

CITY OF SAN BERNARDINO - REQUEST FOR COUNCIL ACTION

From: BARBARA PACHON,
DIRECTOR OF FINANCE

Subject: APPROVING AND ADOPTING THE FINAL
BUDGET FOR FISCAL YEAR 1996-97.

Dept: FINANCE

Date: JULY 30, 1996

Synopsis of Previous Council action:

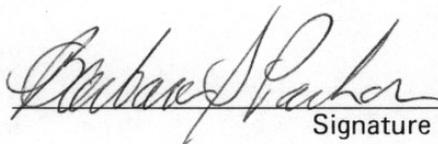
July 1, 1996 - Council Meeting to discuss FY 1996-97 Budget.

July 3, 1996 - Council Meeting to discuss FY 1996-97 Budget.

July 15, 1996 - Approving and adopting the final FY 1996-97 Budget was
continued to next Council Meeting.

Recommended motion:

Adopt Resolution


Signature

Contact person: BARBARA PACHON, DIRECTOR OF FINANCE Phone: ext. 5242

Supporting data attached: Yes

Ward:

FUNDING REQUIREMENTS:

Amount: _____

Source: (Acct. No.) _____

(Acct. Description) _____

Finance: _____

Council Notes: _____

Res 96-268

8-19-96

CITY OF SAN BERNARDINO - REQUEST FOR COUNCIL ACTION

STAFF REPORT

On July 3, 1996, the City Council approved the final adjustments to balance the City's FY 1996-97 budget. The attached Exhibits A-G reflect the approved adjustments.

In addition, the attached exhibits include the new Code Compliance Division as approved by the Mayor and Common Council. The Code Compliance Division is reflected in the General Fund and incorporates Code Enforcement, Vehicle Abatement, Weed Abatement, Rental Housing Inspection, Landlord Certification Program, and Neighborhood Revitalization. Code Compliance is a Division of the Mayor's Office.

It is recommended the attached resolution is adopted.

CITY OF SAN BERNARDINO - REQUEST FOR COUNCIL ACTION

From: BARBARA PACHON,
DIRECTOR OF FINANCE
Dept: FINANCE

Subject: APPROVING AND ADOPTING THE FINAL BUDGET
FOR FISCAL YEAR 1996-97.

Date: JULY 9, 1996

Synopsis of Previous Council action:

July 1, 1996 - Council Meeting to discuss FY 1996-97 Budget.
July 3, 1996 - Council Meeting to discuss FY 1996-97 Budget.

JUL 10 '96 AM 9:24

Recommended motion:

ADOPT RESOLUTION



Signature

Contact person: BARBARA PACHON, DIRECTOR OF FINANCE **Phone:** EXT. 5242

Supporting data attached: YES **Ward:**

FUNDING REQUIREMENTS: Amount:

Source: (Acct. No.)

(Acct. Description)

Finance:

Council Notes:

Previously #33, 7/15/96

7/15/1996

Agenda Item No. 33

CITY OF SAN BERNARDINO - REQUEST FOR COUNCIL ACTION

STAFF REPORT

On July 3, 1996, the City Council approved the final adjustments to balance the City's FY 96-97 budget. The attached Exhibits A-G reflect the approved adjustments.

It is recommended the attached resolution is adopted.

CITY OF SAN BERNARDINO
 1996-97 BUDGET REDUCTIONS AND REVENUE ENHANCEMENTS APPROVED AS OF 7/3/96

REVENUES	AMOUNT	REDUCTIONS	AMOUNT
Sell Pioneer Cemetery	926,000	Eliminate Asst. To: create Sr. Analyst	17,800
Increase parking citation penalties	15,000	Close/eliminate Central Stores	81,000
Charge admin. fee on citations for no tags	6,000	Eliminate some park tree trimming	10,000
Increase admin. fees for abatements	6,400	Eliminate utility/postal center	65,800
Impose new fees for lien process	1,600	Close ceramics studio	4,200
Change business reg. for vending machines	32,400	Eliminate Roosevelt Bowl concerts	11,000
Change business reg. for pool halls	4,700	Eliminate Comm. Service Manager	41,000
Charge for Operator's Permits	9,000	Reduce concrete repair services	33,800
Raise towing admin. fee	34,000	Eliminate Asst. Dir. of Public Services	42,400
Issue citations for illegal burns	5,000	Eliminate Typist Clerk III-Pub. Svcs	27,400
Charge fee for 3rd and 4th fire inspections	100,000	Reduce Traffic Engineering Services	111,500
Raise weed abatement fees	49,000	Eliminate Occupational Health Nurse	53,300
Increase sewer "in-lieu fee" from Sewer Fund	200,000	Close Animal Shelter 1 day/week	25,000
Reduce booking fee trust fund	100,000	Reduce PD vehicle purchases	50,000
Increase Animal Control licensing revenues	45,000	Reduce Library funding	50,000
Reduce General Fund transfer	30,000	Transfer 1/2 Crossing Guards cost to School Dist.	81,400
		Eliminate Asst. Dir. of Planning & Asst. Planner	134,200
		Reduce Mayor's Office expenditures	7,700
		Contract animal license canvassing	5,900
		Reduce building maintenance services	45,600
		Open two public swimming pools	-10,000
		TOTAL REDUCTIONS:	889,000
TOTAL REVENUES:	1,564,100		
TOTAL DEFICIT:	2,560,800		
TOTAL REVENUE AND REDUCTIONS	2,453,100		
DEFICIT:	107,700		
MISC.REV./EXPENDITURE UPDATES:	137,000		
BUDGET SURPLUS	-29,300		

CITY OF SAN BERNARDINO
SUMMARY OF REVENUES, EXPENDITURES, AND TRANSFERS
FISCAL YEAR 1996 - 1997

FUND / TITLE	ESTIMATE BALANCE 7-1-96	ADDITIONS		TOTAL FOR BUDGET	DEDUCTIONS		TOTAL DEDUCT	ESTIMATE BALANCE 6-30-97
		REVENUES	TRANSFER		EXPENSES	TRANSFER		
001 GENERAL FUND	1,932,600	69,119,800	4,913,500	75,965,900	72,697,700	3,238,900	75,936,600	29,300
SPECIAL REVENUE FUNDS:								
105 LIBRARY	65,000	182,000	2,564,400	2,811,400	2,745,900	0	2,745,900	65,500
106 CEMETERY	(90,400)	195,300	0	104,900	260,600	0	260,600	(155,700)
107 CABLE TELEVISION	70,700	78,800	413,800	563,300	454,300	0	454,300	109,000
108 ASSET FORFEITURE	255,300	35,700	0	291,000	160,200	0	160,200	130,800
109 PARKING & BUSINESS IMPR	34,400	145,500	0	179,900	32,700	98,300	131,000	48,900
110 PARKING DISTRICT	65,000	188,000	98,300	351,300	284,700	66,600	351,300	0
111 TRANSPORTATION	37,600	191,000	0	228,600	134,500	50,000	184,500	44,100
122 ARTICLE 8 - LTF	0	172,800	0	172,800	172,800	0	172,800	0
124 ANIMAL CONTROL	5,000	678,300	212,700	896,000	891,000	0	891,000	5,000
126 SPECIAL GAS TAX	2,035,600	3,295,000	0	5,330,600	3,085,100	2,205,000	5,290,100	40,500
527 REFUSE	2,755,300	13,661,000	0	16,416,300	15,083,000	1,326,200	16,409,200	7,100
128 TRAFFIC SAFETY	0	16,100	0	16,100	0	16,100	16,100	0
129 1/2 CENT SALES & RD TAX	2,232,800	1,514,000	0	3,746,800	3,428,800	164,000	3,592,800	154,000
130 FISCALINI FIELD	(131,900)	20,000	0	(111,900)	28,000	0	28,000	(139,900)
131 SB 300 FUND	487,300	75,000	0	562,300	475,000	50,000	525,000	37,300
132 SEWER LINE MAINT	1,775,100	1,400,000	0	3,175,100	2,494,600	200,000	2,694,600	480,500
TOTAL SPECIAL REVENUES	9,596,800	21,848,500	3,289,200	34,734,500	29,731,200	4,176,200	33,907,400	827,100
CAPITAL PROJECT FUNDS:								
241 PUBLIC PARK EXTENSION	90,600	0	48,000	138,600	118,100	0	118,100	20,500
242 STREET CONSTRUCTION	688,400	7,065,500	0	7,753,900	7,580,300	0	7,580,300	173,600
243 PARK CONSTRUCTION	970,800	260,000	0	1,230,800	1,130,300	0	1,130,300	100,500
244 CEMETERY CONSTR	17,500	5,000	0	22,500	0	0	0	22,500
245 SEWER LINE CONSTR	4,457,900	285,300	0	4,743,200	4,606,300	50,000	4,656,300	86,900
246 INDIAN BINGO	468,100	9,000	0	477,100	223,200	0	223,200	253,900
247 CULTURAL DEVELOPMENT	0	100,000	0	100,000	0	100,000	100,000	0
248 STORM DRAIN CONSTR	1,903,700	370,000	0	2,273,700	2,255,500	100,000	2,355,500	(81,800)
250 TRAFFIC SYSTEM CONSTR	585,200	200,000	0	785,200	739,200	25,000	764,200	21,000
251 ASSESSMENT DISTR 971	0	140,600	0	140,600	0	140,600	140,600	0
257 CITY WIDE AD 994	931,900	4,292,800	0	5,224,700	4,292,800	300,000	4,592,800	631,900
TOTAL CAPITAL PROJECTS	10,114,100	12,728,200	48,000	22,890,300	20,945,700	715,600	21,661,300	1,229,000
INTERNAL SERVICE FUNDS:								
621 CENTRAL SERVICES FUND	0	251,100	0	251,100	251,100	0	251,100	0
629 LIABILITY INSURANCE	(800,000)	2,326,400	0	1,526,400	2,326,400	0	2,326,400	(800,000)
630 TELEPHONE SUPPORT	47,200	969,100	0	1,016,300	982,600	20,000	1,002,600	13,700
631 UTILITY FUND	0	3,159,400	0	3,159,400	3,159,400	0	3,159,400	0
635 MOTOR POOL	0	3,925,300	0	3,925,300	3,925,300	0	3,925,300	0
678 WORKER'S COMP	(6,038,200)	2,533,100	0	(3,505,100)	2,532,800	0	2,532,800	(6,037,900)
679 MANAGMT INFO SYSTEM	94,200	2,174,000	0	2,268,200	2,172,900	0	2,172,900	95,300
TOTAL INTERNAL SERVICE	(6,696,800)	15,338,400	0	8,641,600	15,350,500	20,000	15,370,500	(6,728,900)
772 BOOKING FEE TRUST	3,385,200	697,700	0	4,082,900	3,982,900	100,000	4,082,900	0
TOTAL ALL FUNDS	14,946,700	119,034,900	8,250,700	142,232,300	138,725,100	8,250,700	146,875,800	(4,643,500)

