

**5/17/16**  
**City Council Meeting**

**Handouts received after  
agenda posted**

**To: Mayor Lois Wynne**

**Mayor Pro Tem Jeff Chedester**

**City Council Members – William Siegel, Edward Neal, Ray Madrigal**

**From: Lemoore Country Club Villas # 1 Homeowners**

**Re: Notice from City of Lemoore hung on our front doors – back gates**

We, the Homeowners are on the City Council Study Session Agenda Calendar for May 17, 2016 at 5:30 pm. This letter is for the sole purpose to provide all our information, not wanting to forget and leave anything out at meeting.

On February 17, 2016 green door hanger notes were placed on all doors with back yards facing the golf course, stating "Properties were found to be in violation of the Covenants, Conditions and Restrictions (CC &Rs)".

After this came much confusion. We contacted Public Works Director Nathan Olson and met with him to see what we could find out and do. He suggested we talk to our Board Members to amend our CC & Rs. We then began combing through our CC & Rs looking for this violation but could not find anything. We also contacted our Board as well as Armstrong Property Management to help us locate this violation in our CC & R's which they could not do.

It wasn't until a visit to the recorder's office followed by a meeting with the City Manager Andi Welsh and Project Manager Judy Holwell that Mrs. Farrar and I finally found out this did **not** mean our CC & Rs, given to us when we moved into this development. So while in the meeting this was explained to us further; the notice was referring to the golf course's CC & Rs, their deed states we are not to have access.

Mrs. Martha Farrar has lived here for 21 years, her gate was put in by the original developer Rick Pierce, she did not ask for one. Her front and backyard sprinkler system was also installed by Rick Pierce, this is being mentioned because zone one of the system is located not on her property but on the other side of the fence which is on the golf course. Why? She has no idea except to guess they wanted her to maintain that area. Dr. Lyle Griffith and Mrs. Donna Griffith have lived here 18 years, Brad Bernhardt and Lisa O'Daniel 17 years just to name a few..... and this is the first we are hearing about this violation.

Why was this not disclosed to any of us when purchasing and moving into this development? Doesn't this fall under the Mandated Disclosure Law when selling property?

Tom Reed residing at 1060 Par Avenue, Lemoore has brought this gate matter to the City Councils attention. It is our understanding he is concerned that those of us living here with gates are golfing for free. There may be a couple households doing this and they most likely are renters, but for the most part I believe Homeowners do not take advantage and abuse our gates to go out and golf for free.

I expressed to the Public Works Director several times all of the Homeowners I know here use their gate as my husband and I do; to step out of it and onto the golf course to clean the area on the other side of our wrought iron fence, which is see through. If we are going to keep our backyard cleaned up and looking nice to sit out and enjoy, which we do regularly, then why would we want to look at weeds, debris and trash on

the other side of the fence? We don't, therefore since living here we have always cleaned up the other side of the fence. **Please see picture # 1, our view.** He (Olson) suggested if we lose our gates to call the golf course for them to come clean up. I pointed out the golf course is already shorthanded with much more pressing matters to attend to so my concern there would be how long does he or anyone think the golf course will attend to all of our calls? My thoughts, not long!

I spoke with Homeowner David Chavez, **picture # 2** is his backyard facing the golf course. He wants to keep his gate because as you can see how bad the weeds are growing up around his back area, he said it was time to go out and cut them down again.

The Homeowners with gates are not the abusers taking advantage of the golf course. The people that park on the street and walk on to not only golf for free, but to picnic, fish, walk over when bored from the softball complex or send their kids to play, and picture taking all on the golf course. We have even seen several wedding parties out there taking pictures. Mrs. Farrar and I have witnessed the picture takers hold up the paying golfers, one time my husband was one of those paying golfers and he wasn't to happy. But we are the ones being told we're the abusers because we step onto the other side of our fence to clean it up. **Please see attached pictures 3, 4 & 5.**

Lemoore Country Club Villas # 1 was the first area developed here, our wrought iron fencing is the oldest, and it is solid all the way around. Across the street on the other side of Golf Links Drive Phase or development #2 and #3 their fencing is newer and designed differently. Their fencing is modular panels; each section is removable with bolts. So technically they have access to the golf course by simply removing four bolts without even having an actual gate. Tom Reed's back fencing has bolts as shown in **picture 7 and 7a**. A fellow Homeowner asked me if we lose our gates does the City then plan to weld every single bolt on the fencing across the street (which is where he lives) so as to eliminate their access as well. **Please see attached pictures 6, 6a, 7, 7a, 8, 8a, 8b, 9, 9a & 9b.**

Most of us have had gates and have used them for the right reasons for many many years. Would the City of Lemoore consider amending the golf course CC & R's allowing us to keep our gates? Or could we even say be grandfathered into this?

The last item I would like you to take into consideration that we have found in our research is Prescriptive Easement. "A prescriptive easement is created when a person uses land of another, without the landowner's consent, in such a way that the landowner should reasonably be aware of, and does so for a continuous period of **five** years. The most litigated concept here is continuity of use. Continuous use does not mean constant use. The use need only be as frequent as is appropriate given the nature of the easement and the character of the land. Particularly in rural areas, occasional or seasonal use or an easement may be sufficient. Because action is a factor in the creation of this type of easement, no writing is required."

Respectfully,

Lisa L O'Daniel  
Homeowner

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**Re: Update on Back Gate to Golf Course at LCCV**

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**From :** Darian Khosrowshahi <jetpilot120@gmail.com>

Tue, May 03, 2016 09:16 AM

**Subject :** Re: Update on Back Gate to Golf Course at LCCV**To :** BRAD <brad58@comcast.net>

Hey Lisa,

I appreciate the work you're doing to help solve this problem. I use my gate strictly for the reasons you mentioned in the letter and occasionally to cross the property to go to the clubhouse for using the driving range and playing rounds of golf. Please keep me updated on this as I am not interested in paying to have my gate welded shut nor do I think it is necessary.

Thanks,  
Darian Khosrowshahi

On Wed, Apr 27, 2016 at 11:38 AM, BRAD <brad58@comcast.net> wrote:

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*This is Homeowner  
at 120 Lake Drive, Hemet, CA  
APN # 024-340-015-000*



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Gates

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**From :** Erik Kenny <ekenny78@gmail.com>

Thu, May 12, 2016 03:06 PM

**Subject :** Gates

**To :** brad58@comcast.net

Lisa,

Thank you for leading the charge to rally our neighborhood to defend our gates. Like you mentioned, one of the main reasons I put the gate in my fence was because of the trash build up that accumulated on the fence line. Since my house is right by the 10th hole tee box...conveniently located right where golfers have finished their candy wrapper or drink...and for whatever reason their trash didn't make it in the trash can so the northerly wind blows it right toward my fence. I actually talked to the grounds keeper about 8 years ago and was pretty much told it wasn't his problem. The trash would accumulate just outside the fence line and be disgusting. At least now I can regularly go out there and clean it up myself, since the grounds keepers don't do it.

Unfortunately I will not be able to come to the city council meeting on the 17th but hopefully you can share this email with them.

Thanks again,

Erik Kenny  
410-499-4130

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*This is Homeowner  
at 230 Lake Drive  
APN # 024-340-004-000*



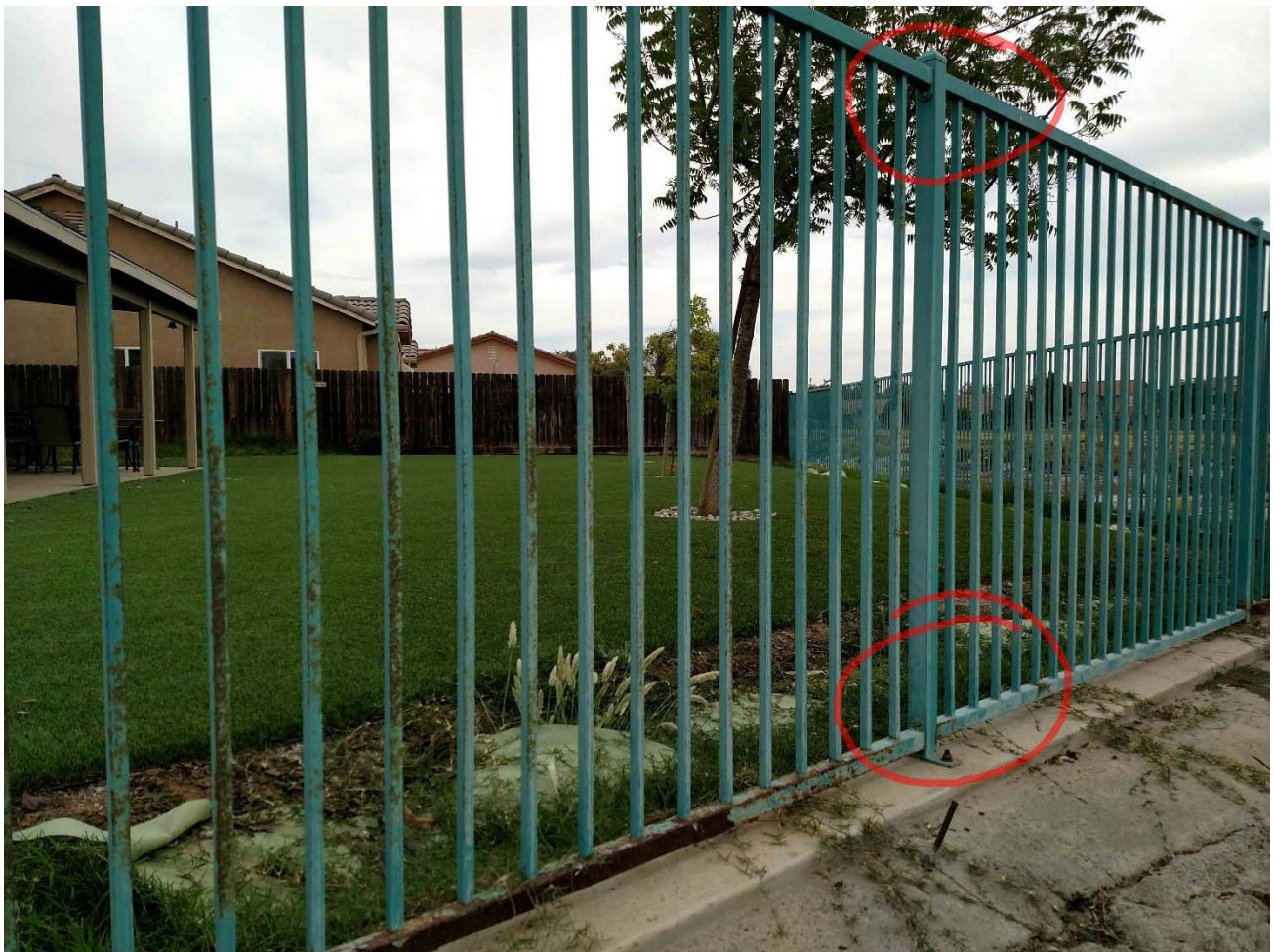






























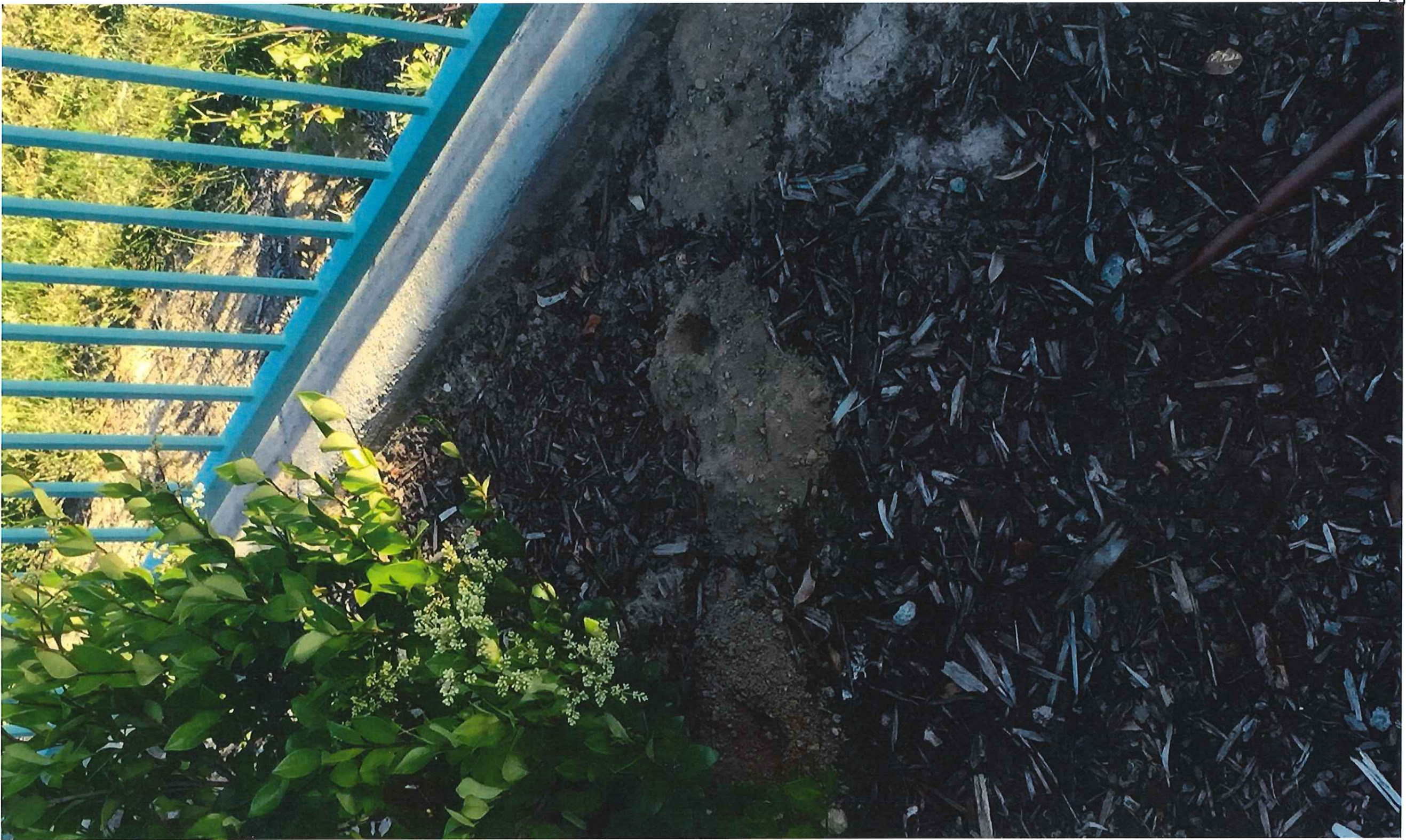
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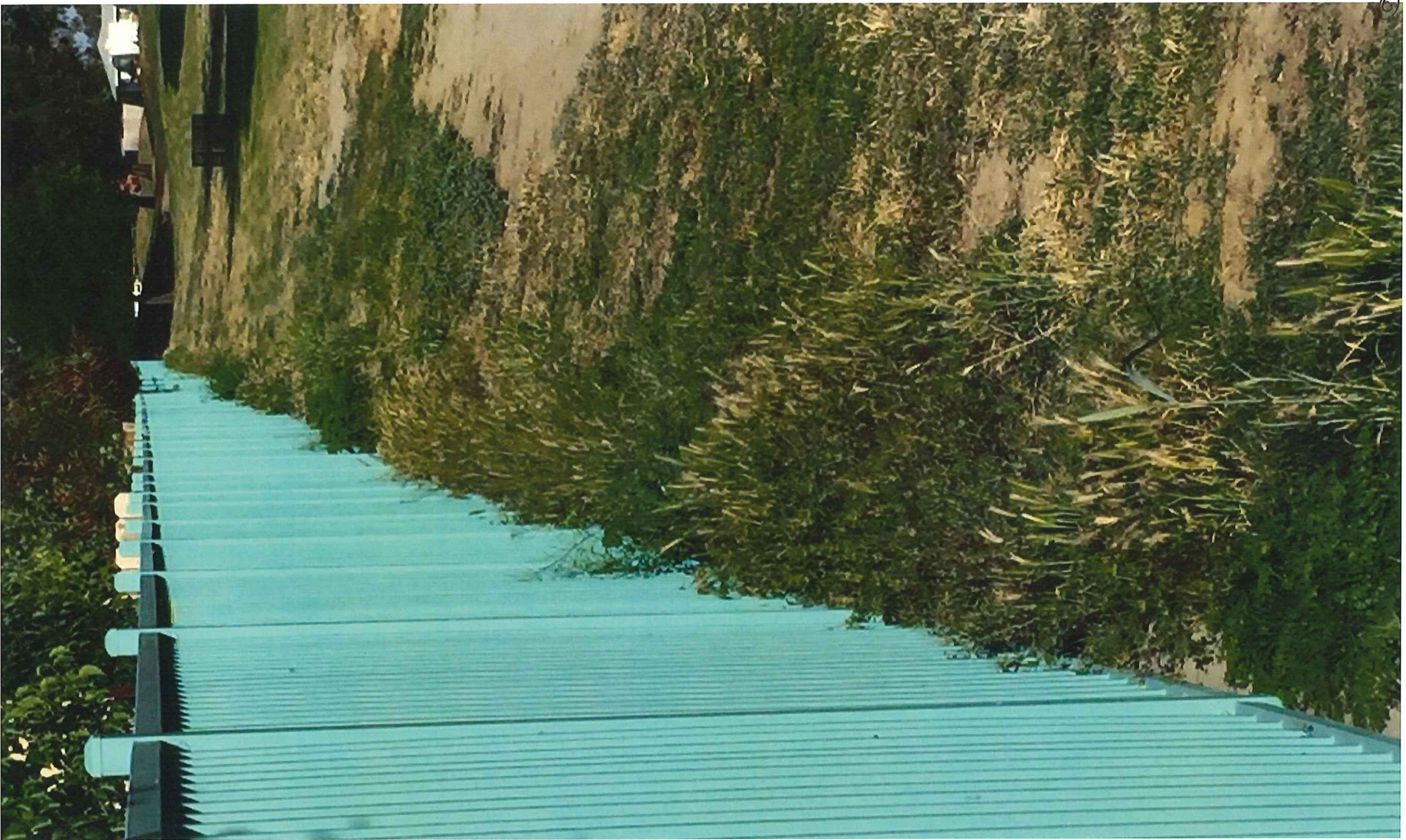






























# XFINITY Connect

From : Joey Brewer <joey.brewer1986@gmail.com> To : brad58@comcast.net

Hello Lisa,

We have two properties with fence lines along the Lemoore Golf Course. One property is 260 Lake Drive and the other is 1174 Paradise Loop. The property at 1174 Paradise Loop does have an access gate leading to the golf course. The main purpose of this gate was so I could do maintenance and clean up on either side of the fence. I find it ironic that the day of the city council meeting the golf course decided to clean the fence line, and not very well, so usually I do. This property is located by the 12th green so the back side of the fence line is not easily accessible by any of the cross streets. We do not interfere with the golfers. I do not understand why this has become an issue. Our gate does not affect or interfere with the golf course in any way, it is merely a convenience for access to do maintenance, which was used by the painters that painted our fence line, making their job much easier. Our 260 Lake Drive property does not have an access gate because it is by the 10th tee which is easy accessible by the roadway, therefor there is no need for an access gate. The only way anyone would know about my access gate is if they walked up on my fence line and thoroughly inspected it because it is built into the existing fence, with a clean and professional finish. Our gate is rarely used. But I guess if people are looking for something to complain about they will look thoroughly for any issue they can find.

Thank you

Stephen Brewer

APN # 024-380-007-000

# XFINITY Connect

**From:** "Darian Khosrowshahi" <jetpilot120@gmail.com>

**To:** "BRAD" <brad58@comcast.net>

**Sent:** Tuesday, May 17, 2016 1:43:19 PM

**Subject:** Re: Update on Back Gate to Golf Course at LCCV

Lisa,

Sorry I can't make it tonight as I will be working. Please use this email as you to add to the voices of those in the neighborhood who oppose the proposed change in policy. I am not interested in having my gate welded shut, nor do I abuse it. It is only used for similar purposes you mentioned using yours for (stepping out to keep clean, etc.). Sorry again, hope all goes well.

-Darian

Hi Darian,

Thank you so much for this earlier reply, I appreciate it.

Did you receive the latest update I sent to your email Tuesday May 10th? Would love for you to be at the City Council Study Session but I am sure you are quite busy therefore unable to. If so would you type an email stating unable to attend and your reasons for wanting to keep your gate.

Anything helps.

Thank you,

Lisa O'Daniel

**From:** "Darian Khosrowshahi" <jetpilot120@gmail.com>

**To:** "BRAD" <brad58@comcast.net>

**Sent:** Tuesday, May 3, 2016 9:16:43 AM

**Subject:** Re: Update on Back Gate to Golf Course at LCCV

Hey Lisa,

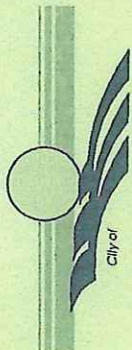
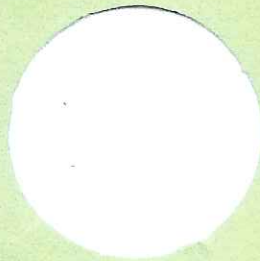
I appreciate the work you're doing to help solve this problem. I use my gate strictly for the reasons you mentioned in the letter and occasionally to cross the property to go to the clubhouse for using the driving range and playing rounds of golf. Please keep me updated on this as I am not interested in paying to have my gate welded shut nor do I think it is necessary.

Thanks,

Darian Khosrowshahi

*This is Homeowner  
at 120 Lake Drive  
Hemlock, CA  
APN# 024-340-015-600*





## LEMOORE CALIFORNIA

Public Works/Planning Department  
711 W. Cinnamon Drive ♦ Lemoore CA 93245  
(559) 924-6740

**DURING A SURVEY OF GOLF COURSE  
SUBDIVISIONS, PROPERTIES WERE  
FOUND TO BE IN VIOLATION OF THE  
COVENANTS, CONDITIONS AND  
RESTRICTIONS (CC&RS) FOR  
PARCEL MAP 9204 PERTAINING TO  
TRACT NOS. 704, 752, 758, 783**

The City of Lemoore, in 1992, being the record owner of all properties now publicly and privately owned at the Lemoore Municipal Golf Course, recorded CC&Rs with Parcel Map 9204 on all golf course subdivisions.

Among the CC&Rs is an Access Restriction that "No lot or property located on or within parcels 1, 2, or 3 shall have direct access to the remainder parcel, which remainder parcel shall be operated and maintained as a public golf course. All lots abutting, adjoining or otherwise contiguous to the remainder parcel shall be improved with fencing which is constructed and designed so as to prevent access to or from the remainder parcel."

"The owner of any parcel or lot within parcels 1, 2, or 3, or the owner of the remainder parcel, may enforce a violation or threatened violation of these declarations and restrictions by a proceeding at law or equity and may recover damages or obtain such court orders as may be necessary to carry out the purposes and intent of these declarations and restrictions."

If you are in violation of the Access Restriction as recorded in Parcel Map 9204 CC&Rs, you are hereby on notice to remove such access and repair the fence to its original condition. Your cooperation is greatly appreciated.

Date of Notice: FEB 17 2016

I, MARTHA J. FARRAR

(please print name) am unable to attend the Lemoore Country Club Villa #1 Board meeting on Wednesday, April 6, 2016.

I would like to keep my back gate.

MARTHA J. FARRAR

4/6/16

140 LAKE DR.

Homeowner (Name on Title)

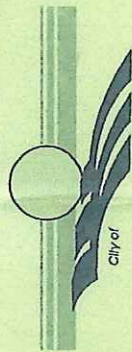
Date

Property Address

APN # 024-340-013-000

FARRAR M@EARTALINK.NET

Email address



**LEMOORE**  
CALIFORNIA

Public Works/Planning Department  
711 W. Cinnamon Drive ♦ Lemoore CA 93245  
(559) 924-6740

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If you are in violation of the Access Restriction as recorded in Parcel Map 9204 CC&Rs, you are hereby on notice to remove such access and repair the fence to its original condition. Your cooperation is greatly appreciated.

Date of Notice: **FFR 17 2016**

I, James F. Jones (please print name) am unable to attend the Lemoore Country Club Villa #1 Board meeting on Wednesday, April 6, 2016.

I would like to keep my back gate.

James F. Jones

Homeowner (Name on Title)

3/28/16

Date

930 Laguna Dr  
Lemoore Ca

Property Address

APN# 024-340-018-000

JamesFJones@att.net

Email address



Unfortunately I will be unable to attend tonight's study session/City Council Meetings, I am on the first leg of a six-week driving vacation.

I would appreciate it if I could have the following statement read on my behalf regarding this item.

Direct access to the Golf Course is prohibited per CC&R, a copy of which is given to every purchaser of a home adjacent to the Golf Course.

The purpose of this CC&R is to protect the City of Lemoore and the home owner from possible liability due to illegal access.

The City could likely be liable should a golfer unintentionally hit a person or their pet while the owner/pet was on the Golf Course.

The home owner could be liable should their pet attack a golfer.

As a home owner adjacent to the Golf Course I have seen numerous people (including their children) strolling down the center of a fairway with their pet(s) running loose. They have allowed their pet(s) to defecate on the Golf Course with the person not cleaning up afterwards.

As a golfer, I have had a dog threaten me in a menacingly manner, but with the assistance of my playing partners we were able to convince the dog to leave the area.

Again, the CC&R is for the protection of the City of Lemoore and the homeowner, please do not consider any action that would allow direct access from a home to the Golf Course.

Also, home owners who currently have a gate giving them access to the Golf Course must be required to have those gates welded shut or other repair that would prevent access.

Thank you,

Tom Reed

1060 Par Avenue

Lemoore, CA 93245





City of Lemoore

# Economic Development Update

May 17, 2016

# City of Lemoore Economic Development Update



- ✓ Retail
- ✓ Commercial
- ✓ Industrial
- ✓ Residential



# City of Lemoore Economic Development Update



## 2017-2018

- *Secure tenants*
- *Continue to broaden Lemoore's marketing footprint*
- *Bring interested parties into the Lemoore business community*

## October 2014

- *Lemoore in the dugout*

## 2016

- *Negotiated roundabout with Caltrans*
- *Continuing discussions with hundreds of developers and retailers across the nation*
- *Continuing to broaden Lemoore's marketing footprint*
- *Negotiating first developer agreement*

## 2015

- *Aggressively marketed Lemoore with developers and retailers*
- *ICSC*
- *Success with Caltrans*
- *Lemoore to Los Angeles*

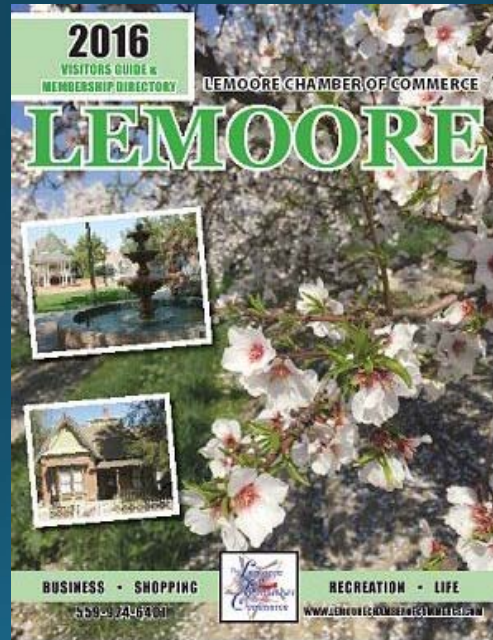


# City of Lemoore Economic Development Update





# City of Lemoore Economic Development Update



# City of Lemoore

## THE CRISCOM TEAM

Chuck  
Jelloian

- President  
& CEO

Carole  
Sarian

- President  
of Public  
Affairs

Jason  
Siegen

- Executive  
Vice  
President  
& COO

Allison  
Hastings

- Assistant  
to the  
President

Rich  
Sarian

- Accounts  
Manager



# City of Lemoore Economic Development Update

## Summary

- CrisCom has had the privilege of marketing Lemoore in the business community for the past 19 months. It is an arduous process, but the City is on schedule and making an impression to retailers and developers.
- CrisCom will continue to promote NAS Lemoore's expansion, West Hills College and Lemoore as a destination spot.
- Questions?

