enforcement | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|------------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4352 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 328,950 | 389,532 | 379,394 | 387,224 |
| Operations and Maintenance | | 62,381 | 82,911 | 104,500 | 65,250 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 391,331 | 472,443 | 483,894 | 452,474 |

MISSION STATEMENT

To enforce City codes in a timely objective manner and issue required business licenses to businesses within the City through the information system division.

CODE ENFORCEMENT DEPARTMENTAL FUNCTIONS

This program responds to citizen complaints for enforcement activity, City Council requests for service, city departmental referrals for investigation/compliance, inter-governmental enforcement agency referrals and proactive enforcement. Staff conducts field inspections, prepares written notices/orders for code compliance, verifies compliance measures, prepares reports and requests for action by nuisance abatement or District Attorney judicial hearings, investigates, prepares and files misdemeanor criminal compliant filings with the Municipal Court for violations of the Municipal Code. Issues pre-citation Municipal Warning Notices to correct violations, issues infraction citation Notices to Appear. The enforcement program highlights voluntary non-judicial compliance with an emphasis upon public awareness of governmental regulatory provisions. The Abatement of Public Nuisances constitutes a significant commitment of staff resources and program costs.

Program Description: The Information Systems Division maintains the City's integrated computer hardware and software programs, and the City's "website". This division also administers the City's business license program.

EMPLOYEE POSITIONS

- Code Enforcement Supervisor
- Code Enforcement Officers (I/II) (3)
- Code Enforcement/Animal Control Technician II
- Provisional Code Enforcement Officer

Department **Code Enforcement**
Dept. Number **4352**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 239,324 | 252,884 | 270,984 | 277,346 |
| Overtime Wages | 50102 | 2,978 | 5,481 | 3,000 | 3,000 |
| Leave Pay Outs | 50115 | 1,784 | 4,421 | 7,063 | 7,549 |
| Retirement Contributions | 50120 | 27,933 | 22,454 | 37,667 | 38,551 |
| Medicare Contributions | 50130 | 3,579 | 3,314 | 4,075 | 4,174 |
| Social Security Tax | 50140 | 13 | 1,355 | - | - |
| Unemployment/ETT | 50150 | 2,853 | 1,412 | 2,604 | 2,604 |
| Workers Compensation | 50160 | - | 47,156 | - | - |
| Benefit Allowance | 50170 | 50,486 | 51,055 | 54,000 | 54,000 |
| Total Payroll and Benefits | | 328,950 | 389,532 | 379,394 | 387,224 |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 44,942 | 9,425 | 12,000 | 12,000 |
| Medical and psychiatric | 50225 | - | 170 | - | - |
| Total Contractual Services | | 44,942 | 9,595 | 12,000 | 12,000 |
| Facilities/Grounds Maintenance | | | | | |
| Board up | 50401 | - | 25,277 | 33,000 | 33,000 |
| Demolitions | 50405 | - | 20,820 | 40,000 | - |
| Total Facilities/Ground Maintenance | | - | 46,097 | 73,000 | 33,000 |
| Equipment Maintenance | | | | | |
| Telephone | 50430 | - | 110 | - | - |
| Computers | 50431 | - | 7,059 | - | - |
| Department equipment | 50435 | 1,199 | 496 | 1,500 | 1,500 |
| Total Equipment Maintenance | | 1,199 | 7,665 | 1,500 | 1,500 |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 7,050 | 9,705 | 9,000 | 9,750 |
| Total Equipment Maintenance | | 7,050 | 9,705 | 9,000 | 9,750 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | 1,959 | 2,462 | 2,000 | 2,000 |
| Printing and office | 50465 | 5,379 | 2,181 | 4,000 | 4,000 |
| Total General Maintenance | | 7,338 | 4,643 | 6,000 | 6,000 |

| | | | | | |
|------------------------------|-------|----------------|----------------|----------------|----------------|
| General Administrative | | | | | |
| Membership and Dues | 50611 | 356 | 438 | 500 | 500 |
| Total General Administrative | | 356 | 438 | 500 | 500 |
| Travel and Meetings | | | | | |
| Accommodations/Airfare | 50641 | | 250 | - | - |
| Meetings | 50642 | 1,153 | 795 | - | - |
| Total Travel and Meetings | | 1,153 | 1,045 | - | - |
| Training and Education | | | | | |
| Schools and certifications | 50655 | 343 | 3,723 | 2,500 | 2,500 |
| Total Training and Education | | 343 | 3,723 | 2,500 | 2,500 |
| Total Operations/Maintenance | | 62,381 | 82,911 | 104,500 | 65,250 |
| TOTAL BUDGET | | 391,331 | 472,443 | 483,894 | 452,474 |

Human Resources/Information Technology

HUMAN RESOURCES/INFORMATION TECHNOLOGY SUMMARY

| Dept. | Human Resources / Information Technology | Actual | Actual | Mid-Year Review | Budget |
|----------------------------|---|-----------|-----------|-----------------|-----------|
| Dept. # | 4353 | 6/30/2010 | 6/30/2011 | 06/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 206,962 | 307,594 | 369,916 | 384,286 |
| Operations and Maintenance | | 289,152 | 202,825 | 327,000 | 333,000 |
| Capital Expenditures | | 10,917 | 54,397 | | |
| TOTAL BUDGET | | 507,031 | 564,816 | 696,916 | 717,286 |

MISSION STATEMENT

To ensure that the City complies with federal, state and local labor laws and that all current and prospective employees are treated equally. Ensure that the City is adequately insured and the workplace is safe. Provide City staff and users of the City website have up-to-date technology, including both hardware and software.

HUMAN RESOURCES/INFO TECHNOLOGY FUNCTIONS

The Human Resources/Information Technology department is responsible for the screening and hiring of new City employees, handle labor negotiations with represented employee groups, ensure labor laws are followed and necessary training is given employees. This department also oversees risk management. The Director represents the City on the board of the City's joint power insurance authority, PERMA and is responsible for safety in the workplace and monitoring insurance coverage of the City. The Director also monitors vendors' required insurance coverage and assesses the validity of claims against the City and makes recommendations to the City Manager and City Council concerning the disposition of such claims. The Director also oversees the information technology department. The IT departments is responsible for the purchase and maintenance of all City equipment, including cell phones, the phone system of the City, copies, printers, computers and other equipment. The IT Department also monitors computer software programs and the annual maintenance cost of such software.

EMPLOYEE POSITIONS

- Deputy City Manager
- Information Systems Analyst
- Management Analyst
- Administrative Aide – Information Technology II

Department **HR/IT**
Dept. Number **4353**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid-Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 156,047 | 221,824 | 264,177 | 276,058 |
| Overtime Wages | 50102 | - | - | 3,000 | 3,000 |
| Leave Pay Outs | 50115 | 8,252 | 20,555 | 15,879 | 16,536 |
| Retirement Contributions | 50120 | 20,011 | 28,439 | 36,721 | 38,372 |
| Medicare Contributions | 50130 | 2,470 | 3,140 | 4,104 | 4,286 |
| Unemployment/ETT | 50150 | 1,757 | 644 | 1,736 | 1,736 |
| Workers Compensation | 50160 | | 1,518 | - | 0 |
| Benefit Allowance | 50170 | 18,425 | 31,474 | 44,299 | 44,299 |
| Total Payroll and Benefits | | 206,962 | 307,594 | 369,916 | 384,286 |
| Leases and Rentals | | | | | |
| Copiers | 50201 | 46,987 | 40,860 | 40,000 | 40,000 |
| Equipment | 50203 | - | - | 40,000 | 42,000 |
| Total Leases and Rentals | | 46,987 | 40,860 | 80,000 | 82,000 |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 33,675 | 1,998 | 15,000 | 15,000 |
| Total Contractual Services | | 33,675 | 1,998 | 15,000 | 15,000 |
| Utilities & Communications | | | | | |
| Telephone | 50301 | 115,588 | 75,701 | 105,000 | 105,000 |
| Total Utilities & Communication | | 115,588 | 75,701 | 105,000 | 105,000 |
| General Maintenance | | | | | |
| Maintenance Agreements | 50437 | 90,460 | 79,009 | 120,000 | 120,000 |
| Uniforms/Safety supplies | 50461 | - | 161 | - | - |
| Printing and office | 50465 | 1,852 | 1,830 | 2,000 | 2,000 |
| Total General Maintenance | | 92,312 | 81,000 | 122,000 | 122,000 |
| General Administrative | | | | | |
| Membership and Dues | 50611 | 590 | 690 | 2,000 | 2,000 |
| Total General Administrative | | 590 | 690 | 2,000 | 2,000 |

Travel and Meetings

| | | | | | |
|---------------------------|-------|---|-----|---|-------|
| Accommodations/Airfare | 50641 | - | 313 | - | 2,000 |
| | | | | | - |
| Total Travel and Meetings | | - | 313 | - | 2,000 |

Training and Education

| | | | | | |
|------------------------------|-------|---|-------|-------|-------|
| Conferences and seminars | 50651 | - | 2,263 | 3,000 | 5,000 |
| | | | | | - |
| Total Training and Education | | - | 2,263 | 3,000 | 5,000 |

| | | | | | |
|------------------------------|--|---------|---------|---------|---------|
| Total Operations/Maintenance | | 289,152 | 202,825 | 327,000 | 333,000 |
|------------------------------|--|---------|---------|---------|---------|

Capital Expenditures

| | | | | | |
|----------------------------|-------|--------|--------|---|---|
| Equipment | 80820 | 10,917 | 54,397 | - | - |
| | | | | | - |
| Total Capital Expenditures | | 10,917 | 54,397 | - | - |

TOTAL BUDGET

| | | | | | |
|--|--|----------------|----------------|----------------|----------------|
| | | 507,031 | 564,816 | 696,916 | 717,286 |
|--|--|----------------|----------------|----------------|----------------|

Senior Center

SENIOR CENTER PROGRAM SUMMARY

| Dept. | Senior Center | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|---------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4410 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | - | - | - | - |
| Operations and Maintenance | | 15,039 | 16,307 | 20,500 | 20,500 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 15,039 | 16,307 | 20,500 | 20,500 |

MISSION STATEMENT

To provide a clean environment where senior citizens of our community can meet for social functions.

SENIOR CENTER FUNCTIONS

Provide for the maintenance of the Senior Center Building through the Public Works Department

Department Senior Center
Dept. Number 4410

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Utilities & Communications | | | | | |
| Electricity | 50310 | 11,243 | 12,779 | 13,500 | 13,500 |
| Natural gas | 50320 | 1,691 | 1,778 | 3,500 | 3,500 |
| Total Utilities & Communication | | 12,934 | 14,557 | 17,000 | 17,000 |
| Facilities/Grounds Maintenance | | | | | |
| Buildings/Warehouses | 50402 | 2,105 | 1,451 | 3,000 | 3,000 |
| Total Facilities/Ground Maintenance | | 2,105 | 1,451 | 3,000 | 3,000 |
| General Maintenance | | | | | |
| Shop and janitorial | 50467 | - | 299 | 500 | 500 |
| Total General Maintenance | | - | 299 | 500 | 500 |
| Total Operations/Maintenance | | 15,039 | 16,307 | 20,500 | 20,500 |
| TOTAL BUDGET | | 15,039 | 16,307 | 20,500 | 20,500 |

Community Center I

COMMUNITY CENTER PROGRAM SUMMARY

| Dept. | Community Center | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|------------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4435 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | - | - | - | - |
| Operations and Maintenance | | 23,193 | 20,415 | 29,000 | 29,000 |
| Capital Expenditures | | - | - | - | 10,000 |
| TOTAL BUDGET | | 23,193 | 20,415 | 29,000 | 39,000 |

MISSION STATEMENT

To provide a center where our citizens can meet for functions.

COMMUNITY CENTER FUNCTIONS

- Provide for the operation and maintenance of the Community Center through the Public Works Department.
- Collect Rents for use of the center.

Department **Community Center**
Dept. Number **4435**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Utilities & Communications | | | | | |
| Electricity | 50310 | 21,416 | 18,102 | 23,000 | 23,000 |
| Natural gas | 50320 | 1,171 | 1,680 | 1,500 | 1,500 |
| Total Utilities & Communication | | 22,587 | 19,782 | 24,500 | 24,500 |
| Facilities/Grounds Maintenance | | | | | |
| Buildings/Warehouses | 50402 | 606 | 633 | 4,500 | 4,500 |
| Total Facilities/Ground Maintenance | | 606 | 633 | 4,500 | 4,500 |
| Total Operations/Maintenance | | 23,193 | 20,415 | 29,000 | 29,000 |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | - | - | - | 10,000 |
| Total Capital Expenditures | | - | - | - | 10,000 |
| TOTAL BUDGET | | 23,193 | 20,415 | 29,000 | 39,000 |

Community Center #2

COMMUNITY CENTER #2 PROGRAM SUMMARY

| Dept. | Community Center #2 | Actual | Actual | Mid-Year Review | Budget |
|----------------------------|---------------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4460 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | - | - | - | - |
| Operations and Maintenance | | - | - | 500 | 500 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | - | - | 500 | 500 |

MISSION STATEMENT

To provide an alternative center where our citizens can meet for functions.