**CITY OF SAN BERNARDINO
ESTIMATED REVENUES AND EXPENDITURES
FISCAL YEAR 1996-1997
GENERAL FUND**

EXHIBIT C

	PROPOSED FY 96-97
ESTIMATED REVENUE	
Property Taxes	\$7,030,000
Other Taxes	39,318,400
Licenses & Permits	5,144,100
Fines and Penalties	753,000
Use of Money & Property	2,029,000
Intergovernmental	9,570,600
Charges for Services	2,306,300
Miscellaneous	2,968,400
Total Estimated Revenues	\$69,119,800

Total Transfers In	4,913,500
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TOTAL ESTIMATED FUNDS AVAILABLE	\$74,033,300
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ESTIMATED EXPENDITURES	
Mayor	\$614,900
Common Council	353,600
City Clerk	833,400
City Treasurer	20,000
City Attorney	1,985,600
General Government	1,233,200
City Administrator	550,400
Civil Service	311,200
Personnel	382,100
Finance	1,259,300
Planning & Building Services	2,704,500
Fire	15,076,500
Police	33,341,300
Public Works	2,693,900
Facilities Management	3,427,500
Parks, Recreation, & Comm Service	5,015,400
Public Services	2,894,900
Total Estimated Expenditures	\$72,697,700

Total Transfers Out	3,238,900
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TOTAL ESTIMATED DEDUCTIONS	\$75,936,600
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EXCESS (DEFICIENCY) AVAILABLE OVER DEDUCTIONS	(\$1,903,300)
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ESTIMATED BEGINNING FUND BALANCE	1,932,600
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ESTIMATED ENDING FUND BALANCE	\$29,300
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**CITY OF SAN BERNARDINO
GENERAL FUND REVENUE REPORT
FISCAL YEAR 1996-1997**

EXHIBIT D

DESCRIPTION	ACTUAL 1992-1993	ACTUAL 1993-1994	ACTUAL 1994-1995	ESTIMATED 1995-1996	PROPOSED 1996-1997
PROPERTY TAXES					
4001 Current Secured	7,133,535	6,003,592	6,156,538	6,250,000	6,325,000
4002 Current Unsecured	460,135	338,003	299,756	325,000	330,000
4006 Supplemental	553,095	147,578	91,041	60,000	65,000
4003 Prior Taxes	151,330	632,291	237,858	200,000	200,000
4005 Other	156,175	112,000	104,137	102,000	110,000
Total Taxes	8,454,270	7,233,464	6,889,330	6,937,000	7,030,000

OTHER TAXES					
4221 Sales Tax	18,991,940	19,066,978	19,431,990	19,900,000	20,300,000
4224 Utility User Tax	16,524,672	16,864,498	15,135,857	15,402,000	15,318,000
4201/11 Franchise Tax	1,651,202	1,550,514	1,579,328	1,600,000	1,655,000
4222 Transient Occupancy	1,386,935	1,373,193	1,399,204	1,470,400	1,520,400
4223 Prop. Transfer Tax	149,343	144,418	132,422	130,000	140,000
4225 Sales Tax Public Safety	0	269,101	441,475	370,000	385,000
Total Taxes	38,704,092	39,268,702	38,120,276	38,872,400	39,318,400

LICENSES AND PERMITS					
4301 Business Registration	3,681,446	3,557,372	3,703,484	3,796,500	3,937,100
4330 Building Permits	582,668	473,234	337,219	440,000	450,000
4342 EMS Membership	75,900	57,916	23,544	40,000	40,000
4331 Mechanical Permits	225,434	176,078	141,173	150,000	150,000
4362 On Site Permits	128,827	186,569	171,868	160,000	190,000
4363 On Site Plan Check	89,331	126,449	103,146	65,000	80,000
4361 Construction Permits	48,609	73,222	85,835	20,000	80,000
4336-9 Fire Licenses/Permits	50,819	56,229	50,535	55,000	55,000
4351 Street Cut Permits	35,214	25,519	42,829	15,000	16,000
4333 Mobile Home Park Permit	26,270	26,957	26,591	30,000	35,000
4352 Misc Licenses & Permits	1,750	9,399	4,075	35,000	37,000
4304 Misc Planning Permits	13,174	19,386	15,008	15,000	15,000
4303 Misc City Clerk Permits	37,903	22,602	30,298	40,000	53,000
4360 Grading Permits	6,725	5,645	3,825	6,000	6,000
Total License & Permit	5,004,070	4,816,577	4,739,430	4,867,500	5,144,100

FINES AND PENALTIES					
4420 Parking Citations	374,500	388,954	471,239	430,000	471,000
4410 General Fines	31,397	482,009	775,176	160,000	165,000
4450 Fire Citations	0	0	0	0	105,000
4421 Vehicle Abatement Fines	131,757	10,333	7,438	11,000	12,000
Total Fines/Penalties	537,654	881,296	1,253,853	601,000	753,000

USE OF MONEY AND PROPERTY					
4520 Land & Building Rental	378,469	320,604	295,257	240,000	260,000
4505 Interest Earnings	833,858	556,296	1,385,724	852,000	700,000
4530 Parking Rental Fee	64,324	68,296	44,781	72,000	60,000
4922-26 Sale of Property	977,466	50,890	225,966	60,000	1,001,000
4540-41 Misc. Use of Money	4,758	2,025	1,387	8,000	8,000
4924 Damage Claim Recovery	86,408	127,956	0	0	0
Total Money & Property	2,345,283	1,126,067	1,953,115	1,232,000	2,029,000

**CITY OF SAN BERNARDINO
GENERAL FUND REVENUE REPORT
FISCAL YEAR 1996-1997**

DESCRIPTION	ACTUAL 1992-1993	ACTUAL 1993-1994	ACTUAL 1994-1995	ESTIMATED 1995-1996	PROPOSED 1996-1997
INTERGOVERNMENTAL					
4603 Motor Vehicle In Lieu	6,241,327	6,587,028	6,481,836	6,650,000	6,725,000
4670 EDA Reimbursement	1,151,804	1,894,935	1,793,368	2,401,500	1,582,400
4604 Sewer In Lieu	0	0	0	304,000	504,000
4606 Homeowner's Exemption	250,646	170,030	148,675	175,000	180,000
4626 POST	192,652	122,322	145,449	70,000	89,000
4673 Water Reimbursement	0	0	0	170,000	150,000
4625 State-Mandated Costs	186,389	91,425	78,991	165,000	175,000
4615 State Aid-Civil Defense	40,940	43,018	54,865	46,000	31,700
4646 Highland-Cross Guards	44,597	27,770	20,788	0	0
4645 County Aid-Cross Guards	44,910	2,432	0	0	0
4607 Off-Highway Vehicle Tax	4,860	3,013	1,023	1,000	1,000
4604 Cigarette Tax	25,176	0	0	0	0
4602 Trailer Coach License	25,570	2,879	2,464	2,500	2,500
4608/81 Misc Intergovernment	13,761	0	0	0	0
4619 STATE AID-DISASTER	0	0	12,836	48,700	30,000
4671 SBIAA Reimbursement	0	42,403	135,197	95,000	100,000
Total Intergovernmental	8,222,632	8,987,255	8,875,492	10,128,700	9,570,600

CHARGES FOR SERVICE					
4731 Plan Check Fee	461,866	443,659	344,854	220,000	220,000
4880 EMS User Fee	267,520	298,976	292,499	350,000	360,000
4798 Storm Drain Utility Fee	176,830	249,141	257,520	250,000	260,000
4815 Weed Abatement	233,197	264,047	306,557	275,000	329,900
4733 Building Demolition	300,734	249,333	377,365	450,000	485,000
4747 Alarm System Fee	92,325	103,395	33,042	80,000	80,000
4714 Planning Develop Project	98,924	75,119	83,721	80,000	80,000
4743 Towing Fees	0	0	0	29,000	63,400
4766 Building Permit Review	102,280	44,869	16,559	3,000	3,000
4860 Misc Park & Rec Receipts	28,132	37,195	0	0	0
4720 Planning Plan Review	25,172	30,051	42,139	56,500	55,000
4782/4 Public Wk Subdivision	33,228	34,469	53,979	30,000	20,000
4785 Non Subdivision Str Imp	18,129	55,776	37,567	15,000	30,000
4711 Planning Subdivision	18,243	11,106	25,195	10,000	20,000
4718 Planning Environmental	14,167	19,188	22,489	11,000	12,000
4866-7 Sturges Rental/Lease	28,383	31,929	30,180	0	0
4863 Class Registration Fee	20,952	22,930	17,747	9,000	13,000
4780 Misc Public Work	28,860	24,432	28,652	50,000	66,000
4862 Park Energy Fee	17,763	22,959	20,983	20,000	20,000
4864 Swimming Pool Fee	17,650	38,623	61,637	70,000	70,000
4861 Progrm/Facility Use Fee	10,923	19,206	76,080	60,000	65,000
4865 Non-Resident Fees	10,021	12,867	5,475	6,000	6,000
4710 Misc Planning/Building	17,000	24,376	31,961	17,000	20,000
4790-6 Signal Maint/Energy	34,818	47,081	31,371	8,000	8,000
4802 Str Light Energy Fee	8,542	4,733	22,950	20,000	20,000
4701 Election Filing Fee	21,057	7,199	0	4,800	0
4705 Utility Collection Fee	9,397	8,876	9,418	8,000	0
Total Charges	2,096,113	2,181,535	2,229,940	2,132,300	2,306,300

**CITY OF SAN BERNARDINO
GENERAL FUND REVENUE REPORT
FISCAL YEAR 1996-1997**

DESCRIPTION	ACTUAL 1992-1993	ACTUAL 1993-1994	ACTUAL 1994-1995	ESTIMATED 1995-1996	PROPOSED 1996-1997
MISCELLANEOUS					
4906 Water Fund Contr.	1,380,224	1,449,858	1,483,365	1,450,000	1,480,000
4820 Sewer Line Maint.	932,508	965,500	0	0	0
4910 Admin Service Charge	715,216	715,012	896,104	184,200	630,000
4901 Misc. Other Revenue	371,319	305,215	332,220	263,000	300,000
4912 Off Track Betting	249,883	216,887	203,918	190,000	190,000
4741 Sale of Photos	62,871	82,144	66,764	65,000	66,400
4809-10 Misc Public Service	44,265	36,890	12,813	15,000	20,000
4740-5 Police Misc. Receipts	36,262	100,052	45,697	58,600	173,000
4941-Refuse Space Rental	0	41,000	41,100	41,000	41,000
4746 Property Auction	14,663	20,735	5,445	17,500	18,000
4750 Investigation Fee	2,500	3,225	3,980	3,500	12,500
4905 Litigation Settlement	400,742	9,601	6,250	7,000	10,000
4904 Drunk Driver Reimburmt.	0	1,549	9,809	4,400	4,500
4903 Refunds & Rebates	17,777	96,254	62,603	20,000	20,000
4928 Booking Fee Reimburmt.	1,131	3,734	1,225	2,500	2,500
4911 Restitutions	6,882	19,811	3,651	500	500
Total Miscellaneous	4,236,243	4,067,467	3,174,944	2,322,200	2,968,400
TOTAL GENERAL FUND	69,600,357	68,562,363	67,236,380	67,093,100	69,119,800