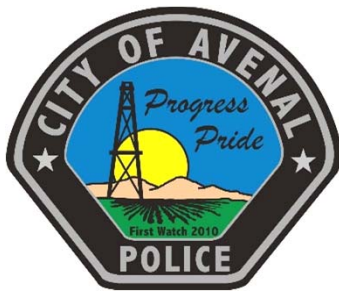




[WWW.THECRISCOMCOMPANY.COM](http://WWW.THECRISCOMCOMPANY.COM)



# KINGS COUNTY REGIONAL LAW/FIRE COMMUNICATIONS FACILITY



# Regional 911 Emergency Communications Facility







# Regional Communications North Elevation



NORTH ELEVATION

SCHEMATIC DESIGN

FEBRUARY 24, 2016



**CITY OF LEMOORE**  
Police Dispatch  
Lemoore, CA





# Regional Emergency Communications Facility

## Shovel-ready

- City owned land
- Pre-design complete
- Staffing/Calls Study complete
- Budget complete
- Financing/Funding Options
- Occupancy mid-year 2017



# **Regional Emergency Communications Facility**

## **Regional Significance**

- Largest consolidated dispatch in Kings County
- Serving Kings County law and fire, Avenal law and fire, Lemoore law and fire
- 172,000 annual calls for service
- Emergency Medical Service dispatch (exploring options)



# Regional Emergency Communications Facility

## Cost Breakdown

Land Acquisition	(\$105,000) (Lemoore)
Plans	\$296,100
Construction	\$3,116,400
Furnishings/Equipment	\$375,100
Communications Tower	\$560,300
Technology Equipment	\$778,200
Utility Company Fees	\$103,800
Computer Aided Dispatch	\$518,800 (Allowance)
Other/Contingency 15%	\$467,500 (Constr. Total)
<b>TOTAL</b>	<b>\$6,216,200</b>

# Regional Emergency Communications Facility

## Current Dispatch Expenditures

Entity	Costs	Revenues	Entity General Fund
Avenal	\$113,900	0	\$113,900
Lemoore	\$420,000	0	\$420,000
Kings County	\$1,326,442	\$296,783	\$1,020,659
<b>Totals</b>	<b>\$1,8360,344</b>	<b>\$296,783</b>	<b>\$1,554,559</b>

## Regional Dispatch Expenditures Proposed

Entity	Costs	Revenues	Entity General Fund
Avenal	\$156,642	\$28,892	\$127,750
Lemoore	\$466,644	\$57,784	\$408,869
Kings County	\$1,047,462	\$57,784	\$989,678
<b>Totals</b>	<b>\$1,670,768</b>	<b>\$144,460</b>	<b><u>\$1,526,297</u></b>
		<b>Contingency</b>	<b><u>(\$100,000)</u></b>
		<b>Totals</b>	<b><u>\$1,426,297</u></b>



# Pros

- More cost effective.
- Better information sharing.
- Elimination of duplicate services.
- Opportunities to purchase new technology may be more economically pursued when entities pool their financial resources.
- Ability to communicate directly with the neighboring entities during large-scale incidents.
- Provides a more efficient delivery system when an emergency service is requested.
- Under a JPA approach, control of the dispatch center is equally distributed amongst all participating entities.

# Cons

- Minimal personal contact between the Officers and Dispatchers.
- Loss of sole control over the dispatch center by agency department heads.
- Loss of geographical knowledge.
- Lack of trust in the voice on the radio by the law and fire personnel.



# Recommendations/Options

- Build stand-alone dispatch facility LPD, LVFD
  - \$2.1 million capital costs
  - \$750,000 annual on-going costs
- Continue to contract with City of Hanford for dispatch services
  - \$420,000 annual on-going costs, increases based on CPI
- Move forward with Consolidated Regional approach
  - LPD/LVFD \$375,000 annual on-going costs
  - Capital costs \$6.2 million

# Next Steps

- The most significant costs associated with a regional approach are the start-up costs, more specifically the capital costs.
- Staff will explore capital funding options and bring forward for Council consideration at the June 21, 2016 City Council meeting.



# Questions?



## Q3 FINANCIAL REPORT

FY 2015-16

May 17, 2016



## PERFORMANCE

4

## MEASURES

- ★ Budget vs. Actual (Operating and CIP)
- ★ Net Operating Revenue (NOR)
- ★ Cash Flows
- ★ Reserve Fund

BUDGET

VS

ACTUAL

- ★ Revenues at 49% of budget at Q3 FY 15/16
- ★ Revenues at 53% of budget at Q3 FY 14/15
- ★ Sales tax revenue to be adjusted \$157k at Q3
- ★ Expenditures at 73% of budget at Q3 FY 15/16
- ★ Expenditures at 81% of budget at Q3 FY 14/15
- ★ \$196,500 adjustment required in Recreation
- ★ We should close FY 15/16 “within” budget



ACTUAL

VS

ACTUAL

- ★ This report provides an “actual vs. actual” comparing Q3 **15/16** vs Q3 **14/15** for:
  - ★ Revenues
  - ★ Expenditures
  - ★ Net Operating Revenue (NOR)

## NET OPERATING REVENUE (NOR)

- ★ “Operating” Revenues – “Operating” Expenditures (excludes Capital) = **NOR**
- ★ FY 14/15 NOR was \$682,584 “actual” basis
- ★ FY 15/16 NOR is \$5,419 “budgetary” basis
- ★ NOR **(\$191,081)** after Q3 budget adjustment



## RESERVE FUND BALANCES

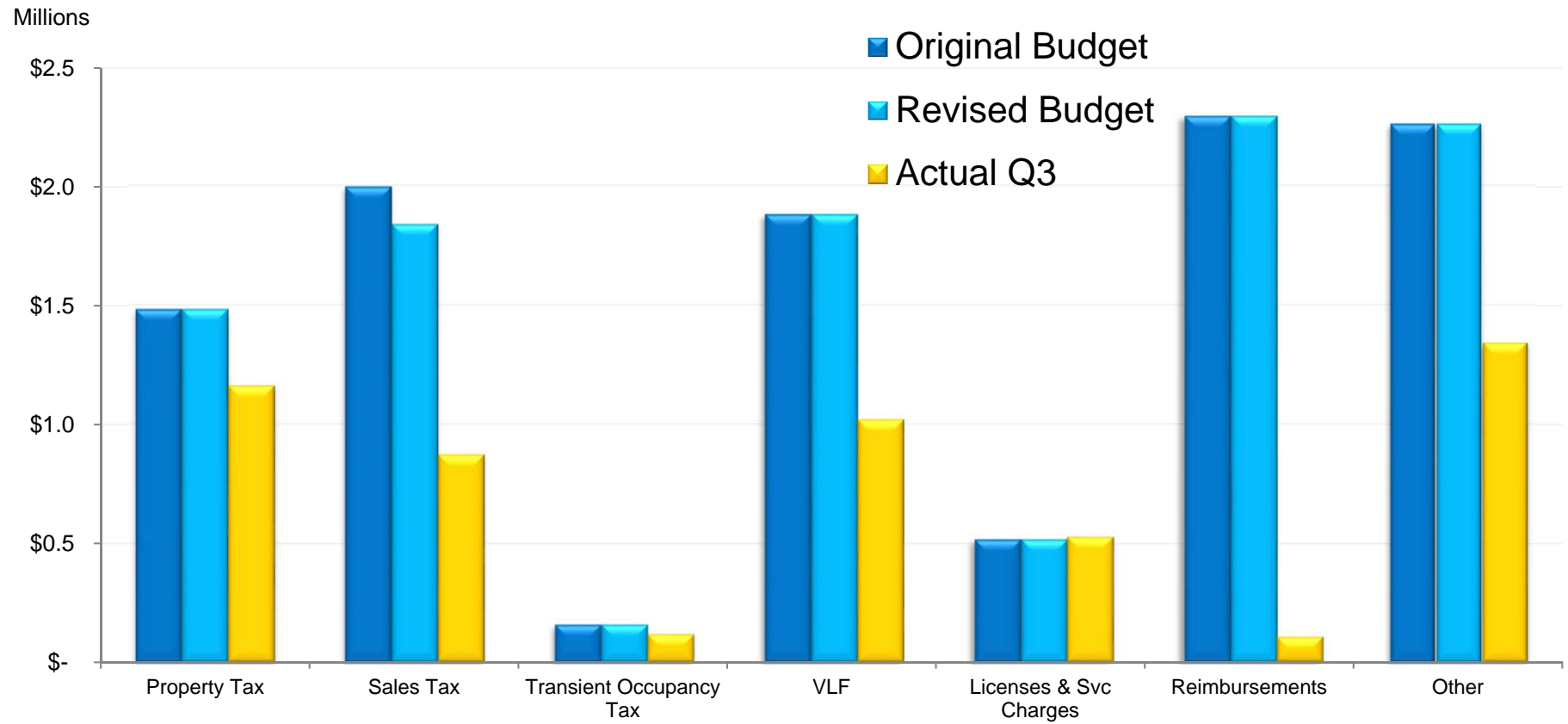
- ★ The Reserve Fund fiscal policy tool is prudent financial management
- ★ Will allow City to weather recessions
- ★ Five (5) fiscal policies are funded on the City's Reserve Fund balance sheet
  - ★ These are fully funded as of March 31, 2016
  - ★ The "Unassigned" Fund Balance reserve is zero at March 31, 2016 after Q3 adjustments

## CHARTS & GRAPHS

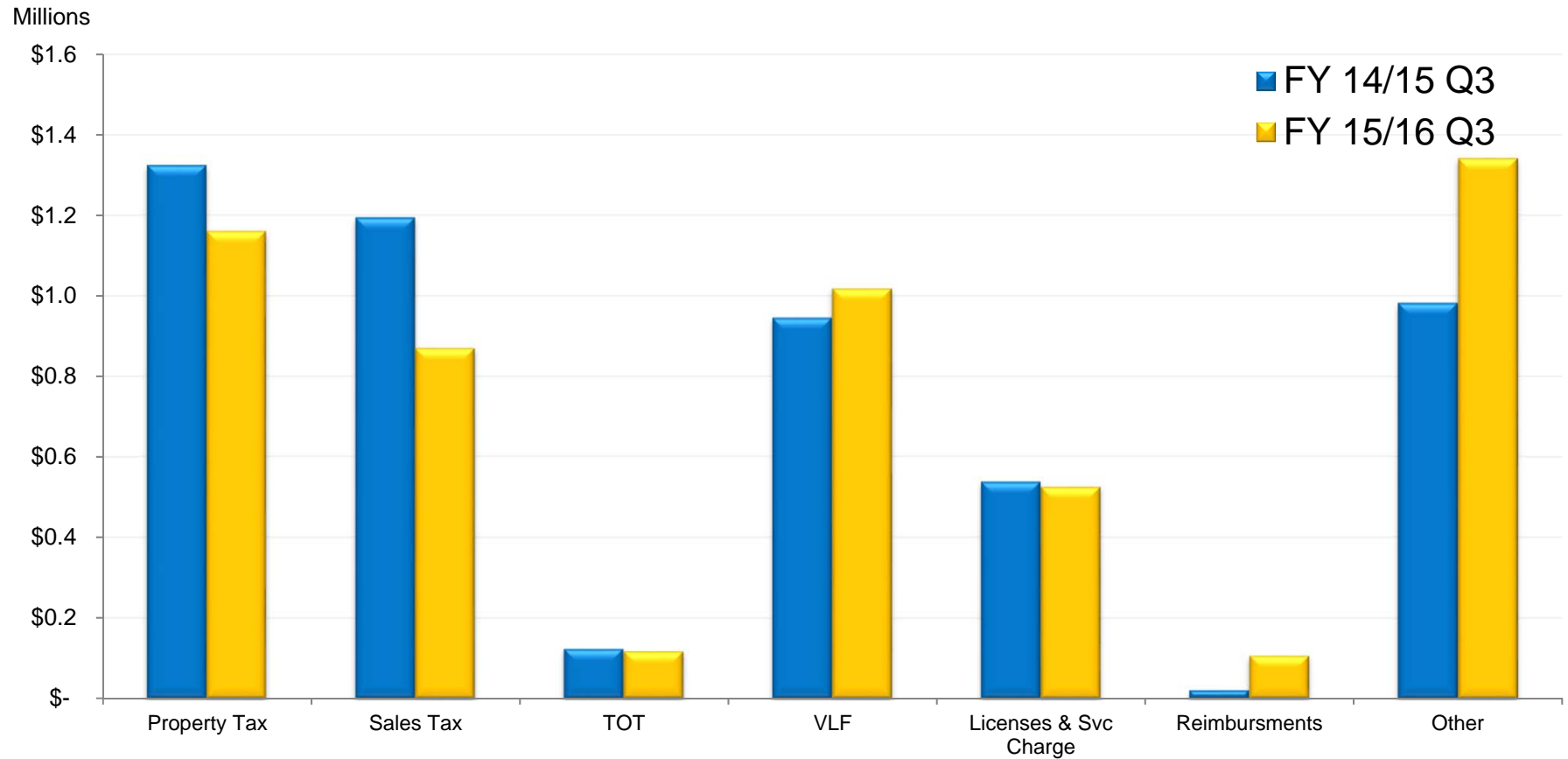
- ★ Revenue & Expenditure Performance
- ★ Sales Tax Revenue Trend
- ★ VLF Revenue Trend
- ★ Property Tax Revenue Trend
- ★ TOT Revenue Trend
- ★ Expenditure Analysis “Budget vs. Actual”
- ★ Expenditure Compare “Actual vs. Actual”



## FY 2015-16 REVENUE PERFORMANCE

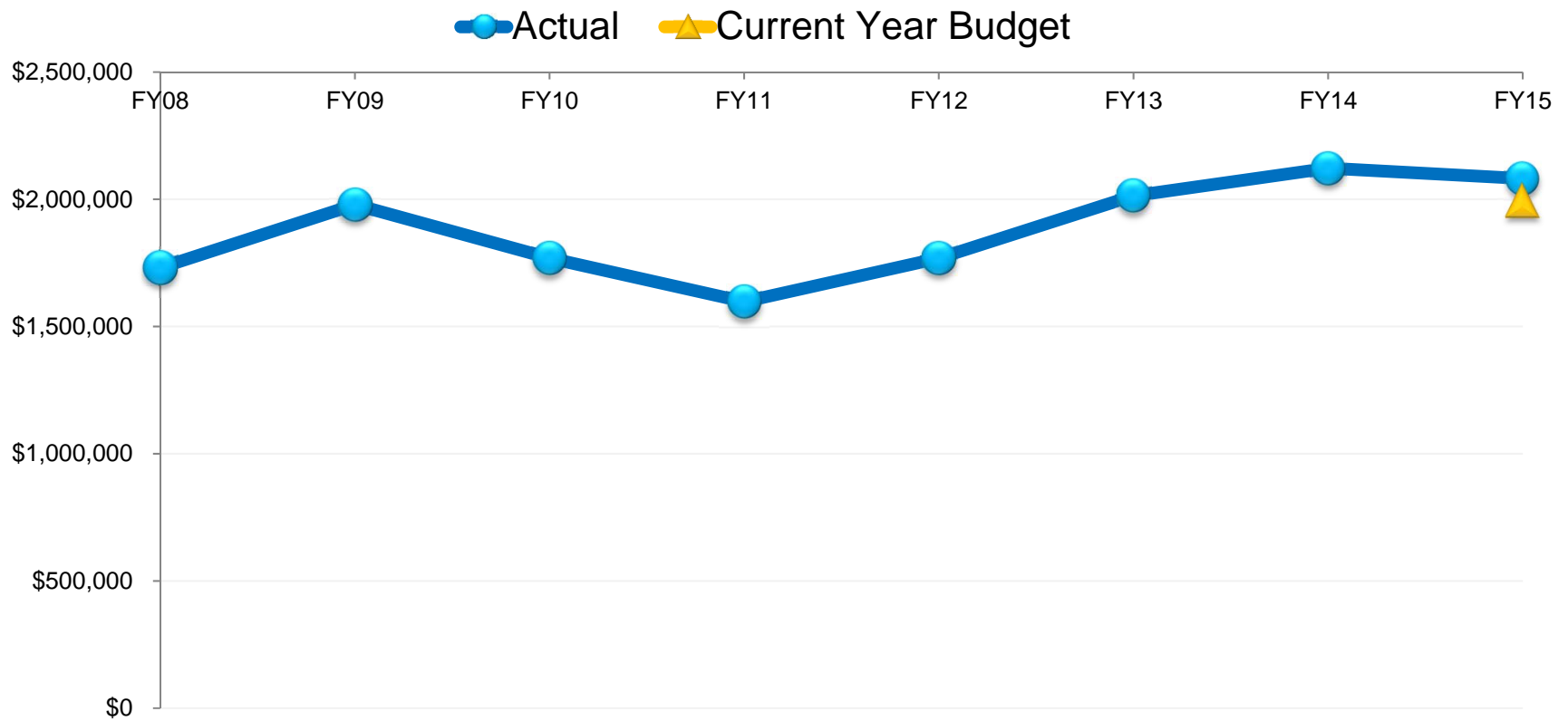


## REVENUE COMPARE FY15 VS FY16 Q3

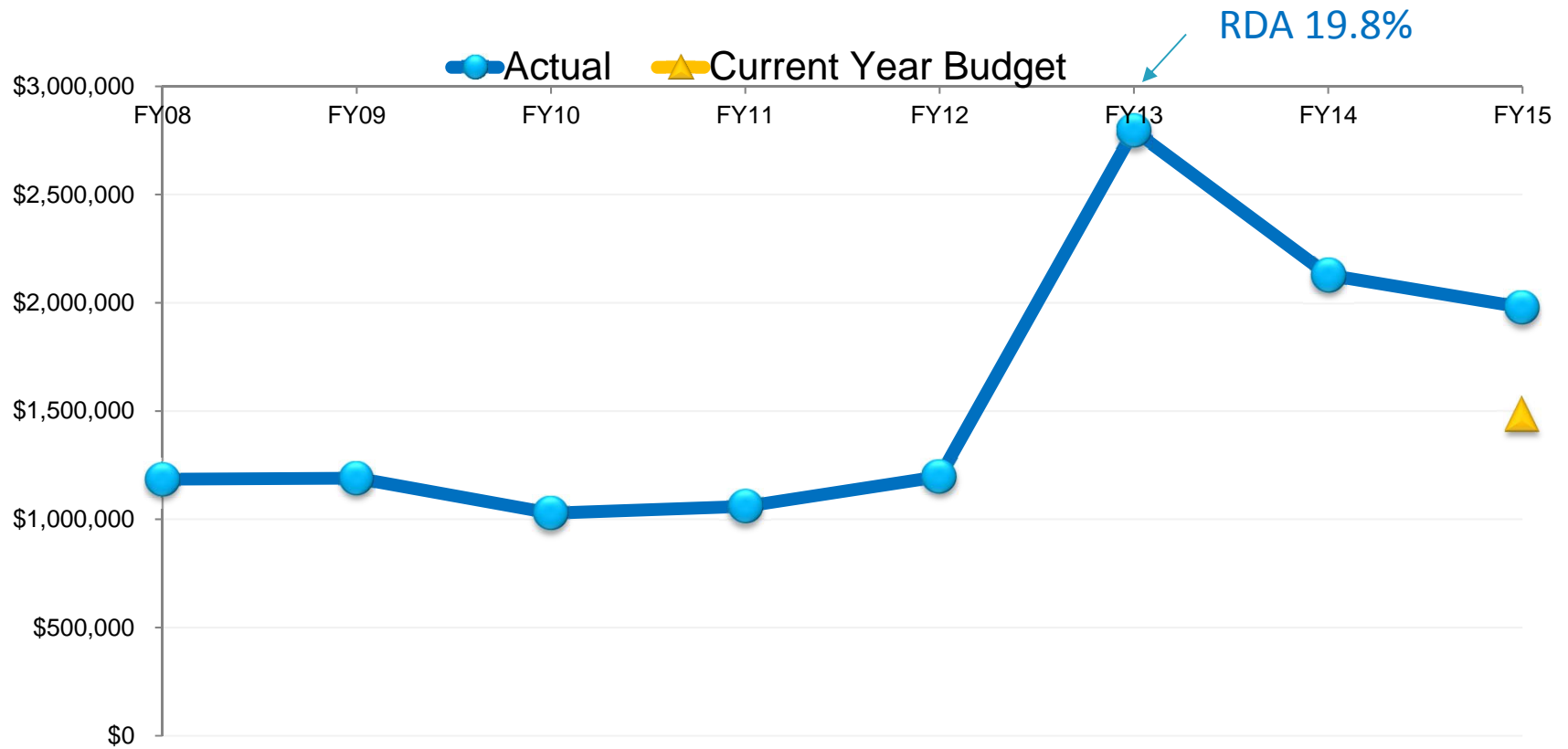




## SALES TAX REVENUE TREND

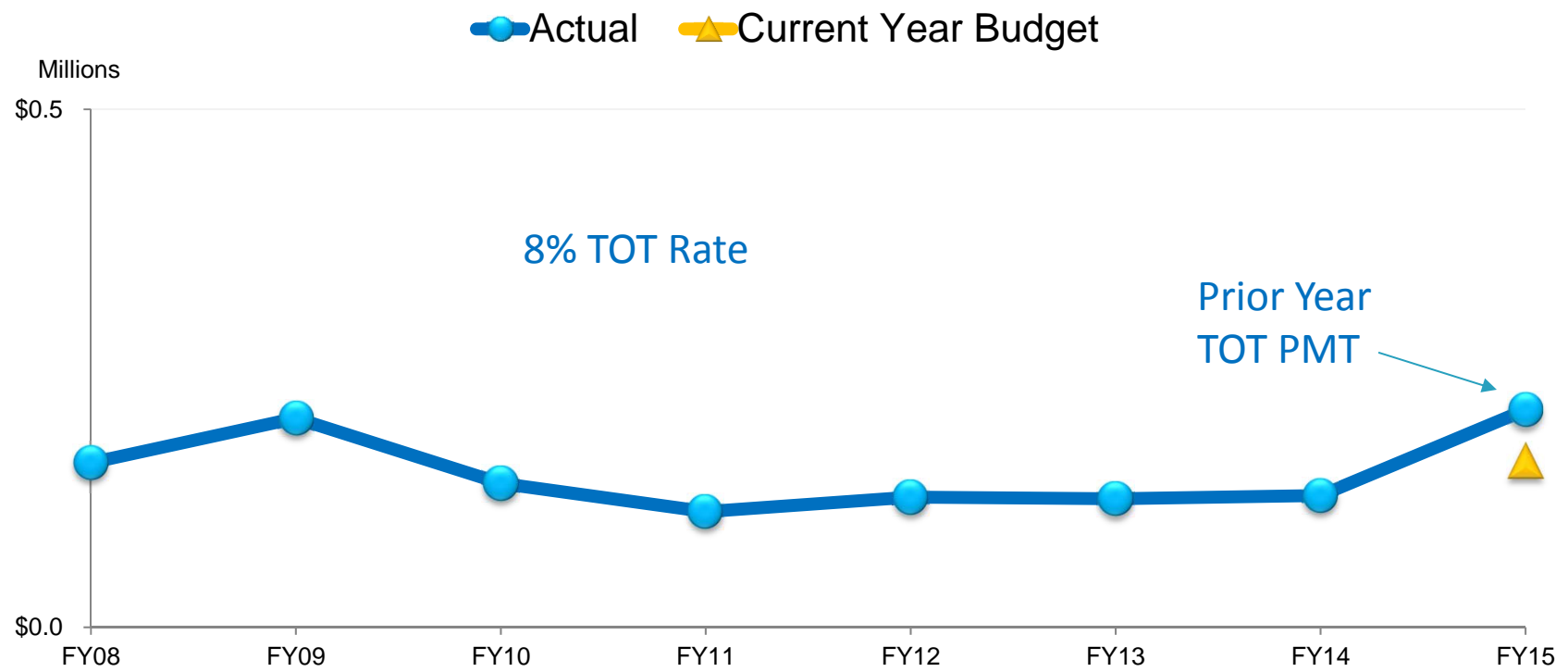


## PROPERTY TAX REVENUE TREND

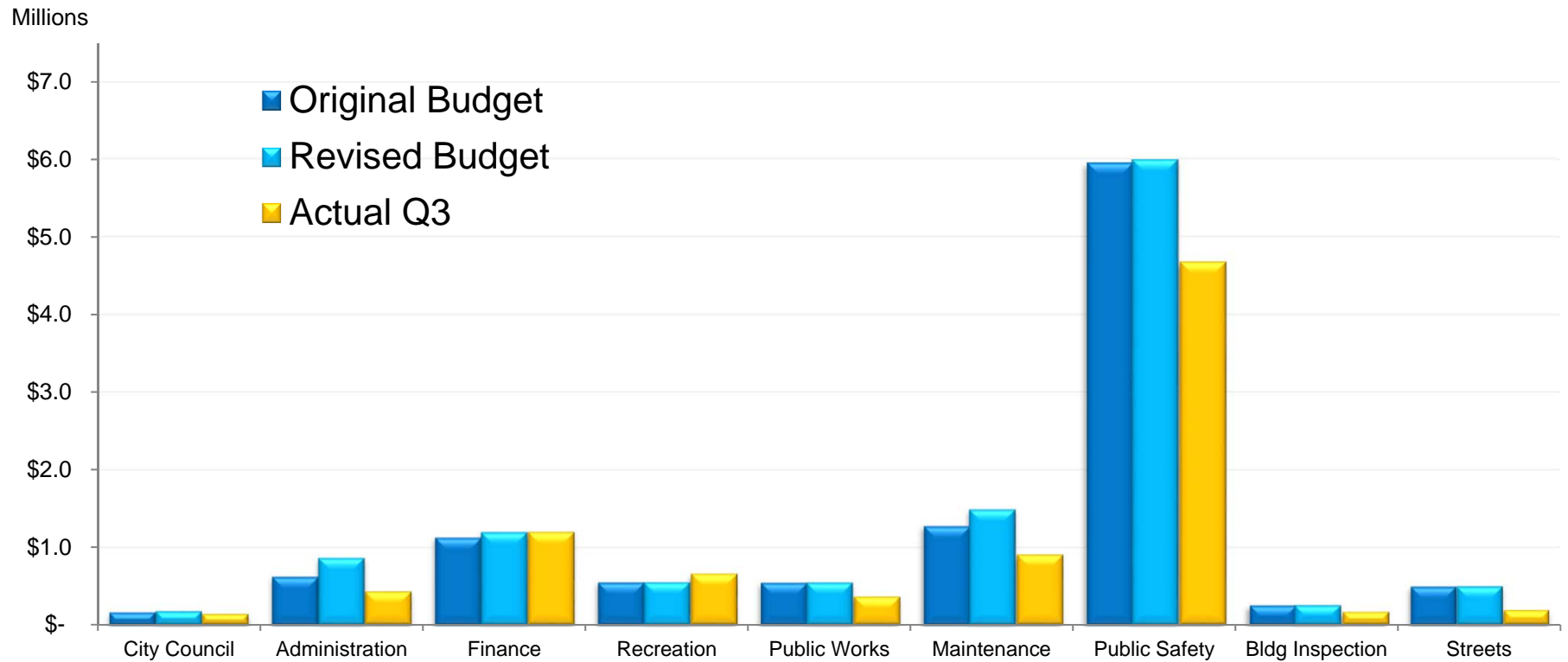




## TOT REVENUE TREND

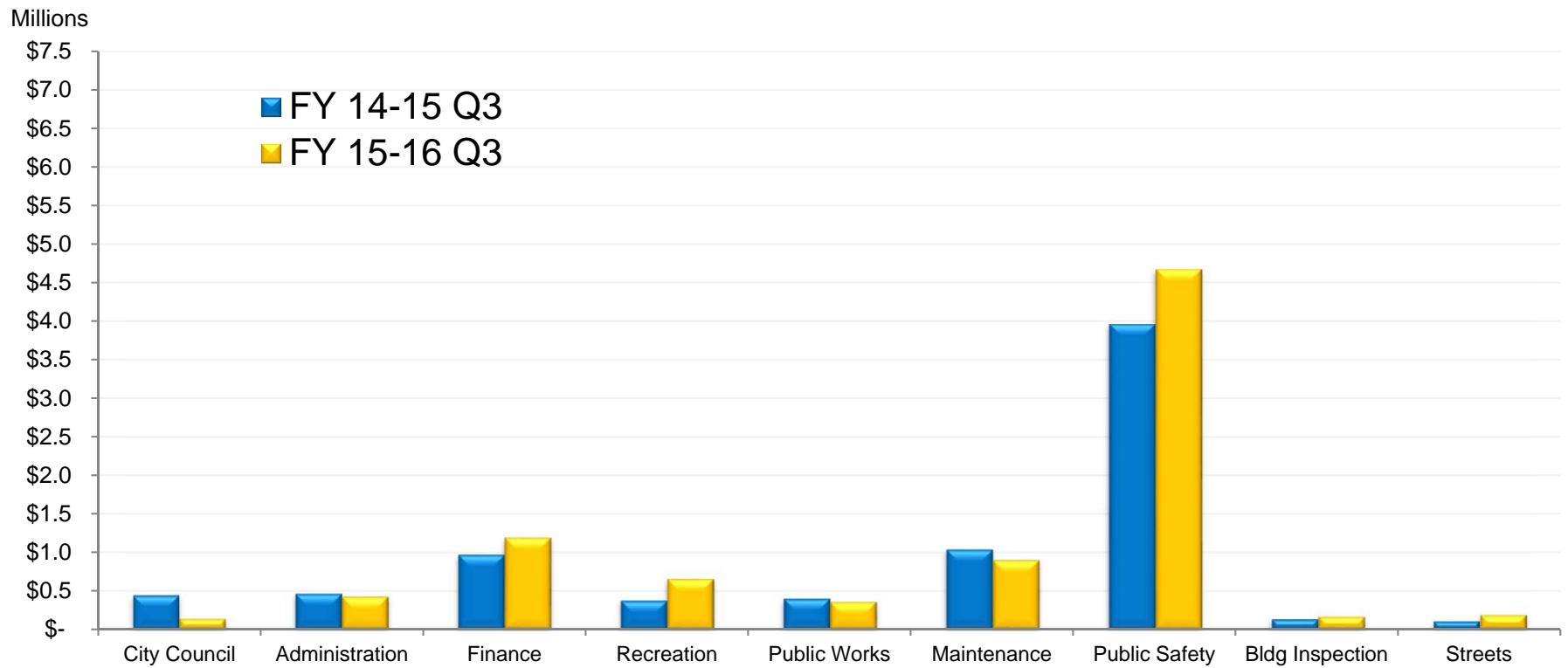


## EXPENDITURE ANALYSIS “BUDGET VS. ACTUAL”





## EXPENDITURE COMPARISON “ACTUAL VS. ACTUAL”



## GENERAL FUND Q3 SUMMARY FY16

- ★ Revenues - \$5,145,139
  - ★ \$19,757 growth over Q3 last year
- ★ Expenditures - \$7,776,224
  - ★ \$276,126 increase over Q3 last year
- ★ Net Operating Revenue - \$5,419
  - ★ Significantly lower than last year



## GENERAL FUND SUMMARY FY 2015-16

**\$10,297,227**

RESERVE FUND TOTAL

**\$0**

UNASSIGNED RESERVE

## FY 2015-16 RESERVE FUND

RESERVE NAME	FY 2014-15 Actual Ending Balance	Adjustments Q1-Q2 FY 2015-16	Adjustment Q3 FY 2015-16	FY 2015-16 Projected Ending Balance
25% Operating Reserve	\$2,500,000	\$0	\$196,500	\$2,303,500
Vehicle Replacement	\$1,500,000	\$385,673	\$0	\$1,114,327
Risk Management	\$600,000	\$200,000	\$0	\$400,000
CalPERS/OPEB	\$600,000	\$200,000	\$0	\$400,000
CIP Project Funding	\$6,079,400	\$0	\$0	\$6,079,400
Unassigned F-Bal	\$20,600	\$20,600	\$0	\$0
<b>TOTAL</b>	<b>\$11,300,000</b>	<b>\$806,273</b>	<b>\$196,500</b>	<b>\$10,297,227</b>



**\$5,419**  
**NOR**

Financial Report – March 31, 2016

# Questions?

Recommendation:  
Adopt Resolution 16-\_\_





# **FISCAL POLICIES**

ACHIEVING LONG-TERM FISCAL SUSTAINABILITY

## GUIDING BUDGETS & FINANCIAL DECISIONS

- With prudent financial management policies, the City will make better decisions that affect current and future economics of the organization and the community.
- Achieving long term fiscal sustainability not just a cliché, but a serious policy objective of management and the City Council.