COMMUNITY CENTER FUNCTIONS

- Provide for the operation and maintenance of the Community Center through the Public Works Department.
- Collect Rents for use of the center.

Department Community Center #2
Dept. Number 4460

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Facilities/Grounds Maintenance | | | | | |
| Buildings/Warehouses | 50402 | - | - | 500 | 500 |
| Total Facilities/Ground Maintenance | | - | - | 500 | 500 |
| Total Operations/Maintenance | | - | - | 500 | 500 |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | - | - | - | - |
| Total Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | - | - | 500 | 500 |

Parks Department**PARKS DEPARTMENT SUMMARY**

| Dept. | Parks | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|--------------|---------------|---------------|------------------------|---------------|
| Dept. # | 4470 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 166,937 | 163,909 | 175,507 | 177,578 |
| Operations and Maintenance | | 49,414 | 50,889 | 63,950 | 63,450 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 216,351 | 214,798 | 239,457 | 241,028 |

MISSION STATEMENT

The Parks Department is responsible for providing and maintaining a safe and aesthetically pleasing horticultural environment for the public. This relates to the maintenance of the all City parks and public facilities.

PARKS DEPARTMENT FUNCTIONS

- Ensure that all park land areas are maintained in the highest quality for the community.

EMPLOYEE POSITIONS

- Lead Maintenance Worker
- Maintenance Workers (I/II/III) (2)

Department Parks and Grounds
Dept. Number 4470

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 101,769 | 109,610 | 113,738 | 115,341 |
| Overtime Wages | 50102 | 9,640 | 5,400 | 7,500 | 7,500 |
| Leave Pay Outs | 50115 | 13,342 | 2,939 | 3,624 | 3,843 |
| Retirement Contributions | 50120 | 13,982 | 14,005 | 14,760 | 14,983 |
| Medicare Contributions | 50130 | 1,779 | 1,582 | 1,811 | 1,837 |
| Social Security Tax | 50140 | 87 | 140 | 186 | 186 |
| Unemployment/ETT | 50150 | 1,138 | 1,410 | 1,488 | 1,488 |
| Workers Compensation | 50160 | | 300 | - | - |
| Benefit Allowance | 50170 | 25,200 | 28,523 | 32,400 | 32,400 |
| Total Payroll and Benefits | | 166,937 | 163,909 | 175,507 | 177,578 |
| Contractual Services | | | | | |
| Medical and psychiatric | 50225 | - | 380 | 350 | 350 |
| Stipends | 50229 | 2,725 | 700 | 3,000 | - |
| Total Contractual Services | | 2,725 | 1,080 | 3,350 | 350 |
| Facilities/Grounds Maintenance | | | | | |
| Electricity | 50310 | 4,862 | 10,738 | 15,000 | 15,000 |
| Water | 50330 | 2,212 | 1,132 | 2,500 | 2,500 |
| Trash & dump | 50350 | - | 232 | 600 | 600 |
| Field/Yards | 50406 | 27,310 | 22,485 | 27,000 | 27,000 |
| Total Facilities/Ground Maintenance | | 34,384 | 34,587 | 45,100 | 45,100 |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | 1,396 | 2,359 | 2,000 | 3,000 |
| Total Equipment Maintenance | | 1,396 | 2,359 | 2,000 | 3,000 |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 6,797 | 8,579 | 9,000 | 9,000 |
| Total Equipment Maintenance | | 6,797 | 8,579 | 9,000 | 9,000 |

General Maintenance

| | | | | | |
|---------------------------|-------|-------|-------|-------|-------|
| Uniforms/Safety supplies | 50461 | 3,556 | 3,672 | 3,500 | 3,500 |
| Printing and office | 50465 | 304 | - | 250 | 500 |
| Shop and janitorial | 50467 | 252 | 612 | 750 | 1,000 |
| | | | | | |
| Total General Maintenance | | 4,112 | 4,284 | 4,500 | 5,000 |

Training and Education

| | | | | | |
|------------------------------|-------|---|---|---|-------|
| Conferences and seminars | 50651 | - | - | - | 1,000 |
| | | | | | |
| Total Training and Education | | - | - | - | 1,000 |

| | | | | | |
|------------------------------|--|--------|--------|--------|--------|
| Total Operations/Maintenance | | 49,414 | 50,889 | 63,950 | 63,450 |
|------------------------------|--|--------|--------|--------|--------|

TOTAL BUDGET

| | | | | | |
|--|--|---------|---------|---------|---------|
| | | 216,351 | 214,798 | 239,457 | 241,028 |
|--|--|---------|---------|---------|---------|

Vehicle Maintenance Department

VEHICLE MAINTENANCE DEPARTMENT SUMMARY

| Dept. | Vehicle Maintenance | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|---------------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4620 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 99,498 | 95,105 | 89,180 | 88,767 |
| Operations and Maintenance | | 71,282 | 102,330 | 84,870 | 96,620 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 170,780 | 197,435 | 174,050 | 185,387 |

MISSION STATEMENT

To provide for the timely repair and maintenance of City vehicles and equipment.

VEHICLE MAINTENANCE FUNCTIONS

- Be on call for 24-hour repair service.
- Repair and maintain all City vehicles and equipment.

EMPLOYEE POSITIONS

- Mechanic

Department Vehicle Maintenance
Dept. Number 4620

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|---------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 51,915 | 54,244 | 56,503 | 56,009 |
| Overtime Wages | 50102 | 22,843 | 16,488 | 7,500 | 7,500 |
| Leave Pay Outs | 50115 | 7,750 | 6,079 | 5,088 | 5,241 |
| Retirement Contributions | 50120 | 7,080 | 7,279 | 7,854 | 7,785 |
| Medicare Contributions | 50130 | 1,139 | 938 | 1,002 | 997 |
| Unemployment/ETT | 50150 | 371 | 434 | 434 | 434 |
| Workers Compensation | 50160 | | 135 | - | - |
| Benefit Allowance | 50170 | 8,400 | 9,508 | 10,800 | 10,800 |
| Total Payroll and Benefits | | 99,498 | 95,105 | 89,180 | 88,767 |
| Contractual Services | | | | | |
| Medical and psychiatric | 50225 | 55 | 115 | 120 | 120 |
| Total Contractual Services | | 55 | 115 | 120 | 120 |
| Utilities & Communications | | | | | |
| Natural gas | 50320 | 1,578 | 737 | 750 | - |
| Total Utilities & Communication | | 1,578 | 737 | 750 | - |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | 1,014 | 4,274 | 2,000 | 3,000 |
| Total Equipment Maintenance | | 1,014 | 4,274 | 2,000 | 3,000 |
| Vehicle Maintenance | | | | | |
| Parts and service | 50441 | 47,062 | 70,082 | 55,000 | 60,000 |
| Tires | 50445 | 11,236 | 16,159 | 16,500 | 20,000 |
| Diesel | 50451 | 1,940 | - | - | - |
| Oils and Fluids | 50453 | 983 | 2,103 | 2,500 | 3,500 |
| Unleaded fuel | 50455 | 5,581 | 7,573 | 6,500 | 6,500 |
| Total Equipment Maintenance | | 66,802 | 95,917 | 80,500 | 90,000 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | 1,833 | 1,287 | 1,500 | 1,500 |
| Total General Maintenance | | 1,833 | 1,287 | 1,500 | 1,500 |

Permits/Licenses/Fees

| | | | | | |
|-----------------------------|-------|---|---|---|-------|
| Permits | 50637 | - | - | - | 2,000 |
| Total Permits/Licenses/Fees | | - | - | - | 2,000 |

| | | | | | |
|------------------------------|--|--------|---------|--------|--------|
| Total Operations/Maintenance | | 71,282 | 102,330 | 84,870 | 96,620 |
|------------------------------|--|--------|---------|--------|--------|

| | | | | | |
|---------------------|--|----------------|----------------|----------------|----------------|
| TOTAL BUDGET | | 170,780 | 197,435 | 174,050 | 185,387 |
|---------------------|--|----------------|----------------|----------------|----------------|

Non Department

NON-DEPARTMENT SUMMARY

| Dept. | Non-Departmental | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|------------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4630 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 200,756 | 141,204 | 239,705 | 235,830 |
| Operations and Maintenance | | 850,700 | 751,557 | 643,700 | 572,222 |
| Capital Expenditures | | | 22,970 | 186,000 | 65,000 |
| TOTAL BUDGET | | 1,051,456 | 915,731 | 1,069,405 | 873,052 |

MISSION STATEMENT

The purpose of the Non-Department is to provide a cost center for a number of City expenses not directly attributable to the operations of other City departments. These include maintenance of City Hall, expenses for community events, and memberships and dues for a variety of governmental associations.

NON-DEPARTMENT FUNCTIONS

- Provide for janitorial and maintenance services of City Hall and Police Department.
- Provide for the general liability insurance of the City as a whole.
- Provide for administrative support to City Departments.
- Provides for payments of retirements insurance and PERS benefits

EMPLOYEE POSITIONS

- Custodians (I/II) (2)

Department **Non-departmental**
Dept. Number **4630**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 52,680 | 51,206 | 55,157 | 59,121 |
| Overtime Wages | 50102 | - | 2,693 | - | - |
| Leave Pay Outs | 50115 | 1,894 | 947 | 1,894 | 2,135 |
| Retirement Contributions | 50120 | 50,322 | 7,023 | 50,667 | 51,218 |
| Medicare Contributions | 50130 | 791 | 816 | 827 | 888 |
| Social Security Tax | 50140 | - | - | - | - |
| Unemployment/ETT | 50150 | 868 | 842 | 868 | 868 |
| Workers Compensation | 50160 | 35,000 | 22,885 | 50,000 | 60,000 |
| Benefit Allowance | 50170 | 59,200 | 54,792 | 80,291 | 61,600 |
| Total Payroll and Benefits | | 200,756 | 141,204 | 239,705 | 235,830 |
| Contractual Services | | | | | |
| Auditing | 50212 | 75,000 | 79,726 | 75,000 | 75,000 |
| Consulting/Outside services | 50219 | 160,000 | 155,125 | 80,000 | 80,000 |
| Medical and psychiatric | 50225 | 200 | - | 200 | 200 |
| Total Contractual Services | | 235,200 | 234,851 | 155,200 | 155,200 |
| Utilities & Communications | | | | | |
| Telephone | 50301 | - | 519 | - | - |
| Electricity | 50310 | 50,000 | 40,739 | 50,000 | 50,000 |
| Natural gas | 50320 | 1,000 | 47 | 1,000 | 1,000 |
| Total Utilities & Communication | | 51,000 | 41,305 | 51,000 | 51,000 |
| Facilities/Grounds Maintenance | | | | | |
| Buildings/Warehouses | 50402 | 17,500 | 18,198 | 17,500 | 25,000 |
| Total Facilities/Ground Maintenance | | 17,500 | 18,198 | 17,500 | 25,000 |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | 2,500 | 7,497 | 2,500 | 2,500 |
| Total Equipment Maintenance | | 2,500 | 7,497 | 2,500 | 2,500 |
| Vehicle Maintenance | | | | | |
| Parts and service | 50441 | - | 331 | - | - |
| Unleaded fuel | 50455 | 4,000 | 8,001 | 4,000 | 4,000 |
| Total Equipment Maintenance | | 4,000 | 8,332 | 4,000 | 4,000 |

General Maintenance

| | | | | | |
|---------------------------|-------|--------|--------|--------|--------|
| Uniforms/Safety supplies | 50461 | 4,500 | 4,589 | 4,500 | 4,500 |
| Printing and office | 50465 | 30,000 | 18,215 | 30,000 | 10,000 |
| Shop and janitorial | 50467 | 12,000 | 12,400 | 12,000 | 10,000 |
| Total General Maintenance | | 46,500 | 35,204 | 46,500 | 24,500 |

Insurance and Claims

| | | | | | |
|----------------------------|-------|---------|---------|---------|---------|
| Liability insurance | 50501 | 148,000 | 282,235 | 148,000 | 148,000 |
| Employee bonds | 50503 | 1,000 | 2,731 | 1,000 | 1,000 |
| Property insurance | 50505 | 36,000 | 59,740 | 36,000 | 43,000 |
| Claims and settlements | 50509 | - | 1,899 | - | - |
| Total Insurance and Claims | | 185,000 | 346,605 | 185,000 | 192,000 |

General Administrative

| | | | | | |
|------------------------------|-------|--------|--------|--------|--------|
| Membership and Dues | 50611 | 30,000 | 16,353 | 30,000 | 16,022 |
| Advertising and Publications | 50621 | 2,500 | 2,490 | 2,500 | 2,500 |
| Total General Administrative | | 32,500 | 18,843 | 32,500 | 18,522 |