**CITY OF SAN BERNARDINO
SPECIAL REVENUE FUNDS
FISCAL YEAR 1996 - 1997**

EXHIBIT E

DESCRIPTION	ACTUAL 1992-93	ACTUAL 1993-94	ACTUAL 1994-95	ESTIMATED 1995-96	PROPOSED 1996-97
105 LIBRARY FUND					
4618 State Aid-Libraries	99,678	94,031	117,742	127,000	130,000
4850 Miscellaneous Receipts	11,426	13,636	11,045	10,000	10,000
4851 Library Fines	37,337	38,906	40,761	42,000	42,000
Total Library Fund	148,441	146,573	169,548	179,000	182,000
106 CEMETERY FUND					
4505 Interest on Idle Cash	40,730	32,000	28,000	24,000	24,000
4775 Cemetery Burial Fee	69,925	70,145	71,327	62,000	72,000
4776 Sale of Vases	3,074	2,326	2,570	2,300	2,300
4777 Sale Concrete Boxes	42,211	35,695	38,693	30,000	32,000
4778 Sale Cemetery Plots	65,313	64,463	71,299	50,000	65,000
4901 Misc. Other Revenue	0	0	75,000	0	0
Total Cemetery Fund	221,253	204,629	286,889	168,300	195,300
107 CABLE TV FUND					
4505 Interest on Idle Cash	0	0	317	900	800
4670 Economic Development Reimb.	0	18,000	15,294	18,000	18,000
4905 Misc. Receipts	130,000	0	4,438	0	0
4922 Sale of Equipment	0	0	74,664	58,000	60,000
Total Cable TV Fund	130,000	18,000	94,713	76,900	78,800
108 ASSET FORFEITURE FUND					
4505 Interest on Idle Cash	19,535	17,000	11,000	4,500	700
4672 Asset Forfeiture Federal DOJ	446,463	191,547	268,067	87,800	0
4927 Asset Forfeiture	0	0	99,426	66,200	35,000
4929 Asset Forfeiture-Drug/Gang	0	0	0	9,200	0
Total Asset Forfeiture Fund	465,998	208,547	378,493	167,700	35,700
109 PARKING/BUSINESS IMPROVMT FD					
4302 Parking/Business Improvement	159,338	158,488	145,011	145,000	145,000
4505 Interest on Idle Cash	0	1,689	936	500	500
Total Parking/Business Fund	159,338	160,177	145,947	145,500	145,500
110 PARKING DISTRICT FUND					
4010 Special Assessment-Land	166,356	189,082	122,144	130,000	130,000
4011 Special Assessment-Phase II	27,834	39,378	26,933	30,000	30,000
4505 Interest on Idle Cash	27,883	21,755	6,148	4,000	4,000
4530 Rental Fee-Parking	15,340	12,245	24,833	20,000	24,000
4670 Economic Development Reimb.	100,000	28,340	0	39,100	0
Total Parking District Fund	337,413	290,800	180,058	223,100	188,000
111 TRANSPORTATION FUND					
4505 Interest on Idle Cash	0	0	17,000	10,000	5,000
4626 Rideshare Reimbursement	222,533	242,000	202,966	175,000	175,000
4670 Economic Development Agency	6,000	3,000	3,000	3,500	3,000
4916 Van Pool Contributions	0	1,579	3,034	5,400	5,000
4906 Water Department	0	0	6,000	3,000	3,000
Total Transportation Fund	228,533	246,579	232,000	196,900	191,000
122 ARTICLE 8 - LTF	0	0	0	0	172,800
124 ANIMAL CONTROL FUND					
4320 Animal License	156,669	150,857	147,292	147,500	192,800
4352 Misc. License & Permits	0	0	675	600	1,000
4410 General Fines	19,956	23,138	20,777	20,000	20,800

**CITY OF SAN BERNARDINO
SPECIAL REVENUE FUNDS
FISCAL YEAR 1996 - 1997**

DESCRIPTION	ACTUAL 1992-93	ACTUAL 1993-94	ACTUAL 1994-95	ESTIMATED 1995-96	PROPOSED 1996-97
4430 Animal License Penalty	11,563	13,182	12,566	12,100	12,200
4756 Animal Adoption Fee	17,007	12,392	12,973	10,500	10,200
4757 Contractee Shelter Fee	35,747	267,321	306,858	337,200	344,000
4758 Livestock Fee	275	1,539	776	1,700	300
4759 Apprehension Fee	14,508	21,008	24,614	23,900	24,200
4760 Board Fee	15,947	19,714	19,691	19,200	19,600
4761 Field Service Fee	1,795	3,390	3,670	2,400	2,400
4763 Owner Release Fee	19,116	21,947	20,866	18,000	20,100
4764 Vaccination Fee	12,114	10,282	9,956	8,300	8,300
4765 Microchip Fee	0	1,626	1,689	1,200	1,200
4901 Miscellaneous Receipts	18,770	20,288	19,832	22,200	21,000
4765 Microchip Identification	0	160	126	100	200
Total Animal Control Fund	323,467	566,844	602,361	624,900	678,300

126 SPECIAL GAS TAX FUND					
4505 Interest on Idle Cash	107,309	60,600	51,500	30,000	50,000
4610 State Aid-2106	593,446	645,704	658,700	655,000	645,000
4611 State Aid-2107	1,393,567	1,461,369	1,466,000	1,500,000	1,500,000
4612 State Aid-2107.5	10,000	10,000	10,000	10,000	10,000
4614 Prop 111-Highway Users Tax	834,657	988,274	1,052,000	1,090,000	1,090,000
4945 Reimbursement	0	0	25,000	332,000	0
Total Gas Tax Fund	2,938,979	3,165,947	3,263,200	3,617,000	3,295,000

527 REFUSE FUND					
4505 Interest on Idle Cash	120,955	136,935	135,077	80,000	40,000
4830 Commercial Rubbish	257,484	279,209	258,249	260,000	288,000
4831 Commercial Bin Rent	371,616	369,705	342,340	380,000	360,000
4832 Commercial Bin Service	5,119,213	5,002,729	5,035,838	4,976,400	4,976,000
4833 Commercial Special	304,744	323,069	325,099	400,000	309,000
4834 Commercial Municipal	163,552	136,200	0	0	0
4836 Commercial Bin Service-Malls	141,181	115,630	93,748	102,000	102,000
4837 Automated Commercial Rubbish	4,911	4,461	5,472	8,000	8,000
4840 Residential Water Billed	5,863,241	5,865,229	5,598,325	6,048,000	6,048,000
4841 Residential "B" Accounts	392,474	381,858	345,347	382,000	382,500
4843 Dino Bin Service	1,302,303	1,197,070	1,013,781	1,104,000	1,104,000
4849 Sale of Paper/Salvage Material	(68,673)	0	10,394	7,500	7,500
4901 Miscellaneous Other Revenue	0	905	443,330	36,000	36,000
Total Refuse Fund	13,973,001	13,813,000	13,607,000	13,783,900	13,661,000

128 TRAFFIC SAFETY FUND					
4440 CVC Fine	162,151	75,471	40,000	15,000	16,100
4505 Interest on Idle Cash	3,596	0	0	0	0
Total Traffic Safety Fund	165,747	75,471	40,000	15,000	16,100

129 1/2 CENT SALES /ROAD TAX FUND					
4505 Interest on Idle Cash	19,088	8,100	30,700	37,000	9,000
4613 1/2 Cent Sales Tax	1,309,833	1,331,000	1,413,900	1,200,000	1,500,000
4627 Measure I Arterial	0	0	554,300	0	0
4945 Construction Reimbursement	2,125,167	80,000	75,400	15,000	5,000
Total 1/2 Cent Sales Tax	3,454,088	1,419,100	2,074,300	1,252,000	1,514,000

130 PRO BASEBALL TEAM FUND					
4521 Fiscalini Field Lease Fee	30,616	34,298	27,061	25,000	20,000
Total Pro Baseball Team Fund	30,616	34,298	27,061	25,000	20,000

131 SB 300	387,000	42,800	0	512,600	75,000
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**CITY OF SAN BERNARDINO
SPECIAL REVENUE FUNDS
FISCAL YEAR 1996 - 1997**

DESCRIPTION	ACTUAL 1992-93	ACTUAL 1993-94	ACTUAL 1994-95	ESTIMATED 1995-96	PROPOSED 1996-97
132 SEWER LINE MAINTENANCE					
4505 Interest on Idle Cash	0	34,100	34,200	35,000	40,000
4820 Sewer Line Maint	0	65,600	1,280,857	1,347,400	1,360,000
Total Sewer Line Maintenance	0	99,700	1,315,057	1,382,400	1,400,000
242 STREET CONSTRUCTION FUND					
4630 State Aid-Street Constr.	75,239	0	1,964,200	44,400	0
4658 Federal Aid-FAU	1,366,063	2,520,200	2,927,600	1,640,000	5,300,000
4901 Miscellaneous Receipts	248,635	0	29,100	0	0
4945 Construction Reimbursement	449,066	38,100	1,614,100	546,000	1,765,500
Total Street Constr. Fund	2,139,003	2,558,300	6,535,000	2,230,400	7,065,500
243 PARK CONSTRUCTION FUND					
4505 Interest on Idle Cash	30,053	33,200	46,400	18,000	20,000
4620 State Aid-Park Development	0	419,800	0	0	0
4732 Park Development Fee	484,814	206,300	118,900	238,000	240,000
4945 Construction Project Reimb.	80,000	0	0	0	0
Total Park Construction Fund	594,867	659,300	165,300	256,000	260,000
244 CEMETERY CONSTRUCTION FUND					
4505 Interest on Idle Cash	827	897	300	600	600
4778 Sale Cemetery Plots	8,190	7,074	7,100	4,500	4,400
Total Cemetery Constr. Fund	9,017	7,971	7,400	5,100	5,000
245 SEWER LINE CONSTRUCTION FUND					
4505 Interest on Idle Cash	486,895	362,200	274,800	98,800	55,000
4821 Sewer Lateral Fee	285	600	300	10,000	300
4822 Sewer Connection Fee	399,702	290,600	152,000	228,000	230,000
Total Sewer Line Constr. Fund	886,882	653,400	427,100	336,800	285,300
246 INDIAN BINGO SETTLEMENT FUND					
4505 Interest on Idle Cash	33,123	28,000	20,000	9,000	9,000
4902 Indian Bingo Contribution	150,000	100,000	0	0	0
Total Indian Bingo Fund	183,123	128,000	20,000	9,000	9,000
247 CULTURAL DEVELOP FUND					
4335 Cultural Devel. Constr. Fee	111,000	169,047	40,300	335,400	99,800
4505 Interest on Idle Cash	2,628	1,000	400	0	200
Total Cultural Devel Const Fund	113,628	170,047	40,700	335,400	100,000
248 STORM DRAIN CONSTR FUND					
4505 Interest on Idle Cash	201,641	158,500	147,200	20,000	20,000
4818 Storm Drain Fee	514,736	423,222	366,400	810,000	350,000
4945 Construction Reimbursement	307	12,851	0	0	0
Total Storm Drain Constr. Fund	716,684	594,573	513,600	830,000	370,000
250 TRAFFIC SYSTEMS CONSTR FUND					
4505 Interest on Idle Cash	29,771	29,400	22,700	12,000	0
4803 Traffic System Fees	318,607	416,700	168,200	393,500	200,000
4630 State Aid-Street Construction	142,963	0	436,100	0	0
Total Traffic Systems Fund	491,341	446,100	627,000	405,500	200,000
251 ASSESSMENT DISTRICT 971					
4897 Interdepartmental Receipts	0	0	0	0	140,600
Total Assessment District 971	0	0	0	0	140,600