# GUIDING BUDGETS & FINANCIAL DECISIONS

- Fiscal policies that follow are generally accepted as prudent financial management tools by most City organizations today.
- With the help of the Council Finance Committee, there were seventeen (17) fiscal policies proposed for approval by the full City Council.
- Five of the policies require cash reserves.

## **POLICY #1 - 25% OPERATING RESERVE**

- City will strive to maintain an Operating Reserve equal to 25% of annual “ongoing” expenditures in the General Fund.
- Finance Committee would like to raise this to 35% within 5 years.
- This Operating Reserve will be reconciled and presented in Quarterly Financial Report (QFR) on an actual and budgetary basis.



## POLICY #2 - DEBT FINANCING

- Capital assets with a useful life of 10 years or longer shall be eligible for consideration of funding with debt financing.
- For infrastructure assets with useful lives of 40 to 50 years or longer, debt financing achieves inter-generational equity and avoids burdening existing residents (generations) with infrastructure costs which benefit future generations.

## POLICY #3 – VEHICLE REPLACEMENT FUND

The City shall set aside (in cash) sufficient funds to replace all vehicles and major equipment using these criteria:

1. Original cost.
2. Replacement cost.
3. Assumed inflation rate for asset.
4. Salvage value at replacement.



## POLICY #4 – RISK MANAGEMENT FUND

- Maintain cash reserves for litigation costs, claims payable, and to cover claims costs under the self-insured retention (deductible)
- \$300,000 to \$500,000 depending on claims activity
- Stabilizes the City's budget in the long-term.

## **POLICY #5 – COST ALLOCATION PLAN**

- City shall maintain a direct and indirect cost allocation plan to ensure 100% cost-recovery to the General Fund.
- City spends about \$2.5 million annually in administrative support (general government) staff to ensure the efficient delivery of municipal services.
- The direct and indirect cost allocations from the General Fund to Enterprise and Special Funds shall be based on methodology that is reasonable and provides a nexus between the cost allocation and the benefits received from the other funds.



## POLICY #6 – PENSION STABILIZATION FUND

- Pension and OPEB costs have a current and future cost impact, measured in Present Value terms, which results in charges against the City's balance sheet (Statement of Net Position) on its consolidated government-wide financials.
- Whether the cost is presented for managerial or financial statement presentation purposes, CalPERS and OPEB costs have a “real” cash flow impact.
- This Pension Stabilization Fund serves to smooth out these personnel costs beyond the “smoothing” provided by CalPERS.

## **POLICY #7 – USER FEES COST-RECOVERY**

- City shall adopt a policy of 100% full cost-recovery for all fee-supported services.
- Exception to 100% policy is fee-supported services for youth and senior activities, or other services which the Council deems worthy of “subsidy” with tax dollars.
  - A Parks and Recreation Cost Recovery Policy will be developed in the next 12-18 months.
  - User Fee Study slated in FY 18 CIP



## POLICY #8 – DEVELOPMENT IMPACT FEES

- State Law established Development Impact Fees (DIFs) so that existing residents in a community would not “subsidize” future development by paying for costs caused by “new residents” due to infrastructure and services (mainly public safety) requirements.
- The City shall not subsidize new development unless that development generates retail sales or increased assessed values to recover the cost of any waived DIFs.

## POLICY #9 – CIP PROJECT FUNDING

- The City's 5-Year Community Investment Program (CIP) requires funding from the General Fund to construct infrastructure when grants and Special Funds are not available.
- The General Fund shall set aside \$250,000 annually from "operating" revenues specifically for CIP projects funding.
- This means that other operating costs in the General Fund will be in competition for this \$250,000 CIP funding allocation when Net Operating Revenues are negative.



# POLICY #10 – INVESTMENTS PORTFOLIO

- The City Treasurer shall maintain an investment portfolio that is fully diversified and achieves these prudent person rules:
  1. Safety first
  2. Liquidity must be maintained to pay for CIP project costs
  3. Yield is important, but is “last” in priority when making investments.
- The Investments Portfolio must be presented within 30 days of each quarter ending, with a bank reconciliation proving the balances presented in the Treasurer’s Report.

# POLICY #11 – GRANTS FUNDING

- Grants are NOT always “free” money!
- The City shall apply for (or compete for) grants funding as long as the “matching” funds are available and the value of the grant exceeds the administrative cost burden of the new grant.
- Accounting of grant funds is imperative.
- A grant remains the responsibility of the City from cradle to grave.



# POLICY #12 – INTERNAL CONTROLS

- Fraud happens!
- City must ensure compliance with internal controls and checks & balances are respected 100%.
- This is obvious in Finance, but applies equally to other Departments.
- Through a culture of internal controls awareness, the risks of fraud or embezzlement are greatly reduced.

# POLICY #13 – LEGAL LEVEL BUDGET CONTROL

- The Legal Level of Budgetary Control is the budget “control” the City Council does NOT delegate to staff.
- At the City, the LLOBC is at the Department Level.
- Staff, under approval of the City Manager and Finance Director, may move monies around “within” each Department.
- Funds cannot be moved “between” Departments or Funds.
- Exception: Citywide CIP Fund 247 – the City Manager is authorized to move funds within CIP projects (called Departments in Pentamation).



# POLICY #14 – BUDGET RESOLUTIONS

- A Budget Amendment Resolution shall be attached to every staff report where budget adjustments are requested.
- The Finance Director shall maintain a BA Resolution “template” to make it easy for Departments to simply drop in the budget account numbers, amounts, and explanations.
- The Adopted budget must be “approved” by resolution. Any “amendments” to the budget must also be made by resolution.
- This serves two purposes: (1) Reconciles the adopted vs revised budget for CAFR presentation, and (2) Maintains control of the budget in the Pentamation system to the budget document adopted in June of each year.

# POLICY #15 – BALANCED BUDGETS

- The annual “ongoing” operating costs of the City should only be approved if there is annual “ongoing” revenues to support those expenditures.
- The exception is the use of the 25% Operating Reserve, which is judiciously used to stabilize the peaks and valleys in the economy.
- Note: Raoul Pal, former Global Macro Fund Manager, gave a dark warning for the US stock market and the global economy.
- Another recession may be in the near future. A balanced budget is key to weathering another recession, hopefully not as bad as the Great Recession of FY 2008-09.



# POLICY #16 – QUARTERLY FINANCIAL REPORT

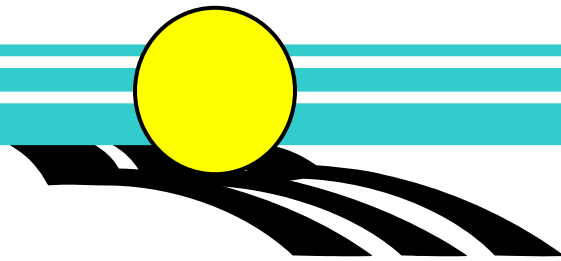
- The Finance Director shall provide a Quarterly Financial Report (QFR) following the format approved for the Q3 QFR for March 31, 2016.
- This QFR management tool will make the Mid-Year Budget simply the Q2 QFR.
- The City budget shall be monitored and amended every three months, making for a more accurate budget over time.
- The QFR will make the FY 2017-18 easier and more accurate than prior years.

## **POLICY #17 – 5-YEAR FINANCIAL FORECAST**

- The Preliminary Budget for FY 2016-17 includes a simplified version of a 5-Year Financial Forecast (excluding narrative) as part of the budget.
- Ensures the City is not headed for a fiscal cliff.

# QUESTIONS?





**LEMOORE**  
CALIFORNIA

JOINT LEMOORE CITY COUNCIL /  
★ LEMOORE REDEVELOPMENT  
SUCCESSOR AGENCY  
COUNCIL CHAMBER  
429 C STREET  
May 17, 2016

## **AGENDA**

***Please silence all electronic devices as a courtesy to those in attendance. Thank you.***

### **5:30 pm STUDY SESSION**

#### **PUBLIC COMMENT**

This time is reserved for members of the audience to address the City Council/Agency Board on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Council/Agency Board. It is recommended that speakers limit their comments to between 3 to 5 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Council/Agency Board on items on the Agenda should notify the Mayor/Chairman when that Agenda item is called. The Council/Agency Board is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council/Agency Board does not respond to public comment at this time. Speakers are asked to please use the microphone, and provide their name and address. Prior to addressing the Council/Agency Board, any handouts to be provided to City Clerk/Board Clerk who will distribute to Council/Agency Board and appropriate staff.

- SS-1 Golf Course – Rear Yard Residential Access Gates Cut into Wrought Iron Fences (Holwell)**
- SS-2 The CrisCom Company – Economic Development Update (Welsh)**
- SS-3 Consolidated Regional Dispatch (Smith)**
- SS-4 Sidewalk Liability and Repair (Van Bindsbergen)**

#### **CLOSED SESSION**

This time has been set aside for the City Council to meet in a closed session to discuss matters pursuant to Government Code Section 54956.9(d) (4). Based on the advice of the City Attorney, discussion in open session concerning these matters would prejudice the position of the City in this litigation. The Mayor will give an additional oral report regarding the Closed Session at the beginning of the next regular City Council meeting.

- 1. Conference with Legal Counsel – Anticipated Litigation  
Government Code Section 54956.9  
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of  
Subdivision (d) of Section 54956.9  
One Case**

***Please silence all electronic devices as a courtesy to those in attendance. Thank you.***

## **7:30 pm REGULAR SESSION**

- a. CALL TO ORDER**
- b. PLEDGE OF ALLEGIANCE**
- c. INVOCATION**
- d. CLOSED SESSION REPORT(S)**
- e. AGENDA APPROVAL, ADDITIONS, AND/OR DELETIONS**

## **PUBLIC COMMENT**

This time is reserved for members of the audience to address the City Council/Agency Board on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Council/Agency Board. It is recommended that speakers limit their comments to between 3 to 5 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Council/Agency Board on items on the Agenda should notify the Mayor/Chairman when that Agenda item is called. The Council/Agency Board is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council/Agency Board does not respond to public comment at this time. Speakers are asked to please use the microphone, and provide their name. Prior to addressing the Council/Agency Board, any handouts to be provided to City Clerk/Board Clerk who will distribute to Council/Agency Board and appropriate staff.

## **DEPARTMENT AND CITY MANAGER REPORTS – Section 1**

### **1-1 Department & City Manager Reports**

*Items denoted with a ★ are Redevelopment Successor Agency items and will be acted upon by the Redevelopment Successor Agency Board. Agendas for all City Council/Redevelopment Successor Agency meetings are posted at least 72 hours prior to the meeting at the City Hall, 119 Fox St., Written communications from the public for the agenda must be received by Administrative Services no less than seven (7) days prior to the meeting date. The City of Lemoore complies with the Americans with Disabilities Act (ADA of 1990). The Council Chamber is accessible to the physically disabled. If you need special assistance, please call (559) 924-6705, at least 4 days prior to the meeting.*

*All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Regular Agenda at the request of any member of the City Council or any person in the audience.*

## **CONSENT CALENDAR – Section 2**

Items considered routine in nature are placed on the Consent Calendar. They will all be considered and voted upon in one vote as one item unless a Council member requests individual consideration. A Council member's vote in favor of the Consent Calendar is considered and recorded as a separate affirmative vote in favor of each action listed. Motions in favor of adoption of the Consent Calendar are deemed to include a motion to waive a reading of any ordinance or resolution on the Consent Calendar.

- 2-1 Approval – Minutes – Regular Meeting – May 3, 2016**
- 2-2 Approval – Agreement with Keenan and Associates for Employee Health Insurance and Benefit Broker Services**
- 2-3 Approval – Budget Amendment – Community Investment Program Project No. 9100 for Recreation Sign**
- 2-4 Approval – Retention of Fire Engine 2 for Parade and Event Purposes**
- 2-5 Approval – Resolution 2016-11 Related to Council Position on State and Federal Water Policies**

### CEREMONIAL / PRESENTATIONS – Section 3

- 3-1 Recognition of Explorer Post 1097 for Competition (Smith)
- 3-2 Lemoore Naval Air Station Presentation by Captain Ashliman (Welsh)

### PUBLIC HEARINGS – Section 4

No Public Hearings

### NEW BUSINESS – Section 5

- 5-1 Report and Recommendation – Quarterly Financial Report for Quarter Ending March 31, 2016 – Resolution 2016-12 (Herrera)
- 5-2 Report and Recommendation – Budget and Fiscal Policies (Herrera)
- 5-3 Report and Recommendation – Ordinance 2016-05 Amending Chapter 8 of Title 1 of the Lemoore Municipal Code and Adding Article A to Provide Revised Bidding Procedures for Purchases of Supplies, Equipment, & Vehicles and Adding Article B to Provide Informal Bidding Procedures under the Uniform Public Construction Cost Accounting Act (UPCCAA); and Resolution 2016-13 Adopting UPCCAA (Van Bindsbergen)

### CITY COUNCIL REPORTS AND REQUESTS – Section 6

- 6-1 City Council Reports / Requests

### ADJOURNMENT

*NOTICE: Pursuant to Government Code §54954.3(a), public comments may be directed to the legislative body concerning any item contained on the agenda for this meeting before or during consideration of the item. Those wishing to address Council on an item shall be limited to between 3-5 minutes and if a large group, the Mayor may request that individuals provide only new information not presented by another person.*

*Any writing or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter at City Hall located at 119 Fox Street, Lemoore, CA during normal business hours. In addition, most documents will be posted on the City's website at [www.lemoore.com](http://www.lemoore.com).*

#### Tentative Future Agenda Items

##### June 7<sup>th</sup>

SS – LLMD/PFMD Report (Olson)  
SS – City Budget (Herrera)  
CC – Issuance of Prop 218 Notice (Olson)  
CC – Acceptance of Offer of Dedication for Tract 791 (Olson)  
NB – Intent to Levy LLMD/PFMD – Reso (Olson)

##### June 21<sup>st</sup>

PH – Adoption of City Budget (Herrera)

##### July 5<sup>th</sup>

PH – Water Rate Hearing (Olson)  
PH – Levy of LLMD/PFMD – Reso (Olson)

##### July 19<sup>th</sup> – CANCELLED

##### August 2<sup>nd</sup> – CANCELLED

##### Date to be Determined

SS – Transient Occupancy Tax (Welsh)  
SS – Commissions & Boards Policies (Venegas)  
CC – Volunteers & Liability – Resolution (Venegas)  
CC – Delinquent Utility Billing Penalties (Finance)  
CC – Senior Center Thanksgiving Dinner (Olson)  
CC – Armored Transport (Finance)  
CC – Relinquishment of Water Fund Planning Loan (Finance)  
CC – New Collection Co. for Delinquent Utility Billing Accts (Finance)



## **PUBLIC NOTIFICATION**

I, Mary J. Venegas, City Clerk for the City of Lemoore, declare under penalty of perjury that I posted the above City Council / Redevelopment Successor Agency Agenda for the meeting of May 17, 2016 at City Hall, 119 Fox Street, Lemoore, CA on May 11, 2016.

\_\_\_\_\_  
//s//

Mary J. Venegas  
City Clerk

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



## Planning Services

711 W. Cinnamon Drive  
Lemoore, CA 93245  
Phone (559) 924-6740  
Fax (559) 924-6708

# Staff Report

ITEM NO. SS-1

**To:** Lemoore City Council  
**From:** Judy Holwell, Interim Planning Director  
**Date:** May 6, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Golf Course – Rear Yard Residential Access Gates Cut into Wrought Iron Fence

---

### **Proposed Motion:**

For discussion and direction only.

### **Subject/Discussion:**

In 1992, Declaration of Covenants, Conditions and Restrictions Parcel Map 9204 City of Lemoore (CC&Rs) was recorded. The document specifically restricts access to the golf course as follows:

“Access Restriction: No lot or property located on or within parcels 1, 2, or 3 shall have direct access to the remainder parcel, which remainder parcel shall be operated and maintained as a public golf course. All lots abutting, adjoining or otherwise contiguous to the remainder parcel shall be improved with fencings which is constructed and designed so as to prevent access to or from the remainder parcel. All access to the remainder parcel will be from publicly owned streets.”

The term of the CC&Rs run with the land for a period of 40 years and automatically extends every 10 years thereafter. However, the covenants may be amended when an instrument in writing, signed by a majority of the property owners, including the owner of the remainder parcel, has been signed and recorded. Additionally, each golf course subdivision has its own set of covenants, conditions and restrictions, which include the restrictions set forth in Parcel Map 9204.

Last year (spring of 2015), a resident brought to Council’s attention that several of the residential units with rear yards abutting the golf course have access gates, which provide access to the golf course. As a result of the public comment, staff placed door hangers on residential properties in early 2016 that had access to the Golf Course through their private property notifying the property owner to permanently secure and restrict private access to the golf course.

On April 26, 2016 staff met with Mrs. Martha Farrar and Mrs. Lisa O’Daniel, residents of County Club Villas to discuss the residential access gates and options that may be

available to retain the gates. Some of the gates were installed by the original developer and other gates have been installed by the property owners.

Due to resident's requests, which is different than prior City Council direction, staff is bringing this agenda item forth for further discussion and to allow property owners to discuss the issue with the City Council.

**Financial Consideration(s):**

There is no direct cost to the City, unless the City decides to secure the gates should the homeowner refuse to do so. The cost to permanently secure the gates would result in a lien on the property.

**Alternatives or Pros/Cons:**

**Pros:**

- Residential units abutting the golf course may access the golf course through their own private gate to clear trash, weeds, and debris that collects on the outside of their wrought iron fence.

**Cons:**

- Residents have direct access to golf course from their own backyard.

**Alternatives:**

A majority of the property owners may submit a written request to amend the CC&Rs. Options include:

1. Council could direct staff to take the lead on obtaining signatures and amending the CC&Rs if majority of property owners want gates to be permitted. The cost to the City would include several hours of staff time to collect signatures, prepare amendment, hold Public Hearing, and record document.
2. Council could recommend that residents obtain a majority of signatures and submit written request to City to amend CC&Rs. There would be no cost to City for staff time associated with signature collection. (A deadline should be established so that in the event not enough signatures are obtained, the Home Owners Association would be responsible to make sure all gates are removed by a date certain following said deadline.)
3. Council could recommend posting no trespassing signs on golf course.

**Commission/Board Recommendation:**

Not Applicable.

**Staff Recommendation:**

It is recommended that Council discuss this item and direct staff accordingly.

**Attachments:**

- ☐ Resolution
- ☐ Ordinance
- ☐ Map
- ☒ Other Covenants, Cond & Restrictions

**Review:**

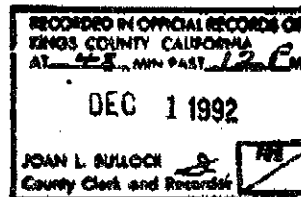
- ☐ Finance
- ☒ City Attorney 5/10/16
- ☒ City Manager 5/09/16
- ☒ City Clerk 5/10/16

**Date:**



9222898

RECORDING REQUESTED BY:  
 City of Lemoore  
 WHEN RECORDED RETURN TO:  
 City of Lemoore  
 119 Fox Street  
 Lemoore, CA 93245



DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS  
 PARCEL MAP 9204  
 CITY OF LEMOORE

WHEREAS the City of Lemoore, being the record owner of the following described property:

a 65.37 acre portion of assessor's parcel no. 24-052-58, located southwest of the intersection of Iona Avenue and Eighteenth Avenue in the City of Lemoore and comprised of parcels 1, 2, and 3 and a remainder parcel of parcel map no. 9204.

WHEREAS the owner desires to hold and maintain the said property, to the extent it is subdivided and thereafter developed for residential uses, as a desirable residential neighborhood and for the benefit of the said owner and its successors and assigns, declares that all deeds, conveyances, encumbrances and written instruments of whatsoever kind and character, all and singular, hereinafter made or executed affecting the title to or right to occupy said lands and premises shall be subject to the following limitations and restrictions:

1. TERM. These covenants shall run with the land and shall be binding upon the owner and all parties and persons claiming under it for a period of forty years from the date hereof, after which the said covenants shall be automatically extended for successive periods of ten years; however, these covenants may be amended from time to time when an instrument in writing, signed by a majority of the owners of said properties, including the owner of the remainder parcel, has been signed and recorded, setting forth the change in said covenants.

2. ACCESS RESTRICTION. No lot or property located on or within parcels 1, 2, or 3 shall have direct access to the remainder parcel, which remainder parcel shall be operated and maintained as a public golf course. All lots abutting, adjoining or otherwise contiguous to the remainder parcel shall be improved with fencing which is constructed and designed so as to prevent access to or

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from the remainder parcel. All access to the remainder parcel will be from publicly owned streets.

3. CLEAR STRIP. All lots or properties lying within parcels 1, 2, or 3 shall be developed and improved so as to maintain a minimum clear strip of twenty feet in width adjacent to or abutting the length of the remainder parcel. No permanent structures, improvements or buildings of any kind shall be constructed, placed or located within the said clear strip and no vehicles of any type, including but not limited to recreational vehicles, boats, motorcycles or automobiles, shall be stored or parked within the said clear strip. Any temporary structure located within the clear strip shall not exceed one hundred square feet in size.

4. RESTRICTION ON FENCING DESIGN AND MATERIALS. All fencing and fencing materials erected on or near the property line separating the remainder parcel from parcels, 1, 2, or 3 shall be approved by the City of Lemoore Community Development Director and shall be designed in a way to compliment and enhance the open space nature of the golf course. Solid fences, wood fences and chain link fences will not be permitted. Fence designs may incorporate pilasters or posts and a solid base of no more than eighteen inches above adjacent grade. Preferred fencing materials include wrought iron (for open portions of the fence) and stone, decorative masonry or stucco (for solid portions of the fence).

5. AIRSPACE EASEMENT. The owner hereby reserves an easement, as hereinafter described, in the entire airspace over, above, and upon parcels 1, 2, and 3 of said parcel map, including any structures to be built thereon. The easement hereby reserved is appurtenant to and intended to benefit the designated remainder parcel. The said easement shall and may be used and is intended for the following purposes: the flight of golf balls through the air over said parcels, the entry of golf balls upon and/or across said parcels, and on or over any improvements constructed or to be constructed thereon, all as an incident to the normal and customary use of the remainder parcel as a municipal golf course. Any golf balls entering upon and occupying said parcels shall become the property of the owners of the respective parcels. Nothing herein is intended nor shall be construed to permit entry upon said parcels by any person using the remainder parcel, including but not limited to for purposes of retrieval of golf balls. This easement shall not be construed nor intended as a limitation on the construction of improvements on said parcels.

6. NUISANCES. No noxious, loud or offensive activity shall be carried on upon any lot or parcel nor shall anything be done thereon which may become or is an annoyance or nuisance to the neighborhood.

7. ENFORCEMENT. The owner of any parcel or lot within parcels 1, 2, or 3, or the owner of the remainder parcel, may

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enforce a violation or threatened violation of these declarations and restrictions by a proceeding at law or equity and may recover damages or obtain such court orders as may be necessary to carry out the purposes and intent of these declarations and restrictions.

8. SEVERABILITY. Invalidation of any one of these covenants by judgment or court order shall in no way affect the other provisions, which shall remain in full force and effect.

DATED: 11-18-92

OWNER:  
CITY OF LEMOORE,  
a municipal corporation

By *Allen Goodman*  
Allen Goodman  
City Manager

PUBLIC AGENCY ACKNOWLEDGMENT

STATE OF CALIFORNIA }  
COUNTY OF KINGS } ss.  
CITY OF LEMOORE }

On this 18th day of November, 1992 before me, Helen M. Murray, City Clerk, personally appeared Allen L. Goodman, known to me (or proved to me on the basis of satisfactory evidence) to be the person who executed this instrument as the City Manager of the City of Lemoore and acknowledged to me that the City of Lemoore executed it.

*Helen M. Murray*  
Helen M. Murray City Clerk



END OF DOCUMENT



**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Office of the  
City Manager**

119 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6700  
Fax (559) 924-9003

## Staff Report

ITEM NO. SS-2

**To:** Lemoore City Council  
**From:** Andi Welsh, City Manager  
**Date:** May 9, 2016  
**Subject:** The CrisCom Company – Economic Development Update

**Meeting Date:** May 17, 2016

**Proposed Motion:**

None. Presentation by CrisCom is for informational purposes only.

**Subject/Discussion:**

The City has contracted with The Criscom Company (CrisCom) since October 2014 for business development and attraction. Charles (Chuck) Jelloian, President and CEO of the firm, will be in attendance for the study session to provide Council with an update on current economic development activities.

**Financial Consideration(s):**

\$42,000 (\$3,500/month) was approved for The CrisCom Company in the Fiscal Year 2016 Budget.

**Alternatives or Pros/Cons:**

**Pros:**

- Provides an opportunity for the City Council to receive an update on current economic development efforts.

**Cons:**

- Due to the sensitive nature of economic development, the presentation may not include specific details.

**Commission/Board Recommendation:**

Not Applicable.

**Staff Recommendation:**

Presentation and discussion item only. No staff recommendation.

**Attachments:**

- ☐ Resolution
- ☐ Ordinance
- ☐ Map
- ☐ Other \_\_\_\_\_

**Review:**

- ☐ Finance
- ☒ City Attorney 5/10/16
- ☒ City Manager 5/09/16
- ☒ City Clerk 5/11/16

**Date:**

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Police  
Department**

657 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-9574  
Fax (559) 924-3116

## **Staff Report**

**ITEM NO.** SS-3

**To:** Lemoore City Council  
**From:** Darrell Smith, Chief of Police  
**Date:** May 2, 2016  
**Subject:** Consolidated Regional Dispatch

**Meeting Date:** May 17, 2016

**Proposed Motion:**

Information, discussion and direction only.

**Subject/Discussion:**

Across the country, public safety jurisdictions have considered consolidating services in order to realize greater efficiency and cost effectiveness, economies of scale, and in the case of emergency dispatch, to provide a higher level of inter-agency coordination and service. As a result of regionalization, participating agencies often expect better service in terms of faster response times and fewer errors due to standardized call handling and dispatch protocols. Consolidation contributes to improved service levels through enhanced coordination and interoperability, better training and certification opportunities for dispatchers, and improved and consistent communications equipment and technology.

In 2015, the County of Kings and the Cities of Hanford, Lemoore, and Corcoran retained a consulting firm to determine if a regional consolidation of dispatch services for law and fire agencies in Kings County would enhance and improve efficiencies for the participating entities. The report also included a staffing study to determine the optimal staffing level of a potential consolidated/regional Emergency Communications/9-1-1 Center to serve the public safety agencies operating in the County of Kings. For the purposes of this study, "feasibility" is defined as legally implementable, technologically and financially viable (less than or equal to existing costs), and would provide service that is equal to or better than current levels. The feasibility was analyzed collectively, not on a community-by-community basis. The group also looked at interoperability issues relative to its impact on the feasibility of consolidating or regionalizing dispatch functions of the participating entities.

Based on a review of calls for service for all participating entities, analysis of current and estimated costs, and an assessment of the impact of a new facility, new equipment and technology, staffing levels needed for a consolidated dispatch approach, and budgetary considerations, the outcomes of the study are as follows.

- The staffing analysis showed that a consolidated dispatch could reduce the number of dispatcher full-time equivalents (FTEs) from 44 to 28 Countywide.
- Capital costs would be reduced and evenly distributed from year to year for large items. Instead of the duplicate purchase of expensive equipment by several communities, the cost of large capital purchases would be distributed over a larger base of beneficiaries.
- Centralization will reduce the physical blueprint of dispatch operations which in turn should reduce operating costs such as utilities and maintenance.
- Given the proposed investment in high quality equipment, facilities, and staff, the level and quality of service provided by a consolidated dispatch center should exceed those currently being supplied.
- Dispatching operations, as they are centralized, benefit from economies of scale that make scheduling easier and generally result in lower cost per call dispatched.
- Consolidation of services would reduce the duplication of services and redundant capital projects. This in turn would free up money to maintain and replace capital items as their useful lives expire.
- Constructing a new facility in Lemoore would free up the current County dispatch facility to be used as a fully functional back-up site, and provide a fully operational Emergency Operations Center.