Permits/Licenses/Fees

| | | | | | |
|-----------------------------|-------|-------|-------|-------|-------|
| Other fees | 50632 | 2,000 | 2,129 | 2,000 | 2,000 |
| Total Permits/Licenses/Fees | | 2,000 | 2,129 | 2,000 | 2,000 |

Travel and Meetings

| | | | | | |
|---------------------------|-------|--------|--------|--------|--------|
| Accommodations/Airfare | 50641 | 1,000 | 903 | 1,000 | 1,000 |
| Meetings | 50642 | 1,500 | 1,258 | 1,500 | 1,500 |
| Per diem | 50643 | - | 37 | - | - |
| Presentations | 50645 | 25,000 | 23,956 | 25,000 | 25,000 |
| Total Travel and Meetings | | 27,500 | 26,154 | 27,500 | 27,500 |

Training and Education

| | | | | | |
|------------------------------|-------|---------|--------|---------|--------|
| Conferences and seminars | 50651 | 30,000 | 12,439 | 30,000 | 20,000 |
| Schools and certifications | 50655 | 217,000 | - | 90,000 | 50,000 |
| Total Training and Education | | 247,000 | 12,439 | 120,000 | 70,000 |

| | | | | | |
|------------------------------|--|---------|---------|---------|---------|
| Total Operations/Maintenance | | 850,700 | 751,557 | 643,700 | 572,222 |
|------------------------------|--|---------|---------|---------|---------|

Capital Expenditures

| | | | | | |
|----------------------------|-------|---|--------|---------|--------|
| Facility and grounds | 80810 | - | 22,970 | 186,000 | 65,000 |
| Total Capital Expenditures | | - | 22,970 | 186,000 | 65,000 |

TOTAL BUDGET

| | | | | | |
|--|--|-----------|---------|-----------|---------|
| | | 1,051,456 | 915,731 | 1,069,405 | 873,052 |
|--|--|-----------|---------|-----------|---------|

Recreation Department

RECREATION DEPARTMENT SUMMARY

| Dept. | Recreation Dept | Actual | Actual | Mid-Year Review | Budget |
|----------------------------|-----------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4782 | 6/30/2010 | 6/30/2011 | 6/30/2012 | 6/30/2013 |
| Payroll and Benefits | | - | 8,222 | 86,191 | 55,795 |
| Operations and Maintenance | | - | 1,335 | 25,200 | 19,200 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | - | 9,557 | 111,391 | 74,995 |

MISSION STATEMENT

Our mission is to provide a wide variety of programs that are designed to improve the quality of life for Adelanto residents, through play, education and community-wide special events; we grow individually and as a community.

RECREATION DIVISION FUNCTIONS

A newly developed department, the functions are to create a recreational program marketing materials, including on the City's webpage. Act as a liaison with the various sports leagues and programs currently running in the City. Act as a point of contact department for the Community as well as other organizations. Be the lead project manager for Community events such as the Annual Christmas Parade, Job and Resource Fair, and any others.

EMPLOYEE POSITIONS

- Recreation Coordinator

Department Recreation Department
Dept. Number 4782

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | | 7,127 | 65,609 | 38,720 |
| Overtime Wages | 50102 | | 211 | - | - |
| Leave Pay Outs | 50115 | | | 1,320 | 1,422 |
| Retirement Contributions | 50120 | | | 4,009 | 2,691 |
| Medicare Contributions | 50130 | | 106 | 970 | 582 |
| Social Security Tax | 50140 | | 455 | 2,180 | 1,146 |
| Unemployment/ETT | 50150 | | 323 | 1,302 | 434 |
| Workers Compensation | 50160 | | - | - | - |
| Benefit Allowance | 50170 | | - | 10,800 | 10,800 |
| Total Payroll and Benefits | | - | 8,222 | 86,191 | 55,795 |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | - | - | 6,000 | - |
| Total Contractual Services | | - | - | 6,000 | - |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | - | 1,237 | 15,000 | 15,000 |
| Total Equipment Maintenance | | - | 1,237 | 15,000 | 15,000 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | - | 98 | 200 | 200 |
| Printing and office | 50465 | - | - | 4,000 | 4,000 |
| Total General Maintenance | | - | 98 | 4,200 | 4,200 |
| Training and Education | | | | | |
| Conferences and seminars | 50651 | - | 20 | - | - |
| Total Training and Education | | - | 20 | - | - |
| Total Operations/Maintenance | | - | 1,335 | 25,200 | 19,200 |
| TOTAL BUDGET | | - | 9,557 | 111,391 | 74,995 |

Community Development Department

COMMUNITY DEVELOPMENT DEPARTMENT

SUMMARY

| Dept. | Community/Economic Dvt | Actual | Actual | Mid-Year Review | Budget |
|-----------------------------------|------------------------|-----------|-----------|-----------------|-----------|
| Dept. # | 4900 | 6/30/2010 | 6/30/2011 | 06/30/2012 | 6/30/2013 |
| Payroll and Benefits | | 228,488 | 393,543 | 439,551 | 524,124 |
| Operations and Maintenance | | 317,233 | 152,190 | 363,000 | 293,000 |
| Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 545,721 | 545,733 | 802,551 | 817,124 |

MISSION STATEMENT

To anticipate the growing needs of the City to interpret, enforce and administer the General Plan and Zoning Codes accordingly within Residential, Commercial and Manufacturing/Industrial areas.

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENTAL FUNCTIONS

The Community & Economic Development Department's responsibilities primarily stem from State Planning, Zoning and Development Laws mandating cities and counties regulate the use of land, including subdivisions. This includes the adoption and maintenance of a General Plan, which establishes land use policy for development in the city, as well as the Zoning Ordinance (Title 17), and the Subdivision Guidelines which are implementation tools for the General Plan. From these mandates, the Community & Economic Development Department is involved in the following:

- Serving as Staff to City Council, Redevelopment Agency, Planning Commission, and Parks and Recreation Commission; Maintaining, amending, and administering the General Plan and Subdivision Ordinance; Administration of associated plans and programs for Parks and Recreation facilities; Interpreting, amending, administering and enforcing the Zoning Ordinance and associated Ordinances: process project applications (e.g. Site Plans, Conditional Use Permits, Tentative Tracts) to the Planning Commission and/or City Council; Plan Check residential, commercial, industrial developments, sign permits, fence/pool permits; Answer questions of the public on phones and at the public counter on the above activities, as well as dispensing zoning information. Preparing and processing environmental compliance documents for public and private projects pursuant to the California Environmental Quality Act (CEQA) i.e., negative declarations, environmental impact reports, etc. as well as similar documents pursuant to the National Environmental Policy Act (NEPA);

EMPLOYEE POSITIONS

- Director of Development Services
- Senior Planner
- Senior Management Analyst
- Assistant Planner
- Management Assistant
- Planning Commissioners (5)

Department **Community Develop.**
Dept. Number **4900**

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 171,424 | 293,039 | 328,694 | 379,991 |
| Overtime Wages | 50102 | 527 | 71 | 1,000 | 1,000 |
| Leave Pay Outs | 50115 | 4,114 | 14,800 | 23,681 | 25,277 |
| Retirement Contributions | 50120 | 22,455 | 38,993 | 42,903 | 51,985 |
| Medicare Contributions | 50130 | 2,814 | 4,416 | 5,128 | 5,891 |
| Social Security Tax | 50140 | 448 | 291 | 2,113 | 372 |
| Unemployment/ETT | 50150 | 1,506 | 2,038 | 2,542 | 2,542 |
| Workers Compensation | 50160 | | | - | - |
| Benefit Allowance | 50170 | 25,200 | 39,895 | 33,491 | 57,067 |
| Total Payroll and Benefits | | 228,488 | 393,543 | 439,551 | 524,124 |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 298,638 | 135,988 | 325,000 | 275,000 |
| Stipends | 50229 | 5,900 | 1,500 | 6,000 | 6,000 |
| Total Contractual Services | | 304,538 | 137,488 | 331,000 | 281,000 |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 1,543 | 1,816 | 1,500 | 1,500 |
| Total Equipment Maintenance | | 1,543 | 1,816 | 1,500 | 1,500 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | - | 736 | 500 | 500 |
| Printing and office | 50465 | 4,904 | 2,438 | 2,500 | 2,500 |
| Total General Maintenance | | 4,904 | 3,174 | 3,000 | 3,000 |
| General Administrative | | | | | |
| Membership and Dues | 50611 | 413 | 834 | 1,500 | 1,500 |
| Advertising and Publications | 50621 | 2,430 | 1,435 | 22,000 | 2,000 |
| Total General Administrative | | 2,843 | 2,269 | 23,500 | 3,500 |
| Permits/Licenses/Fees | | | | | |
| Other fees | 50632 | - | 50 | - | - |
| Total Permits/Licenses/Fees | | - | 50 | - | - |

Travel and Meetings

| | | | | | |
|---------------------------|-------|-------|-------|---|---|
| Accommodations/Airfare | 50641 | - | 1,318 | - | - |
| Meetings | 50642 | 1,363 | 348 | - | - |
| Per diem | 50643 | - | 186 | - | - |
| Total Travel and Meetings | | 1,363 | 1,852 | - | - |

Training and Education

| | | | | | |
|------------------------------|-------|-------|-------|-------|-------|
| Conferences and seminars | 50651 | 2,042 | 5,541 | 4,000 | 4,000 |
| Total Training and Education | | 2,042 | 5,541 | 4,000 | 4,000 |

| | | | | |
|------------------------------|---------|---------|---------|---------|
| Total Operations/Maintenance | 317,233 | 152,190 | 363,000 | 293,000 |
|------------------------------|---------|---------|---------|---------|

TOTAL BUDGET

| | | | |
|----------------|----------------|----------------|----------------|
| 545,721 | 545,733 | 802,551 | 817,124 |
|----------------|----------------|----------------|----------------|

City of Adelanto
FY2012-13 Annual Budget



SPECIAL FUNDS

SPECIAL REVENUE FUNDS

SPECIAL FUND DESCRIPTIONS

Stater Bros Stadium (Fund 211) – is used to account for the operations and maintenance of Stater Bros. Stadium. The stadium is under lease to the High Desert Mavericks through 2010. Employees charged to the stadium include:

Stadium Head Groundskeeper

Provisional Groundskeepers (PT) (2)

Park Fee (Fund 212) – is used to account for the receipt and expenditures of park impact fees charged to new development.

CDBG (Fund 213) – is used to account for revenue allocated from the Federal Housing and Urban Development Department (through the County of San Bernardino) to be spent in low/moderate income areas of the City.

Gas Tax (Fund 215) – is used to account for the receipt and expenditure of State Highway Users Tax funds. The funds are to be used for street related purposes.

Article 8 (Fund 216) – is used to account for local transportation funds received from SANBAG. Funds are spent on street related purposes.

AB2766 (Fund 221) – is used to account for allocations from the Mojave Air Quality Management District. Funds are spent on air-pollution reduction programs.

Measure I 5% (Fund 236) – is used to account for the County's ½ cent sales tax revenues. This portion of the funds must be spent on handicapped/paratransit purposes.

Measure I 30% (Fund 237) – is used to account for the County's ½ cent sales tax revenues. This portion of the funds must be spent on local road projects.

Measure I 65% (Fund 238) – is used to account for the County's ½ cent sales tax revenues. This portion of the funds must be spent on arterial road projects.

LLEBG (Fund 240) – is used to account for the receipt and expenditure of moneys received under the Federal Local Law Enforcement Block Grant Program.

CLEEP (Fund 241) – is used to account for moneys received under the State's High-Technology Law Enforcement Grant program.

Asset Seizure (Fund 245) – is used to account for 85% of the released asset seizure moneys. The moneys are used for law enforcement related purposes.

Educational Seizure (Fund 248) – is used to account of 15% of the released asset seizure moneys. The moneys are used for anti-drug educational programs.

PSAF (Fund 249) – is used to account for the State sales tax Public Safety Augmentation Fund moneys. The money is transferred to the general fund for increased public safety expenditures.

Sanitation (Fund 255) – is used to account for the City’s solid waste and recycling programs.

Traffic Offender (Fund 256) – is used to account for the revenue received from vehicle release fees and is used for traffic patrol purposes.

SLEOC (Fund 257) – is used to account for the State COPS Grant Program and is used for police overtime purposes.

Drainage (Fund 260) – is used to account for the Drainage Impact Fees charged to new development. Moneys are used for new drainage facilities.

Transit (Fund 319) – is used to account for the City’s cost of paratransit services.

ACCF (Fund 322) – is used to account for the operation of the City’s correctional facility. The facility is under the staffing requirements of a contract with the State Department of Corrections.