**CITY OF SAN BERNARDINO
SPECIAL REVENUE FUNDS
FISCAL YEAR 1996 - 1997**

DESCRIPTION	ACTUAL 1992-93	ACTUAL 1993-94	ACTUAL 1994-95	ESTIMATED 1995-96	PROPOSED 1996-97
257 CITY WIDE AD 994					
4897 Interdepartmental Receipts	3,040,412	3,101,224	4,304,000	4,416,700	4,202,800
4910 Administrative Service Charges	0	0	0	0	90,000
Total City Wide AD 994	3,040,412	3,101,224	4,304,000	4,416,700	4,292,800

621 CENTRAL SERVICES FUND					
4897 Interdepartmental - General Fund	0	0	0	0	150,000
4897 Interdepartmental - NonGen. Fund	0	0	0	0	101,100
Total Central Services Fund	0	0	0	0	251,100

629 LIABILITY INSURANCE FUND					
4505 Interest on Idle Cash	0	0	0	25,000	100,000
4670 Economic Development Agency	50,000	105,000	50,572	85,000	85,000
4671 IVDA/SBIAA	0	0	0	0	10,000
4897 Interdepartmental Receipts	2,284,676	2,275,300	2,316,000	2,049,400	2,049,400
4901 Misc. Receipts	4,015,055	100,631	291,592	0	0
4906 Water Department	0	38,432	61,575	40,000	25,000
4924 Damage Claim Recovery	0	52,937	94,408	10,000	57,000
Total Liability Insurance Fund	6,349,731	2,572,300	2,814,147	2,209,400	2,326,400

630 TELEPHONE SUPPORT FUND					
4541 Telephone Commission	21,739	18,542	13,635	18,000	18,000
4893 Water Dept. Receipts	0	46,442	111,056	123,500	92,800
4670 Economic Development Agency	0	80,196	96,454	121,700	112,800
4897 Interdepartmental Receipts	766,487	514,307	783,095	738,100	744,500
4901 Miscellaneous Receipts	0	425	0	0	0
4903 Refunds and Rebates	4,982	1,602	2,535	2,500	1,000
Total Telephone Support Fund	793,208	661,514	1,006,775	1,003,800	969,100

631 UTILITY FD-INTERDEPT RECEIPTS	0	3,154,170	3,223,771	3,026,733	3,159,400
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635 MOTOR POOL FUND					
4896 Replacement Contribution	737	0	0	654,000	508,600
4897 Interdepartmental Receipts	3,275,557	3,591,273	3,966,000	3,279,900	3,416,700
4924 Damage Claim Recovery	383,263	7,678	1,000	151,600	0
Total Motor Pool Fund	3,659,557	3,598,951	3,967,000	4,085,500	3,925,300

678 WORKERS' COMPENSATION FUND					
4505 Interest on Idle Cash	0	0	2,992	1,000	500
4897 Interdepartmental Receipts	1,861,145	1,669,928	1,994,019	2,022,000	2,100,500
4899 Premiums	73,060	17,300	15,909	16,000	16,000
4670 Economic Development Agency	0	11,060	10,000	10,000	11,100
4901 Misc Receipts	0	8,549	0	5,000	25,000
4906 Water Department	0	187,982	556,251	300,000	320,000
4924 Damage Claim Recovery	58,738	16,181	43,922	0	60,000
Total Workers' Compensation Fd	1,992,943	1,911,000	2,623,093	2,354,000	2,533,100

679 Management Information Services					
4505 Interest on Idle Cash	0	0	0	20,000	0
4670 EDA Reimbursement	0	26	4,283	1,000	18,900
4897 Interdepartmental Receipts	958,435	1,023,900	1,117,928	1,968,200	2,155,100
4901 Miscellaneous Receipts	1,731	2,744	155,318	2,000	0
4903 Refunds & Rebates	160	416	0	0	0
Total MIS Fund	960,326	1,027,086	1,277,529	1,991,200	2,174,000

GRAND TOTAL	41,854,184	38,635,177	45,665,042	41,449,033	45,057,800
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**CITY OF SAN BERNARDINO
 DETAIL OF INTERFUND TRANSACTIONS
 FISCAL YEAR 1996-1997**

TRANSFERS - IN**TO GENERAL FUND:**

*From Special Gas Tax For - Street Maintenance	2,205,000
*From Traffic Safety For - Police Costs	16,100
*From 1/2 Cent Sales & Road Tax For - Administration	164,000
*From Cultural Development Fund For - Funding Fine Arts and Civic and Promotional Costs	100,000
*From Traffic Systems Constructions For - Administration	25,000
*From Parking District For - Debt Service Payment	66,600
*From Assessment District 994 Fund For - Administration	300,000
*From SB 300 For - Administration	50,000
*From Storm Drain Construction For - Administration	100,000
*From Telephone Support For - Telephone Commission & Rebates	20,000
*From Refuse Fund For - Administration	1,326,200
*From Sewer Line Construction For - Administration	50,000
*From Sewer Line Maintenance Fund For - Administration	200,000

**CITY OF SAN BERNARDINO
 DETAIL OF INTERFUND TRANSACTIONS
 FISCAL YEAR 1996-1997**

TRANSFERS - IN

*From AD 971 Fire Station Constr. Distr. For - Reimburse Debt Service Payment	140,600
*From Booking Fee Trust For - Reduce Booking Fee Reserves	100,000
*From Transportation Fund For - Traffic Engineering Costs	50,000
TOTAL GENERAL FUND	\$4,913,500
TO ANIMAL CONTROL FUND:	
*From General Fund For - Operating Costs	212,700
TO LIBRARY FUND:	
*From General Fund For - Operating Costs	2,564,400
TO TELECOMMUNICATIONS:	
*From General Fund For - Operating Costs	413,800
TO PUBLIC PARK EXTENSION:	
*From General Fund For - Park Facilities Improvements	48,000
TO PARKING DISTRICT:	
*From Parking & Business Improvement For - Administration	98,300
TOTAL OTHER FUNDS	\$3,337,200
GRAND TOTAL TRANSFERS-IN	\$8,250,700

**CITY OF SAN BERNARDINO
DETAIL OF INTERFUND TRANSACTIONS
FISCAL YEAR 1996-1997**

TRANSFERS - OUT

FROM GENERAL FUND:	
*To Animal Control Fund For - Operating Costs	\$212,700
*To Library Fund For - Operating Costs	2,564,400
*To Telecommunications For - Operating Costs	413,800
*To Public Park Extension For - Park Facilities Improvements	48,000
TOTAL GENERAL FUND	\$3,238,900
FROM TELECOMMUNICATION FD:	
*To General Fund For - Telephone Commission & Rebates	20,000
FROM SPECIAL GAS TAX:	
*To General Fund For - Street Maintenance Costs	2,205,000
FROM TRAFFIC SAFETY:	
*To General Fund For - Police Costs	16,100
FROM AD 994:	
*To General Fund For - Administration	300,000
FROM 1/2 CENT SALES/ROAD TAX:	
*To General Fund For - Administration of Fund	164,000
FROM PARKING & BUSINESS IMPR	
*To Parking District For - Administration of District	98,300

**CITY OF SAN BERNARDINO
DETAIL OF INTERFUND TRANSACTIONS
FISCAL YEAR 1996-1997**

TRANSFERS - OUT

FROM PARKING DISTRICT FUND	
*To General Fund For - Debt Service Payment	66,600
FROM CULTURAL DEVELOPMENT	
*To General Fund For - Fine Arts & Civic Promotional Costs	100,000
FROM TRAFFIC SYSTEM CONSTR	
*To General Fund For - Administration of Fund	25,000
FROM SB 300	
*To General Fund For - Administration of Fund	50,000
FROM STORM DRAIN FUND	
*To General Fund For - Administration of Fund	100,000
FROM REFUSE FUND	
*To General Fund For - Administration	1,326,200
FROM SEWER LINE CONSTR FD	
*To General Fund For - Administration	50,000
FROM SEWER LINE MAINT FUND	200,000
*To General Fund For - Administration	
FROM AD 971 FIRE STATION	
*To General Fund For - Reimburse Debt Service Payment	140,600

**CITY OF SAN BERNARDINO
DETAIL OF INTERFUND TRANSACTIONS
FISCAL YEAR 1996-1997**

TRANSFERS - OUT

FROM BOOKING FEE TRUST	
*To General Fund For - Reduce Booking Fee Reserves	100,000
FROM TRANSPORTATION FUND	50,000
*To General Fund For - Traffic Engineering Costs	
TOTAL OTHER FUNDS	\$5,011,800
GRAND TOTAL TRANSFERS-OUT	\$8,250,700