At this time, the Cities of Lemoore (police and fire departments) and Avenal and Kings County Sheriff and Fire Department are interested in forming a regional dispatch partnership.

While feasibility will ultimately be determined at the individual community level, this study shows that consolidation of the five participating entities is feasible. Great emphasis must be placed on the long-term costs of capital and the ability of the participating entities to share in this cost. Although the City of Lemoore would be responsible for the costs associated with the initial construction of the dispatch facility, this will provide future opportunities for the generation of revenue, once the initial costs are paid off. Annual facilities user agreement payments will generate \$81,000 per year towards the costs of the facility.

Capital costs associated with the facility are estimated below.

• Land Acquisition	\$ (105,000) (Lemoore)
• Plans	\$ 296,100
• Construction	\$3,116,400
• Furnishings/equipment	\$ 375,100
• Communications Tower	\$ 560,300
• Technology Equipment	\$ 778,200
• Utility Company Fees	\$ 103,800
• Computer-Aided Dispatch	\$ 518,800 (Allowance)
• <u>Other/contingency 15%</u>	<u>\$ 467,500 (Construction Total)</u>
<b>TOTAL</b>	<b>\$6,216,200</b>



### **Current Dispatch Expenditures**

<u>Entity</u>	<u>Costs</u>	<u>Revenues</u>	<u>Total General Fund</u>
Avenal	\$ 113,900	0	\$113,900
Lemoore	\$ 420,000	0	\$420,000
Kings County	\$1,326,442	\$296,783	\$1,020,659
<b>Totals</b>	<b>\$1,860,342</b>	<b>\$296,783</b>	<b>\$1,554,559</b>

### **Regional Dispatch Expenditures Proposed**

<u>Entity</u>	<u>Costs</u>	<u>Revenues</u>	<u>Total General Fund</u>
Avenal	\$ 156,642	\$ 28,892	\$ 127,750
Lemoore	\$ 466,644	\$ 57,784	\$ 408,869
Kings County	\$1,047,462	\$ 57,784	\$ 989,678
<b>Totals</b>	<b>\$1,670,748</b>	<b>\$144,460</b>	<b><u>\$1,526,297</u></b>

**Contingency** **\$ (100,000)**  
**Totals** **\$1,426,297**

Collectively, the Kings County Dispatch facility employs 15 dispatchers who provide law and fire services for the City of Avenal, Kings County Sheriff's Office, and Kings County Fire Department. Additionally, the County also provides services for the multi-jurisdictional Gang and Narcotic Task Forces. The City of Lemoore contracts with the City of Hanford for police and fire dispatch services.

Under the regional approach, the group considered and looked at two schools of thought regarding the division of operational costs: population-based and call-based. The proposal is based on a call-based model, which is currently the industry standard for best practices. Under the proposed call-based model, each participating entity would pay \$8.959 per call.

Under the proposed consolidation efforts, the Regional Dispatch Center would serve the participating entities as described above, for a total of 19 FTEs.

The purpose of the study was to assess whether the level of service (quality and quantity) provided by a consolidated dispatch center would meet or exceed the existing dispatch services. Members of the group used the staffing study to determine minimum staffing levels required and all agreed that increased staffing levels that take into consideration the shift ratio to relief factors will enhance services overall. Overtime will be minimized under this model, thus leading to improved morale and increased productivity, and more importantly employee satisfaction and retention.

The concept of quality is based primarily on the ability of callers to obtain the services required, and the ability of dispatchers to communicate with the caller, law, fire, and Emergency Medical Services (EMS). With regard to quantity, it is assumed that a consolidated dispatch center offering wages at the higher end of the range would attract the highest caliber of employee. High quality employees, combined with state of the art facilities, advanced technologies and equipment, and investment in employee training, should lead to an increase in productivity.

*"In God We Trust"*

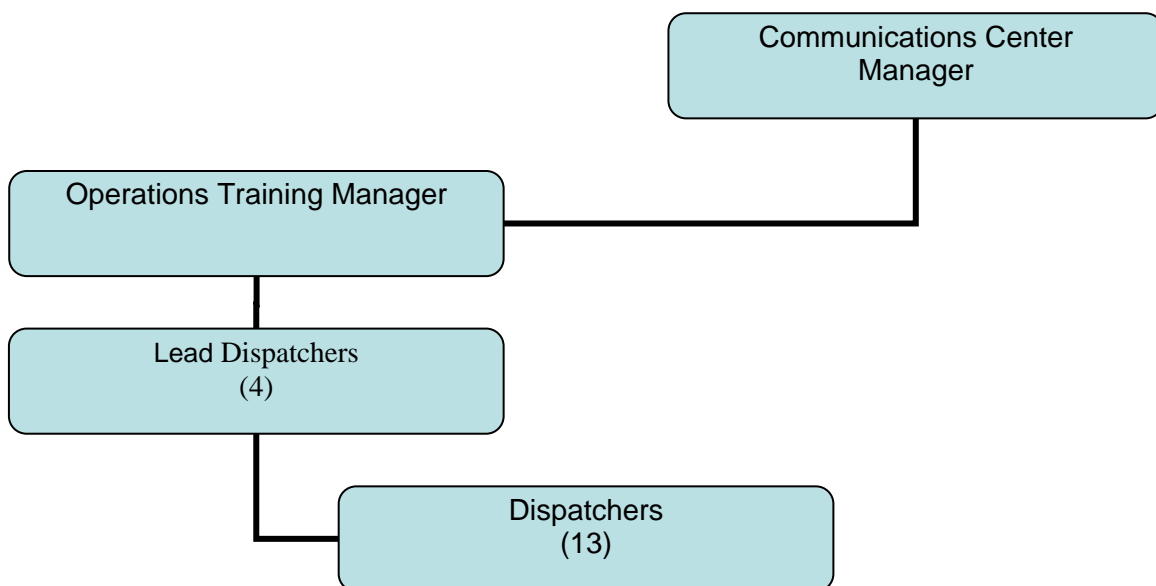
Staffing levels can be developed and driven by calls for service during peak times of the day, versus stagnant start and end times that currently exist. This will enhance service and maximize resources. Adequate staffing levels and proper training will help ensure calls are handled within a reasonable time and appropriate public safety personnel are dispatched quickly and to the correct location.

## **Governance, Leadership and Structure**

The Regional Dispatch Center proposed will be an independent tax-exempt entity created through a joint powers agreement (JPA). The dispatch center will be governed by a five-member board of authority made up of representatives from each of the participating entities. The board includes the Kings County Sheriff, Kings County Fire Chief, Avenal Police Chief, Lemoore Police Chief, and the Lemoore Volunteer Fire Chief.

Reporting directly to the board of the authority is the Communications Center Manager. The members of the dispatch center's board of authority are responsible for reporting to their own authority boards and councils within their own communities. Having the Communications Center Manager report directly to the dispatch center's board of authority provides benefits of this reporting responsibility which allows for more efficient improvements to the center. For example, the Communications Center Manager is insulated from the lengthy political process that would inevitably ensue were they be forced to approach the individual governments for each request.

Beneath the Communications Center Manager in the chain of command is the Operations Training Manager (mid-level management). Reporting directly to the Operations Training Manager are the four Lead Dispatchers (supervisory level). Reporting directly to the Lead Dispatcher positions are the thirteen dispatcher positions.



**Proposed Organizational Chart**

Unlike County or City operated communications centers, the Regional Dispatch Center will be responsible for most of its own administrative functions. For example, IT services may be outsourced to the Kings County IT Department. Human Resources services may be outsourced to one of the participating entities, or outsourced to a third party.

Construction of the Regional Dispatch Center is estimated to take 9-12 months to complete.

**Budget Impact:**

Budget impacts to the City of Lemoore will be determined by the direction from Council on which course of action will best serve public safety needs, with a strong emphasis on what is best for the community at large.

Moving forward with a regional approach involves significant capital and start-up costs however, it provides opportunities that address future growth needs of the police department, revenue generating opportunities, and future capital equity for the proposed facilities.

According to an April 2015 report from international property and construction consultants Rider Levett Bucknall (RLB) show that construction costs are on the rise in the United States, as the construction industry itself has diminished in size since the recession that began in 2008. The report's research shows a 5.5 percent increase in the national average in construction costs for 2015. Some areas are higher than others; however, by using the national average, the consolidated dispatch project would cost an additional \$330,000 for each year the project is extended. Over a ten-year period of time this equates to \$3.3 million more to build the facility in the year 2027.

**Financial Consideration(s):**

**City of Lemoore options**

As stated in the report, Lemoore currently contracts with the City of Hanford for police and fire dispatch services. Lemoore pays approximately \$420,000 annually, based on an agreement from October 2009. At that time, Lemoore had the intent of building its own dispatch center within two years of entering into the agreement.

In February 2014, with the changes in Police Department leadership, the City of Lemoore began to explore the potential of constructing a dispatch facility and to determine the overall costs associated with the building, staffing, and on-going supplies and services costs. Results of the study determined that capital costs would be estimated at \$2.1 million, and on-going operational and staffing costs would be estimated to be in the range of \$750,000 annually.

- **Build facility for Lemoore Police and Fire:** For each staff position that a municipality wants to fill for a 24-hour per day, seven days per week (24/7) shift, it will need to hire approximately five full-time equivalents (FTEs). In order to maintain two dispatchers on-duty 24/7 under this standard, Lemoore would have to hire 10 dispatcher positions. Under this formula, the City would increase annual costs from \$420,000 to \$750,000 for a total increase to the general fund of \$330,000.



- **Continue to contract with the City of Hanford:** As stated in the report, Lemoore currently contracts with the City of Hanford for police and fire dispatching services. Lemoore currently pays approximately \$420,000 annually.
- **Move forward with consolidation of services:** In order to move forward with consolidation of dispatch services with the participating agencies, the following measures would have to be initiated:
  - Terminate the contract for services with the City of Hanford by providing a 90-day notice per the agreement.
  - Enter into a contractual agreement with Kings County for dispatch services, to include the transition to Spillman Computer Aided Dispatch (currently the City uses RMS Computer Aided Dispatch). (Estimated annual maintenance cost is \$160,000).
  - Temporarily re-route all 911 calls within the Lemoore jurisdiction from Hanford to Kings County Dispatch.
  - Develop an implementation plan including any hardware/software costs relating to Spillman CAD/RMS. This plan will include any costs associated with user license agreements, training, and installation.
  - Finalize the budget for the consolidated center to include all identified costs, and costs yet not identified.
  - Draft a Joint Powers Agreement and once agreed upon by all parties, submit to Councils and Board of Supervisors for final approval.
  - Identify capital funding source for construction costs.
  - Enter into an agreement with an architectural firm for final design specs and blueprints.

With the future expansion of Lemoore Naval Air Station and the additional service members and civilians that will move to the area, Lemoore, and neighboring cities should experience population growth. The additional population growth will have an impact on services in areas such as police and fire services.

### **Alternatives or Pros/Cons:**

#### **Pros:**

- Regionalization is a more cost effective approach and improves information sharing.
- Eliminates duplication of services.
- Opportunities to purchase new technology may be more economically pursued when entities pool their financial resources.
- Provides an ability to communicate directly with the neighboring entities during large-scale incidents.
- Provides a more efficient delivery system when an emergency service is requested.
- Under a JPA approach, control of the dispatch center is equally distributed amongst all participating entities.

#### **Cons:**

- Minimal personal contact between the Officers and Dispatchers.
- Loss of sole control over the dispatch center by agency department heads.
- Loss of geographical knowledge.
- Lack of trust in the voice on the radio by the law and fire personnel.

**Commission/Board Recommendation:**

Not Applicable.

**Staff Recommendation:**

This agenda item provides the City Council with the opportunity to learn more about the Regional Consolidated Dispatch Study and the potential impacts to the City of Lemoore. Staff is looking for direction to continue pursuit of the development of a regional dispatch facility, to be located in Lemoore.

**Attachments:**

- ☐ Resolution
- ☐ Ordinance
- ☐ Map
- ☒ Other      Consolidated Dispatch Staffing  
                                 Study

**Review:**

- ☐ Finance
- ☒ City Attorney      5/10/16
- ☒ City Manager      5/09/16
- ☒ City Clerk      5/11/16

**Date:**



***Belcher, Ehle, Medina & Associates, Inc.***

*"The Safety Solutions Company"*

## **Report for County of Kings**

# **Staffing Study for Consolidated Emergency Communications Center**

By:

Michael J. McDougall, Senior Associate

Dennis Kidd, Senior Associate

September 19, 2015





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## Section One: Methodology/Executive Summary

The County of Kings and the Cities of Hanford, Lemoore, and Corcoran retained Belcher, Ehle, Medina & Associates, Inc. (BEMA) to perform a staffing study to determine the optimal staffing level of a potential consolidated/regional Emergency Communications/9-1-1 Center to serve the public safety agencies operating in the County of Kings. The participating agencies intend to utilize the results of this study to assist them in determining whether or not to advance the concept of a consolidated 9-1-1 center further, which may include a detailed financial and/or technical feasibility analysis.

In order to determine the optimal staffing level of a potential consolidated/regional Emergency Communications/9-1-1 Center to serve the public safety agencies operating in the County of Kings, BEMA gathered data from multiple sources. First, we prepared and distributed staffing study survey documents/questionnaires designed to obtain statistical information required to conduct our analysis and to document and analyze the current environment. Next, we conducted stakeholder interviews and spent time observing call taking and dispatching activities at all three Public Safety Answering Points (PSAPs). We then compared and contrasted the statistics we obtained to a typical regional/consolidated Emergency Communications/9-1-1 Center operating with equivalent staffing. Using the local data collected and our understanding of industry best practices, we developed a Dispatcher Relief Factor and a Full Time Equivalent (FTE) staffing model. We then considered current position (radio/phone) deployment assignments and identified potential efficiencies and economies of scale which should be applied when operating in consolidated environment. Based upon this methodology and the analysis performed, BEMA determined the recommended staffing requirement and the number and type of staff needed to operate a consolidated/regional Emergency Communications/9-1-1 Center for Kings County.

**Table 1. Recommended Staffing Levels**

	Dispatch FTE	Senior Disp FTE	OT Equiv	Technical Equiv	Civ Mgt FTE	TOTAL FTE
Recommended Staffing Levels for Consolidated Kings Co Center	19.0	4.0	1.5	0.5	2.5	27.5
Recommended Staffing Levels for Consolidated Kings Co Center, based on Relief Factor	21.0	4.0	Incl	0.5	2.5	28.0

## Section Two: Current Staffing and Deployment

### Kings County

The County Sheriff's communications center has identified a minimum staffing level of 4 dispatchers on duty during the day shift hours, and 3 dispatchers on duty during the night shift hours. On the night shift, there are generally 4 dispatchers scheduled, but the first vacancy is absorbed unless a special situation is identified. The four position assignments include Primary Law, Primary Fire, Secondary Law (which includes probation, animal control, etc), and Phones. The on-duty Senior Dispatcher is included in this deployment and covers a position. The Center is currently fully staffed and has been for the past six years. Ambulance dispatching is handled by a private contractor located in Fresno and all ambulance requests are transferred to this contractor for dispatch and other call handling duties (i.e., pre-arrival instructions). Fire units are dispatched to medical calls at the discretion of the dispatcher or if requested. There are 10 County Fire Stations located throughout the County. The County fire radio system in use provides good coverage to the entire county terrain including the city of Hanford. Ambulance radio communication is handled on a separate platform outside of the County Center. One (1.0) FTE position is dedicated to training both new and current employees and is deployed to a position assignment for approximately 20% of their work hours. The Center receives approximately eight hours per week of technical support from the County Information Technology (IT) Department staff. The computer-aided-dispatch platform in use is provided by Spillman. Each dispatcher is allowed a 30 minute lunch break and two 15 minute rest breaks, but often times the dispatchers choose to remain in the Center or at their assigned positions during their break periods. Each Dispatcher receives 24 hours of annual training per year and each Senior Dispatcher receives an additional 24 hours (a total of 48 hours per year for Seniors). Annual training is generally accomplished using overtime or extra, overlap time. There are generally five Sheriff patrol units on duty, but patrol staffing can increase to as many as 10 units on duty for special functions. The Avenal Police share the Sheriff's radio channel and are dispatched by the County Center. There are generally 2 or 3 Avenal Police units on duty. Dispatchers do not have full access to the California Law Enforcement Telecommunications System (CLETS) as they do not perform entries into the system.

### Hanford-Lemoore

The City of Lemoore contracts for dispatch services with the City of Hanford<sup>1</sup>. The Hanford Police/Fire Dispatch Center has identified a minimum staffing level of three dispatchers on duty 24 hours per day. There are many hours in which four dispatchers are scheduled, but the first vacancy is absorbed. The three position assignments include Hanford Law, Lemoore Law, and Fire/Call Taking. When four dispatchers are on duty, the 4th position is staffed and assigned as a call taker and backup. The on-duty Senior Dispatcher is included in this deployment and covers a position. The Center is currently fully staffed and has been for two years. The Department contracts out their radio maintenance and generally handles most of their minor IT needs internally. The computer-aided-dispatch platform in use is

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<sup>1</sup> Those interviewed indicated that the service contract requires that one dispatcher be dedicated to staff a Lemoore Police dispatch position 24 hours per day, yet the contract does not appear to specify this requirement (See Appendix F).



provided by Sun Ridge Systems/RIMS<sup>2</sup>. Each dispatcher is allowed a 30 minute lunch break and two 15 minute rest breaks, but often times the dispatchers choose to remain in the Center or at their assigned positions during their break periods. There are generally 3-4 Hanford patrol units on duty and 2-3 Lemoore patrol units on duty at any given time. Patrol and Traffic units generally do not "radio in" their traffic stops<sup>3</sup>. Dispatchers have full access to CLETS and perform entries into the system for Hanford and they handle only after-hours CLETS responsibilities for Lemoore.

### **Corcoran**

The Corcoran Police Dispatch Center has a minimum staffing level of one dispatcher on duty 24 hours per day. The six full time dispatchers are augmented by minimal use of two part-time dispatchers. Dispatchers cover receptionist duties at the front counter when Records staff is unavailable. The Department contracts out their radio maintenance and generally handles most of their minor IT needs internally. Each dispatcher is allowed a 30 minute lunch break and two 15 minute rest breaks, but often times the dispatchers choose to remain in the Center or at their assigned positions during their break periods. There are generally 2-4 Corcoran patrol units on duty<sup>4</sup>. Dispatchers have full access to CLETS and perform entries into the system.

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<sup>2</sup> The Sun Ridge Systems/RIMS CAD and Law Enforcement Records Management System supports the cities of Hanford, Lemoore and Corcoran.

<sup>3</sup> In BEMA's experience, this practice is contrary to most other similarly situated law enforcement agencies in the State.

<sup>4</sup> Corcoran Police patrol units handle animal control duties.

## Section Three: Staffing Analysis

Table 2 below provides annualized statistical data for the three PSAPs reviewed. Also included in the chart is annualized statistical data from a typical Regional 9-1-1 Center currently operating with the same total number of staff as the three PSAPs reviewed.

**Table 2. Statistical Analysis**

	Hanford Lemoore	Sheriff	Corcoran	Totals	Avenal*	Regional Center with Equivalent Staffing
Population Served	79,659	57,802	13,499	150,960**	14,176	326,413
9-1-1 Calls	36,629	27,103	5,050	68,782	***	151,134
Other Calls	98,227	45,916	***	144,143	4,727	425,308
Total Phone Calls	134,856	73,019	***	212,925	***	576,442
Law Incidents	58,436	52,857	34,685	145,978	10,509	335,833
Fire Incidents	5,604	4,793	0	10,397	0	56,582
Total Incidents	64,040	57,650	34,685	156,375	10,509	392,415
UCR Stats 2012	2,849	698	417	3,964	185	9,524
Ratio Incidents/Crime Reports	0.044	0.012	0.012	0.025	0.018	0.024
Authorized FTE (line and Mgt)	17	17	7	41	NA	41
Ratio Incidents/Staff	3,767	3,391	4,955	3814	NA	9,571
Ratio Population/Staff	4,685.82	3,400.12	1,928.43	3,681.95	NA	7,961.29

\* For statistical purposes Population, Other Calls, and Law Incidents included in Sheriff's Data

\*\*Does not include Corcoran State Prison and California Substance Abuse Treatment Facility

\*\*\* Unable to provide the data

A "side-by-side" review of the data presented in Table 2 above reveals the following observations:

1. **The total authorized staffing of the three participating PSAPs could serve a population of more than double their current total population if they operated in a consolidated environment.**
2. The total ratio of Incidents handled by the participating PSAPs when compared to actual crimes reported is in line with that of a typical regional center.
3. **The number of Incidents handled by available staff in a typical consolidated environment is more than double what is currently handled by the participating PSAPs operating independently.**
4. **In the typical consolidated center, the number of Fire Incidents handled by a single, dedicated, full-time Fire Radio Position is more than five times the total number of Fire Incidents handled by the participating PSAPs.**

In an effort to determine the actual full time equivalent staffing commitment for each agency, BEMA analyzed and annualized the salary data provided and compared it to a typical Regional 9-1-1 Center with equivalent authorized staffing.

**Table 3. Current Full Time Equivalent Staffing**

Agency	Dispatch FTE	OT Equiv	Technical Equiv	Civ Mgt FTE	TOTAL FTE
Hanford/Lemoore	16	1.2	0.2	1	18.4
Sheriff	15	1.1	0.2	2	18.3
Corcoran	6	0.2	0.1	1	7.3
Totals	37	2.5	0.5	4	44.0

Regional Center with Equivalent Staffing	36	2.8	1	5	44.8
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A review of the data presented in Table 3 above reveals the following observations:

1. In order to operate the three participating PSAPs, additional overtime hours approximately equal to 2.5 additional FTE is required.
2. The Overtime Equivalent Factor for the three participating PSAPs is generally in line with that of a typical Regional Center with equivalent authorized staffing.
3. A typical Regional Center with equivalent authorized staffing requires twice the FTE Technical staffing as do the three participating PSAPs, likely due to the independency of the Regional Center.



## Section Four: Dispatcher Relief Factor

In order to determine the number of FTE required to cover one Radio Dispatch position 24 hours per-day, seven days per-week (i.e., 8760 hours per year), BEMA identified a common “relief factor”. Relief factors generally vary across communications centers based on differences in shift length, training, breaks, vacation hours, and other policies. Table 4 below is provided as an industry model upon which our specific analysis was then performed. In the model below, of the 2080 work hours in a year that each full time dispatcher is generally compensated for, only 1629 are available for actual service, given an employee’s need for sick, vacation, break, and training time. The total hours per year divided by the available hours per year results in a relief factor of 5.38. Otherwise put, in this model, it requires 5.38 FTE to staff a single position on a 24x7x365 basis.

**Table 4. FTE Required for to Cover One 24/7 Dispatch Position**

Category	Hours
Total Hours per Year (365x24)	8760
Work Hours per Year (52x40)	2080
Sick Hours per Year	(96)
Vacation Hours per Year	(126)
Breaks per Year	(189)
Ongoing Training per year	(40)
Available Hours per Year	<b>1629</b>
FTE per 24 Hour Position	<b>5.38</b>

Applying this model using the data provided by the participating PSAPs reveals a current Dispatcher Relief Factor for each agency as follows:

**Table 5. Dispatcher Relief Factors for Participating Agencies**

	1							FTE Required for one position 24/7
	FTE	Vac	Sick	Holiday*	Breaks	Comp Taken	Hours Worked	
Hanford/Lemoore	2080	-156	-120	-104	-151	-9	1540	5.69
Sheriff	2080	-177	-80	-104	-182	-26	1511	5.80
Corcoran	2080	-100	-86	-104	-182	0	1608	5.45

\*Based on 13 holidays in a calendar year

Applying the same model, using data available for a typical Regional Center reveals the following Dispatcher Relief Factors:

**Table 6. Dispatcher Relief Factors for Regional Center with Equivalent Staffing**

	1 FTE	Vac	Sick	Holiday*	Breaks	Comp Taken	Hours Worked	FTE Required for one position 24/7
Regional Center with Equivalent Staffing	2080	-120	-45	-104	-151	-60	1600	5.48

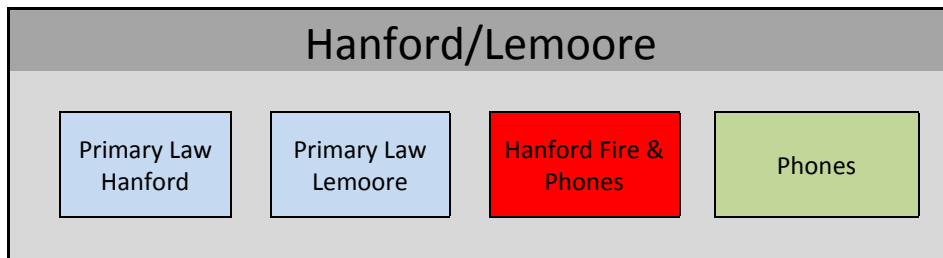
\*Based on 13 holidays in a calendar year

**BEMA considered each of the resulting calculations in order to determine an appropriate Dispatcher Relief Factor for use in this study and concluded that 5.50 was most appropriate.** In arriving at 5.50, we note that it is slightly higher than both the industry model of 5.38 and the typical Regional Center model of 5.48. We also note that it is lower than the 5.80/5.81 factor found to be the case in the two largest participating PSAPs. A significant factor in our decision to set the factor at 5.50 was recognition that the data collection period for the participating PSAPs included a 10 - 12 week period that encompassed the summer months, which may have contributed to the high number of vacation hours used.

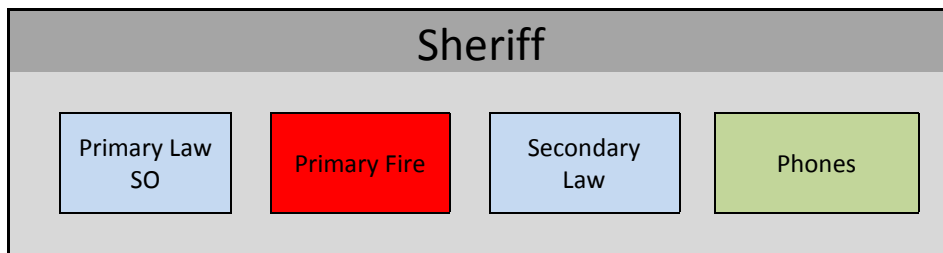
## Section Five: Position/Deployment Analysis

Table 7 below depicts current Position deployment patterns as follows:

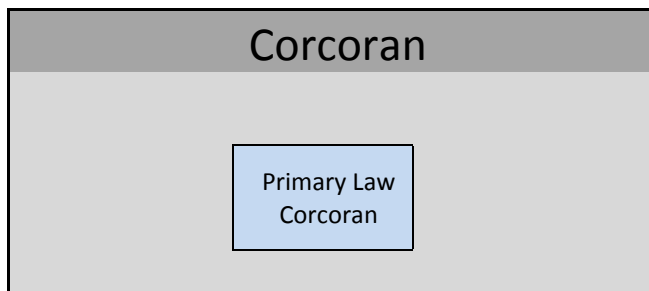
1. The Hanford Police/Fire Center has 24 hour per day position staffing for two Law positions (Hanford and Lemoore) to support typical on duty patrol staffing of between 5-7 units.
2. The County Center has 24 hour per day position staffing for two Law positions (Primary and Secondary) to support typical on duty patrol staffing of between 7-8 units.
3. The Corcoran Police Center has one 24 hour per day position staffed to support typical on duty patrol staffing of between 2-3 units.
4. Both the Hanford Police Center and the County Center have a dedicated 24 hour per day Fire position that also provides primary call taking duties.
5. A total of seven (7) positions are staffed 24 hours per day by the three participating PSAPs.
6. A total of two (2) additional positions are staffed less than 24 hours per day, one at the County Center and one at the Hanford Police Center.



Patrol Units on Duty  
Hanford 3-4 units, Lemoore 2-3



Patrol Units on Duty  
5 patrol units, 2-3 for Avenal



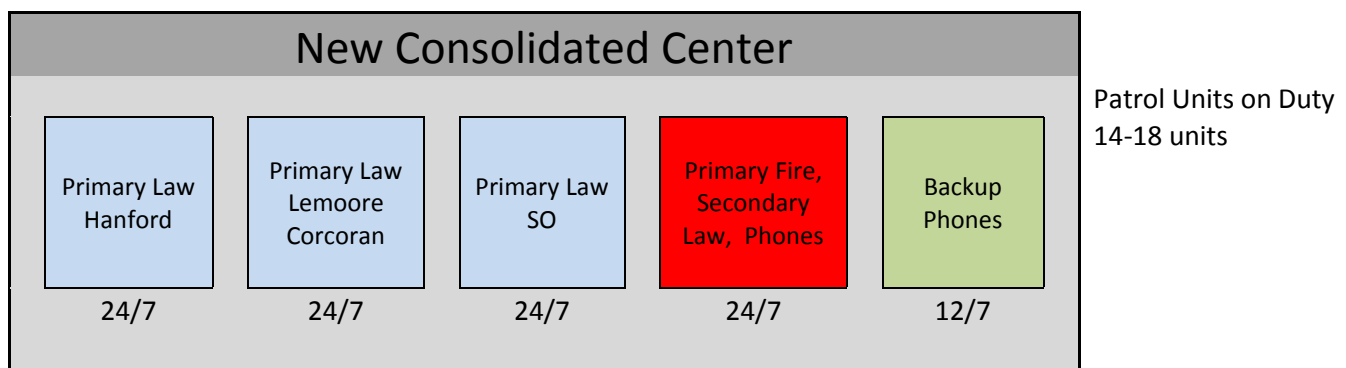
Patrol Units on Duty  
2-3 units



Based upon the data provided, on-site interviews and observation, BEMA's understanding of industry best practices, and the modeling summarized in this report, we have concluded that if the participating agencies were to consolidate into a regional center, they would require:

- Three (3) 24 hour per day Law positions staffed to support typical on duty patrol staffing of between 14-18 units,
- One (1) 24 hour per day Fire position, and
- One (1) 10 - 12 hour per day Call Taking position.