Water (Fund 353) – is used to account for the operations and maintenance of the water division of the Adelanto Public Utility Authority. Employees charged to this fund:

Director of Public Utilities

City Engineer(.5)

Senior Water Operator

Water Operator (I/II/III) (9)

Administrative Assistant II

Water Conservation Specialist

Director of Finance/City Treasurer (.5)

Customer Service Supervisor

Senior Account Clerk

Account Clerk II (6)

Sewer (Fund 360) – is used to account for the sewer division of the Adelanto Public Utility Authority. The sewer plant is operated under a contract with PERC Services.

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FUND 211 STATER BROS. STADIUM

Fund Number 211

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Use of Money and Property | | | | | |
| Interest | 45010 | | | | |
| Property Leases/Maint | 45030 | 79,234 | 80,819 | 100,000 | 110,000 |
| Total Use of Money and Property | | 79,234 | 80,819 | 100,000 | 110,000 |
| Charges for Services | | | | | |
| Rent and Concessions | 47090 | 10,819 | 11,893 | 10,000 | 10,000 |
| Total Charges for Services | | 10,819 | 11,893 | 10,000 | 10,000 |
| TOTAL REVENUES | | 90,053 | 92,712 | 110,000 | 120,000 |
| FUND BALANCE FROM PRIOR YEAR | | (2,304,862) | (2,595,285) | (2,757,367) | (2,886,485) |
| TOTAL AVAILABLE REVENUES | | (2,214,809) | (2,502,573) | (2,647,367) | (2,766,485) |
| TOTAL EXPENDITURES | | 214,395 | 254,794 | 239,119 | 232,340 |
| NET | | (2,429,204) | (2,757,367) | (2,886,485) | (2,998,825) |

Fund Stater Bros. Stadium
Fund Number 211

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 63,456 | 68,845 | 65,291 | 64,784 |
| Overtime Wages | 50102 | 10,041 | 12,031 | 10,000 | 10,000 |
| Temporary Wages | 50110 | - | - | - | - |
| Leave Pay-outs | 50115 | - | 9,204 | 1,844 | 1,899 |
| Retirement Contributions | 50120 | 6,582 | 6,700 | 6,935 | 6,864 |
| Medicare Contributions | 50130 | 1,109 | 1,163 | 1,118 | 1,112 |
| Social Security Tax | 50140 | 930 | 1,107 | 998 | 998 |
| Unemployment/ETT | 50150 | 1,103 | 1,465 | 1,432 | 1,432 |
| Benefit Allowance | 50170 | 8,400 | 9,877 | 10,800 | 10,800 |
| Total Payroll and Benefits | | 91,621 | 110,392 | 98,419 | 97,890 |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 17,290 | 24,035 | 35,000 | 25,000 |
| Medical and psychiatric | 50225 | 240 | 450 | 200 | 200 |
| Total Contractual Services | | 17,530 | 24,485 | 35,200 | 25,200 |
| Utilities & Communications | | | | | |
| Electricity | 50310 | 50,591 | 45,440 | 55,000 | 60,000 |
| Natural gas | 50320 | 3,281 | 3,265 | 4,000 | 4,250 |
| Total Utilities & Communication | | 53,872 | 48,705 | 59,000 | 64,250 |
| Facilities/Grounds Maintenance | | | | | |
| Buildings/Warehouses | 50402 | 23,777 | 23,799 | 23,000 | 23,000 |
| Field/Yards | 50406 | 11,791 | 18,274 | 12,500 | 12,500 |
| Total Facilities/Ground Maintenance | | 35,568 | 42,073 | 35,500 | 35,500 |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | 670 | 1,210 | 3,000 | 1,500 |
| Total Equipment Maintenance | | 670 | 1,210 | 3,000 | 1,500 |
| Vehicle Maintenance | | | | | |
| Unleaded fuel | 50455 | 2,171 | 2,559 | 3,000 | 3,000 |
| Total Equipment Maintenance | | 2,171 | 2,559 | 3,000 | 3,000 |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | 3,220 | 2,480 | 2,500 | 2,500 |
| Shop and janitorial | 50467 | 4,481 | 4,551 | 2,500 | 2,500 |
| Total General Maintenance | | 7,701 | 7,031 | 5,000 | 5,000 |

Training and Education

| | | | | | |
|----------------------------|-------|-----|---|---|---|
| Schools and certifications | 50655 | 762 | - | - | - |
|----------------------------|-------|-----|---|---|---|

| | | | | | |
|------------------------------|--|-----|---|---|---|
| Total Training and Education | | 762 | - | - | - |
|------------------------------|--|-----|---|---|---|

| | | | | | |
|------------------------------|--|---------|---------|---------|---------|
| Total Operations/Maintenance | | 118,274 | 126,063 | 140,700 | 134,450 |
|------------------------------|--|---------|---------|---------|---------|

Capital Expenditures

| | | | | | |
|----------------------|-------|-------|--------|---|---|
| Facility and grounds | 80810 | 4,500 | 18,339 | - | - |
|----------------------|-------|-------|--------|---|---|

| | | | | | |
|----------------------------|--|-------|--------|---|---|
| Total Capital Expenditures | | 4,500 | 18,339 | - | - |
|----------------------------|--|-------|--------|---|---|

TOTAL EXPENDITURES

| | | | | | |
|--|--|---------|---------|---------|---------|
| | | 214,395 | 254,794 | 239,119 | 232,340 |
|--|--|---------|---------|---------|---------|

FUND 212 PARK FEE

Fund Number 212

| | Account | Actual 6/30/10 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------------|---------|-------------------|---------------------|------------------------------|---------------------|
| Licenses and Permits | | | | | |
| Park Fees | 43060 | 73,755 | 89,650 | 57,800 | 57,800 |
| Total Licenses and Permits | | 73,755 | 89,650 | 57,800 | 57,800 |
| Use of Money and Property | | | | | |
| Interest | 45010 | | | | |
| Total Use of Money and Property | | - | - | - | - |
| Intergovernmental Revenue | | | | | |
| State Grants | 46200 | | 270,502 | | |
| Total Intergovernmental Revenue | | - | 270,502 | - | - |
| TOTAL REVENUES | | | | | |
| | | 73,755 | 360,152 | 57,800 | 57,800 |
| FUND BALANCE FROM PRIOR YEAR | | | | | |
| | | 2,047,172 | 1,812,523 | 1,376,049 | 798,849 |
| TOTAL AVAILABLE REVENUES | | | | | |
| | | 2,120,927 | 2,172,675 | 1,433,849 | 856,649 |
| TOTAL EXPENDITURES | | | | | |
| | | 308,404 | 796,626 | 635,000 | 855,000 |
| NET | | | | | |
| | | 1,812,523 | 1,376,049 | 798,849 | 1,649 |

Fund Park Fee
Fund Number 212

| | Account | Actual 6/30/10 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|------------------------------|---------|-------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| City Attorney | 50216 | | 563 | | |
| Consulting/Outside services | 50219 | 57,351 | 49,375 | 35,000 | 35,000 |
| Total Contractual Services | | 57,351 | 49,938 | 35,000 | 35,000 |
| Insurance and Claims | | | | | |
| Property insurance | 50505 | | 450 | | |
| Claims and settlements | 50509 | | | | |
| Total Insurance and Claims | | - | 450 | - | - |
| Total Operations/Maintenance | | 57,351 | 50,388 | 35,000 | 35,000 |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | 251,053 | 746,238 | 600,000 | 820,000 |
| Total Capital Expenditures | | 251,053 | 746,238 | 600,000 | 820,000 |
| TOTAL BUDGET | | 308,404 | 796,626 | 635,000 | 855,000 |

FUND 213 CDBG

Fund CDBG
Fund Number 213

| | Account | Actual 6/30/10 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|-------------------|---------------------|---------------------------------|---------------------|
| Intergovernmental Revenue | | | | | |
| CDBG Grants | 46031 | 252,234 | 185,285 | 238,751 | 725,366 |
| Total Intergovernmental Revenue | | 252,234 | 185,285 | 238,751 | 725,366 |
| | | | | | |
| TOTAL REVENUES | | 252,234 | 185,285 | 238,751 | 725,366 |
| | | | | | |
| FUND BALANCE FROM PRIOR YEAR | | (27,907) | (105,209) | (53,242) | (53,242) |
| | | | | | |
| TOTAL AVAILABLE REVENUES | | 224,327 | 80,076 | 185,509 | 672,124 |
| | | | | | |
| TOTAL EXPENDITURES | | 329,536 | 133,318 | 238,751 | 720,000 |
| | | | | | |
| NET | | (105,209) | (53,242) | (53,242) | (47,876) |

Fund CDBG
Fund Number 213

| | Account | Actual 6/30/10 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-----------------------------------|---------|-------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | | 8,318 | | |
| Total Contractual Services | | - | 8,318 | - | - |
| General Administrative | | | | | |
| Service Fees | 50605 | | 5,000 | | |
| Total General Administrative | | - | 5,000 | - | - |
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | 75,000 | 120,000 | 120,000 | 120,000 |
| Total Non-Operating Expenditures | | 75,000 | 120,000 | 120,000 | 120,000 |
| Total Operations/Maintenance | | 75,000 | 133,318 | 120,000 | 120,000 |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | 254,536 | - | 118,751 | 600,000 |
| Total Capital Expenditures | | 254,536 | - | 118,751 | 600,000 |
| TOTAL BUDGET | | 329,536 | 133,318 | 238,751 | 720,000 |

FUND 215 GAS TAX

Fund Gas Tax
Fund Number 215

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Taxes and Assessments | | | | | |
| Gas Tax 2103 | 42103 | | 282,526 | 295,000 | 295,000 |
| Gas Tax 2105 | 42105 | 154,250 | 151,906 | 135,000 | 135,000 |
| Gas Tax 2106 | 42106 | 99,856 | 98,248 | 95,000 | 95,000 |
| Gas Tax 2107 | 42107 | 205,584 | 203,014 | 195,000 | 195,000 |
| Gas Tax 2107.5 | 42108 | 6,000 | 6,000 | 6,000 | 6,000 |
| Total Taxes and Assessments | | 465,690 | 741,694 | 726,000 | 726,000 |
| Intergovernmental Revenue | | | | | |
| Traffic Congestion Relief | 46009 | 256,292 | | | |
| Total Intergovernmental Revenue | | 256,292 | - | - | - |
| TOTAL REVENUES | | 721,982 | 741,694 | 726,000 | 726,000 |
| FUND BALANCE FROM PRIOR YEAR | | 743,686 | 1,005,668 | 1,287,362 | 1,287,362 |
| TOTAL AVAILABLE REVENUES | | 1,465,668 | 1,747,362 | 2,013,362 | 2,013,362 |
| TOTAL EXPENDITURES | | 460,000 | 460,000 | 726,000 | 726,000 |
| NET | | 1,005,668 | 1,287,362 | 1,287,362 | 1,287,362 |

Fund Gas Tax
Fund Number 215

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | 460,000 | 460,000 | 726,000 | 726,000 |
| Total Non-Operating Expenditures | | <u>460,000</u> | <u>460,000</u> | <u>726,000</u> | <u>726,000</u> |
| Total Operations/Maintenance | | <u>460,000</u> | <u>460,000</u> | <u>726,000</u> | <u>726,000</u> |
| TOTAL BUDGET | | <u>460,000</u> | <u>460,000</u> | <u>726,000</u> | <u>726,000</u> |

FUND 216 ARTICLE 8

Fund Article 8
Fund Number 216

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Intergovernmental Revenue | | | | | |
| SB 325, Article 8 | 46098 | 317,631 | 65,978 | 200,000 | 200,000 |
| Total Intergovernmental Revenue | | <u>317,631</u> | <u>65,978</u> | <u>200,000</u> | <u>200,000</u> |
| TOTAL REVENUES | | 317,631 | 65,978 | 200,000 | 200,000 |
| FUND BALANCE FROM PRIOR YEAR | | <u>202,747</u> | <u>295,378</u> | <u>291,356</u> | <u>266,356</u> |
| TOTAL AVAILABLE REVENUES | | <u>520,378</u> | <u>361,356</u> | <u>491,356</u> | <u>466,356</u> |
| TOTAL EXPENDITURES | | <u>225,000</u> | <u>70,000</u> | <u>225,000</u> | <u>225,000</u> |
| NET | | <u>295,378</u> | <u>291,356</u> | <u>266,356</u> | <u>241,356</u> |

Fund Article 8
Fund Number 216

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | 225,000 | 70,000 | 225,000 | 225,000 |
| Total Non-Operating Expenditures | | 225,000 | 70,000 | 225,000 | 225,000 |
| Total Operations/Maintenance | | 225,000 | 70,000 | 225,000 | 225,000 |
| TOTAL BUDGET | | 225,000 | 70,000 | 225,000 | 225,000 |