**CITY OF SAN BERNARDINO
EXPENDITURE SUMMARY-PRIMARY FUNDS
BY DEPARTMENT & FUND
FISCAL YEAR 1996-19970**

EXHIBIT G

FUND / TITLE	PERSONAL SERVICES	MATERIALS /OPERATION	CONTRACT SERVICE	INTERNAL SERVICE	CAPITAL OUTLAY	DEBT SERVICE	TOTAL EXPENSES
GENERAL FUND:							
010 MAYOR	515,700	43,600	0	55,600	0	0	614,900
020 COMMON COUNCIL	257,000	65,400	0	31,200	0	0	353,600
030 CITY CLERK	706,500	73,100	900	51,900	1,000	0	833,400
040 CITY TREASURER	19,400	600	0	0	0	0	20,000
050 CITY ATTORNEY	1,354,100	315,000	259,000	57,500	0	0	1,985,600
090 GENERAL GOVERNMENT	(860,000)	446,200	150,000	0	0	1,497,000	1,233,200
100 CITY ADMINISTRATOR	479,500	33,500	12,600	24,800	0	0	550,400
108 CIVIL SERVICE	245,000	11,200	42,000	13,000	0	0	311,200
110 PERSONNEL	336,300	12,600	400	32,800	0	0	382,100
120 FINANCE	958,500	41,800	7,000	234,700	17,300	0	1,259,300
170 PLANNING & BUILDING	1,906,700	218,200	306,700	272,900	0	0	2,704,500
200 FIRE	13,457,300	456,600	9,600	1,108,000	41,300	3,700	15,076,500
210 POLICE	26,274,000	1,401,000	607,300	3,707,100	84,600	1,267,300	33,341,300
300 PUBLIC WORKS	1,958,300	229,700	101,000	400,200	4,700	0	2,693,900
320 FACILITIES MANAGEMENT	1,724,300	287,200	295,800	1,018,100	102,100	0	3,427,500
380 PARKS & RECREATION	3,154,200	366,400	437,100	1,057,700	0	0	5,015,400
400 PUBLIC SERVICES	1,775,900	156,500	312,100	589,400	61,000	0	2,894,900
TOTAL GENERAL FUND	54,262,700	4,158,600	2,541,500	8,654,900	312,000	2,768,000	72,697,700

SPECIAL REVENUE FUNDS:							
105 LIBRARY FUND	1,382,500	1,134,000	7,500	221,900	0	0	2,745,900
106 CEMETERY FUND	203,800	26,900	0	29,900	0	0	260,600
107 CABLE TELEVISION FUND	377,000	46,400	9,000	21,900	0	0	454,300
108 ASSET FORFEITURE FUND	0	115,100	900	0	44,200	0	160,200
109 PARKING/BUSINESS FUND	0	28,200	3,500	1,000	0	0	32,700
110 PARKING DISTRICT FUND	52,500	38,000	5,800	10,900	0	177,500	284,700
111 TRANSPORTATION	80,600	15,500	10,000	22,200	6,200	0	134,500
122 ARTICLE 8 - LTF	0	0	172,800	0	0	0	172,800
124 ANIMAL CONTROL FUND	717,800	64,000	16,800	92,400	0	0	891,000
126 SPECIAL GAS TAX FUND	0	0	3,085,100	0	0	0	3,085,100
527 REFUSE FUND	3,795,400	4,783,900	961,900	2,725,600	787,100	2,029,100	15,083,000
129 1/2 CENT SALES/ROAD TAX	0	0	3,428,800	0	0	0	3,428,800
130 FISCALINI FIELD	0	28,000	0	0	0	0	28,000
131 SB 300 FUND	0	0	475,000	0	0	0	475,000
132 SEWER LINE MAINT	417,400	241,200	1,456,200	217,200	162,600	0	2,494,600
TOTAL SPECIAL REVENUE	7,027,000	6,521,200	9,633,300	3,343,000	1,000,100	2,206,600	29,731,200

CAPITAL PROJECT FUNDS:							
241 PARK EXTENSION FUND	0	0	118,100	0	0	0	118,100
242 STREET CONSTRUCTION	0	0	7,580,300	0	0	0	7,580,300
243 PARK CONSTRUCTION	0	0	1,130,300	0	0	0	1,130,300
245 SEWER LINE CONSTR	0	0	4,606,300	0	0	0	4,606,300
246 INDIAN BINGO	0	0	223,200	0	0	0	223,200
248 STORM DRAIN CONSTR	0	0	2,255,500	0	0	0	2,255,500
250 TRAFFIC CONSTRUCTION	0	0	739,200	0	0	0	739,200
257 CITY AD 994 FUND	1,035,800	691,700	725,300	1,719,400	120,600	0	4,292,800
TOTAL CAPITAL PROJECT	1,035,800	691,700	17,378,200	1,719,400	120,600	0	20,945,700

INTERNAL SERVICE FUNDS:							
621 CENTRAL SERVS FUND	115,000	108,300	9,100	6,500	12,200	0	251,100
629 LIABILITY FUND	173,400	2,119,100	16,000	17,900	0	0	2,326,400
630 TELEPHONE SUPPORT	102,900	588,800	14,000	8,800	268,100	0	982,600
631 UTILITY FUND	88,800	2,921,500	0	0	0	149,100	3,159,400
635 MOTOR POOL FUND	1,239,600	1,948,300	0	177,700	554,000	5,700	3,925,300
678 WORKERS' COMP FUND	235,000	2,099,600	182,400	15,800	0	0	2,532,800
679 MIS FUND	490,800	704,200	67,600	28,500	58,200	823,600	2,172,900
TOTAL INTERNAL SERVICE	2,445,500	10,489,800	289,100	255,200	892,500	978,400	15,350,500

GRAND TOTAL EXPENSES	64,771,000	21,861,300	29,842,100	13,972,500	2,325,200	5,953,000	138,725,100
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C I T Y O F S A N B E R N A R D I N O
INTEROFFICE MEMORANDUM
FINANCE DEPARTMENT

TO: Mayor and Common Council

FROM: Barbara Pachon, Director of Finance *B. Pachon*

SUBJECT: CODE COMPLIANCE CONSOLIDATION/
FY 97 BUDGET ADOPTION

DATE: August 15, 1996

COPIES: Shauna Clark, City Administrator

During the August 5 Council Meeting, staff was directed to provide the Council with detail information relating to the consolidation of code compliance activities before final approval of the FY 97 budget. Attached are the detail pages regarding the new Code Compliance Division which will be incorporated into the final budget document. Also attached for your convenience are two schedules explaining the funding sources for the new division and changes to the preliminary budget document related to the creation of the new Code Compliance Division.

Please do not hesitate to call me at x5242 should you have any questions or require additional information.

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FUNDING FOR CODE COMPLIANCE CONSOLIDATION

DEPARTMENT OR REVENUE	PRELIMINARY BUDGET	CHANGES	EXPLANATION	FINAL BUDGET		
CODE COMPLIANCE DEPT.	\$ 0	\$ 98,500	Vehicle Abatement Division (329) transferred to new Code Compliance Department (per Council approval 6/3/96).			
		\$ 41,100	Position of Parking Control Supervisor transferred from Division 326 to new Code Compliance Dept (per Council approval 6/3/96).			
		\$ 28,000	Position of Account Clerk I transferred from Division 326 to new Code Compliance Department (per Council approval 6/3/96).			
		\$ 11,100	Additional EDA reimbursement for added cost to consolidate code enforcement activities into one department. (per Council approval 6/3/96).			
		\$ 686,400	Code Enforcement Division (176) transferred to new Code Compliance Department (per Council approval 6/3/96). DIVISION 071 CODE ENFORCEMENT	\$ 865,100		
		\$ 481,600	EDA reimbursement for Rental Housing program. Program transferred to new Code Compliance Department (per Council approval 6/3/96). DIVISION 072 RENTAL HOUSING	\$ 481,600		
		\$ 607,100	EDA reimbursement for Neighborhood Revitalization program. Program transferred to new Code Compliance Dept. (per Council approval 6/3/96). DIVISION 073 NEIGHBORHOOD REVIT.	\$ 607,100		
		\$ 410,200	Weed Abatement Division (407) transferred to new Code Compliance Department (per Council approval 6/3/96). DIVISION 074 WEED ABATEMENT	\$ 410,200		
		\$ 146,400	Arden-Guthrie Blight Division (179) transferred to new Code Compliance Department (per Council approval 6/3/96). DIVISION 075 ARDEN-GUTHRIE	\$ 146,400		
		\$ 129,100	EDA reimbursement for Landlord Certification program. Program transferred to new Code Compliance Dept. (per Council approval 6/3/96). DIVISION 076 LANDLORD CERT.	\$ 129,100		
					TOTAL FUNDING FOR CODE COMPLIANCE	\$2,639,500

CHANGES TO PRELIMINARY BUDGET DUE TO CODE COMPLIANCE CONSOLIDATION

DEPARTMENT OR REVENUE	PRELIMINARY BUDGET	CHANGES	EXPLANATION	FINAL BUDGET
FACILITIES MANAGEMENT DEPT.	\$3,473,100	- \$98,500 - \$41,100 - \$28,000	<p>Vehicle Abatement Division (329) transferred to new Code Compliance Department (per Council approval 6/3/96).</p> <p>Position of Parking Control Supervisor transferred from Division 326 to new Code Compliance Dept (per Council approval 6/3/96).</p> <p>Position of Account Clerk I transferred from Division 326 to new Code Compliance Department (per Council approval 6/3/96).</p>	\$3,305,500
PLANNING DEPT.	\$2,838,700	-\$686,400 -\$146,400	<p>Code Enforcement Division (176) transferred to new Code Compliance Department (per Council approval 6/3/96).</p> <p>Arden-Guthrie Blight Division (179) transferred to new Code Compliance Department (per Council approval 6/3/96).</p>	\$2,005,900
PUBLIC SERVICES DEPT.	\$2,894,900	-\$410,200	Weed Abatement Division (407) transferred to new Code Compliance Department (per Council approval 6/3/96).	\$2,484,700
REVENUE-EDA REIMBURSEMENT	\$1,582,400	+\$481,600 +\$129,100 +\$607,100 + \$11,100	<p>EDA reimbursement for Rental Housing program. Program transferred to new Code Compliance Department (per Council approval 6/3/96).</p> <p>EDA reimbursement for Landlord Certification program. Program transferred to new Code Compliance Dept. (per Council approval 6/3/96).</p> <p>EDA reimbursement for Neighborhood Revitalization program. Program transferred to new Code Compliance Dept. (per Council approval 6/3/96).</p> <p>Additional EDA reimbursement for added cost to consolidate code enforcement activities into one department. (per Council approval 6/3/96).</p>	\$2,811,300

CITY OF SAN BERNARDINO
BUDGETED PERSONNEL POSITIONS

1996-97

CODE COMPLIANCE

CODE ENFORCEMENT (071)

Code Compliance Manager	0.5
Code Compliance Field Supervisor	1
Typist Clerk II	1
Typist Clerk III	1
Code Compliance Officer II	3
Code Compliance Field Rep	1
Account Clerk I	1
Code Compliance Field Officer I	2
TOTAL CODE ENFORCEMENT	<u>10.5</u>

RENTAL HOUSING (072)

Inspection Services	0.5
Sr. Housing Inspector	1
Housing Inspector	4
Typist Clerk II	1
Typist Clerk III	1
TOTAL RENTAL HOUSING	<u>7.5</u>

NEIGHBORHOOD REVITALIZATION (073)

Code Compliance Manager	0.5
Code Compliance Field Supervisor	1
Code Compliance Officer II	6
Typist Clerk II	2
TOTAL NEIGHBORHOOD REVITALIZATION	<u>9.5</u>

ABATEMENT (074)

Abatement Coordinator	1
Abatement Aide	2
TOTAL ABATEMENT	<u>3</u>

ARDEN/GUTHRIE (075)

Code Compliance Officer	1
General Building Inspector	1
Typist Clerk II	1
TOTAL ARDEN/GUTHRIE	<u>3</u>

LANDLORD CERTIFICATION PROGRAM (076)

Administrative Analyst	1
TOTAL LANDLORD CERT PROGRAM	<u>1</u>

GRAND TOTAL CODE COMPLIANCE 34.5

SUMMARY - CODE COMPLIANCE

ACCOUNT: 001-070

FUND: GENERAL FUND

The Code Compliance Division is a new division under the direction of the Mayor that was created as a result of Council directive to develop a comprehensive blight reduction strategy. The strategy which was adopted by the Council included a recommendation to consolidate various code enforcement related activities into a new division. The programs included in the division are: Code Enforcement, Rental Housing Inspection, Neighborhood Revitalization, Weed Abatement, The Arden-Guthrie Blight Reduction Program and the Landlord Certification Program.