**Table 8. Consolidated Center Deployment Assignments**



Total Staffing Needed for New Consolidated Center	
Disp/Sr Disp FTE	25
Management FTE	3
Total FTE	28

Based on Relief Factor of 5.5

Our position and deployment conclusions are based upon the following assumptions:

1. All Fire calls will be dispatched on a common channel capable of providing coverage county-wide.
2. The three dedicated Law positions while generally assigned as Sheriff, Hanford, and Lemoore/ Corcoran, will operate in a dynamic mode allowing for each to back up and/or cover one another during periods of shifting call volumes.
3. The one dedicated Fire position is not justified by the relatively low volume of total Fire incidents expected, and as such, this position may be utilized as a primary call taking position unless working an active Fire event, in which case other positions will assume primary call taking functions.

## Section Six: Staffing Recommendation

The chart below outlines the BEMA recommended staffing levels for a consolidated Center that would support four (4) 24 hours per day Law/Fire positions and one (1) 10-12 hour per day Call Taking position. BEMA has provided two approaches as follows:

1. One option provides for 19 authorized Dispatchers, 4 authorized Senior Dispatchers, and overtime funding for approximately 1.5 FTE dispatchers. This approach closely resembles both the current staffing patterns in place at the three participating PSAPs and a typical consolidated regional Center. In this option, the funding requirement would equal **27.5 FTE**.
2. Another option provides for 21 authorized Dispatchers and 4 authorized Senior Dispatchers. This approach is based upon the identified Dispatcher Relief Factor of 5.50 FTE per 24 hour per day position and includes overtime and other coverage into the calculation. In this option, the funding requirement would be equal to **28.0 FTE**.

**Table 9. Current Full Time Equivalent Staffing**

	Dispatch FTE	Senior Disp FTE	OT Equiv	Technical Equiv	Civ Mgt FTE	TOTAL FTE
Hanford/Lemoore	12.0	4.0	1.2	0.2	1.0	18.4
Sheriff	10.0	5.0	1.1	0.2	2.0	18.3
Corcoran	6.0	0.0	0.2	0.1	1.0	7.3
Totals	28.0	9.0	2.5	0.5	4.0	44.0

Recommended Staffing Levels for Consolidated Kings Co Center	19.0	4.0	1.5	0.5	2.5	27.5
--	------	-----	-----	-----	-----	------

Recommended Staffing Levels for Consolidated Kings Co Center, based on Relief Factor	21.0	4.0	Incl	0.5	2.5	28.0
--	------	-----	------	-----	-----	------

Under either option, the following classifications and organizational structure would be recommended:

***Communications Center Manager*** - This single class position would be responsible for the overall leadership, management, and administration of the Center and should report jointly to each Police Chief, the Sheriff, and each Fire Chief. It should be a civilian equivalent of a typical Police Captain or Fire Deputy Chief.

***Operations and Training Manager*** - This single class position would report directly to the Center Manager and be responsible for the day-to-day operation, including new and continuing training requirements. The four (4) Senior Dispatchers responsible for shift supervision would report to this position.

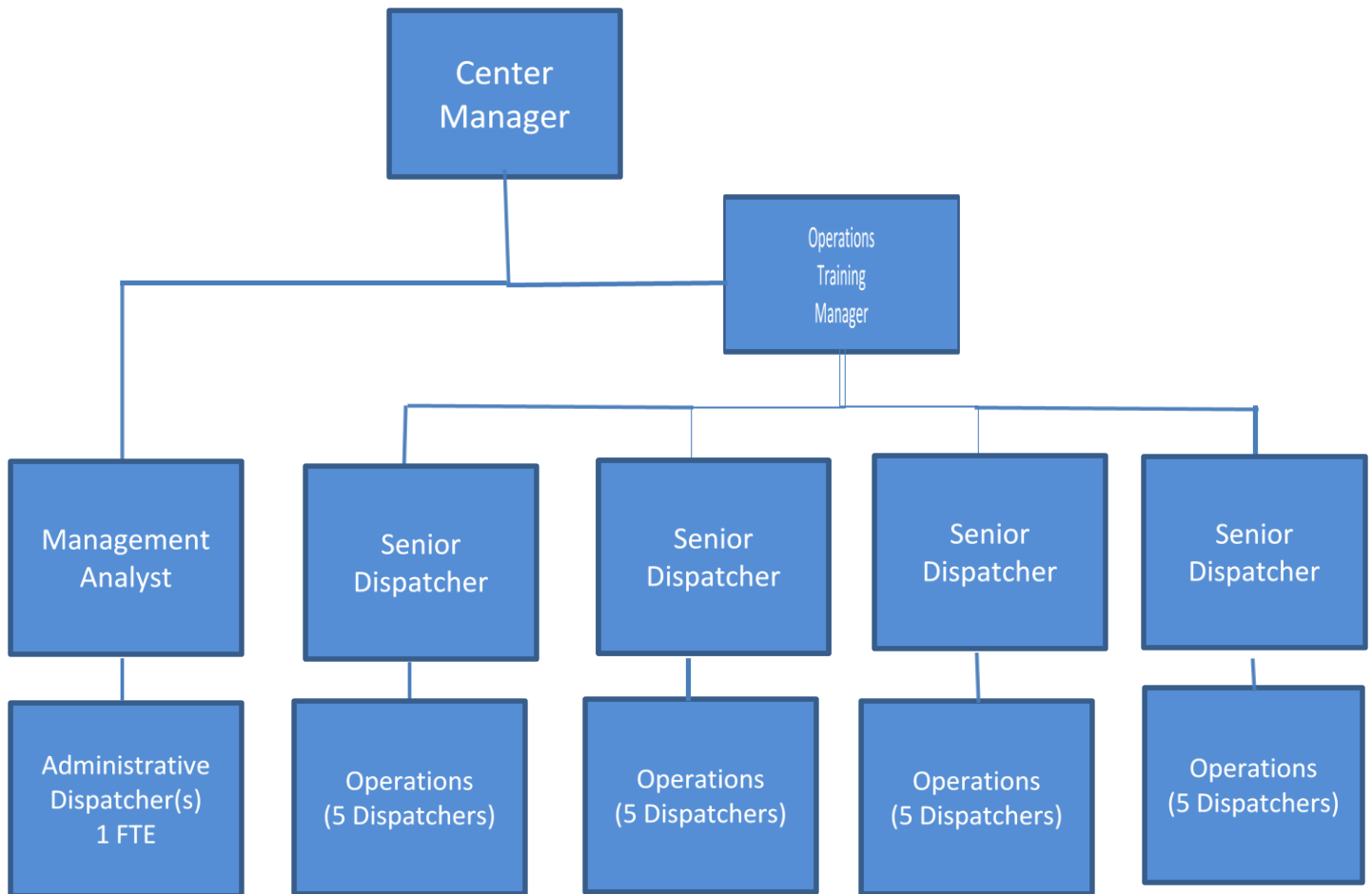
***Senior Dispatcher*** - Just as they are in the current operations in place at the three participating PSAPs, these four (4) positions would serve as "working supervisors" with each responsible for one shift of the four shifts of dispatchers. Each Senior would have a span of control to include five (5) journey level Dispatchers and would report directly to the Operations and Training Manager.

***Dispatcher*** - This is the journey level class, responsible for the full spectrum of public safety radio dispatching and call taking. Incumbents could be assigned to any one of four shifts covering both day and night/graveyard hours. Dispatchers would report to and be supervised by the Senior Dispatcher assigned to their shift.

***Management Analyst*** - This single position would be responsible for the day-to-day business functions of the Center. The position would assist the Center Manager and/or Operations and Training Manager with the development and administration of the budget and service contracts (IT, etc.), recruitment and testing, benefits administration, etc. The position would also facilitate dispatcher input and involvement into special projects and Quality Assurance. This position may have several Dispatchers reporting to them in a matrix supervision model as they participate in special projects or other part time administrative assignments, or in a central model, one (1) Dispatcher may be assigned full time to assist with these administrative duties.



**Table 10. Organization Chart**



In summary, BEMA's analysis has revealed that the participating agencies could staff and operate a consolidated 9-1-1 center with approximately sixteen (16.0 FTE) less employees than are currently authorized, which could result in an annual and on-going collective savings of approximately \$1.0 million to \$1.2 million per year. The analysis has also revealed that a consolidated 9-1-1 center servicing all participating agencies would require five (5) radio positions, 4 of which would be staffed 24 hours per day. The co-location and sharing of staffing resources will allow dispatchers to be dynamically deployed and able to back up and/or cover one another during periods of shifting call volumes.

## **Appendix A – Staffing Survey Document**

**County of Kings Dispatch Consolidation Staffing Study**

***A Study to determine the optimum operational staffing level of a potential consolidated Communications Center (Survey questions/Documents requested)***

- 1) Please list the classification title(s) and total number of FY 2015/16 BUDGETED full-time Positions devoted to providing public safety dispatching services (including supervisors).
- 2) Please list the classification title(s) and total number of any management classifications (sworn or not) that are assigned to oversee public safety dispatch operations (Ex., Dispatch is organized within the Operations Division and a Police Lt. is assigned as the Operations Division Manager). Please also indicate the total number of staff members (including dispatchers) assigned to this management classification.
- 3) Please list any non-dispatch classification title(s) and the approximate percentage of time they spend assigned dispatch duties (examples would include light duty police officers, regular police officers, managers, and/or community service officers).
- 4) Please list the classification title(s) and total number of part-time, non-benefited (and/or Extra Help) employees available for assignment from July 1, 2014 to present. Please also indicate the average number of hours each employee is assigned to work each month since July 1, 2014).
- 5) Please describe your dispatch staffing pattern (Ex., 2 on-duty during daytime hours, 3 on-duty during swing/PM hours, and 1 on duty during graveyard hours).
- 6) For each employees with the classifications listed in Questions #1 and #4 above, please provide a recent **Payroll Report** for a specific period during the current calendar year (a minimum of 6 weeks to a maximum of 12 weeks) that would include the following data elements:
  - a. Total number of Regular hours worked by employee
  - b. Total number of paid hours off (i.e., Sick leave, Vacation leave, Comp. Time taken) by employee
  - c. Total number of Overtime hours worked by employee
  - d. Total number of hours off Without pay by employee
- 7) At the current time, how many dispatch employees are consider "in-training" and are not functioning independently (i.e., must be backed up and/or under observation by a Senior staff member or training officer)?
- 8) At the current time, how many of the Authorized/Budgeted FTE dispatch positions are vacant?
- 9) At the current time, how many dispatch employees are on long or short term leave (i.e., medical, workers compensation, personal, etc.)?
- 10) As a normal course of business, are your on-duty dispatchers performing non-dispatching duties? If so, please describe each duty/assignment separately and indicate the approximate percentage of time each on-duty dispatcher spends performing these duties (Ex., typing police reports, 20%, etc.).
- 11) Are there agency IT employees devoted to support Comm. Center systems and equipment? If so, how many employees are devoted and to what percentage?



12) Please provide the following annualized call volume data, broken out by service type (Law, Fire, EMS, Other):

- c. number of dispatched calls for service (CAD created events)
- d. number of field generated calls for service (CAD created events)

13) Please provide the following annualized telephone data:

- a. number of 9-1-1 calls received
- b. number of in-coming 7 digit emergency, non-emergency, and or administrative telephone calls received.

## **Appendix B – Hanford Survey Data**

**County of Kings Dispatch Consolidation Staffing Study**

**Conducted by BEMA**

***A Study to determine the optimum operational staffing level of a potential consolidated Communications Center (Survey questions/Documents requested)***

- 1) Please list the classification title(s) and total number of FY 2015/16 BUDGETED full-time Positions devoted to providing public safety dispatching services (including supervisors).

<b>Lead Dispatcher (Supervisor)</b>	<b>4</b>
<b>Hanford Dispatcher</b>	<b>8</b>
<b>Lemoore Contract Dispatchers</b>	<b>4</b>

- 2) Please list the classification title(s) and total number of any management classifications (sworn or not) that are assigned to oversee public safety dispatch operations (Ex., Dispatch is organized within the Operations Division and a Police Lt. is assigned as the Operations Division Manager). Please also indicate the total number of staff members (including dispatchers) assigned to this management classification.

<b>Support Services Manager (civilian)</b>	<b>1</b>
--	----------

**Support Services Manager (civilian) oversees dispatch and records, reports to the support services Captain (Sworn).**

- 3) Please list any non-dispatch classification title(s) and the approximate percentage of time they spend assigned dispatch duties (examples would include light duty police officers, regular police officers, managers, and/or community service officers).

**NONE**

- 4) Please list the classification title(s) and total number of part-time, non-benefited (and/or Extra Help) employees available for assignment from July 1, 2014 to present. Please also indicate the average number of hours each employee is assigned to work each month since July 1, 2014).

**NONE**

- 5) Please describe your dispatch staffing pattern (Ex., 2 on-duty during daytime hours, 3 on-duty during swing/PM hours, and 1 on duty during graveyard hours).

**12 hours Shifts- 7 days in 14-day period with 9-hour short days. Shift's are Night, Night relief (weekends), day and day relief (weekends). Each shift at normal staffing is 1-Lead & 3 Dispatchers.**



- 6) For each employees with the classifications listed in Questions #1 and #4 above, please provide a recent **Payroll Report** for a specific period during the current calendar year (a minimum of 6 weeks to a maximum of 12 weeks) that would include the following data elements:
- a. Total number of Regular hours worked by employee
  - b. Total number of paid hours off (i.e., Sick leave, Vacation leave, Comp. Time taken) by employee
  - c. Total number of Overtime hours worked by employee
  - d. Total number of hours off Without pay by employee

**SEE ATTACHMENT 1 (\*note- There are two (2) Senior Dispatchers listed. This position was eliminated this pay period on August 16<sup>th</sup>. Those positions have been reclassified as communications dispatchers.)**

- 7) At the current time, how many dispatch employees are consider “in-training” and are not functioning independently (i.e., must be backed up and/or under observation by a Senior staff member or training officer)?
- NONE**
- 8) At the current time, how many of the Authorized/Budgeted FTE dispatch positions are vacant.
- NONE**
- 9) At the current time, how many dispatch employees are on long or short term leave (i.e., medical, workers compensation, personal, etc.)?
- One (1)- Short term leave due to non work related injury.**
- 10) As a normal course of business, are your on-duty dispatchers performing non-dispatching duties? If so, please describe each duty/assignment separately and indicate the approximate percentage of time each on-duty dispatcher spends performing these duties (Ex., typing police reports, 20%, etc.).
- 5-10% After hours clets duties normally conducted during the day by records staff.**
- 11) Are there agency IT employees devoted to support Comm. Center systems and equipment? If so, how many employees are devoted and to what percentage?
- One (1) IT staff member for the entire department. PD staff also assist with IT.**
- 12) Please provide the following annualized call volume data, broken out by service type (Law, Fire, EMS, Other):
- c. number of dispatched calls for service (CAD created events)
  - d. number of field generated calls for service (CAD created events)
- 13) Please provide the following annualized telephone data:

- a. number of 9-1-1 calls received
- b. number of in-coming 7 digit emergency, non-emergency, and or administrative telephone calls received.

**SEE ATTACHMENT 2**

8/6/2015

EMPL NO	NAME	CLASS	
9683	[REDACTED]	3013	DISPATCHER
10112	[REDACTED]	3013	DISPATCHER
10141	[REDACTED]	3013	DISPATCHER
9941	[REDACTED]	3013	DISPATCHER
9207	[REDACTED]	5037	LEAD DISPATCHER
9358	[REDACTED]	3014	SENIOR DISPATCHER
9957	[REDACTED]	3013	DISPATCHER
10038	[REDACTED]	3013	DISPATCHER
9430	[REDACTED]	5037	LEAD DISPATCHER
9211	[REDACTED]	5037	LEAD DISPATCHER
9855	[REDACTED]	3014	SENIOR DISPATCHER
9842	[REDACTED]	3013	DISPATCHER
3115	[REDACTED]	5037	LEAD DISPATCHER
9827	[REDACTED]	3013	DISPATCHER
9137	[REDACTED]	3013	DISPATCHER
3118	[REDACTED]	3013	DISPATCHER

TOTALS:

TOTAL EMPL OYEES: 16



**PAYCODE**

099	LEAVE WITHOUT PAY	HOURS
011	REGULAR	HOURS
015	OVERTIME	HOURS
100	VACATION	HOURS
120	SICK	HOURS
130	COMP EARNED	HOURS
132	COMP TAKEN	HOURS
135	COMP TIME PAYOFF	HOURS
160	HOLIDAY TAKEN	HOURS
180	NIGHT DIFFERENTIAL	AMOUNT
190	OTHER LEAVE WITH PAY	HOURS
210	UNIFORM ALLOWANCE	AMOUNT
242	FLSA OVERTIME	HOURS
282	BILINGUAL PAY	AMOUNT

SUNGARD PENTAMATION  
DATE: 08/06/2015  
TIME: 09:15:19

CITY OF HANFORD  
EARNINGS ANALYSIS REPORT BY NAME

PAGE NUMBER: 1  
EARNRPT3

SELECTION CRITERIA: employee.home\_orgn='1512-2' and checkhis.iss\_date between '20150514 00:00:00. 0' and '20150723 00:00:00. 0'

EMPLOYEE NO	NAME	PAY CODE	REGULAR		OVERTIME	
			HOURS	EARNINGS	HOURS	EARNINGS
9683		011	384.00	8,439.52	.00	.00
		015	.00	.00	57.30	1,882.31
		100	44.00	963.60	.00	.00
		120	14.00	306.60	.00	.00
		130	15.00	.00	.00	.00
		132	12.00	262.80	.00	.00
		135	4.00	87.60	.00	.00
		160	26.00	574.68	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		TOTAL FOR EMPLOYEE: 9683	511.00	11,234.80	57.30	1,882.31
10112		011	452.00	8,985.84	.00	.00
		015	.00	.00	8.00	237.84
		120	12.00	242.64	.00	.00
		135	12.00	237.84	.00	.00
		160	16.00	317.12	.00	.00
		163	6.98	139.82	.00	.00
		180	.00	465.15	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	22.50	739.31
		282	6.00	477.28	.00	.00
		TOTAL FOR EMPLOYEE: 10112	516.98	11,465.69	30.50	977.15
10141		011	437.80	8,702.80	.00	.00
		015	.00	.00	8.00	237.84
		100	20.75	414.46	.00	.00
		120	7.45	147.66	.00	.00
		130	7.50	.00	.00	.00
		135	7.50	148.65	.00	.00
		160	14.00	280.68	.00	.00
		180	.00	437.24	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	57.12	.00	.00
		212	6.00	-57.12	.00	.00
		242	.00	.00	16.00	522.00
		282	6.00	477.28	.00	.00
		TOTAL FOR EMPLOYEE: 10141	513.00	11,208.77	24.00	759.84
9941		011	387.90	8,530.21	.00	.00
		015	.00	.00	32.40	1,072.26
		120	86.00	1,883.40	.00	.00
		130	6.00	.00	.00	.00
		132	1.00	21.90	.00	.00
		135	15.85	347.12	.00	.00
		160	5.10	111.69	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		TOTAL FOR EMPLOYEE: 9941	513.85	11,494.32	32.40	1,072.26
9207		011	407.50	10,341.12	.00	.00

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EARNINGS ANALYSIS REPORT BY NAME

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SELECTION CRITERIA: employee.home\_orgn='1512-2' and checkhis.iss\_date between '20150514 00:00:00. 0' and '20150723 00:00:00. 0'

EMPLOYEE NO	NAME	PAY CODE	REGULAR		OVERTIME	
			HOURS	EARNINGS	HOURS	EARNINGS
		015	.00	.00	27.10	1,031.10
		100	36.00	910.44	.00	.00
		120	10.50	270.90	.00	.00
		130	3.00	.00	.00	.00
		132	6.00	151.74	.00	.00
		135	11.75	297.16	.00	.00
		160	20.00	505.80	.00	.00
		180	.00	101.16	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	21.70	861.71
	TOTAL FOR EMPLOYEE: 9207		506.75	13,178.32	48.80	1,892.81
9358		011	372.00	8,652.00	.00	.00
		015	.00	.00	4.00	137.46
		100	59.40	1,360.85	.00	.00
		120	23.50	538.39	.00	.00
		160	25.10	578.37	.00	.00
		180	.00	437.34	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
	TOTAL FOR EMPLOYEE: 9358		492.00	12,166.95	4.00	137.46
9957		011	385.50	8,471.71	.00	.00
		015	.00	.00	23.00	755.55
		120	32.00	706.08	.00	.00
		130	27.00	.00	.00	.00
		132	1.50	33.51	.00	.00
		135	33.57	735.18	.00	.00
		160	61.00	1,335.90	.00	.00
		180	.00	26.28	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
	TOTAL FOR EMPLOYEE: 9957		552.57	11,908.66	23.00	755.55
10038		011	400.00	8,775.84	.00	.00
		014	.00	.00	2.00	43.80
		015	.00	.00	20.00	657.00
		100	24.00	536.16	.00	.00
		120	32.00	709.60	.00	.00
		130	21.00	.00	.00	.00
		132	11.00	240.90	.00	.00
		135	30.50	667.95	.00	.00
		160	13.00	284.70	.00	.00
		180	.00	87.60	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	4.00	138.64
	TOTAL FOR EMPLOYEE: 10038		543.50	11,902.75	26.00	839.44
9430		011	356.00	9,036.90	.00	.00



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CITY OF HANFORD  
EARNINGS ANALYSIS REPORT BY NAME

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			HOURS	EARNINGS	HOURS	EARNINGS
		015	.00	.00	29.30	1,113.03
		100	82.00	2,074.80	.00	.00
		120	36.00	916.56	.00	.00
		130	9.00	.00	.00	.00
		135	9.00	227.61	.00	.00
		160	6.00	151.74	.00	.00
		180	.00	305.21	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	4.50	178.38
	TOTAL FOR EMPLOYEE: 9430		510.00	13,312.82	33.80	1,291.41
9211		011	322.00	8,156.64	.00	.00
		015	.00	.00	16.50	628.61
		100	80.00	2,023.20	.00	.00
		120	34.00	869.04	.00	.00
		135	13.50	341.42	.00	.00
		160	8.00	202.32	.00	.00
		180	.00	116.33	.00	.00
		190	36.00	928.80	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	14.80	581.96
	TOTAL FOR EMPLOYEE: 9211		505.50	13,237.75	31.30	1,210.57
9855		011	412.00	9,476.52	.00	.00
		015	.00	.00	8.00	274.92
		100	44.00	1,008.04	.00	.00
		120	24.00	549.84	.00	.00
		163	24.37	560.05	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	4.00	144.32
		282	6.00	551.72	.00	.00
	TOTAL FOR EMPLOYEE: 9855		522.37	12,746.17	12.00	419.24
9842		011	396.00	8,707.60	.00	.00
		015	.00	.00	5.00	164.25
		100	68.00	1,489.20	.00	.00
		160	16.00	350.40	.00	.00
		180	.00	343.40	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	36.00	1,235.88
	TOTAL FOR EMPLOYEE: 9842		492.00	11,490.60	41.00	1,400.13
3115		011	419.30	10,626.54	.00	.00
		015	.00	.00	1.00	37.94
		100	44.00	1,131.12	.00	.00
		120	15.70	397.05	.00	.00
		135	3.00	75.87	.00	.00

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CITY OF HANFORD  
EARNINGS ANALYSIS REPORT BY NAME

PAGE NUMBER: 4  
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EMPLOYEE NO	NAME	PAY CODE	-----REGULAR-----		-----OVERTIME-----	
			HOURS	EARNINGS	HOURS	EARNINGS
		160	1.00	25.29	.00	.00
		180	.00	436.11	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	39.10	1,700.77
		282	6.00	609.00	.00	.00
		289	6.00	609.00	.00	.00
	TOTAL FOR EMPLOYEE: 3115		507.00	14,509.98	40.10	1,738.71
9827		011	474.50	10,426.75	.00	.00
		015	.00	.00	4.00	131.40
		132	2.00	43.80	.00	.00
		160	3.50	76.65	.00	.00
		180	.00	439.76	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	16.00	550.60
	TOTAL FOR EMPLOYEE: 9827		492.00	11,586.96	20.00	682.00
9137		011	343.70	7,562.23	.00	.00
		015	.00	.00	4.00	131.40
		100	28.30	619.77	.00	.00
		120	15.00	328.50	.00	.00
		160	13.00	284.70	.00	.00
		190	80.00	1,752.00	.00	.00
		210	.00	600.00	.00	.00
	TOTAL FOR EMPLOYEE: 9137		480.00	11,147.20	4.00	131.40
3118		011	365.50	8,039.65	.00	.00
		015	.00	.00	18.00	591.30
		100	44.00	963.60	.00	.00
		120	24.50	536.55	.00	.00
		160	46.00	1,007.40	.00	.00
		180	.00	413.48	.00	.00
		210	.00	600.00	.00	.00
		211	6.00	138.48	.00	.00
		212	6.00	-138.48	.00	.00
		242	.00	.00	16.00	548.64
		289	1.00	89.36	.00	.00
	TOTAL FOR EMPLOYEE: 3118		493.00	11,650.04	34.00	1,139.94
			8,151.52	194,241.78	462.20	16,330.22
TOTAL REPORT			8,151.52	194,241.78	462.20	16,330.22

## 2013

TOTAL HANFORD INCIDENTS POLICE AND FIRE	63738
TOTAL LEMOORE INCIDENTS POLICE AND FIRE	31899
<b>TOTAL CAD INCIDENTS POLICE IN FIRE</b>	<b>95637</b>
<i>(INCLUDES OFFICER INITIATED AND OTHER CALLS FOR SERVICE)</i>	

### FIELD GENERATED

HANFORD POLICE OFFICER INITIATED	19468
LEMOORE POLICE OFFICER INITIATED	17157
HANFORD FIRE INITIATED	45
LEMOORE FIRE INITIATED	0
<b>TOTAL FIELD GENERATED CALLS FOR SERVICE</b>	<b>36670</b>

### NON FIELD GENERATED

NON FIELD CFS POLICE	51020
NON FIELD CFS FIRE	7947
<b>TOTAL NON FIELD CALLS FOR SERVICE (HFD/LEM)</b>	<b>58967</b>

HANFORD NON FIELD CFS	44225
LEMOORE NON FIELD CFS	14742
<b>TOTAL NON FIELD CALLS FOR SERVICE (HFD/LEM)</b>	<b>58967</b>

CFS CAD LEMOORE FIRE	1949
CFS CAD HANFORD FIRE	5998
<b>TOTAL FIRE ONLY INCIDENT HANFORD/LEMOORE</b>	<b>7947</b>

CFS HANFORD PD	38227
CFS LEMOORE PD	12793
<b>TOTAL NON FIELD CALLS FOR SERVICE POLICE ONLY</b>	<b>51020</b>

### TELEPHONE CALLS RECEIVED

INCOMING 911 CALLS	28473
INCOMING OTHER THAN 911	82602



## 2014

TOTAL HANFORD INCIDENTS POLICE AND FIRE	64040
TOTAL LEMOORE INCIDENTS POLICE AND FIRE	46897
TOTAL CAD INCIDENTS POLICE IN FIRE	110937

*(INCLUDES OFFICER INITIATED AND OTHER CALLS FOR SERVICE)*

0

### FIELD GENERATED

HANFORD POLICE OFFICER INITIATED	17208
LEMOORE POLICE OFFICER INITIATED	29990
HANFORD FIRE INITIATED	46
LEMOORE FIRE INITIATED	6
TOTAL FIELD GENERATED CALLS FOR SERVICE	47250

### NON FIELD GENERATED

NON FIELD CFS POLICE	56338
NON FIELD CFS FIRE	7349
TOTAL NON FIELD CALLS FOR SERVICE (HFD/LEM)	63687

HANFORD NON FIELD CFS	46786
LEMOORE NON FIELD CFS	16901
TOTAL NON FIELD CALLS FOR SERVICE (HFD/LEM)	63687

CFS CAD LEMOORE FIRE	1744
CFS CAD HANFORD FIRE	5604
TOTAL FIRE ONLY INCIDENT HANFORD/LEMOORE	7348

CFS HANFORD PD	41182
CFS LEMOORE PD	15157
TOTAL NON FIELD CALLS FOR SERVICE POLICE ONLY	56339

### TELEPHONE CALLS RECEIVED

INCOMING 911 CALLS	36629
INCOMING OTHER THAN 911	98227

## **Appendix C – Corcoran Survey Data**

**Conducted by BEMA**

***A Study to determine the optimum operational staffing level of a potential consolidated Communications Center (Survey questions/Documents requested)***

1. Clerk/Dispatcher 6 full time
2. Communication/Records Manager 1 Full time
3. 0
4. 0
5. 1 on duty 0600-1400 2 on duty 1400-0200 1 on duty 0200-0600 when all 6 are fully trained.
6. A.  
B.  
C.  
D.
7. 1
8. 0
9. 0
10. Matron Duties/Lobby traffic as needed. Records data entry as time permits.
11. Not solely devoted to the Communication Center but available 24/7
12. c. Year 2014- 17,702  
d. Year 2014- 16,983
13. A. 9-1-1 calls for 2014 5,050  
B. We do not track phone calls other than calls for service.