FUND 221 AIR QUALITY

Fund Air Quality
Fund Number 221

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Intergovernmental Revenue | | | | | |
| AB 2766 Distributions | 46021 | 18,703 | 18,247 | 18,000 | 18,000 |
| Total Intergovernmental Revenue | | 18,703 | 18,247 | 18,000 | 18,000 |
| TOTAL REVENUES | | 18,703 | 18,247 | 18,000 | 18,000 |
| FUND BALANCE FROM PRIOR YEAR | | 102,080 | 115,383 | 128,830 | 140,830 |
| TOTAL AVAILABLE REVENUES | | 120,783 | 133,630 | 146,830 | 158,830 |
| TOTAL EXPENDITURES | | 5,400 | 4,800 | 6,000 | 6,000 |
| NET | | 115,383 | 128,830 | 140,830 | 152,830 |

Fund Air Quality
Fund Number 221

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| General Administrative | | | | | |
| Membership and dues | 50611 | 5,400 | 4,800 | 6,000 | 6,000 |
| Total General Administrative | | 5,400 | 4,800 | 6,000 | 6,000 |
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | - | - | - | - |
| Total Non-Operating Expenditures | | - | - | - | - |
| Total Operations/Maintenance | | 5,400 | 4,800 | 6,000 | 6,000 |
| TOTAL BUDGET | | 5,400 | 4,800 | 6,000 | 6,000 |

FUND 236 MEASURE I 5%

Fund Measure I-5%
Fund Number 236

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Use of Money and Property | | | | | |
| Interest | 45010 | 588 | 169 | 500 | 175 |
| Total Use of Money and Property | | 588 | 169 | 500 | 175 |
| Intergovernmental Revenue | | | | | |
| Measure I | 46061 | 34,404 | | | |
| Total Intergovernmental Revenue | | 34,404 | - | - | - |
| TOTAL REVENUES | | 34,992 | 169 | 500 | 175 |
| FUND BALANCE FROM PRIOR YEAR | | 96,692 | 86,694 | 86,694 | 87,194 |
| TOTAL AVAILABLE REVENUES | | 131,684 | 86,863 | 87,194 | 87,369 |
| TOTAL EXPENDITURES | | 44,990 | - | - | 87,369 |
| NET | | 86,694 | 86,863 | 87,194 | - |

Fund Measure I 5%
Fund Number 236

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Facilities/Grounds Maintenance | | | | | |
| Wells and lines | 50419 | 4,990 | | | |
| Total Facilities/Ground Maintenance | | 4,990 | - | - | - |
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | 40,000 | | | 87,369 |
| Total Non-Operating Expenditures | | 40,000 | - | - | 87,369 |
| Total Operations/Maintenance | | 44,990 | - | - | 87,369 |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | | - | - | - |
| Total Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 44,990 | - | - | 87,369 |

FUND 237 MEASURE I 30%

Fund Measure I 30%
Fund Number 237

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Use of Money and Property | | | | | |
| Interest | 45010 | 1,993 | 1,040 | 1,800 | 1,000 |
| Total Use of Money and Property | | 1,993 | 1,040 | 1,800 | 1,000 |
| Intergovernmental Revenue | | | | | |
| Measure I | 46062 | 228,322 | - | - | - |
| Total Intergovernmental Revenue | | 228,322 | - | - | - |
| TOTAL REVENUES | | 230,315 | 1,040 | - | 1,000 |
| FUND BALANCE FROM PRIOR YEAR | | 317,297 | 451,200 | 417,182 | 2,382 |
| TOTAL AVAILABLE REVENUES | | 547,612 | 452,240 | 417,182 | 3,382 |
| TOTAL EXPENDITURES | | 96,412 | 35,058 | 414,800 | - |
| NET | | 451,200 | 417,182 | 2,382 | 3,382 |

Fund Measure I 30%
Fund Number 237

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | | 3,235 | | |
| Total Contractual Services | | - | 3,235 | - | - |
| Facilities/Grounds Maintenance | | | | | |
| Streets | 50415 | 96,412 | 9,578 | 200,000 | |
| Total Facilities/Ground Maintenance | | 96,412 | 9,578 | 200,000 | - |
| Total Operations/Maintenance | | 96,412 | 12,813 | 200,000 | - |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | - | 22,245 | 214,800 | - |
| Equipment | 80820 | - | - | - | - |
| Vehicles | 80840 | - | - | - | - |
| Total Capital Expenditures | | - | 22,245 | 214,800 | - |
| TOTAL BUDGET | | 96,412 | 35,058 | 414,800 | - |

FUND 238 MEASURE I 65%

Fund Measure I 65%
Fund Number 238

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Use of Money and Property | | | | | |
| Interest | 45010 | 14,458 | 6,159 | 15,000 | 15,000 |
| Total Use of Money and Property | | 14,458 | 6,159 | 15,000 | 15,000 |
| Intergovernmental Revenue | | | | | |
| Measure I | 46062 | 425,350 | - | - | - |
| Other Cost Reimbursements | 49060 | - | - | - | - |
| Total Intergovernmental Revenue | | 425,350 | - | - | - |
| TOTAL REVENUES | | 439,808 | 6,159 | 15,000 | 15,000 |
| FUND BALANCE FROM PRIOR YEAR | | 2,910,838 | 3,319,715 | 3,321,702 | 3,336,702 |
| TOTAL AVAILABLE REVENUES | | 3,350,646 | 3,325,874 | 3,336,702 | 3,351,702 |
| TOTAL EXPENDITURES | | 30,931 | 4,172 | - | 3,351,702 |
| NET | | 3,319,715 | 3,321,702 | 3,336,702 | - |

Fund Measure I 65%
Fund Number 238

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 22,195 | 4,172 | - | - |
| Total Contractual Services | | 22,195 | 4,172 | - | - |
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | - | - | - | - |
| Total Non-Operating Expenditures | | - | - | - | - |
| Total Operations/Maintenance | | 22,195 | 4,172 | - | - |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | 8,736 | - | 3,349,715 | 3,351,702 |
| Total Capital Expenditures | | 8,736 | - | 3,349,715 | 3,351,702 |
| TOTAL BUDGET | | 30,931 | 4,172 | 3,349,715 | 3,351,702 |

FUND 241 CLEEP

Fund CLEEP
Fund Number 241

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Use of Money and Property | | | | | |
| Interest | 45010 | | | | |
| Total Use of Money and Property | | - | - | - | - |
| Intergovernmental Revenue | | | | | |
| State Grants | 46200 | | | | |
| Total Intergovernmental Revenue | | - | - | - | - |
| TOTAL REVENUES | | - | - | - | - |
| FUND BALANCE FROM PRIOR YEAR | | 12,148 | 2,951 | 2,051 | (225) |
| TOTAL AVAILABLE REVENUES | | 12,148 | 2,951 | 2,051 | (225) |
| TOTAL EXPENDITURES | | 9,197 | 900 | 2,276 | - |
| NET | | 2,951 | 2,051 | (225) | (225) |

Fund CLEEP
Fund Number 241

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | 9,197 | 900 | 2,276 | |
| Total Equipment Maintenance | | 9,197 | 900 | 2,276 | - |
| Total Operations/Maintenance | | 9,197 | 900 | 2,276 | - |
| Capital Expenditures | | | | | |
| Equipment | 80820 | | | | |
| Total Capital Expenditures | | - | - | - | - |
| TOTAL BUDGET | | 9,197 | 900 | 2,276 | - |

FUND 248 ASSET-SEIZURE EDUCATIONAL

Fund Asset Seizure-Educational
Fund Number 248

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Use of Money and Property | | | | | |
| Interest | 45010 | | | | |
| Total Use of Money and Property | | - | - | - | - |
| TOTAL REVENUES | | - | - | - | - |
| FUND BALANCE FROM PRIOR YEAR | | 41,848 | 32,763 | 32,763 | 22,763 |
| TOTAL AVAILABLE REVENUES | | 41,848 | 32,763 | 32,763 | 22,763 |
| TOTAL EXPENDITURES | | 9,085 | 125 | 10,000 | 10,000 |
| NET | | 32,763 | 32,638 | 22,763 | 12,763 |

Fund
Fund Number Asset Seizure-Educational
 248

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------|---------|---------------------|---------------------|---------------------------------|---------------------|
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 9,085 | - | 10,000 | 10,000 |
| Total Contractual Services | | 9,085 | - | 10,000 | 10,000 |
| Training and Education | | | | | |
| Conferences and seminars | 50651 | | 125 | | |
| Total Training and Education | | | 125 | - | - |
| Total Operations/Maintenance | | 9,085 | 125 | 10,000 | 10,000 |
| TOTAL BUDGET | | 9,085 | 125 | 10,000 | 10,000 |

FUND 249 PSAF

Fund PSAF
Fund Number 249

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Taxes and Assessments | | | | | |
| 1/2 Sales Tax | 42210 | 96,062 | 99,285 | 100,000 | 100,000 |
| Total Taxes and Assessments | | 96,062 | 99,285 | 100,000 | 100,000 |
| | | | | | |
| TOTAL REVENUES | | 96,062 | 99,285 | 100,000 | 100,000 |
| FUND BALANCE FROM PRIOR YEAR | | 19,610 | (4,328) | (25,043) | (43) |
| TOTAL AVAILABLE REVENUES | | 115,672 | 94,957 | 74,957 | 99,957 |
| TOTAL EXPENDITURES | | 120,000 | 120,000 | 75,000 | 99,957 |
| NET | | (4,328) | (25,043) | (43) | - |

Fund PSAF
Fund Number 249

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | 120,000 | 120,000 | 75,000 | 99,957 |
| | | | | | |
| Total Non-Operating Expenditures | | 120,000 | 120,000 | 75,000 | 99,957 |
| | | | | | |
| Total Operations/Maintenance | | 120,000 | 120,000 | 75,000 | 99,957 |
| | | | | | |
| TOTAL BUDGET | | 120,000 | 120,000 | 75,000 | 99,957 |

FUND 256 TRAFFIC OFFENDER

Fund Traffic Offender
Fund Number 256

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Fines and Forfeitures | | | | | |
| Vehicle Release Fees | 44520 | 30,041 | 27,328 | 30,000 | 30,000 |
| Total Fines and Forfeitures | | 30,041 | 27,328 | 30,000 | 30,000 |
| Use of Money and Property | | | | | |
| Interest | 45010 | 1,201 | 658 | 500 | 500 |
| Total Use of Money and Property | | 1,201 | 658 | 500 | 500 |
| TOTAL REVENUES | | 31,242 | 27,986 | 30,500 | 30,500 |
| FUND BALANCE FROM PRIOR YEAR | | 59,360 | 60,602 | 58,573 | 59,073 |
| TOTAL AVAILABLE REVENUES | | 90,602 | 88,588 | 89,073 | 89,573 |
| TOTAL EXPENDITURES | | 30,000 | 30,015 | 30,000 | 80,000 |
| NET | | 60,602 | 58,573 | 59,073 | 9,573 |

Fund Traffic Offender
Fund Number 256

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Non-Operating Expenditures | | | | | |
| Int Exp - Late Fees/Bank Charges | 70001 | - | 15 | - | - |
| Transfers Out | 70020 | 30,000 | 30,000 | 30,000 | 80,000 |
| Total Non-Operating Expenditures | | 30,000 | 30,015 | 30,000 | 80,000 |
| Total Operations/Maintenance | | 30,000 | 30,015 | 30,000 | 80,000 |
| TOTAL BUDGET | | 30,000 | 30,015 | 30,000 | 80,000 |

FUND 257 SLEOC

Fund SLEOC
Fund Number 257

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Intergovernmental Revenue | | | | | |
| State Grants | 46200 | 100,208 | 100,095 | 100,000 | 100,000 |
| Total Intergovernmental Revenue | | 100,208 | 100,095 | 100,000 | 100,000 |
| TOTAL REVENUES | | 100,208 | 100,095 | 100,000 | 100,000 |
| FUND BALANCE FROM PRIOR YEAR | | 112,535 | 112,743 | 112,838 | 112,838 |
| TOTAL AVAILABLE REVENUES | | 212,743 | 212,838 | 212,838 | 212,838 |
| TOTAL EXPENDITURES | | 100,000 | 100,000 | 100,000 | 100,000 |
| NET | | 112,743 | 112,838 | 112,838 | 112,838 |

Fund SLEOC
Fund Number 257

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | 100,000 | 100,000 | 100,000 | 100,000 |
| Total Non-Operating Expenditures | | 100,000 | 100,000 | 100,000 | 100,000 |
| Total Operations/Maintenance | | 100,000 | 100,000 | 100,000 | 100,000 |
| TOTAL BUDGET | | 100,000 | 100,000 | 100,000 | 100,000 |