<u>EMPLOYEES</u>	<u>1993-94</u> <u>ACTUAL</u>	<u>1994-95</u> <u>ACTUAL</u>	<u>1995-96</u> <u>ACTUAL</u>	<u>1996-97</u> <u>PROPOSED</u>
FULL-TIME	0	0	0	34.5
PART-TIME	0	0	0	1.0
TOTAL EMPLOYEES	0	0	0	35.5
 <u>COST CENTERS</u>				
CODE ENFORCEMENT				865,100
RENTAL HOUSING INSPECTION				481,600
NEIGHBORHOOD REVITALIZATI				607,100
WEED ABATEMENT				410,200
ARDEN-GUTHRIE BLIGHT PROG				146,400
LANDLORD CERTIFICATION PR				129,100
TOTAL BUDGET	0	0	0	2,639,500

BUDGET HIGHLIGHTS

The FY 97 budget for this division consists of the budgets for Code Enforcement, Rental Housing Inspection, Vehicle Abatement, Neighborhood Revitalization, Weed Abatement, the Arden-Guthrie Blight Reduction Program, and the Landlord Certification Program. The only additional cost associated with the consolidation of code enforcement activities is \$86,600 which is due to the net effect of deleting a Senior Code Compliance Officer, adding a Code Compliance Manager and Field Supervisor, and upgrading two positions to CCO II. The funding source for this additional cost is CDBG funds.

CODE ENFORCEMENT

COST CENTER: 001-071

FUND: GENERAL FUND

The Code Enforcement Division is responsible for enforcement of the City's property maintenance standards as well as other municipal code requirements pertaining to land use, substandard housing, health and sanitation. The Division receives and investigates complaints, surveys the City for code and ordinance violations, and follows up to assure compliance and correction of violations. The Division also provides staff support to the Board of Building Commissioners.

EMPLOYEES	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 ACTUAL	1996-97 PROPOSED
FULL TIME	0	0	0	10.5
PART TIME	0	0	0	0
TOTAL EMPLOYEES	0	0	0	10.5
PERSONNEL SERVICES	0	0	0	448,900
MAINTENANCE & OPERATION	0	0	0	76,500
CONTRACTUAL SERVICES	0	0	0	277,800
INTERNAL SERVICE CHARGES	0	0	0	61,900
BUDGET REQUIREMENT:	0	0	0	865,100

PERFORMANCE STANDARDS

- Respond to neighborhood and local business organization complaints and inquiries within ten days.
 - Provide monthly abatement activity and enforcement effort reports by councilmanic ward through use of the Sierra Permit Tracking System.
-

BUDGET HIGHLIGHTS

Proactive code enforcement efforts have resulted in a significant increase in demolitions; accordingly, an additional \$100,000 has been budgeted for this purpose. Due to the consolidation of code enforcement activities into one department, two positions from Parking Control, two positions from Vehicle Abatement, and the two new positions of Code Compliance Manager and Field Supervisor have been added to this division. The position of Senior Code Compliance Officer has been deleted.

EXPENDITURE BUDGET LINE ITEM DETAIL
FISCAL YEAR 1996-97

FUND 001 GENERAL FUND

DIVISION 071 CODE ENFORCEMENT

ACCOUNT OBJECT & TITLE	ACTUAL 1993-94	ACTUAL 1994-95	BUDGET 1995-96	BUDGET 1996-97
5011 SALARIES PERM/FULLTIME	0	0	0	353,100
5015 OVERTIME	0	0	0	3,000
5026 PERS RETIREMENT	0	0	0	48,800
5027 HEALTH & LIFE INSURANCE	0	0	0	40,200
5028 UNEMPLOYMENT INSURANCE	0	0	0	600
5029 MEDICARE	0	0	0	3,200
TOTAL PERSONNEL SERVICES	0	0	0	448,900
5111 MATERIALS & SUPPLIES	0	0	0	12,500
5112 SMALL TOOLS & EQUIPMENT	0	0	0	1,000
5122 DUES & SUBSCRIPTIONS	0	0	0	1,200
5131 MILEAGE	0	0	0	100
5132 MEETINGS & CONFERENCES	0	0	0	1,500
5133 EDUCATION & TRAINING	0	0	0	2,400
5171 RENTALS	0	0	0	600
5172 EQUIPMENT MAINTENANCE	0	0	0	200
5174 PRINTING CHARGES	0	0	0	10,000
5175 POSTAGE	0	0	0	25,000
5176 COPY MACHINE CHARGES	0	0	0	7,000
5181 OTHER OPERATING EXPENSES	0	0	0	15,000
TOTAL MAINTENANCE & OPERATION	0	0	0	76,500
5502 PROFESSIONAL/CONTRACTUAL SVCS	0	0	0	18,800
5505 OTHER PROFESSIONAL SERVICES	0	0	0	259,000
TOTAL CONTRACTUAL SERVICES	0	0	0	277,800
5601 GARAGE CHARGES	0	0	0	20,300
5602 WORKERS COMPENSATION	0	0	0	6,000
5603 LIABILITY	0	0	0	2,800
5604 M.I.S. CHARGES - IN-HOUSE	0	0	0	5,000
5605 TELEPHONE SUPPORT	0	0	0	11,500
5609 VEHICLE REPLACEMENT	0	0	0	15,200
5610 COMMUNICATION SHOP	0	0	0	1,100
TOTAL INTERNAL SERVICE CHARGES	0	0	0	61,900
TOTAL	0	0	0	865,100

BUDGET - JUSTIFICATION

071 CODE ENFORCEMENT

001 GENERAL FUND

<u>OBJECT</u>	<u>JUSTIFICATION</u>
5015	FUNDING FOR OVERTIME FOR OFFICERS FOR AFTER HOURS ACTIVITIES AND FOR STAFF INVOLVED IN ENTRY OF CODE COMPLIANCE CASE ACTIVITIES INTO SIERRA SYSTEM.
5111	FUNDING FOR SUPPLIES FOR DAY-TO-DAY OPERATIONS.
5112	FUNDING FOR NEW AND REPLACEMENT EQUIPMENT FOR CODE COMPLIANCE OFFICERS AND CLERICAL STAFF.
5122	DUES AND SUBSCRIPTIONS: AACE MEMBERSHIPS, SCACEO MEMBERSHIPS, REAL ESTATE MICRO-FILM SERVICES, CODE BOOKS.
5131	FUNDING FOR MILEAGE REIMBURSEMENT FOR WEEKEND OR AFTER HOURS CALLS FOR ABATEMENT PROJECTS.
5132	MEETINGS AND CONFERENCES: SO. CALIFORNIA ASSOCIATION OF CODE ENFORCEMENT OFFICIALS, AMERICAN ASSOCIATION OF CODE ENFORCEMENT (AACE) ANNUAL CONFERENCE, S.C.A.C.E.O. LOCAL MEETINGS.
5133	TRAINING SEMINARS FOR CODE OFFICERS AND CLERICAL STAFF.
5171	FUNDING FOR USE OF CARPOOL.
5172	FUNDING FOR TYPEWRITER AND BUSINESS MACHINE REPAIR.
5174	FUNDING FOR PRINTING OF CODE COMPLIANCE NOTICES, BBC MEETING AGENDAS AND MINUTES AND OTHER LARGE VOLUME PRINTING NEEDS.
5175	FUNDING FOR POSTAGE FOR MAILINGS OF NOTICES TO PROPERTY OWNERS AND GENERAL CORRESPONDENCE.
5176	COPY MACHINE CHARGES.
5181	FILM AND DEVELOPMENT COSTS FOR CODE COMPLIANCE CASE FILES, ANNUAL PURCHASE ORDERS WITH PHOTO DEVELOPING COMPANIES.
5502	CONSULTANT SERVICES: COSTS FOR INSPECTION SERVICES, CODE ENFORCEMENT SERVICES OR OTHER CONSULTANT SERVICES AS NEEDED.
5505	DEMOLITION AND BOARD UP EXPENSES, TITLE CO. EXPENSE, & TOWING COST FOR VEHICLE ABATEMENT.

RENTAL HOUSING INSPECTION

COST CENTER: 001-072

FUND: GENERAL FUND

Utilizing funding from 20% set-aside monies, the Rental Housing Inspection Program aggressively seeks improvement to substandard properties through a proactive, annual inspection of rental properties in the City. The program was initiated after staff, using GIS technology, mapped Police calls for service with rental registration information. The result of the research showed a clear correlation between rental housing and crime.

EMPLOYEES	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 ACTUAL	1996-97 PROPOSED
FULL TIME	0	0	0	7.5
PART TIME	0	0	0	0
TOTAL EMPLOYEES	0	0	0	7.5
PERSONNEL SERVICES	0	0	0	305,000
MAINTENANCE & OPERATION	0	0	0	38,500
CONTRACTUAL SERVICES	0	0	0	50,000
INTERNAL SERVICE CHARGES	0	0	0	38,100
CAPITAL OUTLAY	0	0	0	50,000
BUDGET REQUIREMENT:	0	0	0	481,600

PERFORMANCE STANDARDS

- Inspect 8,000 rental units in impacted areas of the City.
 - Obtain 50% voluntary compliance rate prior to BBC hearing stage.
 - Process 360 cases through the BBC.
-

BUDGET HIGHLIGHTS

Staffing levels for Rental Housing's FY 97 budget remain at the same level as FY 96.