**City of Corcoran**

**Check Date Range:** 06/03/2015 to 08/15/2015

**Pay Types:** Reg hours, Sick leave, Vacation Leave, Comp taken, Hours w/o pay

**Department:** PD-Dispatchers

Employee	Pay Type	Description	Hours
<b>Sr Clerk Dispatcher</b>			
	OT	Overtime	48.00
	RP	RegularPay	400.00
<b>Employee Total</b>			448.00

**Clerk/Dispatcher**

OT	Overtime	13.00
RP	RegularPay	264.00
SU	Sick Used	68.00
VU	Vac Used	68.00
<b>Employee Total</b>		413.00

**Clerk/Dispatcher (Trainee)**

RP	RegularPay	380.00
W/O PAY	time off w/o pay	8
<b>Employee Total</b>		388.00

**Clerk/Dispatcher**

OT	Overtime	12.00
RP	RegularPay	368.00
SU	Sick Used	12.00
VU	Vac Used	8.00



			<b>Employee Total</b>	400.00
<b>Clerk/Dispatcher</b>				
	OT	Overtime		8.00
	RP	RegularPay		376.00
	VU	Vac Used		24.00
			<b>Employee Total</b>	408.00
<b>Clerk/Dispatcher</b>				
	OT	Overtime		5.00
	RP	RegularPay		301.00
	SU	Sick Used		19.00
	VU	Vac Used		80.00
			<b>Employee Total</b>	405.00
			<b>Report Total hours</b>	2,462.00

**CORCORAN POLICE DEPARTMENT**

Page 1

**INCIDENTS BY INCIDENT TYPE****2014**

08/18/2015

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
1021	Phone Message	4
10851	Stolen Vehicle	28
10851L	10851 Locate	1
11590	Narcotic Registrant	17
1198	Meet With	3
20002	Hit & Run	36
211	Robbery	1
242	Battery	51
245	Assault With a Deadly Weapon	5
246	Shots At Dwelling	3
261	Rape	4
273	Child Endangerment	3
2735	Spousal Abuse	43
273A	Child Abuse	1
288	Child Molestation	3
290	290 Registration	92
3056	Parole Pick Up Attempt	2
314	Indecent Exposure	4
415	Disturbance	207
415F	Disturbance- Family	107
415FW	Disturbance Fireworks	54
415J	Disturbance Juvenile	1
415N	Disturbance Noise	433
415P	Disturbance Physical	104
415V	Disturbance Verbal	197
417G	Brandishing Gun	7
417K	Brandishing Knife	8
422	Terrorist Threats	22
459	Burglary	125
459A	Burglary Alarm Audible	535
459IP	Burglary In Progress	1
459S	Burglary Alarm Silent	1
459V	Burglary Vehicle	16
470	Fraud/Forgery	23
476	Bad Checks	10
594	Vandalism	152
597	Animal Complaint	540
597B	Animal Bite	19
597C	Animal Contained	172
597D	Animal-Dead	167
597N	Animal Noise Complaint	12
597R	597 RAL	381
597T	597 Trap Related	57
597V	Animal-Vicious	92

**CORCORAN POLICE DEPARTMENT**

Page 2

**INCIDENTS BY INCIDENT TYPE**

2014

08/18/2015

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
601	Runaway	54
602	Trespassing	34
647F	Drunk in Public	75
647H	Prowler	1
653M	Harrassing Calls	26
664207	Kidnapping Attempt	1
836	Arrest Attempt	19
900	Other	372
901	Other Fire	3
911H	911 Hang Up	227
911M	911 Misdial	83
911P	911 Hang Up Pay Phone	9
911W	911 Wireless Hang Up	3377
914C	Dead Body	2
AA	Assist Other Agency	207
AAS	Avenal Animal Shelter Transport	75
ABANDV	Abandoned Vehicle	3
AC	Area Check	655
ACA	Academy	5
ARCHING	Arching Wires	4
ATC	Attempt to Contact	74
ATV	All Terrain Veh	23
BOL	BOL	24
BOMB	BombThreat 996T/148.1	1
CHAP	Chaplain	1
CIT	Citation Sign Off	87
CITASST	Citizen Assist	4
CITCON	Citizen Contact	4
CIVIL	Any civil issue	168
CODE 5	Surveillance	36
COP	Community Oriented Policing	241
CTW	Check The Welfare	170
CUS	Custody	126
CUSD	School Video	3
DA	DA Run	98
DELMSG	Message Delivery	1
DOJ	DOJ Run	21
DUI	Driving Under the Influence	43
EMS	Ambulance/Transport Only	36
EXM	Explorer Meeting	51
FC	Found Child	8
FIRE	Generic Fire Call/Not Specified	63
FIREA	Fire Alarm	26
FIRED	Dumpster Fire	2

**CORCORAN POLICE DEPARTMENT**

Page 3

**INCIDENTS BY INCIDENT TYPE**

2014

08/18/2015

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
FIREG	Grass Fire	6
FIRES	Structure Fire	7
FIRETC	Trash Can Fire	1
FIREUNK	Unknown Type Fire	3
FLGDN	Flag Down	146
FOOT	Foot Patrol	57
FP	Found Property	51
FU	Follow Up	2593
GASLEAK	Gas Leak	8
GRAF	Graffiti	32
GRAFIP	Graffiti In Progress	1
HAZMAT	Hazmat	1
HS	Narcotics	59
ID	Identity Theft	9
ILLDUMP	Illegal Dumping	2
INFO	Information	745
INJTA	Injury TA	18
IP	Illegal Parking	60
JAIL	Jail Check	342
KCJ	Transport to KCJ	230
KCJC	Kings County Juvenile Center Transport	25
KTP	Keep The Peace	45
LAB	Lab Run Fresno	4
LAUNDRY	Laundry Detail	27
LB	Lobby Traffic	1571
LEG	Leg Bail	19
LOCATE	Locate	29
LOG	Computer/Radio Issues	45
LOITER	Loitering	11
LOJ	LOJack	1
LP	Lost Property	9
LSCAN	Live Scan	291
MA	Motorist Assist	9
MANDWN	Person Down	9
MEDAID	Medical Aid	976
MPA	Missing Person Adult	5
MPC	Missing Person Under Age 11	20
MPJ	Missing Person Juvenile	8
NDTA	TA No Details	1
OCJ	Out Of Control Juvenile	81
OPEN	Open Door	26
OUT	Out With Vehicle	256
PANIC	Panic Alarm	45
PATCK	Patrol Check	1945



**CORCORAN POLICE DEPARTMENT**

Page 4

**INCIDENTS BY INCIDENT TYPE****2014**

08/18/2015

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
PC	Probation Contact	25
PCOMP	Parking Complaint	55
PLD	Power Lines Down	3
PREM	Premise Check	4134
PRK VIO	PARKING Violation	13
PUB WORK	Public Works	96
RAD	Radar Detail	73
RDHAZ	Road Hazzard	49
RECK	Reckless Vehicle	95
REPO	Repo Vehicle	88
RUOK	RUOK Welfare Check	10
SCAR	Scar Report	61
SEARCH	Law Enforcement Search	63
SHOP	Shoplifting	17
SHOTS	Shots Heard	69
SHOTV	Shooting Victim	2
SMOKE	Smell Smoke	25
SP	School Patrol	10
SPC	State Parole Contact	4
SRO	School Resource Officer	483
SS	Subpoena Service	25
STALK	Stalking 646.9	1
STRAND	Stranded Motorist	5
SUBJCK	Subject Check	1175
SUICIDE	Suicide	18
SUSCIRC	Suspicious Circumstances	175
SUSPP	Suspicious Person	257
SUSPV	Suspicious Vehicle	118
SWA	Speak With Animal Control	534
SWD	Speak With Deputy	6
SWO	Speak With Officer	2256
TA	Traffic Accident Non Injury	142
THEFT	Theft	161
TR	Trash	22
TRAINING	Training	24
TRANS	PD Transport	83
TRUANT	Truant	9
TS	Traffic Stop	3345
UWS	Unwanted Subject	96
VA	Vehicle Abatement	71
VEHCK	Vehicle Check	16
VIN	Vin Verification	8
WARR	Warrant Service	413
XGUARD	Crossing Guard	212

**Total Incidents****34663**

## **Appendix D – Lemoore Survey Data**

**County of Kings Dispatch Consolidation Staffing Study**

**Conducted by BEMA**

***A Study to determine the optimum operational staffing level of a potential consolidated Communications Center (Survey questions/Documents requested)***

- 1) Please list the classification title(s) and total number of FY 2015/16 BUDGETED full-time Positions devoted to providing public safety dispatching services (including supervisors).  
**Hanford Police Department dispatches for Lemoore Police Dept. – Question 1 - 11**
- 2) Please list the classification title(s) and total number of any management classifications (sworn or not) that are assigned to oversee public safety dispatch operations (Ex., Dispatch is organized within the Operations Division and a Police Lt. is assigned as the Operations Division Manager). Please also indicate the total number of staff members (including dispatchers) assigned to this management classification.
- 3) Please list any non-dispatch classification title(s) and the approximate percentage of time they spend assigned dispatch duties (examples would include light duty police officers, regular police officers, managers, and/or community service officers).
- 4) Please list the classification title(s) and total number of part-time, non-benefited (and/or Extra Help) employees available for assignment from July 1, 2014 to present. Please also indicate the average number of hours each employee is assigned to work each month since July 1, 2014).
- 5) Please describe your dispatch staffing pattern (Ex., 2 on-duty during daytime hours, 3 on-duty during swing/PM hours, and 1 on duty during graveyard hours).
- 6) For each employees with the classifications listed in Questions #1 and #4 above, please provide a recent **Payroll Report** for a specific period during the current calendar year (a minimum of 6 weeks to a maximum of 12 weeks) that would include the following data elements:
  - a. Total number of Regular hours worked by employee
  - b. Total number of paid hours off (i.e., Sick leave, Vacation leave, Comp. Time taken) by employee
  - c. Total number of Overtime hours worked by employee
  - d. Total number of hours off Without pay by employee
- 7) At the current time, how many dispatch employees are consider “in-training” and are not functioning independently (i.e., must be backed up and/or under observation by a Senior staff member or training officer)?
- 8) At the current time, how many of the Authorized/Budgeted FTE dispatch positions are vacant?
- 9) At the current time, how many dispatch employees are on long or short term leave (i.e., medical, workers compensation, personal, etc.)?
- 10) As a normal course of business, are your on-duty dispatchers performing non-dispatching duties? If so, please describe each duty/assignment separately and indicate the approximate percentage of time each on-duty dispatcher spends performing these duties (Ex., typing police reports, 20%, etc.).

- 11) Are there agency IT employees devoted to support Comm. Center systems and equipment? If so, how many employees are devoted and to what percentage?
- 12) Please provide the following annualized call volume data, broken out by service type (Law, Fire, EMS, Other):
- c. number of dispatched calls for service (CAD created events) 38,280 generated by HPD Dispatch
  - d. number of field generated calls for service (CAD created events) 8,617 self-initiated by LPD Officers/CSO/Records personnel
- 13) Please provide the following annualized telephone data:
- a. number of 9-1-1 calls received
  - b. number of in-coming 7 digit emergency, non-emergency, and or administrative telephone calls received.
- Please contact Hanford PD for this information



## **Appendix E – Kings County Survey Data**

**County of Kings Dispatch Consolidation Staffing Study**

**Conducted by BEMA**

***A Study to determine the optimum operational staffing level of a potential consolidated Communications Center (Survey questions/Documents requested)***

- 1) Please list the classification title(s) and total number of FY 2015/16 BUDGETED full-time Positions devoted to providing public safety dispatching services (including supervisors)

Emergency Communications Training Officer	1
Senior Emergency Dispatchers	5
Emergency Dispatchers I/II	10
Total Division Dispatching Personnel	16

- 2) Please list the classification title(s) and total number of any management classifications (sworn or not) that are assigned to oversee public safety dispatch operations (Ex., Dispatch is organized within the Operations Division and a Police Lt. is assigned as the Operations Division Manager). Please also indicate the total number of staff members (including dispatchers) assigned to this management classification.

Emergency Communications Manager	1
----------------------------------	---

The Emergency Communications Manager is responsible for the managing of the Emergency Communications Center that has a total of 17 staff members including the manager.

- 3) Please list any non-dispatch classification title(s) and the approximate percentage of time they spend assigned dispatch duties (examples would include light duty police officers, regular police officers, managers, and/or community service officers).

It is very rare for a light duty officer to be assigned in Dispatch. The last such assignment was over a year ago.

- 4) Please list the classification title(s) and total number of part-time, non-benefited (and/or Extra Help) employees available for assignment from July 1, 2014 to present. Please also indicate the average number of hours each employee is assigned to work each month since July 1, 2014).

Our agency does not have any part-time, non-benefited, Extra Help employees.

- 5) Please describe your dispatch staffing pattern (Ex., 2 on-duty during daytime hours, 3 on-duty during swing/PM hours, and 1 on duty during graveyard hours).

There are four twelve hour shifts and one 8 hour shift as follows:

1. 0500 to 1700 hrs., Monday, Tuesday, Wednesday and every other Sunday.
2. 0500 to 1700 hrs., Thursday, Friday, Saturday and every other Sunday.
3. 1700 to 0500 hrs., Monday, Tuesday, Wednesday and every other Sunday.
4. 1700 to 0500 hrs., Thursday, Friday, Saturday and every other Sunday.
5. 0800 to 1700 hrs., Monday thru Friday.

Day shift has three on duty from 0500 to 0900 hrs., from 0900 to 1700 hrs., Monday-Friday there are four on duty. On Saturday and Sunday there are three on duty during the day shift. Both night shifts, 1700 to 0500 hrs., have four on duty. However, minimum staffing is three so that staff with four on a shift can take one day as an eight hour day and eliminate four hours of overtime. This is the current on paper schedule and is subject to change as needed to cover for extended sick leave, vacation, etc.

- 6) For each employees with the classifications listed in Questions #1 and #4 above, please provide a recent **Payroll Report** for a specific period during the current calendar year (a minimum of 6 weeks to a maximum of 12 weeks) that would include the following data elements:

- a. Total number of Regular hours worked by employee
- b. Total number of paid hours off (i.e., Sick leave, Vacation leave, Comp. Time taken) by employee
- c. Total number of Overtime hours worked by employee
- d. Total number of hours off Without pay by employee

See attached.

- 7) At the current time, how many dispatch employees are consider "in-training" and are not functioning independently (i.e., must be backed up and/or under observation by a Senior staff member or training officer)?

One.

- 8) At the current time, how many of the Authorized/Budgeted FTE dispatch positions are vacant?

None.

- 9) At the current time, how many dispatch employees are on long or short term leave (i.e., medical, workers compensation, personal, etc.)?

One.

- 10) As a normal course of business, are your on-duty dispatchers performing non-dispatching duties? If so, please describe each duty/assignment separately and indicate the approximate percentage of time each on-duty dispatcher spends performing these duties (Ex., typing police reports, 20%, etc.).

Carpet vacuuming early morning hours on their first on shift day, less than 1% since they are to rotate the task. They do not perform any Records type duties.

- 11) Are there agency IT employees devoted to support Comm. Center systems and equipment? If so, how many employees are devoted and to what percentage?

No agency IT personnel.

- 12) Please provide the following annualized call volume data, broken out by service type (Law, Fire, EMS, Other):

- c. number of dispatched calls for service (CAD created events)

**d. number of field generated calls for service (CAD created events)**

See attached.

**13) Please provide the following annualized telephone data:**

**a. number of 9-1-1 calls received**

**b. number of in-coming 7 digit emergency, non-emergency, and or administrative telephone calls received.**

See attached.



## BEMA PAYROLL REPORT 8-7-15.xls

PAY PERIOD #

11-16

COMMUNICATIONS DIVISION  
PAY RECAPPAY PERIOD BEGINNING  
PAY PERIOD ENDING

5/11/2015

8/2/15

NAME	REG HRS	VAC HRS	S/L HRS	HOL OFF	HOL WRKD	O/T HRS	CTOW HRS	CTOT HRS	LWOP HRS
NET BORGARI	381.00	46.00	25.00	16.00		24.00	5.00	12.00	
ANDRA FERNANDEZ	440.81	24.00	15.19		16.00	48.00			
	397.50	80.00	2.50		16.00	34.50			
	356.00		124.00		16.00	26.50	6.50		
INA PADGET	352.00	79.07	48.00		16.00	16.00		0.93	
MAWNA BOYCE	360.00	23.61	17.45		16.00	14.50	8.77	21.67	60.54
ODI ARENIVAS	458.00				16.00	16.00	30.00	22.00	
ELSA MAGUI	395.00	80.00			16.00	22.67		5.00	
HOLL STREET	400.00	80.00			16.00	34.00			
JODY ZACH	406.00	64.00			16.00	40.00	4.00	10.00	
CARMEN CORONADO	477.00				16.00	36.00		3.00	
BRIANNE WALECKI	400.00	80.00			16.00	44.50			
ANDREA DIAZ	427.50	30.96	21.54		16.00	30.00			
KEVIN CLIFF	372.50		19.50	8.00	8.00	37.00			
SHERI WELLS	408.00	32.00	18.00		16.00	2.00		22.00	
HANNAH RUIZ	438.73	36.00	4.00		16.00	44.00			1.27
TOTAL	6,470.04	655.64	295.18	24.00	232.00	469.67	54.27	96.60	61.81

# BEMA CAD CALL DATA

JULY 1, 2014 TO JUNE 30, 2015

	LAW	FIRE
DISPATCHED CALLS FOR SERVICE	42425	4773
FIELD GENERATED CALLS FOR SERVICE	20941	20
TOTALS	63366	4793

# BEMA TELEPHONE DATA

JULY 1, 2014 TO JUNE 30, 2015

Month	911	ADMIN IN	EXT IN	APD	MISC ADD'L	TOTAL
JUL 14	2993	2011	1880	366	10	7260
AUG 14	2600	1667	1807	342	7	6423
SEP 14	2319	1541	1774	382	6	6022
OCT 14	2233	1661	1841	350	7	6092
NOV 14	1970	1640	1586	319	14	5529
DEC 14	1926	1717	1722	350	7	5722
JAN 15	1832	1575	1735	376	6	5524
FEB 15	1921	1615	1678	407	9	5630
MAR 15	2172	1559	1825	434	7	5997
APR 15	2228	1670	1728	411	11	6048
MAY 15	2343	1654	1659	504	2	6162
JUN 15	2566	1833	1704	486	21	6610
TOTAL	27103	20143	20939	4727	107	73019

## **Appendix F – Hanford/Lemoore Dispatch Contract**



AMENDMENT NO. 1  
TO MEMORANDUM OF UNDERSTANDING  
REGARDING DISPATCH SERVICES

COPY  
COPY

RECITALS

A. In October, 2008, the City of Hanford and the City of Lemoore executed a "Memorandum of Understanding Regarding Dispatch Services" (the "Dispatch MOU"), which described the parties' intentions with regard to dispatch services to be provided to the City of Lemoore.

B. The parties now desire to amend the Dispatch MOU by this Amendment No. 1.

NOW, THEREFORE, the parties hereto agree to amend the Dispatch MOU as follows:

1. Paragraph 3 of the Dispatch MOU is hereby revised to read as follows:

"3. By giving 90 days notice prior to the expiration of the one-year term described above, Lemoore shall have the option to extend the term of the Memorandum of Understanding for additional one-year periods. The same 90 day notice will be required for each one-year extension, if requested. The \$404,197.00 annual fee will be subject to adjustment should services continue into additional years. The base for computing the adjustment is the Consumer Price Index (All Items) for the Los Angeles – Riverside area published by the United States Department of Labor, Bureau of Labor Statistics ("Index"), which is in effect on the date of the commencement of the term ("Beginning Index"). The Index published immediately preceding the adjustment date ("Extension Index") will be used in determining the amount of the adjustment. If the Extension Index has increased over the Beginning Index, the charge for an extended year of service shall be set by multiplying \$404,197.00 by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index. In no case shall the charge for the extended years of service be less than \$404,197.00. If the Index is changed so that the base year differs with that in effect when dispatch services goes online, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index had not been discontinued or revised."

2. In all other respects, the Dispatch MOU shall remain in full force and effect.

CITY OF HANFORD

Dated: MARCH 25, 2010

By, 

CITY OF LEMOORE

Dated: April 8, 2010

By, 

Mayor  
John Murray  
Mayor Pro Tem  
John Grego  
Council Members  
Mary Hornsby  
Ed Martin  
Willard Rodarmel



106.74  
**Office of the  
City Clerk**

119 Fox Street  
Lemoore • CA 93245  
Phone • (559) 924-6700  
FAX • (559) 924-9003

October 28, 2008

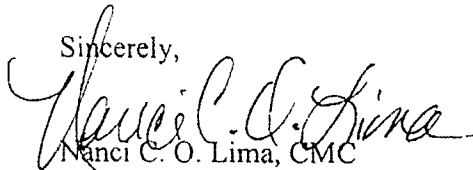
Karen Madruga, City Clerk  
City of Hanford  
319 N. Douty Street  
Hanford, CA 93230

RE: Memorandum of Understanding – Dispatch Services

Dear Karen

Enclosed is the City of Hanford's original of the Memorandum of Understanding regarding Dispatch Services for the City of Lemoore. We are pleased we were able to partner with the City of Hanford for dispatch.

Sincerely,

  
Nanci C. O. Lima, CMC  
City Clerk

---

**MEMORANDUM OF UNDERSTANDING  
REGARDING DISPATCH SERVICES**

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**RECITALS**

A. In April, 2007, the Kings County Multi-Agency Automation Committee was formed by representatives of law enforcement from the communities of Lemoore, Hanford, Corcoran, and the Kings County Sheriff's Department, to review existing and future computer, including software, needs for these agencies.

B. In January, 2008, the Committee made a recommendation to purchase new software known as SMART software. As of the date of this Memorandum of Understanding, however, only the City of Hanford and Corcoran have moved forward to implement the recommendation of the Committee by negotiating for the purchase of SMART software. The Kings County Sheriff's Department is currently indecisive. The City of Lemoore is favoring a decision to purchase SMART software and will make a final decision before the end of 2008.

C. In the meantime, because of computer, including software, incompatibility, Lemoore has need to discontinue its current dispatching arrangement with Kings County and has requested that Hanford provide dispatching services to Lemoore for a temporary period.

D. Hanford has agreed to provide temporary dispatching services to Lemoore in accordance with the terms and conditions of this Memorandum of Understanding.

NOW, THEREFORE, the parties hereto agree as follows:

1. Commencing in, late 2008 or early 2009, Lemoore will discontinue receiving dispatching services from Kings County and Hanford will begin providing dispatch services to the City of Lemoore.

The dispatch services provided will include dispatch for 9-1-1 and other emergency calls for police, fire, and public works. The exact protocols relating to dispatching for each of these specialties will be separately negotiated at a later date between the Lemoore Police Department and the Hanford Police Department.

2. A. For the one-year period commencing on a date mutually selected by the Lemoore Police Chief and the Hanford Police Chief in late 2008 or early 2009 (which date will be selected after the execution of this MOU), and ending on one year thereafter, Lemoore will pay Hanford the sum of \$404,197 for dispatching services and an additional sum of \$101,596.00 to enable the purchase of capital equipment necessary to facilitate the dispatching services to Lemoore. The parties understand that the \$101,596.00 amount is a

one-time payment to cover equipment to be purchased and will not be charged again, should dispatching services extend into the succeeding year. The \$101,596.00 amount will be paid by Lemoore within 30 days of the execution of this Memorandum of Understanding. Of the \$101,596.00, \$39,996.00 will be utilized for the purchase and installation of equipment and software for a phone tree. Hanford will reimburse Lemoore for one-half (1/2) of the \$39,996.00 cost of the phone tree. Such reimbursement will occur at the beginning of the second year that Hanford provides dispatch services to Lemoore; provided however, if Hanford is not providing dispatch services to Lemoore fifteen (15) months after the date on which Hanford's dispatching services begin, Hanford will pay such reimbursement on the date that is the fifteenth (15<sup>th</sup>) month anniversary of the date on which Hanford begins to provide such services.

B. Lemoore will pay \$404,197.00 for the first (1<sup>st</sup>) year of dispatch services that it receives from Hanford. The fee will cover the costs of dispatch services provided by Hanford to Lemoore and will be paid in monthly installments of \$33,683.08 by Lemoore. The first (1<sup>st</sup>) payment will be due within five (5) calendar days of the date on which the dispatch services begin. Subsequent payment will be paid in advance on the first day of each calendar month thereafter. The \$33,683.08 monthly payment amount will be prorated with respect to any partial month (e.g., if dispatch services commence on a date other than the first (1<sup>st</sup>) day of a month, the payment amount for that month will be prorated to reflect the number of days that services are/will be provided).

C. If Hanford hires employees to facilitate training prior to the commencement of dispatch services to Lemoore, Lemoore will only be responsible for each employee hired in excess of the twelve (12) positions Hanford is currently allotted. Lemoore will pay, during such training period, one-quarter (1/4) of the monthly \$33,683.08 installment for each additional employee hired in excess of Hanford's current twelve (12) allotted positions, but in no event will Lemoore's payment obligation under this subparagraph C exceed \$16,841.54 per month for all employees and all positions. This training period payment obligation will not extend for a period longer than 3 months prior to providing dispatch services to Lemoore without written consent from the City of Lemoore. The training period will terminate on the date that dispatching services to Lemoore go online. Lemoore may terminate its payment under this obligation by giving the city of Hanford 30 days notice.

3. By giving 90 days notice prior to the expiration of the one-year term described above, Lemoore shall have the option to extend the terms of the Memorandum of Understanding for 1 year. The \$404,197.00 annual fee will be subject to adjustment should services continue into a second year. The base for computing the adjustment is the Consumer Price Index (All Items) for the Los Angeles - Riverside area published by the United States Department of Labor, Bureau of Labor Statistics ("Index"), which is in effect on the date of the commencement of the term ("Beginning Index"). The Index published immediately preceding the adjustment date ("Extension Index") will be used in determining the amount of the adjustment. If the Extension Index has increased over the Beginning



Index, the charge for the second year of services shall be set by multiplying \$404,197.00 by a fraction, the numerator of which is the Extension Index and the denominator of which is the Beginning Index. In no case shall the charge for the second year of services be less than \$404,197.00. If the Index is changed so that the base year differs with that in effect when dispatch services goes online, the Index shall be converted in accordance with the conversion factor published by the United States Department of Labor, Bureau of Labor Statistics. If the Index is discontinued or revised during the term, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Index had not been discontinued or revised.

4. As part of dispatch services provided by Hanford pursuant to this Memorandum of Understanding, Hanford will create and retain documentation, records, reports, and information regarding dispatch services provided to Lemoore. The type of reports, frequency, and content of reports prepared pursuant to this Memorandum of Understanding will be separately outlined by the police and fire chiefs of Lemoore and Hanford and will be set forth in more detail at a later date. Hanford will provide Lemoore access to such documentation, records, reports, and information.

5. Lemoore will indemnify, defend, and hold Hanford harmless from any and all damages, claims, liabilities, injuries, deaths, and losses arising from Hanford's acts and omissions arising under this Memorandum of Understanding and from the dispatching services provided to Lemoore by Hanford; provided however, the duty to indemnify, defend, and hold harmless will not apply to any damages, claims, injuries, deaths, or losses arising from the gross negligence or intentional misconduct of Hanford.

6. Hanford agrees to defend and indemnify the City Lemoore, its agents, and employees, from all claims and liabilities arising hereunder which are attributable to the intentional act or gross negligence of Hanford, its agents, and employees.

7. This Memorandum of Understanding may be terminated by either party on 90 days written notice to the other. Should notice of termination be given prior to the end of any 12 months of dispatch services, then Lemoore shall be entitled to a ratable refund of any payments made to Hanford for dispatch services paid for but not received.

8. This Memorandum of Understanding may be amended only by written amendment, signed by the parties.

Dated: *October 23, 2008*

CITY OF HANFORD

By: 

Gary W. Misenhimer, City Manager

Dated: *October 24, 2008*

CITY OF LEMOORE

By: 

## Maribel Stinson

---

**From:** Tom Dibble  
**Sent:** Monday, April 20, 2015 10:37 AM  
**To:** Maribel Stinson  
**Cc:** Heather Corder; Penny Sutphin  
**Subject:** Consumer Price Index - Lemoore Dispatch Contract  
**Attachments:** DOC611.PDF

Maribel,

Attached is the March 2015 CPI chart. The March 2015 adjustment factor is 0.5 % for the Los Angeles-Riverside area as highlighted and circled on the chart. The increase factor applied to the current annual amount is  $\$417,078.12 \times 1.005 = \$419,163.51$  for the fiscal year beginning 7/1/2015. Hope this helps.