FUND 260 DRAINAGE FEE

Fund Drainage Fee
Fund Number 260

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Licenses and Permits | | | | | |
| Drainage Impact Fee | 47710 | 79,150 | 71,156 | 61,760 | 62,640 |
| Total Licenses and Permits | | 79,150 | 71,156 | 61,760 | 62,640 |
| Use of Money and Property | | | | | |
| Interest | 45010 | 12 | 232 | 11 | 50 |
| Total Use of Money and Property | | 12 | 232 | 11 | 50 |
| Intergovernmental Revenue | | | | | |
| State Grants | 46200 | | - | | |
| Total Intergovernmental Revenue | | - | - | - | - |
| TOTAL REVENUES | | | | | |
| | | 79,162 | 71,388 | 61,771 | 62,690 |
| FUND BALANCE FROM PRIOR YEAR | | | | | |
| | | 3,569,414 | 3,594,836 | 2,558,718 | 2,595,489 |
| TOTAL AVAILABLE REVENUES | | | | | |
| | | 3,648,576 | 3,666,224 | 2,620,489 | 2,658,179 |
| TOTAL EXPENDITURES | | | | | |
| | | 53,740 | 1,107,506 | 25,000 | 1,225,000 |
| NET | | | | | |
| | | 3,594,836 | 2,558,718 | 2,595,489 | 1,433,179 |

Fund Drainage Fee
Fund Number 260

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 50 | 64,662 | 25,000 | 25,000 |
| Total Contractual Services | | 50 | 64,662 | 25,000 | 25,000 |
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | | | | |
| Total Non-Operating Expenditures | | - | - | - | - |
| Total Operations/Maintenance | | 50 | 64,662 | 25,000 | 25,000 |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | 53,690 | 1,042,844 | - | 1,200,000 |
| Total Capital Expenditures | | 53,690 | 1,042,844 | - | 1,200,000 |
| TOTAL BUDGET | | 53,740 | 1,107,506 | 25,000 | 1,225,000 |

FUND 262 CFD

| | | | | | |
|------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Fund | CFD | | | | |
| Fund Number | 262 | | | | |
| | | | | | |
| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
| Taxes and Assessments | | | | | |
| Property Taxes | 42230 | 48,479 | 18,236 | 15,000 | 15,000 |
| Total Taxes and Assessments | | 48,479 | 18,236 | 15,000 | 15,000 |
| TOTAL REVENUES | | 48,479 | 18,236 | 15,000 | 15,000 |
| FUND BALANCE FROM PRIOR YEAR | | 48,777 | 95,386 | 109,988 | 109,988 |
| TOTAL AVAILABLE REVENUES | | 97,256 | 113,622 | 124,988 | 124,988 |
| TOTAL EXPENDITURES | | 1,870 | 3,634 | 15,000 | 21,000 |
| NET | | 95,386 | 109,988 | 109,988 | 103,988 |

Fund
Fund Number CFD 262

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 1,870 | 3,634 | 4,000 | 4,000 |
| Total Contractual Services | | 1,870 | 3,634 | 4,000 | 4,000 |
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | - | - | 11,000 | 17,000 |
| Total Non-Operating Expenditures | | - | - | 11,000 | 17,000 |
| Total Operations/Maintenance | | 1,870 | 3,634 | 15,000 | 21,000 |
| TOTAL BUDGET | | 1,870 | 3,634 | 15,000 | 21,000 |

FUND 265 LLMD

| | | | | | |
|------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Fund | LLMD | | | | |
| Fund Number | 265 | | | | |
| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
| Taxes and Assessments | | | | | |
| Property Taxes | 42230 | 147,279 | 164,808 | 140,000 | 140,000 |
| Total Taxes and Assessments | | 147,279 | 164,808 | 140,000 | 140,000 |
| Transfers and Other Revenues | | | | | |
| Other Cost Reimbursements | 49060 | - | - | - | - |
| Total Transfers and Other Revenues | | - | - | - | - |
| TOTAL REVENUES | | 147,279 | 164,808 | 140,000 | 140,000 |
| FUND BALANCE FROM PRIOR YEAR | | (22,999) | 15,142 | 65,994 | 84,494 |
| TOTAL AVAILABLE REVENUES | | 124,280 | 179,950 | 205,994 | 224,494 |
| TOTAL EXPENDITURES | | 109,138 | 113,956 | 121,500 | 121,500 |
| NET | | 15,142 | 65,994 | 84,494 | 102,994 |

| | | | | | |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Fund | LLMD | | | | |
| Fund Number | | 265 | | | |
| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | 2,910 | 5,944 | 6,000 | 6,000 |
| Total Contractual Services | | 2,910 | 5,944 | 6,000 | 6,000 |
| Utilities & Communications | | | | | |
| Communication Services | 50301 | - | 2,144 | - | - |
| Electricity | 50310 | 26,228 | 25,441 | 35,000 | 35,000 |
| Water | 50330 | - | - | 500 | 500 |
| Total Utilities & Communication | | 26,228 | 27,585 | 35,500 | 35,500 |
| General Administrative | | | | | |
| Advertising and Publications | 50621 | - | 427 | - | - |
| Total General Administrative | | - | 427 | - | - |
| Non-Operating Expenditures | | | | | |
| Transfers Out | 70020 | 80,000 | 80,000 | 80,000 | 80,000 |
| Total Non-Operating Expenditures | | 80,000 | 80,000 | 80,000 | 80,000 |
| Total Operations/Maintenance | | 109,138 | 113,956 | 121,500 | 121,500 |
| TOTAL BUDGET | | 109,138 | 113,956 | 121,500 | 121,500 |

FUND 270 TRAFFIC IMPACT FEE

Fund Traffic Impact Fees
Fund Number 270

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|----------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Licenses and Permits | | | | | |
| Traffic Fees | 43061 | 108,056 | 170,208 | 89,040 | 90,000 |
| Total Licenses and Permits | | <u>108,056</u> | <u>170,208</u> | <u>89,040</u> | <u>90,000</u> |
| TOTAL REVENUES | | 108,056 | 170,208 | 89,040 | 90,000 |
| FUND BALANCE FROM PRIOR YEAR | | <u>855,432</u> | <u>963,488</u> | <u>1,064,482</u> | <u>1,148,522</u> |
| TOTAL AVAILABLE REVENUES | | <u>963,488</u> | <u>1,133,696</u> | <u>1,153,522</u> | <u>1,238,522</u> |
| TOTAL EXPENDITURES | | <u>-</u> | <u>69,214</u> | <u>5,000</u> | <u>5,000</u> |
| NET | | <u>963,488</u> | <u>1,064,482</u> | <u>1,148,522</u> | <u>1,233,522</u> |

Fund Traffic Impact Fees
Fund Number 270

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Maintenance and Supplies | | | | | |
| Streets | 50415 | - | 69,214 | - | - |
| Total General Maintenance | | - | 69,214 | - | - |
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | - | - | 5,000 | 5,000 |
| Total Contractual Services | | - | - | 5,000 | 5,000 |
| Total Operations/Maintenance | | - | 69,214 | 5,000 | 5,000 |
| TOTAL BUDGET | | - | 69,214 | 5,000 | 5,000 |

FUND 275 FIRE MITIGATION FEES

Fund Fire Mitigation Fees
Fund Number 275

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Licenses and Permits | | | | | |
| Fire Facility Fees | 43062 | 6,036 | 8,950 | 50,000 | 50,000 |
| Total Licenses and Permits | | 6,036 | 8,950 | 50,000 | 50,000 |
| TOTAL REVENUES | | 6,036 | 8,950 | 50,000 | 50,000 |
| FUND BALANCE FROM PRIOR YEAR | | 51,232 | 57,268 | 66,218 | 111,218 |
| TOTAL AVAILABLE REVENUES | | 57,268 | 66,218 | 116,218 | 161,218 |
| TOTAL EXPENDITURES | | - | - | 5,000 | 95,000 |
| NET | | 57,268 | 66,218 | 111,218 | 66,218 |

Fund Fire Facility Fees
Fund Number 275

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | - | - | 5,000 | 95,000 |
| Total Contractual Services | | - | - | 5,000 | 95,000 |
| Total Operations/Maintenance | | - | - | 5,000 | 95,000 |
| TOTAL BUDGET | | - | - | 5,000 | 95,000 |

FUND 277 MEASURE I 2010-2040 70%

Fund Measure I 70%
Fund Number 277

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Use of Money and Property | | | | | |
| Interest | 45010 | - | 307 | 1,000 | 500 |
| Total Use of Money and Property | | - | 307 | 1,000 | 500 |
| Intergovernmental Revenue | | | | | |
| Measure I | 46062 | - | 511,087 | 375,000 | 500,000 |
| Total Intergovernmental Revenue | | - | 511,087 | 375,000 | 375,000 |
| Transfers and Other Revenues | | | | | |
| Transfers In: | | | | | |
| AB 2766 | 60010 | - | - | - | - |
| Total Transfers and Other Revenues | | - | - | - | - |
| TOTAL REVENUES | | | | | |
| | | - | 511,394 | 376,000 | 500,500 |
| FUND BALANCE FROM PRIOR YEAR | | | | | |
| | | - | - | 237,962 | 263,962 |
| TOTAL AVAILABLE REVENUES | | | | | |
| | | - | 511,394 | 613,962 | 764,462 |
| TOTAL EXPENDITURES | | | | | |
| | | - | 273,432 | 350,000 | 500,000 |
| NET | | | | | |
| | | - | 237,962 | 263,962 | 264,462 |

Fund Measure I 70%
Fund Number 277

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Facilities/Grounds Maintenance | | | | | |
| Streets | 50415 | | 173,349 | 175,000 | 250,000 |
| Wells and lines | 50419 | | | | |
| Total Facilities/Ground Maintenance | | - | 173,349 | 175,000 | 175,000 |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | - | 84 | - | - |
| Total Equipment Maintenance | | - | 84 | - | - |
| Capital Expenditures | | | | | |
| Facility and grounds | 80810 | | 99,999 | 175,000 | 250,000 |
| Total Capital Expenditures | | - | 99,999 | 175,000 | 175,000 |
| TOTAL BUDGET | | - | 273,432 | 350,000 | 350,000 |

City of Adelanto
FY2012-13 Annual Budget



ENTERPRISE FUNDS

ENTERPRISE FUNDS**FUND 353 ADELANTO WATER AUTHORITY**

Fund Water
Fund Number 353

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|----------------------------------|---------|---------------------|---------------------|---------------------------------|---------------------|
| Taxes and Assessments | | | | | |
| Water Rights Fees | 43085 | 15,525 | - | - | - |
| Total Taxes and Assessments | | 15,525 | - | - | - |
| Fines and Forfeitures | | | | | |
| Fines, Forfeitures and Penalties | 44100 | - | 350,720 | - | - |
| Total Fines and Forfeitures | | - | 350,720 | - | - |
| Use of Money and Property | | | | | |
| Interest | 45010 | 146,172 | 155,290 | 130,000 | 130,000 |
| Penalties/Service Charges | 45020 | 267,938 | - | 340,000 | 375,000 |
| Water Availability Charges | 45040 | 574,086 | 561,770 | 550,000 | 550,000 |
| Total Use of Money and Property | | 988,196 | 717,060 | 1,020,000 | 1,055,000 |
| Charges for Services | | | | | |
| Meter Installations | 47060 | 30,084 | 25,388 | 20,000 | 25,000 |
| Water Hook Up Fee | 47065 | 133,400 | 56,808 | 760,000 | 250,000 |
| Water Acquisition Fees | 47401 | 483,000 | 2,700 | - | - |
| Metered | 47503 | 3,699,542 | 5,846,580 | 6,250,000 | 6,700,000 |
| Connection/Service Fee | 47504 | 151,605 | 131,055 | 150,000 | 150,000 |
| NSF | 47505 | 3,360 | 3,800 | 5,000 | 6,500 |
| Total Charges for Services | | 4,500,991 | 6,066,331 | 7,185,000 | 7,131,500 |

Transfers and Other Revenues

| | | | | | |
|------------------------------------|-------|--------------------|------------------|------------------|-------------------|
| Other Cost Reimbursements | 49060 | - | 2,625 | - | - |
| Miscellaneous Income | 49090 | - | (231) | - | - |
| Cash Over/(Under) | 49095 | - | 1,261 | - | - |
| Transfers In: | 60010 | | | | |
| Bond Proceeds | | | | | 2,500,000 |
| Purchase security income | 60020 | 1,040,222 | 1,027,331 | 1,006,000 | 1,006,000 |
| Total Transfers and Other Revenues | | <u>1,040,222</u> | <u>1,030,986</u> | <u>1,006,000</u> | <u>3,506,000</u> |
| TOTAL REVENUES | | 6,544,934 | 8,165,097 | 9,211,000 | 11,692,500 |
| TOTAL EXPENDITURES | | <u>10,111,189</u> | <u>8,782,952</u> | <u>8,544,618</u> | <u>11,632,929</u> |
| NET | | <u>(3,566,255)</u> | <u>(617,855)</u> | <u>666,382</u> | <u>59,571</u> |