EXPENDITURE BUDGET LINE ITEM DETAIL
FISCAL YEAR 1996-97

FUND 001 GENERAL FUND

DIVISION 072 RENTAL HOUSING INSPECTION

ACCOUNT OBJECT & TITLE	ACTUAL 1993-94	ACTUAL 1994-95	BUDGET 1995-96	BUDGET 1996-97
5011 SALARIES PERM/FULLTIME	0	0	0	247,500
5015 OVERTIME	0	0	0	1,400
5026 PERS RETIREMENT	0	0	0	30,700
5027 HEALTH & LIFE INSURANCE	0	0	0	21,700
5028 UNEMPLOYMENT INSURANCE	0	0	0	500
5029 MEDICARE	0	0	0	3,200
TOTAL PERSONNEL SERVICES	0	0	0	305,000
5111 MATERIALS & SUPPLIES	0	0	0	5,000
5112 SMALL TOOLS & EQUIPMENT	0	0	0	2,000
5121 ADVERTISING	0	0	0	300
5122 DUES & SUBSCRIPTIONS	0	0	0	2,000
5131 MILEAGE	0	0	0	100
5133 EDUCATION & TRAINING	0	0	0	3,000
5172 EQUIPMENT MAINTENANCE	0	0	0	100
5174 PRINTING CHARGES	0	0	0	3,000
5175 POSTAGE	0	0	0	8,000
5176 COPY MACHINE CHARGES	0	0	0	4,000
5181 OTHER OPERATING EXPENSES	0	0	0	11,000
TOTAL MAINTENANCE & OPERATION	0	0	0	38,500
5505 OTHER PROFESSIONAL SERVICES	0	0	0	50,000
TOTAL CONTRACTUAL SERVICES	0	0	0	50,000
5601 GARAGE CHARGES	0	0	0	10,000
5602 WORKERS COMPENSATION	0	0	0	7,600
5604 M.I.S. CHARGES - IN-HOUSE	0	0	0	10,000
5605 TELEPHONE SUPPORT	0	0	0	10,500
TOTAL INTERNAL SERVICE CHARGES	0	0	0	38,100
5701 MOTOR VEHICLES	0	0	0	50,000
TOTAL CAPITAL OUTLAY	0	0	0	50,000
TOTAL	0	0	0	481,600

BUDGET - JUSTIFICATION

072 RENTAL HOUSING INSPECTION

001 GENERAL FUND

<u>OBJECT</u>	<u>JUSTIFICATION</u>
5111	MISCELLANEOUS OFFICE SUPPLIES
5112	SMALL TOOLS
5121	ADVERTISING
5122	DUES AND SUBSCRIPTIONS AND BOOKS
5131	MILEAGE REIMBURSEMENT
5133	TRAINING
5172	EQUIPMENT REPAIR
5174	PRINTING
5175	POSTAGE
5176	COPY MACHINE CHARGES
5181	PHOTO DEVELOPMENT
5505	OTHER PROFESSIONAL SERVICES (BOARD-UPS, ABATEMENTS, AND DEMOLITIONS)
5701	MOTOR VEHICLES

NEIGHBORHOOD REVITALIZATION

COST CENTER: 001-073

FUND: GENERAL FUND

The Neighborhood Revitalization Team Program addresses blight in specific low and moderate income neighborhoods through an aggressive campaign of proactive, concentrated code enforcement. The program is funded with CDBG grant funds that must be applied for on an annual basis.

EMPLOYEES	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 ACTUAL	1996-97 PROPOSED
FULL TIME	0	0	0	9.5
PART TIME	0	0	0	0
TOTAL EMPLOYEES	0	0	0	9.5
PERSONNEL SERVICES	0	0	0	394,900
MAINTENANCE & OPERATION	0	0	0	45,000
CONTRACTUAL SERVICES	0	0	0	100,000
INTERNAL SERVICE CHARGES	0	0	0	60,000
CAPITAL OUTLAY	0	0	0	7,200
BUDGET REQUIREMENT:	0	0	0	607,100

PERFORMANCE STANDARDS

- Board up and secure open structures that display evidence of illegal occupancy (gang graffiti, unsanitary conditions, etc.).
 - Develop strategies for expediting the demolition of multi family structures vacant for six months or more and deemed abandoned.
-

BUDGET HIGHLIGHTS

In 95-96, the Neighborhood Revitalization Team consisted of 3 Code Compliance officers and 1 Typist Clerk. This year, additional grant funds were approved to add additional staff, bringing the team to a total of 6 Code Compliance officers and 2 Typist Clerks, a field supervisor, and 50% of the C.C. Manager. Included in the FY 97 budget for Neighborhood Revitalization is funding for three vehicles.

EXPENDITURE BUDGET LINE ITEM DETAIL
FISCAL YEAR 1996-97

FUND 001 GENERAL FUND

DIVISION 073 NEIGHBORHOOD REVITALIZATION

ACCOUNT OBJECT & TITLE	ACTUAL 1993-94	ACTUAL 1994-95	BUDGET 1995-96	BUDGET 1996-97
5011 SALARIES PERM/FULLTIME	0	0	0	326,200
5026 PERS RETIREMENT	0	0	0	30,300
5027 HEALTH & LIFE INSURANCE	0	0	0	34,200
5028 UNEMPLOYMENT INSURANCE	0	0	0	900
5029 MEDICARE	0	0	0	3,300
TOTAL PERSONNEL SERVICES	0	0	0	394,900
5111 MATERIALS & SUPPLIES	0	0	0	9,500
5112 SMALL TOOLS & EQUIPMENT	0	0	0	1,000
5122 DUES & SUBSCRIPTIONS	0	0	0	1,000
5131 MILEAGE	0	0	0	400
5132 MEETINGS & CONFERENCES	0	0	0	500
5133 EDUCATION & TRAINING	0	0	0	4,000
5172 EQUIPMENT MAINTENANCE	0	0	0	600
5174 PRINTING CHARGES	0	0	0	7,000
5175 POSTAGE	0	0	0	7,000
5176 COPY MACHINE CHARGES	0	0	0	5,000
5181 OTHER OPERATING EXPENSES	0	0	0	9,000
TOTAL MAINTENANCE & OPERATION	0	0	0	45,000
5505 OTHER PROFESSIONAL SERVICES	0	0	0	100,000
TOTAL CONTRACTUAL SERVICES	0	0	0	100,000
5601 GARAGE CHARGES	0	0	0	24,000
5609 VEHICLE REPLACEMENT	0	0	0	36,000
TOTAL INTERNAL SERVICE CHARGES	0	0	0	60,000
5703 COMMUNICATIONS EQUIPMENT	0	0	0	7,200
TOTAL CAPITAL OUTLAY	0	0	0	7,200
TOTAL	0	0	0	607,100

BUDGET - JUSTIFICATION

073 NEIGHBORHOOD REVITALIZATION

001 GENERAL FUND

<u>OBJECT</u>	<u>JUSTIFICATION</u>
5111	MISCELLANEOUS OFFICE SUPPLIES
5112	SMALL TOOLS
5122	DUES AND SUBSCRIPTIONS
5131	MILEAGE REIMBURSE
5132	MEETINGS AND CONFERENCES
5133	TRAINING
5172	EQUIPMENT REPAIR
5174	PRINTING
5175	POSTAGE
5176	COPY MACHINE
5181	PHOTOS AND UNIFORMS
5505	BOARD UP AND DEMOLITION CONTRACTS
5609	3 VEHICLES FOR NEW INSPECTORS (\$12,000 EACH)
5703	3 COMMUNICATION RADIOS FOR VEHICLES (\$2,400 EACH).

WEED ABATEMENT

COST CENTER: 001-074

FUND: GENERAL FUND

The Weed Abatement Division monitors all parcels for excess weeds and solid waste hazards. Abatement notices are mailed to owners of property requiring clean-up. After a designated period of time, if the property owner has not corrected the problem, the City corrects the violation and bills the property owner for clean-up related costs.

EMPLOYEES	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 ACTUAL	1996-97 PROPOSED
FULL TIME	0	0	0	3
PART TIME	0	0	0	0
TOTAL EMPLOYEES	0	0	0	3
PERSONNEL SERVICES	0	0	0	107,300
MAINTENANCE & OPERATION	0	0	0	11,000
CONTRACTUAL SERVICES	0	0	0	250,000
INTERNAL SERVICE CHARGES	0	0	0	34,400
CAPITAL OUTLAY	0	0	0	7,500
BUDGET REQUIREMENT:	0	0	0	410,200

PERFORMANCE STANDARDS

- Decrease percentage of vacant lots with weed and solid waste violations.
 - Decrease percentage of vacant structures with weed and solid waste violations.
-

BUDGET HIGHLIGHTS

In previous years, Weed Abatement was a function of the Public Services department. This service has been incorporated into the new Code Compliance division to improve coordination and increase efficiency.

In FY 97, Weed Abatement will increase its administrative fees to reflect increasing costs. This increase is anticipated to generate approximately \$20,000 in new revenue.

EXPENDITURE BUDGET LINE ITEM DETAIL
FISCAL YEAR 1996-97

FUND 001 GENERAL FUND

DIVISION 074 WEED ABATEMENT

ACCOUNT OBJECT & TITLE	ACTUAL 1993-94	ACTUAL 1994-95	BUDGET 1995-96	BUDGET 1996-97
5011 SALARIES PERM/FULLTIME	0	0	0	83,800
5026 PERS RETIREMENT	0	0	0	10,800
5027 HEALTH & LIFE INSURANCE	0	0	0	11,600
5028 UNEMPLOYMENT INSURANCE	0	0	0	300
5029 MEDICARE	0	0	0	800
TOTAL PERSONNEL SERVICES	0	0	0	107,300
5111 MATERIALS & SUPPLIES	0	0	0	6,100
5133 EDUCATION & TRAINING	0	0	0	800
5171 RENTALS	0	0	0	400
5174 PRINTING CHARGES	0	0	0	500
5175 POSTAGE	0	0	0	2,000
5176 COPY MACHINE CHARGES	0	0	0	1,200
TOTAL MAINTENANCE & OPERATION	0	0	0	11,000
5506 LANDSCAPE CONTRACTS	0	0	0	250,000
TOTAL CONTRACTUAL SERVICES	0	0	0	250,000
5601 GARAGE CHARGES	0	0	0	5,000
5602 WORKERS COMPENSATION	0	0	0	600
5603 LIABILITY	0	0	0	11,900
5609 VEHICLE REPLACEMENT	0	0	0	16,900
TOTAL INTERNAL SERVICE CHARGES	0	0	0	34,400
5704 MISCELLANEOUS EQUIPMENT	0	0	0	7,500
TOTAL CAPITAL OUTLAY	0	0	0	7,500
TOTAL	0	0	0	410,200

BUDGET - JUSTIFICATION

074 WEED ABATEMENT

001 GENERAL FUND

<u>OBJECT</u>	<u>JUSTIFICATION</u>
5111	OFFICE SUPPLIES, NOTICES, ENVELOPES, FILM, ETC.
5133	STAFF TRAINING.
5171	POOL CARS
5174	NOTICES AND MISCELLANEOUS EQUIPMENT
5175	MAILING NOTICES
5176	MISCELLANEOUS OFFICE COPYING
5506	WEED ABATEMENT CONTRACTS
5704	3 800 MZ RADIOS EACH AT \$2,500

ARDEN-GUTHRIE BLIGHT PROGRAM

COST CENTER: 001-075

FUND: GENERAL FUND

This program specifically targets blight within the Arden-Guthrie neighborhood. The goal of the program is to reduce crime and improve the quality of life through enforcement of property maintenance standards. The team coordinates efforts with building inspectors, Police Department staff, Fire Department staff, Vehicle Abatement staff, and Weed Abatement staff.