-Tom

Tom Dibble, Finance Director  
City of Hanford  
315 N. Douty St., Hanford CA 93230  
tel: 559-585-2505  
fax: 559-582-1152  
email: [tdibble@cityofhanfordca.com](mailto:tdibble@cityofhanfordca.com)

# CONSUMER PRICE INDEXES PACIFIC CITIES AND U. S. CITY AVERAGE

March 2015

## ALL ITEMS INDEXES

(1982-84=100 unless otherwise noted)

MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending	Mar 2015	1 Month ending				Year ending	Mar 2015	1 Month ending
	Mar 2014	Feb 2015	Mar 2015	Feb 2015	Mar 2015	Mar 2015	Mar 2014	Feb 2015	Mar 2015	Feb 2015	Mar 2015	Mar 2015
U. S. City Average.....	236.293	234.722	236.119	0.0	-0.1	0.6	232.560	229.421	231.055	-0.6	-0.6	0.7
(1967=100).....	707.830	703.122	707.306	-	-	-	692.725	683.374	688.243	-	-	-
Los Angeles-Riverside-Orange Co.....	242.491	241.297	243.738	0.1	0.5	1.0	235.500	232.975	235.991	-0.4	0.2	1.3
(1967=100).....	716.425	712.900	720.111	-	-	-	695.976	688.513	697.427	-	-	-
West .....	239.092	239.748	241.690	0.9	1.1	0.8	233.375	232.364	234.802	0.2	0.6	1.0
(Dec. 1977 = 100) .....	386.479	387.539	390.678	-	-	-	375.487	373.860	377.783	-	-	-
West - A*.....	244.259	245.027	247.110	1.0	1.2	0.9	237.089	235.938	238.667	0.3	0.7	1.2
(Dec. 1977 = 100) .....	398.298	399.551	402.947	-	-	-	383.801	381.938	386.355	-	-	-
West - B/C**(Dec. 1996=100).....	142.813	143.005	143.887	0.6	0.8	0.6	142.917	142.301	143.435	0.1	0.4	0.8
BI-MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending	Feb 2015	2 Months ending				Year ending	Feb 2015	2 Months ending
	Feb 2014	Dec 2014	Feb 2015	Dec 2014	Feb 2015	Feb 2015	Feb 2014	Dec 2014	Feb 2015	Dec 2014	Feb 2015	Feb 2015
San Francisco-Oakland-San Jose.....	248.615	252.273	254.910	2.7	2.5	1.0	245.148	247.680	249.809	2.1	1.9	0.9
(1967=100).....	764.313	775.559	783.663	-	-	-	746.495	754.206	760.691	-	-	-
Seattle-Tacoma-Bremerton.....	242.770	245.050	245.496	1.7	1.1	0.2	239.607	240.726	240.735	1.1	0.5	0.0
(1967=100).....	740.057	747.006	748.368	-	-	-	710.674	713.992	714.020	-	-	-

\* A = 1,500,000 population and over

\*\* B/C = less than 1,500,000 population

Dash (-) = Not Available.

Release date April 17, 2015. The next monthly and bi-monthly releases are scheduled for May 22, 2015. The next semi-annual releases are scheduled for August 19, 2015.

Please note: Customers can receive hotline information by calling the BLS West Region Information Office: (415) 625-2270.

This card is available on the day of release by electronic distribution. Just go to [www.bls.gov/bls/list.htm](http://www.bls.gov/bls/list.htm) and sign up for the free on-line delivery service. For questions, please contact us at [BLSinfoSF@BLS.GOV](mailto:BLSinfoSF@BLS.GOV) or (415) 625-2270.



## **Appendix G – BEMA Scope of Work Document**

## Scope of Work

### For

#### A Staffing Study to determine the optimum operational staffing level of a potential consolidated Communication Center to serve Kings County

1) Gather Data for Analysis – BEMA will review background material, distribute surveys, conduct interviews and observe each operation to gather data for the Staffing Analysis.

- Survey Agencies – BEMA will distribute a Staffing Survey that lists the information needed to conduct the subsequent analysis. This will include items such as the number of incoming administrative and emergency phone calls, number of 9-1-1 calls, number of dispatched calls for service, current staffing levels (budgeted and filled), call routing, staff scheduling and deployment, overtime hours worked, and ancillary tasks performed by dispatch staff.
- Conduct Interviews – BEMA will work with the County to identify one key stakeholder at each participating agency to interview. It is expected that the key stakeholder will be responsible for completing the Staffing Survey and be available for an interview during BEMA's scheduled Observation date and time.
- Observe Operations – To further understand the operational configurations and organizational culture of the PSAPs, BEMA will observe operations in each Communications Center.

2) Conduct Staffing Analysis and Produce Report – BEMA will utilize their collective expertise and industry standard modeling techniques applied to the data gathered in order to identify and report the optimum operational staffing level for a potential consolidation option. The analysis will take into account projected call volumes and workloads, staffing ratios, radio talk channels, radio channel discipline and radio traffic volume. BEMA will also identify the optimal number and type of staff. BEMA's findings will serve as a key input into a future financial analysis should the County so desire.

3) Schedule and Costs – BEMA anticipates that the scope of work will be completed and the Report delivered to the County within 8 weeks from the County's signed execution of this letter of agreement. BEMA estimates that the Consultants will require approximately 20 hours on-site at the participating PSAPs conducting interviews and collecting documents and an additional 20 hours reviewing data and preparing the Staffing Analysis Report. BEMA's hourly rate is \$195.00 per hour. Travel expenses are expected to include one overnight stay for two Consultants, plus mileage and incidentals. **Total costs will not exceed \$8,500.00.**

#### Approval:

BEMA: \_\_\_\_\_



dated: \_\_\_\_\_

8-20-15

County: \_\_\_\_\_



dated: \_\_\_\_\_

7-24-15

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**CITY ATTORNEY**

119 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6700  
Fax (559) 924-9003

**Staff Report**

**ITEM NO.** SS-4

**To:** Lemoore City Council  
**From:** Jenell Van Bindsbergen, City Attorney  
**Date:** May 9, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Sidewalk Liability and Repair

---

**Proposed Motion:**

Information only.

**Subject/Discussion:**

City staff and Council Members are frequently contacted by property owners requesting the City repair and/or replace sidewalks that are in disrepair due to age, elements (such as rain) or tree roots damaging the sidewalk.

A review of the City's Municipal Code established that the City of Lemoore does not currently have ordinances relating to repair maintenance, or liability arising from defectives in sidewalks.

California Streets and Highways Code section 5610 states:

**The owners** of lots or portions of lots, fronting on any portion of a public street or place when that street or place is improved or if and when the area between the property line of the adjacent property and the street line is maintained as a park or parking strip, **shall maintain any sidewalk in such condition that the sidewalk will not endanger persons or property and maintain it in a condition which will not interfere with the public convenience ....** (Emphasis added).

In interpreting this section, state courts have concluded the Streets and Highways Code section 5610 imposes a duty of repair on the adjoining property owners for defects in sidewalks, regardless of who created the defects.

The duty to repair the sidewalk is distinguishable from the issue of liability. Liability involves who may be sued by an individual who is injured by a defective sidewalk. The City has the ability by ordinance to shift the burden of liability to an adjacent property owner. A number of Cities in California have adopted such ordinances.

**Financial Consideration(s):**

Unknown.

**Alternatives or Pros/Cons:****Pros:**

- Adopting an ordinance will provide clear direction related to repair and liability of sidewalks in Lemoore.

**Cons:**

- Shifting liability for sidewalks may appear to be unfair to the community.
- The community may expect a higher level of service from the City's to repair and/or replace damaged sidewalks.

**Staff Recommendation:**

That the City Council provide direction to staff as it relates to the adoption of an ordinance as it relates to sidewalks.

**Attachments:**

- ☐ Resolution
- ☐ Ordinance
- ☐ Map
- ☐ Other \_\_\_\_\_

**Review:**

- |   |         |
|---|---------|
| <input type="checkbox"/> Finance                  |         |
| <input checked="" type="checkbox"/> City Attorney | 5/09/16 |
| <input checked="" type="checkbox"/> City Manager  | 5/09/16 |
| <input checked="" type="checkbox"/> City Clerk    | 5/11/16 |

**Date:**



**May 3, 2016 Minutes  
Study Session  
Joint City Council /  
★ Lemoore Redevelopment Successor Agency Meeting**

**CALL TO ORDER:**

*At 5:30 p.m. the meeting was called to order.*

**ROLL CALL:** Mayor/Chair: WYNNE  
Mayor Pro Tem/Vice Chair: CHEDESTER  
Council/Board Members: MADRIGAL, SIEGEL

**City Staff and contract employees present:** City Manager Welsh; City Attorney Van Bindsbergen; Interim Planning Director Holwell; Police Commander Rossi; Public Works Director Olson; Deputy City Clerk Lourenco.

**PUBLIC COMMENT**

*There was no public comment.*

**STUDY SESSION – Section SS**

**SS-1 Central San Joaquin Valley Risk Management Authority Presentation**

*Jeanette Workman, Chrissy Mack and Katie O'Brien with Central San Joaquin Valley Risk Management Authority (CSJVRMA) explained the following:*

- ❖ *Advantages and disadvantages of Joint Powers Authority*
- ❖ *CSJVRMA mission statement*
- ❖ *Organizational chart*
- ❖ *Membership criteria*
- ❖ *Pooled programs*
- ❖ *Group purchased programs*
- ❖ *Safety and risk control services*
- ❖ *Annual budget*
- ❖ *Board of directors*
- ❖ *Executive committee eligibility and duties.*

**CLOSED SESSION PUBLIC COMMENT**

*There was no public comment.*

*At 6:10 p.m. Council adjourned to Closed Session.*

**CLOSED SESSION**

1. Conference with Legal Counsel – Anticipated Litigation  
Government Code Section 54956.9  
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of  
Subdivision (d) of Section 54956.9  
One Case
2. Conference with Real Property Negotiators, Government Code 54956.9  
Property: 40 Acres in Industrial Park  
City Negotiators: City Manager and City Attorney  
Negotiating Party: William J. Stone  
Under Negotiation: Price and Terms of Payment

## ADJOURNMENT

*At 6:54 p.m. Council adjourned.*

**May 3, 2016 Minutes  
Regular Meeting  
Joint City Council /  
★ Lemoore Redevelopment Successor Agency**

**CALL TO ORDER:**

*At 7:30 p.m. the meeting was called to order.*

**ROLL CALL:** Mayor/Chair: WYNNE  
Mayor Pro Tem/Vice Chair: CHEDESTER  
Council/Board Members: MADRIGAL, NEAL, SIEGEL

**City Staff and contract employees present:** City Manager Welsh; City Attorney Van Bindsbergen; Interim Planning Director Holwell; Police Commander Rossi; Public Works Director Olson; Interim Finance Director Herrera; Deputy City Clerk Lourenco.

## ANNOUNCEMENT FROM CLOSED SESSION

*There was no announcement.*

## PUBLIC COMMENT

*Quetta Hyatt requested restrooms and grass at Pedersen Park.*

*Marlana Brown, NAS Lemoore, invited the community to attend the Federal Contracting Information Workshop on Friday, May 13 at the Civic Auditorium.*

## DEPARTMENT AND CITY MANAGER REPORTS – Section 1

## 1-1 Department & City Manager Reports

*Public Works Director Olson invited all to the King Lions Complex Playground Area ribbon cutting ceremony on Tuesday, May 17.*

*Commander Rossi invited all to attend the Kings County Peace Officers Memorial on Wednesday, May 11 at the Kings County Government Center Courtyard.*

*Items denoted with a ★ are Redevelopment Successor Agency items and will be acted upon by the Redevelopment Successor Agency Board. Items denoted with a ● are Lemoore Housing Authority items and will be acted upon by the Lemoore Housing Authority. Agendas for all City Council/Redevelopment Successor Agency/Lemoore Housing Authority meetings are posted at least 72 hours prior to the meeting at the City Hall, 119 Fox St., Written communications from the public for the agenda must be received by Administrative Services no less than seven (7) days prior to the meeting date. The City of Lemoore complies with the Americans with Disabilities Act (ADA of 1990). The Council Chamber is accessible to the physically disabled. If you need special assistance, please call (559) 924-6705, at least 4 days prior to the meeting.*

*All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Regular Agenda at the request of any member of the City Council or any person in the audience.*

### CONSENT CALENDAR – Section 2

**2-1 Approval – Minutes – Regular Meeting – April 19, 2016**

**2-2 Approval – Agreement with Kings County Fire for Automatic Aid Response**

**2-3 Approval – Agreement with Del Rio Advisors, LLC Municipal Advisor Services for Water and Wastewater Projects Debt Financing Analyses**

*Motion by Council Member Chedester, seconded by Council Member Madrigal, to approve the Consent Calendar as presented.*

*Ayes: Chedester, Madrigal, Neal, Siegel, Wynne*

### CEREMONIAL / PRESENTATIONS – Section 3

*There was no ceremonial / presentations.*

### PUBLIC HEARINGS – Section 4

*There were no Public Hearings.*

### NEW BUSINESS – Section 5

**5-1 Report and Recommendation – Comprehensive Annual Finance Report for Year Ended June 30, 2015**

*Fausto Hinojosa, Price Paige and Company and Tom Reed spoke.*

*Motion by Council Member Neal, seconded by Council Member Chedester, to receive and file the Comprehensive Annual Financial Report for fiscal year ending June 30, 2015.*

*Ayes: Chedester, Neal, Madrigal, Siegel, Wynne*

**5-2 Report and Recommendation – Implementation of Online Bill Pay and Acceptance of Credit Cards – Agreement with Paymentus Corporation**

*Tom Reed spoke.*

*Motion by Council Member Neal, seconded by Council Member Chedester to authorize City Manager to execute the Service Agreement for implementation of Online Bill Pay and Acceptance of Credit Cards.*

*Ayes: Neal, Chedester, Madrigal, Siegel, Wynne*

<b>CITY COUNCIL REPORTS AND REQUESTS – Section 6</b>
--

**6-1 City Council Reports / Requests**

*Council Member Neal stated Rely for Life had a great outcome.*

<b>ADJOURNMENT</b>
--------------------

*At 8:38 p.m. the meeting adjourned.*

ATTEST:

APPROVED:

\_\_\_\_\_  
Mary J. Venegas  
City Clerk

\_\_\_\_\_  
Lois Wynne  
Mayor



**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Office of the  
City Clerk**

119 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6700  
Fax (559) 924-9003

## Staff Report

ITEM NO. 2-2

**To:** Lemoore City Council  
**From:** Janie Venegas, City Clerk  
**Date:** May 10, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Agreement with Keenan and Associates for Employee Health Insurance and Benefit Broker Services

---

### **Proposed Motion:**

Authorize the City Manager to negotiate and execute an agreement with Keenan and Associates for Employee Health Insurance and Benefit Broker Services.

### **Subject/Discussion:**

The City of Lemoore maintains a comprehensive employee health and welfare benefit package for its current employees, the largest of which in terms of cost is the employee health benefit program. Components of the employee benefit program include life insurance, vision insurance, dental insurance, disability insurance, a Section 125 plan, a prescription drug plan and an employee assistance program. Benefits are offered to full time employees and only the part-time employees that meet the requirements under the Affordable Care Act. The City of Lemoore also offers benefits to retired employees.

City staff does not administer employee health and welfare benefits. These benefits are administered by a broker. City of Lemoore Broker Services have not been evaluated since approximately 2000. In order to ensure the best possible services are available to city staff, City staff issued a Request for Proposal for Employee Health Insurance and Benefit Broker Services was issued on February 11, 2016. Seven proposals were received and evaluated. All proposals were scrupulously reviewed and the top two proposals were invited to participate in an interview and oral presentation. The top candidate identified was Keenan and Associates.

Keenan and Associates is a licensed insurance broker that is well-versed in the employee health and welfare benefits market and experienced in advising public agencies. They would serve as the Broker of Record for placement and marketing of each health and welfare plan, compliance, modeling, benchmarking, claims analysis, Patient Protection and Affordable Care Act (PPACA) consulting and advising the City in the area of compliance, plan design, plan administration, costs, and communication of benefits to the City's employees.

### **Financial Consideration(s):**

Broker is paid through a commission basis and not a direct charge to the City.

**Alternatives or Pros/Cons:**

City Council could choose to retain our current broker services.

**Commission/Board Recommendation:**

Not Applicable.

**Staff Recommendation:**

Staff recommends that the City Council authorize the City Manager to negotiate and execute an agreement with Keenan and Associates for Employee Health Insurance and Benefits Broker Services.

**Attachments:**

- ☐ Resolution
- ☐ Ordinance
- ☐ Map
- ☐ Other \_\_\_\_\_

**Review:**

- ☐ Finance
- ☒ City Attorney
- ☒ City Manager
- ☒ City Clerk

**Date:**

5/10/16  
5/10/16  
5/11/16

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Maintenance &  
Fleet Divisions**

711 W. Cinnamon Drive  
Lemoore, CA 93245  
Phone (559) 924-6739  
Fax (559) 924-6808

## Staff Report

ITEM NO. 2-3

**To:** Lemoore City Council  
**From:** Nathan Olson, Public Works Director  
**Date:** May 3, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Budget Amendment – Community Investment Program Project  
No. 9100 for Recreation Sign

---

**Proposed Motion:**

City Council approve a budget amendment in an amount of \$14,000 from fund 074 Parks & Recreation Capital to CIP project 9100 – Recreation LED signage at the Cinnamon Municipal Complex (CMC) located at 711 Cinnamon Drive for a total expenditure of \$49,000.

**Subject/Discussion:**

The City Council approved the Community Investment Program (CIP) project 9100 for a pedestal LED sign at the Cinnamon Municipal Complex in an amount of \$35,000. The request was for a TekStar six (6) line screen, 48 feet by 112 feet sign atop an 8-foot pedestal. Staff has determined a larger eight (8) line, 64' x 128' sign, would better suit the current and future needs of the Recreation Department, other City Departments and the Community.

The LED double sided marquee sign cost will include electrical, Wi-Fi hookup, location signage, design, manufacturing and installation of a DayStar Defender LED Sign 64' x 128' without a header, with an eight (8) line marquee screen and pedestal mounted 10 feet above ground.

**Financial Consideration(s):**

The additional \$14,000 expenditure would be funded from fund 074 Parks and Recreation Capital which has a balance of \$1,294,000. The initial cost was funded from the General Fund 001 in the amount of \$35,000 for a total expenditure amount of \$49,000.

**Alternatives or Pros/Cons:**

**Pros:**

- Larger display board will ensure messages are legible at a greater distance while vehicles are traveling 35+ MPH on Cinnamon Street.

- Will help identify the Municipal Complex (currently there is no signage easily visible from the Street).
- Provides the ability to advertise City activities and messages to a well-traveled street and facility.

Cons:

- Additional cost.

**Commission/Board Recommendation:**

The Park and Recreation Commission requested signage during capital improvement planning process and City Council approved \$35,000 for the Community Investment Program (CIP) 9100 Rec LED Signage.

**Staff Recommendation:**

Staff recommends approval of the revised signage costs.

**Attachments:**

- ☐ Resolution
- ☐ Ordinance
- ☐ Map
- ☐ Other \_\_\_\_\_

**Review:**

- |   |         |
|---|---------|
| <input type="checkbox"/> Finance                  |         |
| <input checked="" type="checkbox"/> City Attorney | 5/10/16 |
| <input checked="" type="checkbox"/> City Manager  | 5/10/16 |
| <input checked="" type="checkbox"/> City Clerk    | 5/11/16 |

**Date:**



**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Maintenance &  
Fleet Division**

711 W. Cinnamon Drive  
Lemoore, CA 93245  
Phone (559) 924-6739  
Fax (559) 924-6708

## Staff Report

ITEM NO. 2-4

**To:** Lemoore City Council  
**From:** Nathan Olson, Public Works Director  
**Date:** April 1, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Retention of Fire Engine 2 for Parade and Event Purposes

---

**Proposed Motion:**

City Council approve retention of Fire Engine 2 for the purpose of converting the unit for parade and event usage only.

**Subject/Discussion:**

The Lemoore Volunteer Fire Department has requested Fire Engine 2 be retained as a working parade and event unit. The unit is slated to be disposed of due to the purchase of Fire Engine 12 this fiscal year. The volunteers have indicated their willingness to pay for the cost of conversion and to restore the paint back to the original red (currently it is a lime green/yellow color). This unit would also provide a backup if the current parade truck were to break down.

Fire Engine 2 is a historical 1962 American LaFrance 900 pumper with a Continental engine with 16,886 miles that was retired this year. Online sales may garner \$5,000 to \$8,000 in sales.

The Fire Department currently has three other retired vehicles, including a 1947 American LaFrance Fire Truck, a 1936 Ford Antique, and a 1917 Model T (in display by City Hall).

**Financial Consideration(s):**

The City would continue to provide insurance cost coverage as the vehicle would be retained as a non-replaceable asset.

**Alternatives or Pros/Cons:**

**Pros:**

- Provides additional unit for community parades and events.
- Continues to provide community opportunities to promote City and Volunteer Fire Department cooperation.
- Is a source of pride for the Volunteers.

**Cons:**

- Loss of a historical unit and potential of \$5,000 to \$8,000 in auction sale.

**Commission/Board Recommendation:**

Not applicable

**Staff Recommendation:**

Staff recommends retaining Fire Engine 2 for the sole purpose of use in parades and events.

**Attachments:**

- ☐ Resolution
- ☐ Ordinance
- ☐ Map
- ☐ Other \_\_\_\_\_

**Review:**

- |   |         |
|---|---------|
| <input type="checkbox"/> Finance                  |         |
| <input checked="" type="checkbox"/> City Attorney | 5/10/16 |
| <input checked="" type="checkbox"/> City Manager  | 5/09/16 |
| <input checked="" type="checkbox"/> City Clerk    | 5/11/16 |

**Date:**

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**OFFICE OF THE  
CITY MANAGER**

119 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6700  
Fax (559) 924-9003

**Staff Report**

**ITEM NO.** 2-5

**To:** Lemoore City Council  
**From:** Andrea Welsh, City Manager  
**Date:** May 9, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Resolution 2016-11 related to Council Position on State and Federal Water Policies

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**Proposed Motion:**

Adopt Resolution 2016-11 regarding requesting the State of California and the Federal Bureau of Reclamation to change policies to allow increased capture of water in reservoirs for delivery to agricultural producers which in turn will allow aquifers used by residents to recharge.

**Subject/Discussion:**

Council requested a letter to the State and the Federal Bureau of Reclamation related to policies of those agencies which impact the residents of Lemoore's water availability.

Staff considered the comments made by Council and recommends adoption of a Resolution, in lieu of a letter due to its general purpose and ability to distribute to numerous parties. This resolution may be adopted and distributed to agencies or individuals for consideration of current and future water policies.

**Financial Consideration(s):**

None.

**Alternatives or Pros/Cons:**

The Council could choose to modify the language of the resolution or not approve the resolution. Council could also identify specific agencies or individuals they would like to receive the resolution.

**Staff Recommendation:**

Adopting a resolution with the Council's position which may be used and sent to both agencies and individuals for consideration in water policies.

**Attachments:**

- ☒ Resolution 2016-11
- ☐ Ordinance
- ☐ Map
- ☐ Other \_\_\_\_\_

**Review:**

- ☐ Finance
- ☒ City Attorney 5/9/16
- ☒ City Manager 5/9/16
- ☒ City Clerk 5/11/16

**Date:**

**RESOLUTION NO. 2016 -11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMOORE  
SUPPORTING A CHANGE IN CURRENT WATER POLICIES WHICH WILL  
ALLOW FOR MORE ALLOCATION OF  
AGRICULTURAL WATER TO KINGS COUNTY**

**WHEREAS**, water is essential for human life and for the agricultural economy of Kings County.

**WHEREAS**, numerous residents of Kings County who rely on wells for their water have been seeing their wells run dry over the last few years.

**WHEREAS**, the State of California (“State”) approved a program whereby Self Help Enterprises (“SHE”) would purchase water from water suppliers, would provide the water to the needy residents for a limited time, and would be reimbursed by the State.

**WHEREAS**, in order to assist Self Help Enterprises and its drought relief efforts within Kings County, the City of Lemoore (“City”) approved and entered a contract on April 5, 2016, with SHE to sell water for SHE’s use.

**WHEREAS**, the allocation by the State and the Federal Bureau of Reclamation (“Bureau”) of water to South-of-Delta agricultural water service contractors – including those in the west side of Kings County – was 0% in 2014 and 0% in 2015, and it was announced on April 1, 2016, as being only 5% in 2016 despite the substantial rainfall during the most recent winter of 2015-2016.

**WHEREAS**, the State’s and Bureau’s failures to capture water in reservoirs and then allocate that water to Kings County agricultural producers has forced these producers to let significant amounts of agricultural land go fallow, and to pump substantial quantities of ground water for the remaining land. This necessary pumping of ground water caused by the State’s and Bureau’s failures has led to many wells in Kings County, including those for residences, to run dry.

**WHEREAS**, consequently, the State’s and Bureau’s above failures to capture water for, and allocate water to, Kings County has directly led to families in Kings County not having water for even the most basic subsistence needs.

**WHEREAS**, for the sake of the Kings County groundwater – and especially the Kings County families and agricultural producers that depend on it – the City urges the State and Bureau to revise its policies so that more water is captured for, and allocated to, Kings County for agricultural use.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Lemoore calls on the State of California and the Federal Bureau of Reclamation to change its policies so that more water is captured in reservoirs allowing for delivery to agricultural producers of Kings County which will in turn allow aquifers used by residents to recharge.



**PASSED AND ADOPTED** at a Regular Meeting of the City Council of the City of Lemoore held on 17<sup>th</sup> day of May 2016 by the following vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

ATTEST:

APPROVED:

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Mary J. Venegas  
City Clerk

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Lois Wynne  
Mayor

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Police  
Department**

657 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-9574  
Fax (559) 924-3116

## Staff Report

ITEM NO. 3-1

**To:** Lemoore City Council  
**From:** Darrell Smith, Chief of Police  
**Date:** April 22, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Recognition of Explorer Post 1097 for Competition

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**Proposed Motion:**

No motion required. Recognition only.

**Subject/Discussion:**

**Police Explorers**

The Lemoore Police Department would like to recognize the Lemoore Police Department Police Explorers Post 1097, Explorer Advisors and other volunteers for supporting the program.

The Police Department proudly sponsors the Learning for Life Explorer Program through Boy Scouts of America. This co-ed, career based volunteer program is for local students between the ages of 14-20. The program provides young adults the chance to learn about law enforcement through training opportunities, interaction with law enforcement professionals, competitions, and other activities. Additionally, the program promotes personal growth through character development, respect for the rule of law, physical fitness, good citizenship and patriotism. Lemoore's Explorer Post 1097 strives to instill high morals, good judgment, and active community participation.

**Central Valley Law Enforcement Competition**

The Central Law Enforcement Competition is an annual competition open to law enforcement Explorer Posts throughout the State of California. The Competition took place this year on April 15-16 with the Award Ceremony on April 17, 2016 at the Porterville Fairgrounds.

The competition is very intense. This year there were 27 Explorer Posts and over 250 explorers. Explorers train all year for these competitions and on day one of the competition their skills are put to the test. Each post competes in each scenario where they are faced with simulated incidents that officers face on a regular basis. The scenarios included Felony/High Risk traffic stop, Negotiations, Domestic Violence, Oral Panel, Written Exam, Vehicle Search, Suspicious Persons, Medical Aid, DUI Stop, and Firing Range.

The second day is just as intense. Explorer Posts compete against each other in a five-person or a ten-person team for Tug of War, using a bracket system to determine the winners. This is followed by individual obstacle course for individual female and individual male, and last is the team obstacle course. The obstacle course includes scaling a six-foot wall, a four-foot wall, dragging a weighted dummy, and pushing a patrol SUV across the finish line.

Oral and written exams are also given and the top five Explorers that rank the highest earn scholarships. Lemoore's Explorer Estaleen Dennison placed 5<sup>th</sup> and received a \$500 scholarship and a laptop! The Lemoore Explorers also placed 3<sup>rd</sup> in Night Time Traffic Stop, 3<sup>rd</sup> place in Oral Panel, and 4<sup>th</sup> in Tug of War (5 person team).

Lemoore Explorers that competed included Glen Burkett, Geanna Villegas, Isaiah Johnston, Estaleen Dennison, and Caleb Escalera.

### **Advisors**

Recognition is deserved for the Explorer Advisors Sgt. Lucio, CSO Perez, Officer Kisor, Cpl. Pescatore, Ofc. Braly and Ofc. Giles who were instrumental in the success of this team by providing leadership and guidance.

### **Financial Consideration(s):**

Not Applicable.

### **Alternatives or Pros/Cons:**

Not Applicable.

### **Commission/Board Recommendation:**

Not Applicable.

### **Staff Recommendation:**

Recognition only.

#### **Attachments:**

- ☐ Resolution
- ☐ Ordinance
- ☐ Map
- ☐ Other \_\_\_\_\_

#### **Review:**

- |   |         |
|---|---------|
| <input type="checkbox"/> Finance                  |         |
| <input checked="" type="checkbox"/> City Attorney | 5/10/16 |
| <input checked="" type="checkbox"/> City Manager  | 5/10/16 |
| <input checked="" type="checkbox"/> City Clerk    | 5/11/16 |

#### **Date:**

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Finance  
Department**

119 Fox Street  
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Fax (559) 924-9003

## Staff Report

ITEM NO. 5-1

**To:** Lemoore City Council  
**From:** John Herrera, Finance Director Consultant  
**Date:** May 9, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Quarterly Financial Report for Quarter Ending March 31, 2016 – Resolution 2016-12

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**Proposed Motion:**

Receive and file the Quarterly Financial Report (QFR) for 3<sup>rd</sup> Quarter (Q3) ending March 31, 2016 and adopt Q3 QFR Budget Amendment Resolution No. 2016-12.