Fund Water
Fund Number 353

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Payroll and Benefits | | | | | |
| Regular Wages | 50101 | 543,256 | 515,381 | 578,385 | 610,458 |
| Overtime Wages | 50102 | 52,811 | 27,404 | 50,000 | 50,000 |
| Leave Pay Outs | 50115 | 28,642 | 15,359 | 29,160 | 30,920 |
| Retirement Contributions | 50120 | 64,255 | 63,833 | 76,458 | 80,917 |
| Medicare Contributions | 50130 | 8,989 | 6,961 | 9,534 | 10,025 |
| Social Security Tax | 50140 | | 404 | - | - |
| Unemployment/ETT | 50150 | 5,060 | 5,677 | 6,076 | 6,076 |
| Workers Compensation | 50160 | - | - | 15,000 | 15,000 |
| Benefit Allowance | 50170 | 111,385 | 122,426 | 147,157 | 147,157 |
| Total Payroll and Benefits | | 814,398 | 757,445 | 911,771 | 950,553 |
| Leases and Rentals | | | | | |
| Copiers | 50201 | - | 810 | - | - |
| Equipment | 50203 | - | 2,838 | - | - |
| Total Leases and Rentals | | - | 3,648 | - | - |
| Contractual Services | | | | | |
| City Attorney | 50216 | - | 604 | - | - |
| Consulting/Outside services | 50219 | 87,840 | 138,214 | 100,000 | 100,000 |
| Laboratory services | 50222 | 13,855 | 16,858 | 25,000 | 25,000 |
| Medical and psychiatric | 50225 | 727 | 365 | 500 | 500 |
| Water purchases | 50230 | 315,888 | 1,337,787 | 750,000 | 850,000 |
| Total Contractual Services | | 418,310 | 1,493,828 | 875,500 | 975,500 |
| Utilities & Communications | | | | | |
| Communication Services | 50301 | 7,174 | 11,237 | 18,000 | 15,000 |
| Electricity | 50310 | 695,209 | 699,914 | 825,000 | 700,000 |
| Natural gas | 50320 | 3,820 | 3,050 | 4,000 | 3,000 |
| Water | 50330 | - | 295 | - | - |
| Total Utilities & Communication | | 706,203 | 714,496 | 847,000 | 718,000 |

Facilities/Grounds Maintenance

| | | | | | |
|-------------------------------------|-------|---------|---------|---------|---------|
| Buildings/Warehouses | 50402 | 567 | 5,386 | 5,000 | 1,000 |
| Chemicals | 50403 | 25,279 | 28,642 | 40,000 | 35,000 |
| Field/Yards | 50406 | 13,011 | 5,392 | 10,000 | 10,000 |
| Property tax | 50410 | | 107 | 1,000 | 1,000 |
| Wells and lines | 50419 | 175,577 | 115,590 | 200,000 | 150,000 |
| Total Facilities/Ground Maintenance | | 214,434 | 155,117 | 256,000 | 197,000 |

Supplies

| | | | | | |
|-------------------------|-------|---|-----|---|---|
| Medical and Psychiatric | 50426 | - | 120 | - | - |
| Total Supplies | | - | 120 | - | - |

Equipment Maintenance

| | | | | | |
|-----------------------------|-------|--------|--------|---------|--------|
| Telephone | 50430 | 371 | 362 | - | - |
| Computers | 50431 | 15,311 | 3,350 | 12,000 | 12,000 |
| Department equipment | 50435 | 26,579 | 15,407 | 20,000 | 20,000 |
| Meters | 50439 | 36,777 | 58,410 | 70,000 | 60,000 |
| Total Equipment Maintenance | | 79,038 | 77,529 | 102,000 | 92,000 |

Vehicle Maintenance

| | | | | | |
|-----------------------------|-------|--------|--------|--------|--------|
| Parts and service | 50441 | 8,293 | 12,278 | 15,000 | 15,000 |
| Tires | 50445 | 3,704 | 278 | 5,000 | 5,000 |
| Diesel | 50451 | 223 | - | - | - |
| Oils and Fluids | 50453 | 2,264 | 2,212 | 3,000 | 3,500 |
| Unleaded fuel | 50455 | 27,221 | 38,107 | 55,000 | 40,000 |
| Total Equipment Maintenance | | 41,705 | 52,875 | 78,000 | 63,500 |

General Maintenance

| | | | | | |
|---------------------------|-------|--------|--------|--------|--------|
| Uniforms/Safety supplies | 50461 | 13,162 | 17,717 | 25,000 | 15,000 |
| Printing and office | 50465 | 35,291 | 8,539 | 20,000 | 20,000 |
| Shop and janitorial | 50467 | 781 | 1,016 | 2,000 | 2,000 |
| Total General Maintenance | | 49,234 | 27,272 | 47,000 | 37,000 |

General Administrative

| | | | | | |
|------------------------------|-------|--------|--------|---------|---------|
| Service Fees | 50601 | 30,640 | 582 | 100,000 | 100,000 |
| Administrative Fees | 50605 | - | 20,354 | - | - |
| Membership and Dues | 50611 | 2,003 | 1,885 | 25,000 | 25,000 |
| Advertising and Publications | 50621 | | 1,030 | 1,000 | 2,500 |
| Total General Administrative | | 32,643 | 23,851 | 126,000 | 127,500 |

Permits/Licenses/Fees

| | | | | | |
|-----------------------------|-------|--------|--------|--------|--------|
| DMV/DOT fees | 50631 | 292 | 142 | 500 | 500 |
| Other fees | 50632 | 10,614 | 16,082 | 10,000 | 10,000 |
| Permits | 50637 | 595 | 44,697 | 5,000 | 5,000 |
| Total Permits/Licenses/Fees | | 11,501 | 60,921 | 15,500 | 15,500 |

Travel and Meetings

| | | | | | |
|---------------------------|-------|-------|-------|-------|-------|
| Accommodations/Airfare | 50641 | 724 | 3,362 | 2,000 | 3,500 |
| Meetings | 50642 | 423 | 456 | 1,000 | 1,000 |
| Per diem | 50643 | 899 | 1,443 | 1,500 | 1,500 |
| Total Travel and Meetings | | 2,046 | 5,261 | 4,500 | 6,000 |

Training and Education

| | | | | | |
|------------------------------|-------|-------|--------|--------|--------|
| Conferences and seminars | 50651 | 2,237 | 1,643 | 3,000 | 3,000 |
| Schools and certifications | 50655 | 2,964 | 10,111 | 8,000 | 8,000 |
| Total Training and Education | | 5,201 | 11,754 | 11,000 | 11,000 |

Other Expenditures

| | | | | | |
|--------------------------|-------|---|---|---|---------|
| Debt service payments | 50750 | | | | 713,900 |
| Total Other Expenditures | | - | - | - | 713,900 |

Non-Operating Expenditures

| | | | | | |
|----------------------------------|-------|-----------|-----------|-----------|-----------|
| Int Exp - Late Fees/Bank Charge | 70001 | - | 18,943 | - | 10,000 |
| Interest expense | 70010 | 3,200,380 | 3,727,664 | 3,468,444 | 3,374,739 |
| Transfers Out | 70020 | - | - | 1,264,174 | 2,500,000 |
| Interfund loan paybacks | 70040 | 4,165,691 | 1,203,975 | - | 1,327,383 |
| Total Non-Operating Expenditures | | 7,366,071 | 4,950,582 | 4,732,618 | 7,212,122 |

| | | | | | |
|------------------------------|--|-----------|-----------|-----------|------------|
| Total Operations/Maintenance | | 8,926,386 | 7,577,254 | 7,095,118 | 10,169,022 |
|------------------------------|--|-----------|-----------|-----------|------------|

TOTAL BUDGET

| | | | |
|------------------|------------------|------------------|-------------------|
| 9,740,784 | 8,334,699 | 8,006,889 | 11,119,574 |
|------------------|------------------|------------------|-------------------|

| Fund | Water/Finance Division | | | | | |
|-------------------------------|------------------------|--------------------------------|-------------------|---------------------------------|---------------------|--|
| Fund Number | 353 | | | | | |
| | Account | Actual FY 2010 6/30/2010 | Actual 6/30/11 | Mid Year Review 6/30/2012 | Budget 6/30/2013 | |
| Payroll and Benefits | | | | | | |
| Regular Wages | 50101 | 225,555 | 251,710 | 286,306 | 289,994 | |
| Overtime Wages | 50102 | - | 316 | - | - | |
| Leave Pay Outs | 50115 | 11,801 | 19,054 | 9,919 | 12,917 | |
| Retirement Contributions | 50120 | 26,870 | 33,913 | 37,845 | 40,309 | |
| Medicare Contributions | 50130 | 3,652 | 3,924 | 4,295 | 4,392 | |
| Social Security Tax | 50140 | 1,941 | 1,296 | 870 | - | |
| Unemployment/ETT | 50150 | 2,834 | 3,191 | 3,255 | 3,472 | |
| Benefit Allowance | 50170 | 39,306 | 58,727 | 71,237 | 80,771 | |
| Total Payroll and Benefits | | 311,959 | 372,131 | 413,729 | 431,855 | |
| Contractual Services | | | | | | |
| Consulting/Outside services | 50219 | 328 | 4,379 | 40,000 | 15,000 | |
| Medical and Psychiatric | 50225 | - | 185 | - | - | |
| Total Contractual Services | | 328 | 4,564 | 40,000 | 15,000 | |
| General Maintenance | | | | | | |
| Field/Yards/Sewer Plant | 50406 | - | 469 | - | - | |
| Uniforms/Safety supplies | 50461 | - | - | 4,000 | - | |
| Printing and office | 50465 | 58,118 | 69,742 | 75,000 | 65,000 | |
| Total General Maintenance | | 58,118 | 70,211 | 79,000 | 65,000 | |
| Training and Education | | | | | | |
| Service Fees | 50601 | - | 1,095 | - | 1,000 | |
| Conferences and seminars | 50651 | - | - | 5,000 | 500 | |
| Schools and certifications | 50655 | - | 252 | - | - | |
| Total Training and Education | | - | 1,347 | 5,000 | 1,500 | |
| TOTAL BUDGET | | 370,405 | 448,253 | 537,729 | 513,355 | |

FUND 360 ADELANTO PUBLIC UTILITY AUTHORITY

Fund Sewer
Fund Number 360

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Use of Money and Property | | | | | |
| Interest | 45010 | 191,634 | 80,528 | 80,000 | 80,000 |
| Sewer Availability | 45050 | 349,342 | 342,450 | 340,000 | 340,000 |
| Total Use of Money and Property | | 540,976 | 422,978 | 420,000 | 420,000 |
| Charges for Services | | | | | |
| Sewer Hookup Fees | 47120 | 157,771 | 1,615,858 | 530,000 | 250,000 |
| Sewer Revenue | 47130 | 3,846,217 | 4,902,761 | 4,930,000 | 5,440,000 |
| Connection/Service Fee | 47504 | - | 95 | - | - |
| Total Charges for Services | | 4,003,988 | 6,518,714 | 5,460,000 | 5,690,000 |
| Transfers and Other Revenues | | | | | |
| Bond Proceeds | | | | | 4,300,000 |
| Transfers In: | 60010 | | | | 2,500,000 |
| Water | | | | | |
| Total Transfers and Other Revenues | | - | - | - | 6,800,000 |
| TOTAL REVENUES | | 4,544,964 | 6,941,692 | 5,880,000 | 12,910,000 |
| TOTAL EXPENDITURES | | 4,627,541 | 5,844,148 | 5,620,788 | 12,910,000 |
| NET | | (82,577) | 1,097,544 | 259,212 | - |

Fund Sewer
Fund Number 360

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|---------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| City Attorney | 50216 | - | 228,330 | - | 100,000 |
| Consulting/Outside services | 50219 | 910,727 | 1,128,969 | 1,500,000 | 1,400,000 |
| Laboratory services | 50222 | 40,169 | 44,746 | 42,000 | 42,000 |
| Other legal services | 50223 | 255,735 | - | 150,000 | 50,000 |
| Total Contractual Services | | 1,206,631 | 1,402,045 | 1,692,000 | 1,592,000 |
| Utilities & Communications | | | | | |
| Telephone | 50301 | 4,688 | 4,034 | 6,500 | 10,000 |
| Electricity | 50310 | 195,824 | 181,051 | 225,000 | 200,000 |
| Water | 50330 | 3,247 | 9,635 | 10,000 | 12,000 |
| Trash and dump | 50350 | 7,974 | 3,822 | 8,000 | 3,500 |
| Total Utilities & Communication | | 211,733 | 198,542 | 249,500 | 225,500 |
| Facilities/Grounds Maintenance | | | | | |
| Buildings/Warehouses | 50402 | - | - | 2,000 | 1,416 |
| Chemicals | 50403 | 76,297 | 62,304 | 100,000 | 100,000 |
| Field/Yards/Sewer plant | 50406 | 321,874 | 1,090,781 | 800,000 | 950,000 |
| Hauling (bio-solids) | 50407 | 107,469 | 49,444 | 100,000 | 85,000 |
| Property tax | 50410 | 640 | 1,652 | 6,000 | 6,000 |
| Wells and lines | 50419 | - | 7,793 | 8,000 | 8,000 |
| Total Facilities/Ground Maintenance | | 506,280 | 1,211,974 | 1,016,000 | 1,150,416 |
| Equipment Maintenance | | | | | |
| Computers | 50431 | - | 148 | - | - |
| Department equipment | 50435 | 16,976 | 3,713 | 5,000 | 3,800 |
| Total Equipment Maintenance | | 16,976 | 3,861 | 5,000 | 3,800 |
| Vehicle Maintenance | | | | | |
| Parts and service | 50441 | 1,356 | 132 | 1,000 | 1,000 |
| Diesel | 50451 | 44,265 | 33,681 | 40,000 | 40,000 |
| Oils and Fluids | 50453 | 51 | - | - | - |
| Total Equipment Maintenance | | 45,672 | 33,813 | 41,000 | 41,000 |