EMPLOYEES	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 ACTUAL	1996-97 PROPOSED
FULL TIME	0	0	0	3
PART TIME	0	0	0	0
TOTAL EMPLOYEES	0	0	0	3
PERSONNEL SERVICES	0	0	0	120,300
MAINTENANCE & OPERATION	0	0	0	6,800
CONTRACTUAL SERVICES	0	0	0	8,100
INTERNAL SERVICE CHARGES	0	0	0	11,200
BUDGET REQUIREMENT:	0	0	0	146,400

PERFORMANCE STANDARDS

- Take to BBC with a recommendation for demolition all 4-plexes vacant for six months or more and deemed abandoned.
- Board and secure all open structures that display evidence of illegal occupancy (gang graffiti, unsanitary conditions, etc.)

BUDGET HIGHLIGHTS

The Arden-Guthrie Neighborhood Services Team will use a portion of its FY 97 budget to fund training sessions with property owners and tenants to educate them on how to keep properties in compliance with all applicable codes (property maintenance, fire and police).

EXPENDITURE BUDGET LINE ITEM DETAIL
FISCAL YEAR 1996-97

FUND 001 GENERAL FUND

DIVISION 075 ARDEN-GUTHRIE BLIGHT PROGRAM

ACCOUNT OBJECT & TITLE	ACTUAL 1993-94	ACTUAL 1994-95	BUDGET 1995-96	BUDGET 1996-97
5011 SALARIES PERM/FULLTIME	0	0	0	96,000
5026 PERS RETIREMENT	0	0	0	12,300
5027 HEALTH & LIFE INSURANCE	0	0	0	10,400
5028 UNEMPLOYMENT INSURANCE	0	0	0	200
5029 MEDICARE	0	0	0	1,400
TOTAL PERSONNEL SERVICES	0	0	0	120,300
5111 MATERIALS & SUPPLIES	0	0	0	600
5112 SMALL TOOLS & EQUIPMENT	0	0	0	100
5122 DUES & SUBSCRIPTIONS	0	0	0	100
5133 EDUCATION & TRAINING	0	0	0	200
5174 PRINTING CHARGES	0	0	0	100
5175 POSTAGE	0	0	0	1,500
5176 COPY MACHINE CHARGES	0	0	0	300
5181 OTHER OPERATING EXPENSES	0	0	0	3,900
TOTAL MAINTENANCE & OPERATION	0	0	0	6,800
5505 OTHER PROFESSIONAL SERVICES	0	0	0	8,100
TOTAL CONTRACTUAL SERVICES	0	0	0	8,100
5601 GARAGE CHARGES	0	0	0	3,600
5602 WORKERS COMPENSATION	0	0	0	2,000
5604 M.I.S. CHARGES - IN-HOUSE	0	0	0	1,200
5605 TELEPHONE SUPPORT	0	0	0	1,600
5609 VEHICLE REPLACEMENT	0	0	0	2,800
TOTAL INTERNAL SERVICE CHARGES	0	0	0	11,200
TOTAL	0	0	0	146,400

BUDGET - JUSTIFICATION

075 ARDEN-GUTHRIE BLIGHT PROGRAM 001 GENERAL FUND

<u>OBJECT</u>	<u>JUSTIFICATION</u>
5111	OFFICE SUPPLIES FOR DAY-TO-DAY OPERATIONS
5112	SMALL TOOLS
5122	S.C.A.C.E.O. MEMBERSHIPS
5133	FUNDING FOR TRAINING SEMINARS
5174	PRINTING CHARGES FOR NOTICES RELATING TO ABATEMENTS IN ARDEN-GUTHRIE, AND CENTRAL CITY AREAS.
5175	POSTAGE CHARGES FOR MAILING OF NOTICES AND OTHER CORRESPONDENCE RELATING TO ABATEMENTS.
5176	COPY MACHINE CHARGES
5181	FUNDING FOR PHOTO SUPPLIES AND CAMERA REPAIR. ANNUAL PURCHASE ORDERS WITH PHOTO DEVELOPMENT COMPANIES.
5505	BOARD UP AND DEMOLITION CHARGES

LANDLORD CERTIFICATION PROGRAM

COST CENTER: 001-076

FUND: GENERAL FUND

The Landlord Certification Program was established as part of the City's comprehensive strategy to reduce blight. Staff research indicates that a significant number of blighted properties are rental properties. By educating landlords on how to make their property attractive to reliable tenants, use the applicant screening process, and deal with suspected illegal activity, the goal is to reduce police calls for service, increase property values and reduce vacancy rates.

EMPLOYEES	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 ACTUAL	1996-97 PROPOSED
FULL TIME	0	0	0	1
PART TIME	0	0	0	1
TOTAL EMPLOYEES	0	0	0	2
PERSONNEL SERVICES	0	0	0	73,300
MAINTENANCE & OPERATION	0	0	0	30,600
CONTRACTUAL SERVICES	0	0	0	14,000
INTERNAL SERVICE CHARGES	0	0	0	4,200
CAPITAL OUTLAY	0	0	0	7,000
BUDGET REQUIREMENT:	0	0	0	129,100

PERFORMANCE STANDARDS

- Increase number of participants in program (300 participants in FY 96).
- Reduce number of Police Department calls for service to rental properties.

BUDGET HIGHLIGHTS

The FY 97 budget for the LandLord Certification Program includes funding for printing of training manuals, brochures and crime-prevention packets.

EXPENDITURE BUDGET LINE ITEM DETAIL
FISCAL YEAR 1996-97

FUND 001 GENERAL FUND

DIVISION 076 LANDLORD CERTIFICATION PROGRAM

ACCOUNT OBJECT & TITLE	ACTUAL 1993-94	ACTUAL 1994-95	BUDGET 1995-96	BUDGET 1996-97
5011 SALARIES PERM/FULLTIME	0	0	0	42,000
5014 SALARIES TEMP/PARTTIME	0	0	0	17,000
5026 PERS RETIREMENT	0	0	0	6,300
5027 HEALTH & LIFE INSURANCE	0	0	0	6,400
5028 UNEMPLOYMENT INSURANCE	0	0	0	800
5029 MEDICARE	0	0	0	800
TOTAL PERSONNEL SERVICES	0	0	0	73,300
5111 MATERIALS & SUPPLIES	0	0	0	7,000
5121 ADVERTISING	0	0	0	4,000
5122 DUES & SUBSCRIPTIONS	0	0	0	300
5131 MILEAGE	0	0	0	800
5132 MEETINGS & CONFERENCES	0	0	0	2,500
5133 EDUCATION & TRAINING	0	0	0	2,500
5174 PRINTING CHARGES	0	0	0	12,000
5175 POSTAGE	0	0	0	1,500
TOTAL MAINTENANCE & OPERATION	0	0	0	30,600
5502 PROFESSIONAL/CONTRACTUAL SVCS	0	0	0	14,000
TOTAL CONTRACTUAL SERVICES	0	0	0	14,000
5602 WORKERS COMPENSATION	0	0	0	1,600
5605 TELEPHONE SUPPORT	0	0	0	2,600
TOTAL INTERNAL SERVICE CHARGES	0	0	0	4,200
5702 COMPUTER EQUIPMENT	0	0	0	7,000
TOTAL CAPITAL OUTLAY	0	0	0	7,000
TOTAL	0	0	0	129,100

BUDGET - JUSTIFICATION

076 LANDLORD CERTIFICATION PROGRAM 001 GENERAL FUND

<u>OBJECT</u>	<u>JUSTIFICATION</u>
5111	OFFICE SUPPLIES, TRAINING SUPPLIES (i.e. REFRESHMENTS, CERTIFICATES, NAME TAGS, ETC.) AND METAL CERTIFICATION PROGRAM SIGNS (400 LARGE SIGNS, 300 SMALL, 400 STICKERS). NOTE: THE MAJORITY OF THIS COST IS FOR PURCHASE OF METAL SIGNS OF WHICH COSTS ARE RECOVERED BY PURCHASE OF SIGNS BY PROPERTY OWNERS.
5121	DISPLAY ADVERTISEMENTS FOR CITY-WIDE CRIME PREVENTION MEETINGS AND LANDLORD TRAINING CLASSES (BASED ON \$300.00 - 500.00 PER ADVERTISEMENT).
5122	NEWSPAPER SUBSCRIPTION AND TRAINING BOOKS.
5131	MILEAGE REIMBURSEMENT FOR PERSONAL VEHICLE USAGE WHEN CONDUCTING PROPERTY REVIEWS OR USE OF CARPOOL VEHICLE. (MILEAGE CALCULATED BASED ON AN ESTIMATE OF 50-55 MILES PER WEEK).
5132	ATTENDANCE OF MEETINGS RELATING TO CRIME PREVENTION, LANDLORD TRAINING RENTAL HOUSING PROGRAM, LEGISLATION CHANGES, ETC.
5133	EDUCATION RELATING TO RENTAL HOUSING, LANDLORD CERTIFICATION, CRIME PREVENTION, ETC.
5174	PRINTING OF TRAINING MANUALS, TRAINING CLASS BROCHURES, RENTAL HOUSING PROGRAM, CRIME-PREVENTION PACKETS, CERTIFICATES, MISC. TRAINING MATERIALS, ETC.
5175	MAILING OF LETTERS, CERTIFICATES, BROCHUREES, CLASS CONFIRMATION, ETC.
5502	PUBLIC RELATION AND TRAINING/LEGISLATIVE SERVICES.
5702	PURCHASE OF NOTEBOOK PC AND LASER PRINTER FOR DAILY USE AND LANDLORD TRAINING CLASS PRESENTATIONS.