General Maintenance

| | | | | | |
|---------------------------|-------|-------|-------|---|---|
| Printing and office | 50465 | 1,309 | 1,027 | - | - |
| Shop and janitorial | 50467 | 528 | - | - | - |
| Total General Maintenance | | 1,837 | 1,027 | - | - |

General Administrative

| | | | | | |
|------------------------------|-------|---------|----|---------|---------|
| Service Fees | 50601 | 150,000 | - | 150,000 | 150,000 |
| Advertising and Publications | 50621 | - | 17 | - | - |
| Total General Administrative | | 150,000 | 17 | 150,000 | 150,000 |

Permits/Licenses/Fees

| | | | | | |
|-----------------------------|-------|--------|--------|--------|--------|
| Other fees | 50632 | 1,958 | 8,938 | 10,000 | 10,000 |
| Permits | 50637 | 10,840 | 10,232 | 10,000 | 10,000 |
| Total Permits/Licenses/Fees | | 12,798 | 19,170 | 20,000 | 20,000 |

Training and Education

| | | | | | |
|------------------------------|-------|---|----|---|---|
| Schools and certifications | 50655 | - | 55 | - | - |
| Total Training and Education | | - | 55 | - | - |

Other Expenditures

| | | | | | |
|--------------------------|-------|--------|-------|---|---------|
| Miscellaneous expenses | 50701 | 87,864 | 2,796 | - | - |
| Debt service payments | 50750 | - | - | - | 496,100 |
| Total Other Expenditures | | 87,864 | 2,796 | - | 496,100 |

Non-Operating Expenditures

| | | | | | |
|----------------------------------|-------|-----------|-----------|-----------|-----------|
| Other depreciation/amortization | 50890 | 251,432 | - | - | - |
| Int Exp- Late Fees/Bank Charge | 70001 | - | 40 | - | - |
| Interest expense | | 2,011,318 | 2,319,812 | 2,322,288 | 2,306,184 |
| Transfers Out | 70020 | 125,000 | 125,000 | 125,000 | 125,000 |
| Total Non-Operating Expenditures | | 2,387,750 | 2,444,852 | 2,447,288 | 2,431,184 |

Total Operations/Maintenance

| | | | |
|-----------|-----------|-----------|-----------|
| 4,627,541 | 5,318,152 | 5,620,788 | 6,110,000 |
|-----------|-----------|-----------|-----------|

Capital Expenditures

| | | | | | |
|----------------------------|-------|---|---------|---|-----------|
| Facility and grounds | 80810 | - | 525,996 | - | 6,800,000 |
| Total Capital Expenditures | | - | 525,996 | - | 6,800,000 |

TOTAL BUDGET

| | | | |
|-----------|-----------|-----------|------------|
| 4,627,541 | 5,844,148 | 5,620,788 | 12,910,000 |
|-----------|-----------|-----------|------------|

City of Adelanto
FY2012-13 Annual Budget



NON-PROFIT FUND

NON PROFIT FUND**FUND 471 ADELANTO COMMUNITY BENEFIT CORP.**

Fund Adelanto Community Bene. Corp
Fund Number 471

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Use of Money and Property | | | | | |
| Interest | 45010 | - | 42 | 500 | 500 |
| Total Use of Money and Property | | - | 42 | 500 | 500 |
| Charges for Services | | | | | |
| Concession Sales | 47021 | - | 17,287 | | |
| Rents and Concessions | 47090 | - | 70 | | |
| Ticket Sales | 47140 | - | 395 | | |
| Total Charges for Services | | - | 17,752 | - | - |
| Transfers and Other Revenues | | | | | |
| Donations-General | 49010 | - | 560 | 30,000 | 30,000 |
| Sponsorships | 49040 | - | 18,526 | | |
| Total Transfers and Other Revenues | | - | 19,086 | 30,000 | 30,000 |
| TOTAL REVENUES | | - | 36,880 | 30,500 | 30,500 |
| FUND BALANCE FROM PRIOR YEAR | | - | 25,000 | 22,620 | 24,620 |
| TOTAL AVAILABLE REVENUES | | - | 61,880 | 53,120 | 55,120 |
| TOTAL EXPENDITURES | | - | 39,260 | 28,500 | 28,500 |
| NET | | - | 22,620 | 24,620 | 26,620 |

Fund Adelanto Community Benefit Corp
Fund Number 471

| | Account | Actual 6/30/2010 | Actual 6/30/2011 | Mid Year Review 6/30/2012 | Budget 6/30/2013 |
|-------------------------------|---------|---------------------|---------------------|------------------------------|---------------------|
| Contractual Services | | | | | |
| Consulting/Outside services | 50219 | - | 1,543 | - | - |
| Total Contractual Services | | - | 1,543 | - | - |
| Equipment Maintenance | | | | | |
| Department equipment | 50435 | - | 3,872 | - | - |
| Total Equipment Maintenance | | - | 3,872 | - | - |
| General Maintenance | | | | | |
| Uniforms/Safety supplies | 50461 | - | 1,388 | 500 | 500 |
| Printing and office | 50465 | - | 1,585 | 1,000 | 1,000 |
| Total General Maintenance | | - | 2,973 | 1,500 | 1,500 |
| General Administrative | | | | | |
| Service Fees | 50601 | - | 558 | - | - |
| Advertising and Publications | 50621 | - | - | 3,000 | 3,000 |
| Total General Administrative | | - | 558 | 3,000 | 3,000 |
| Permits/Licenses/Fees | | | | | |
| Other fees | 50632 | - | 249 | - | - |
| Total Permits/Licenses/Fees | | - | 249 | - | - |
| Travel and Meetings | | | | | |
| Meetings | 50642 | - | 359 | - | - |
| Presentations | 50645 | - | 29,706 | 24,000 | 24,000 |
| Total Travel and Meetings | | - | 30,065 | 24,000 | 24,000 |
| TOTAL BUDGET | | | | | |
| | | - | 39,260 | 28,500 | 28,500 |

City of Adelanto
FY2011-12 Annual Budget



PEERS ONLY

AUTHORIZED POSITIONS

| Funding Source | Position Title | FTE | Stipend | Contract | Representation |
|-----------------------|------------------------------------|------------|----------------|-----------------|------------------------|
| General Fund | | | | | |
| City Council | Mayor (Stipend) | | 1.00 | | Council/ Commission |
| | Council Members (Stipend) | | 4.00 | | Council/ Commission |
| City Manager's Office | City Manager | 1.00 | | | Management |
| | Secretary to City Manager | 1.00 | | | Non Management |
| City Clerk's Office | City Clerk | 1.00 | | | Management |
| | Assistant to the City Clerk | 1.00 | | | Non Management |
| | Admin. Assistant II | 1.00 | | | Non Management |
| | Provisional Admin. Assistant II | 1.00 | | | Non Management |
| Human Resources/IT | Deputy City Manager | 1.00 | | | Management |
| | Information Systems Analyst | 1.00 | | | Non Management |
| | Management Analyst | 1.00 | | | Non Management |
| | Admin Assistant/IT II | 1.00 | | | Non Management |
| Finance | Director of Finance/City Treasurer | 0.50 | | | Management |
| | Assistant Finance Director | 1.00 | | | Management |
| | Accounting Technician | 1.00 | | | Non Management |
| | Accountant | 1.00 | | | Non Management |
| | Business License Inspector | 1.00 | | | Non Management |
| | Provisional Management Analyst | 1.00 | | | Non Management |
| | Provisional Admin. Assistant II | 1.00 | | | Non Management |
| Animal Control | Animal Control Supervisor | 1.00 | | | Non Management |
| | Animal Control Officer | 1.00 | | | Non Management |
| Code Enforcement | Code Enforcement Supervisor | 1.00 | | | Non Management |
| | Code Enforcement Officer (I/II) | 3.00 | | | Non Management |

| | | | | | |
|---|---|-------|------|------|--------------------|
| | Code Enforcement/Animal Control Technician II | 1.00 | | | Non Management |
| | Provisional Code Enforcement Officer | 1.00 | | | Non Management |
| Building & Safety | Building Official (Contract PT) | | | 0.50 | Contract |
| | Building Inspector (Contract) | | | 1.00 | Contract |
| | Building Permit Technician (Contract) | | | 0.75 | Contract |
| Engineering Department | City Engineer | 0.50 | | | Management |
| | Public Works Coordinator | 1.00 | | | Non Management |
| | GIS Coordinator | 1.00 | | | Non Management |
| Community & Economic Development Department | Director of Development Services | 1.00 | | | Management |
| | Senior Planner | 1.00 | | | Management |
| | Management Assistant | 1.00 | | | Non Management |
| | Planning Commissioners (Stipend) | | 5.00 | | Council/Commission |
| | Assistant Planner | 1.00 | | | Non Management |
| | Senior Management Analyst | 1.00 | | | Non Management |
| Street Department | Assistant Public Works Superintendent | 1.00 | | | Management |
| | Lead Maintenance Worker | 1.00 | | | Non Management |
| | Admin Assistant II | 1.00 | | | Non Management |
| | Provisional Maintenance Worker | 0.50 | | | Non Management |
| | Maintenance Workers (I/II/III) | 10.00 | | | Non Management |
| Park Maintenance | Lead Maintenance Worker | 1.00 | | | Non Management |
| | Maintenance Workers (I/II/III) | 2.00 | | | Non Management |
| | Parks & Recreation Commissioners (Stipend) | | 0.00 | | Council/Commission |
| Facility Maintenance | Public Works Superintendent | 1.00 | | | Management |
| | Lead Maintenance Worker | 1.00 | | | Non Management |
| | Maintenance Workers (I/II/III) | 1.00 | | | Non Management |

| | | | | | |
|----------------------------------|------------------------------------|--------|-------|-------|----------------|
| Fleet Maintenance | Mechanic | 1.00 | | | Non Management |
| Non-departmental | Custodians (I/II) | 2.00 | | | Non Management |
| Police (Contract) ⁽²⁾ | Lieutenant | | | 0.50 | Contract |
| | Sergeant | | | 3.00 | Contract |
| | Corporal Detectives | | | 2.00 | Contract |
| | Officer | | | 15.38 | Contract |
| | Sheriff's Service Specialists | | | 2.00 | Contract |
| | Office Specialist | | | 4.00 | Contract |
| | Motor Pool Assistant | | | 0.40 | Contract |
| Fire (Contract) | Battalion Chief | | | 1.00 | Contract |
| | Captain | | | 6.00 | Contract |
| | Engineer | | | 6.00 | Contract |
| | Firefighter/Paramedic | | | 6.00 | Contract |
| | Paid Call Firefighter | | | 1.00 | Contract |
| Recreation | Recreation Coordinator | 1.00 | | | Non Management |
| Total Permanent/Stipend/Contract | | 55.50 | 10.00 | 49.53 | |
| Total General Fund | | 115.03 | | | |
| | | | | | |
| Adelanto Water Authority | | | | | |
| Operations | Director of Public Utilities | 1.00 | | | Management |
| | City Engineer | 0.50 | | | Management |
| | Senior Water Operator | 1.00 | | | Non Management |
| | Water Operator (I/II/III) | 9.00 | | | Non Management |
| | Administrative Assistant II | 1.00 | | | Non Management |
| Conservation | Conservation Specialist | 1.00 | | | Non Management |
| Utility Billing (Finance) | Director of Finance/City Treasurer | 0.50 | | | Management |

| | | | | | |
|----------------------------------|-----------------------------|--------|-------|-------|----------------|
| | Customer Service Supervisor | 1.00 | | | Non Management |
| | Senior Account Clerk | 1.00 | | | Non Management |
| | Account Clerk II | 6.00 | | | Non Management |
| Total Permanent/Stipend/Contract | | 22.00 | - | - | |
| Total Adelanto Water Authority | | 22.00 | | | |
| | | | | | |
| Stater Bros. Stadium | | | | | |
| | Stadium Head Groundskeeper | 1.00 | | | Non Management |
| Provisional Groundskeeper (PT) | | 2.00 | | | Non Management |
| Total Permanent/Stipend/Contract | | 3.00 | - | - | |
| Total Stater Bros. Stadium | | 3.00 | | | |
| | | | | | |
| Total Permanent/Stipend/Contract | | 80.50 | 10.00 | 49.53 | |
| Total All City | | 140.03 | | | |