**Subject/Discussion:**

The Quarterly Financial Report (QFR) for Q3 that follows is the first-ever presentation of quarterly financial performance for the quarter ending March 31, 2016. The Reserve Fund section of this QFR is based on Fiscal Policies recommended separately to the City Council.

The QFR should be presented to the City Council within 30 days following the close of each quarter, with the exception of the Q4 QFR which is an annual financial review requiring 60 days to prepare, and will come forward by August 31, 2016. The Q4 QFR is important because it summarizes annual financial results in August, 90 days ahead of the annual audit and Comprehensive Annual Financial Report (CAFR) which will be presented to the City Council in November of each year. This Q3 QFR is a good kick-off to the FY 2016-17 Budget plan that will be presented to the Council Finance Committee on May 19 and the full Council at their next meeting.

### **BACKGROUND OF Q3 QFR**

This Q3 QFR provides an analysis of the City budget and cash flows for quarter ending March 31, 2016. This report is focused on the General Fund as this is the City's discretionary fund where most municipal services are funded. The Q4 QFR will provide an expanded fiscal analysis of Enterprise and Special Funds.

The Q3 report for FY 2015-16 analyzes four (4) measures of financial performance:

1. Budget vs. Actual – Operating and Capital Improvement Program (CIP)
2. Net Operating Revenue (NOR)
3. Cash Flows
4. Reserve Fund being established simultaneously with this Q3 QFR.

**Bottom Line:** The \$11.8 million General Fund budget and the \$4.7 million CIP budget are on-target with the adopted budget at Q3 for FY 2015-16.

The following is staff's projection for FY 2015-16 based on analysis of Q3 financial statements and the budget as "revised" during Q1 and Q2 in FY 2015-16:

1. Budget vs. Actual – City is expected to close the year "within" budget.
2. NOR – The \$5,419 budgetary NOR is a normal, balanced-budget figure.
3. Cash Flows – The City's cash grew by \$2,583,837 at Q3.
4. Reserve Fund – The balance sheet is fully funded at Q3 at \$10,297,227.

The narrative in this Q3 financial report that follows will go into greater detail and analysis on each of the above four measures of financial performance. The Q3 report also includes a list of recommended budget amendments for the General Fund.

Staff expects the readers of this report will receive answers to these important questions regarding the fiscal health of the City as determined at the end of Q3 2016:

1. Is the City on target with the \$11.8 million adopted budget in the General Fund?
2. Where did the City generate the cash for \$8.7 million expended through Q3?
3. Will the City have enough cash to comply with Reserve Fund policies this year?
4. Will there be any budget savings in FY 2015-16 to augment the Reserve Fund?
5. What budget amendments are needed in FY 2015-16 per the Q3 report?
6. Will the \$5,419 Net Operating Revenue budgeted in FY 2015-16 be met?
7. Does the City have more or less fiscal capacity to expand operations this year?
8. Does the City have more or less fiscal capacity to expand operations next year?
9. What strengths, weaknesses, opportunities and threats does the City face at Q3?

## DISCUSSION:

In this section of the report, a summary review is outlined of the four key measures of financial performance for the City budget and the balance sheet.

### I. BUDGET VS. ACTUAL – REVENUES & EXPENDITURES

**Bottom Line:** The General Fund is on track with the budget as of Q3 2016. The Q4 QFR to be provided in August will provide a better picture for FY 2015-16 as receipts and timing issues should be known by the closing of the 2016 books. The City's independent auditors are scheduled to be at City Hall in mid-June for "interim audit" and mid-September for "regular" fieldwork audit.

As of the quarter ending March 31, 2016, General Fund revenues are on track overall for this period. Actual revenues are at 49% of budget, as is typical for Q3 (with a minor variance). This 49% rate of revenue collection at Q3 in 2016 is consistent with the 52% revenue collections for Q3 in 2015.

Expenditures are at 73% of budget at Q3 in 2016 (cash basis), which is well within the 75% budget target at March 31<sup>st</sup>, and below the expenditure level from 2015. For Q3 of



2015, expenditures were at 81% of budget. The Q4 QFR will show the “annual” Budget vs Actual report at June 30, 2016, and provide a detailed comparison to last year.

Every City Department’s expenditure Budget vs. Actual report is presented in Attachment 4 to this staff report for Q3 at March 31, 2016, however, below is a summary presentation of the Budget vs Actual in CAFR format:

GENERAL FUND	FY 2015-16	03/31/16	Change	
	Budget	Actual	Dollar	%
<b>EXPENDITURES</b>				
General Government	2,211,234	1,745,592	(465,642)	79%
Public Safety	5,583,722	4,030,086	(1,553,636)	72%
Public Works	2,240,511	1,341,816	(898,695)	60%
Community Development	-	676	676	0
Parks and Recreation	547,553	658,054	110,501	120%
<b>Total General Fund Expense</b>	<b>10,583,020</b>	<b>7,776,224</b>	<b>(2,806,796)</b>	<b>73%</b>

As shown above, the Parks & Recreation budget is over budget by 20% and will require a budget adjustment of \$196,500 (net of \$100,000 payout) if spending continues through June 30, 2016. However, there is an opportunity to enhance revenues through administrative cost-recovery from the Citywide CIP Fund. This should offset most of the \$196,500 budget adjustment needed for Parks & Recreation.

For the same period last year, Parks & Recreation was at 67% of budget, and total General Fund expenditures were at 81% of budget. **Budget management in FY 2015-16 is better than it was in FY 2014-15, as the City will stay under budget this year.** The table below shows the Actual vs Actual expenditures for the General Fund for Q3 2016 compared with Q3 2015:

GENERAL FUND	03/31/15	03/31/16	Change	
	Actual	Actual	Dollar	%
<b>EXPENDITURES</b>				
General government	1,867,003	1,745,592	(121,411)	-6.50%
Public safety	3,724,308	4,030,086	305,778	8.21%
Public works	1,543,453	1,341,816	(201,637)	-13.06%
Community development	372	676	304	81.55%
Parks and recreation	364,961	658,054	293,093	80.31%
<b>Total Gen Fund Expense</b>	<b>7,500,098</b>	<b>7,776,224</b>	<b>276,126</b>	<b>3.68%</b>

As shown above, there was a minor 3.68% increase in the actual expenditures in the General Fund at Q3 2016 when compared to Q3 2015.

## TOP 5 REVENUES = 76% OF THE BUDGET

The top five revenue sources in the General fund provide cash flow to support over 76% of General Fund budget. Staff closely monitors the Sales Tax, Property Tax, Motor Vehicle in Lieu (VLF), Administrative Cost Reimbursement, and Transient Occupancy Tax (TOT) regularly to identify trends as quickly as possible, making adjustments where needed. Starting with Q3 2016 and going forward, the City Council will be presented with gradually improving details and business intelligence on the top five revenues of the City's General Fund.

Below is a detailed discussion of these top five revenues and summary discussion on the other revenues which provide funding to the General Fund.

### General Fund Revenue Analysis:

**Sales Tax** revenues make up the largest funding source for the City budget, and this revenue is usually fairly consistent throughout the year (except for anomalies in the quarterly "clean-up" by the Board of Equalization). Also, the Countywide and Statewide pools sometimes can vary, affecting the receipt of sales tax payments from the State.

Sales tax revenues are down slightly due to the price of oil (and fuel) prices during the last two quarters, and some declines in Business and Industry as well as Autos retails sales categories. The \$1,996,000 Sales Tax revenue estimate is being revised downward by \$157,000 to \$1,839,000. This is decrease of 7.9% for FY 2015-16. However, as we see price of oil begin to creep up again, and fuel increase above \$3.50 per gallon at the pump (especially with the summer fuel blends), staff expects a stabilization of retail sales revenues, maintained by the sales tax on fuel, which is a major driver in sales tax revenues at the City of Lemoore.

The FY 2016-17 budget will hold at \$1,839,000 but by FY 2017-18, staff expects about a 10% increase in the sales tax on fuel, or about 3% in total retail sales in Lemoore.

**Motor Vehicle in Lieu (VLF)** revenue is the second highest revenue source for the General Fund budget. The VLF revenue generated \$1,018,886 through Q3 2016, an increase of \$73,527 compared to the Q3 2015 total of \$945,359. This revenue source continues to be flat, yet is a major funding source for the budget.

**Property Tax** provides the third highest revenue source to the City budget, but these cash flows follow the County's property tax apportionment schedule, which is not evenly distributed throughout the fiscal year. Property tax generated \$1,096,156 year-to-date in revenue through the Q3, a decrease of \$176,852 over the same quarter last year.

Staff is waiting for assessed value reports from the County to perform detailed analysis on property tax revenues as this affects not just the General Fund, but also the Successor Agency's property tax increment revenues which have declined in FY 2015-16.

A more expanded discussion and analysis of property tax revenues will be presented to the City Council when the Q4 QFR is presented in August 2016.

**Inter-Fund Reimbursement** represents the fourth largest revenue source, or funding source for the City's General Fund, which is collected from most funds for administrative services provided from the \$2.5 million General Government administration costs that ensure the efficient delivery of municipal services to the City. This revenue source has grown since FY 2009-10, when there was a need to expand the level of cost recovery to mitigate the revenue losses to the General Fund from the Great Recession.

Next fiscal year, the City Manager has directed that a new cost allocation plan be developed to validate the inter-fund cost reimbursement levels in 2016 and 2017 to ensure an accurate and sustainable General Fund budget going forward.

**Transient Occupancy Tax (TOT)** provides the fifth largest revenue to the City budget, and is the most consistent in providing cash flow evenly received throughout the fiscal year, except when hotels are late in paying their tax. TOT generated \$117,918 in revenue through Q3 2016, a decrease of \$4,620 when compared to the same quarter last year. The decrease is due to late payers. This should be made up and brought in line by the Q4 QFR to be presented to the City Council in August 2016.

## OTHER GENERAL FUND REVENUES

Below is a table with a CAFR perspective on General Fund revenues at Q3:

GENERAL FUND	FY 2015-16	03/31/16	Change	
	Budget	Actual	Dollar	%
<b>REVENUES</b>				
Property taxes	1,483,000	1,161,236	(321,764)	78%
Other taxes	2,775,000	1,074,167	(1,700,833)	39%
Licenses and permits	518,650	526,742	8,092	102%
Charges for services	446,250	375,923	(70,327)	84%
Intergovernmental	2,435,394	1,236,446	(1,198,948)	51%
Fees and assessments	15,500	46,279	30,779	299%
Use of money and property	240,082	215,876	(24,206)	90%
Other revenue	382,700	401,234	18,534	105%
Admin Reimbursement	2,291,863	107,236	(2,184,627)	5%
<b>Total revenues</b>	<b>10,588,439</b>	<b>5,145,139</b>	<b>(5,443,300)</b>	<b>49%</b>

Compared to Q3 of 2015, our General Fund revenues were almost identical to Q3 of 2016, with a change of \$19,757 as of March 31<sup>st</sup> as shown below:

GENERAL FUND	03/31/15	03/31/16	Change	
	Actual	Actual	Dollar	%
<b>REVENUES</b>				
Property taxes	1,324,611	1,161,236	(163,375)	-12.33%
Other taxes	1,391,363	1,074,167	(317,196)	-22.80%
Licenses and permits	536,211	526,742	(9,469)	-1.77%
Charges for services	316,082	375,923	59,841	18.93%
Intergovernmental	1,051,603	1,236,446	184,843	17.58%
Fees and assessments	15,683	46,279	30,596	195.09%
Use of money and property	77,901	215,876	137,975	177.11%
Other revenue	391,929	401,234	9,305	2.37%
Admin Reimbursement	20,000	107,236	87,236	436.18%
<b>Total General Fund Revenue</b>	<b>5,125,382</b>	<b>5,145,139</b>	<b>19,757</b>	<b>0.39%</b>

**Franchise Fee** revenue totaled \$93,379 for Q3 2016, an increase of \$5,152 over the same quarter last year. This increase is due to timing differences and should level out by Q4 when the next report is presented in August 2016.

**Licenses and Service Charges** generated \$526,742 actual revenue as of Q3 2016, a decrease of \$9,469 over the same quarter last year. Staff is still studying this revenue source, which will be done as part of the Master Schedule of Fees to be performed next fiscal year.

**Fees and Assessments** totaled \$46,279 through Q3 2016, an increase of \$30,596 over the same quarter last year.

**Use of Money and Property** totaled \$215,876 at Q3 2016, an increase of \$137,975 over the same quarter last year. Interest rates continue to remain low by historical standards; however, next year may result in modest interest rate growth due to decreased bond buying and quantitative easing program at the Federal Reserve.

**Other Revenue** totaled \$401,234 at Q3 2016, an increase of \$9,305 over the same quarter last year. This revenue is a catch all for any revenues not classified in the other categories above.

In summary, total General Fund revenues were \$5,145,139 for Q3 2016, a nominal increase of \$19,757 over the same quarter last year.

## General Fund Expenditure Analysis

The General Fund had \$7,776,224 in expenditures (excluding equipment purchases of \$928,475) at Q3 2016, an increase of \$276,126 over the same quarter last year.

On a Budget vs. Actual basis, the \$8,704,707 actual General Fund expenditures (including \$928,475 for capital purchases) were at 73% of budget, which totals \$11,813,228 (includes \$862,908 for capital purchases). The General Fund expenditure budget has \$196,500 “net” requested increases as shown below for Q3 2016.

## COMMUNITY INVESTMENT PROGRAM (CIP) BUDGET

The FY 2015-16 CIP Budget totals \$4,724,700, with \$850,999 expended and \$114,795 held in encumbrances for purchase orders related to existing contracts. This leaves an available balance in the Citywide CIP Fund budget of \$3,758,906 at the end of Q3. The General Fund is providing \$197,500 for various capital improvements in FY 2015-16. The total General Fund commitment for the 5-Year CIP Budget totals \$6,079,400, out of a total \$125,802,000 5-Year CIP Budget through June 30, 2021. Attachment 3 to this staff report provides the Monthly CIP Budget Status Report for Q3 at March 31, 2016.

## II. NET OPERATING REVENUE (NOR) AT Q3 QUARTER FY 2015-16

NOR is the difference between actual revenues and expenditures (excluding capital expenditures, transfers, and carryover budgets) in the General Fund. As shown below, the City budget was “**adopted**” in FY 2015-16 with NOR of **\$370,457**.

Adopted FY 2015-16 NOR (Budgetary Basis)*	Q3 Quarter 2015-16
Operating Revenues	\$10,588,439
Operating Expenditures	\$10,217,982
Net Operating Revenue (NOR)	<b>\$ 370,457</b>

\*Excludes \$788,973 of “capital” equipment purchases by Departments.

Below is a reconciliation of the “**revised**” Pentamotion budget in our accounting system to the NOR schedule presented above for managerial accounting purposes:

NOR Reconciliation to Pentamotion Budget System at Q3	Q3 QFR 2015-16
Total Revenue Budget	\$ 8,296,576
Transfer In from Other Funds (Admin Reimbursement)	\$ 2,291,863
Equals: Net Revenues for NOR at Q3	\$10,588,439
Total Expenditure Budget	\$12,009,728
Less: CIP Project Transfers	\$ 367,300
Less: Capital Equipment	\$ 862,908



Less: Adjustment Pending for Q3	\$ 196,500
Equals: Net Expenditures for NOR	\$10,583,020
NET OPERATING REVENUE "REVISED" FOR FY 2015-16	\$ 5,419

The NOR is presented on a "budgetary" basis for the Q3 QFR, but staff will wait for the Q4 QFR when the year is closed and audited to establish the actual NOR for FY 2015-16. Council should expect to receive quarterly updates to the NOR to ensure the City budget is amended quarterly, not only at Mid-Year Budget (Q2), to take action in response to any fiscal trends that could threaten the City's financial position.

In summary, after the "net" proposed budget amendments to revenues and expenditures at Q3, the NOR will decrease from \$370,457 to \$5,419 at March 31, 2016 for FY 2015-16 based on Q1 and Q2 budget amendments year-to-date. This basically means **there is little, if any, room for error in the revenue or expenditure estimates for the current fiscal year, and little room for growth in FY 2016-17.**

The City budget for FY 2016-17 will be presented in two weeks, with the review of the Council Sub-Committee from May 19, should result in a balanced budget, albeit with the use of Reserve Funds because the NOR will likely be negative next fiscal year.

### III. CASH FLOWS

Understanding the liquidity of the City of Lemoore is important to gain an understanding of the financial strength of the City as an organization and its fiscal capacity as a community. This analysis focuses on the changes in cash flows during Q3 of 2016 compared with Q3 of 2015. The total cash balances at March 31, 2016 total \$36,093,444. The total cash balances at March 31, 2015 were \$33,509,607. This shows that the cash balance at Q3 *increased* by \$2,583,837 at this point in time.

To compare cash balances at Q2 compared to Q3 2016, there was \$34,551,810 at December 31, 2015 (Q2), compared to \$36,093,444 at March 31, 2016 (Q3). This is an *increase* of \$1,541,634 in cash in Q3 compared to Q2 2016.

**Bottom Line:** The City has enough cash in the bank at Q3 for all expenditures in FY 2015-16. It costs the Lemoore community \$881,918 per month to provide law enforcement, public works, recreation, and general government services needed for the efficient delivery of municipal services (excluding of infrastructure investments). This means the City could operate without receiving any revenue in the budget for about 12 months (excluding restricted cash). This is a strong financial condition for a City, using liquidity as a measure of financial performance. Of course, with the use of about \$6.1 million of tax revenues to pay for the CIP Budget during the next five years, without economic development, this will use up over half of this liquidity in the General Fund.

Below is the cash basis revenue and expenditure summary for Q3 for General Fund:

FY 2014-15 Actuals*	Q3 Totals
Total Revenues Received in Cash	\$5,125,382
Total Expenditures Paid in Cash	\$7,897,805
Net Cash Flow	\$(2,772,423)

FY 2015-16 Actuals**	Q3 Totals
Total Revenues Received in Cash	\$5,145,139
Total Expenditures Paid in Cash	\$8,704,698
Net Cash Flow	\$(3,559,559)

As can be seen above, on a cash basis, net cash flow in FY 2015-16 is *negative* \$3,559,559 at Q3 2016, similar to the net cash flow of \$2,772,423 for Q3 in FY 2014-15. The Q2 financial report will provide a more useful comparison of net cash flows with prior years because the Q4 QFR will allow more time for more analysis cash revenues and expenditures. The Q3 QFR presents a “cash basis” schedule of revenues and expenditures as of March 31, 2016 and does not recognize accruals.

#### IV. RESERVE FUND BALANCE SHEET

Consistent with the fiscal policies being presented to the City Council concurrently with this Q3 QFR, this report includes a discussion and presentation of the City’s General Fund reserves balances (budgetary basis) as of Q3 quarter. The \$11,300,000 total Reserves decreases to \$10,297,227 as shown below. *Staff did not want to net the \$806,273 of budget amendments made during Q1 and Q2 2016 to present the full disclosure Reserve Fund Balance Sheet along with Q3 on this report.*

##### Reserve Fund Balance Sheet

Below is a recap of estimated reserves as of March 31, 2016, including requested Reserve Fund adjustments for Q3 ending March 31, 2016:

RESERVE NAME	FY 2014-15 Actual Balance	Q1 – Q2 Adjustments FY 2015-16	Q3 Adjustment FY 2015-16	FY 2015-16 Projected Balance
25% Reserve Policy	\$2,500,000	\$0	\$196,500	\$2,303,500
Capital Equipment	\$1,500,000	\$385,673	\$0	\$1,114,327
Risk Management.	\$600,000	\$200,000	\$0	\$400,000
CalPERS/OPEB	\$600,000	\$200,000	\$0	\$400,000
CIP Project Funding	\$6,079,400	\$0	\$0	\$6,079,400
Unassigned F-Bal	\$20,600	\$20,600	\$0	\$0
<b>TOTAL</b>	<b>\$11,300,000</b>	<b>\$806,273</b>	<b>\$196,500</b>	<b>\$10,297,227</b>

As shown above, the projected “budgetary” Reserve Fund balance decreased from \$11,300,000 to \$10,297,227 due to the \$1,002,773 in budget amendments that required the use of fiscal policy reserves during Q1 and Q2 and the \$196,500 of Q3 2016 budget adjustments for the Recreation Services budget. Thus, at Q3 2016, the total Reserve Fund stands at \$10,297,227 as amended above at March 31, 2016.

#### FISCAL POLICIES

Staff has proposed 17 different fiscal policies for consideration by the Council under a separate report, however, only five (5) of the policies include funding through the newly established Reserve Fund. It was reviewed with the Council Sub-Committee as follows:

1. 25% Reserve Policy – Funded at 25% of Operating Budget. (The Committee recommended moving this reserve up to 35% over 5 years).
2. Vehicle Replacement – Funded at \$1.5 million.
3. Risk Management – Funded at \$600,000 for litigation and claims.
4. OPEB/Pension – Funded at \$600,000 to stabilize future pension costs.
5. Citywide CIP Projects – Funded at \$6,079,400 for 5-Year CIP Budget.

As shown in the Reserve Fund Balance Sheet above, these fiscal policies were modified to absorb the \$1,002,773 in Q1 and Q2 budget amendments approved during the first half of FY 2015-16 and to fund the \$196,500 Q3 budget amendments. This Reserve Fund balance will be updated quarterly at each of the quarterly financial reports presented.

### **BUDGET AMENDMENTS AT Q3**

Below is the list of all Q3 amendments proposed to revenues and expenditures:

#### ***REVENUE BUDGET ADJUSTMENTS:***

001-3022: \$157,000 *decrease* for Sales Tax revenues.

001-3882: \$157,000 *increase* for Citywide CIP Budget administrative reimbursement.

The above adjustments to the budget at Q3 results in a net change of \$0 to the General Fund revenue budget.

#### ***EXPENDITURE BUDGET ADJUSTMENTS:***

001-4242-4310: \$196,500 *increase* for Recreation Services through Q4 2016.

The above adjustments to the budget at Q3 result in an increase of \$196,500 to the General Fund expenditure budget.

The net impact on NOR in the General Fund is a decrease of \$196,500, due to the increase of the Recreation Services expenditure budget of \$196,500. Thus, the budgetary NOR at will *decrease* from \$5,419 to (\$191,081) at Q3 2016.

### **Special Revenue, Grants, and Other Funds**

Special Revenue, Grants, and Other Funds will be discussed in the Q4 QRF as this requires additional information to complete. Staff will also provide a more detailed analysis on the status of grants reimbursements and the updated fund balance of the above Special Revenue funds when the Q4 QFR is present to the City Council in August 2016, along with an analysis of enterprise fund balance sheets.

### **CONCLUSION:**

The \$5,419 NOR is insufficient to absorb the \$196,500 amendments to the Recreation Services expenditure budget in the General Fund. With the \$196,500 budget amendment in the General Fund, this will leave the NOR at *negative* \$191,081 at Q3 2016. Part of

the \$11.3 million Reserve Fund balance sheet will be used to pay for this budget impact on NOR.

The NOR will be updated quarterly, as stated earlier, however, the actual NOR will be provided when the Q4 Financial report is presented in August 2016.

## FIVE-YEAR FINANCIAL FORECAST

Looking ahead, while the current-year has a *positive* \$5,419 NOR (decreased to negative \$191,081 after Q3 adjustments), there is a need to perform a 5-Year Financial Forecast to obtain a longer term planning and investment horizon.

The FY 2016-17 Preliminary Budget is already prepared, and it currently stands with a **negative** \$811,403 NOR. The basic pro forma projection for the next five years (using general assumptions), shows the NOR will reach **negative** \$2,044,303 by FY 2020-21. Staff will be proposing the 5-Year Financial Forecast and will bring this project forward after the FY 2016-17 budget is approved by the City Council.

### **Financial Consideration(s):**

There is a fiscal impact of \$196,500 from the Recreation Services budget amendment requested above to keep the City budget on track at Q3 and on through Q4 2016. The attached Q3 2016 Budget Amendment Resolution includes this budget adjustment.

### **Staff Recommendation:**

It is requested that the Council receive Quarterly Financial Report (QFR) for 3<sup>rd</sup> Quarter (Q3) ending March 31, 2016 and adopt Q3 QFR Budget Amendment Resolution No. 2016-12.

#### **Attachments:**

- ☒ Resolution 2016-12
- ☐ Ordinance
- ☐ Map
- ☒ Other General Fund Revenue & Expenditure Analysis at Q3  
Resolution Amending the  
Budget at Q3  
Citywide CIP at Q3

#### **Review:**

- ☐ Finance
- ☒ City Attorney 5/10/16
- ☒ City Manager 5/10/16
- ☒ City Clerk 5/11/16

#### **Date:**

**RESOLUTION NO. 2016 -12**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEMOORE  
AMENDING THE FISCAL YEAR 2015-16 BUDGET PER THIRD QUARTER  
(Q3) QUARTERLY FINANCIAL REPORT ENDING MARCH 31, 2016**

**WHEREAS**, the City budget must be amended throughout the year for unanticipated events or expenditures that arise after the start of the fiscal year.

**WHEREAS**, the City Council has established a fiscal policy of quarterly financial reporting to obtain updates on the City's financial position, cash flows, and fund balances.

**WHEREAS**, the City Council's level of budgetary control is at the Department level, which means any increases in budget, or transfers between Departments or Funds require City Council approval.

**WHEREAS**, the City follows a balanced-budget fiscal policy to ensure ongoing expenditures do not exceed ongoing revenues.

**WHEREAS**, fund balances set aside through fiscal policy shall be used only to pay for one-time expenditures, or for ongoing expenditures when consistent with fiscal policy.

**WHEREAS**, the General Fund budget requires an adjustment at Q3 to ensure there is sufficient budget to pay for programs approved by City Council.

**WHEREAS**, the proposed budget adjustments are consistent with the fiscal policies established by the City Council.

**WHEREAS**, there are sufficient fund balances in the General Fund to support the budget adjustments listed below.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Lemoore approve the following budget amendment to the Fiscal Year 2015-16 Budget:

<b>Budget Account</b>	<b>Budget Amount</b>	<b>Account Type</b>	<b>Description</b>
001-3022	- \$157,000	Revenue	Sales Tax
001-3822	+\$157,000	Revenue	Reimbursement
001-4242-4310	+196,500	Expenditure	Professional Services



RESOLUTION 2016-12  
BUDGET AMENDMENT

**PASSED AND ADOPTED** at a Regular Meeting of the City Council of the City of Lemoore held on 17<sup>th</sup> day of May 2016 by the following vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

ATTEST:

APPROVED:

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Mary J. Venegas  
City Clerk

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Lois Wynne  
Mayor

001		GENERAL FUND	Period 9 FY 14/15					Period 9 FY 15/16					Actual 15-Actual 16	
			BUDGET	ACTUAL	Difference	%	BALANCE	BUDGET	YTD ACTUAL	Difference	%	BALANCE	Difference	%
4211		CITY COUNCIL												
	4010	REGULAR SALARIES	19,200.00	14,300.00	(4,900.00)	0.74	4,900.00	19,200.00	11,700.00	(7,500.00)	0.61	7,500.00	(2,600.00)	(0.18)
	4030	PART-TIME SALARIES	0.00		0.00		0.00		2,700.00	2,700.00		(2,700.00)	2,700.00	0.00
	4110	FICA TAXES	1,469.00	1,433.51	(35.49)	0.98	35.49	1,469.00	2,114.33	645.33	1.44	(645.33)	680.82	0.47
	4130	RETIREMENT	0.00	111.22	111.22		(111.22)	225.00	3,448.00	3,223.00	15.32	(3,223.00)	3,336.78	30.00
	4140	HEALTH INSURANCE	20,312.00	5,655.20	(14,656.80)	0.28	14,656.80	29,981.00	3,033.55	(26,947.45)	0.10	26,947.45	(2,621.65)	(0.46)
	4195	CAFETERIA PLAN BENEFIT	0.00	1,073.59	1,073.59		(1,073.59)		(400.14)	(400.14)		400.14	(1,473.73)	(1.37)
	4200	DEFERRED COMPENSATION	0.00	5,541.89	5,541.89		(5,541.89)		13,790.04	13,790.04		(13,790.04)	8,248.15	1.49
	4220	OPERATING SUPPLIES	2,500.00	2,296.02	(203.98)	0.92	203.98	11,525.00	1,463.00	(10,062.00)	0.13	10,062.00	(833.02)	(0.36)
	4291	MISCELLANEOUS EXPENSES	0.00	356,346.00	356,346.00		(356,346.00)			0.00		0.00	(356,346.00)	(1.00)
	4310	PROFESSIONAL CONTRACT SVC	50,040.00	42,632.12	(7,407.88)	0.85	7,407.88	103,475.00	85,737.00	(17,738.00)	0.83	17,738.00	43,104.88	1.01
	4320	MEETING & DUES	13,954.00	12,569.13	(1,384.87)	0.90	1,384.87	13,200.00	12,729.93	(470.07)	0.96	470.07	160.80	0.01
	4330	PRINTING & PUBLICATIONS	0.00	176.89	176.89		(176.89)		192.27	192.27		(192.27)	15.38	0.09
	4360	TRAINING	0.00	0.00	0.00		0.00		634.44	634.44		(634.44)	634.44	0.00
	4810	AUTOS /TRKS ASSET	0.00	0.00	0.00		0.00			0.00		0.00	0.00	0.00
	4840AR	AUTOS/TRKS ASSET REPLAC	0.00	1,190.96	1,190.96		(1,190.96)		1,031.22	1,031.22		(1,031.22)	(159.74)	(0.13)
		TOTAL BUDGET CITY COUNCIL	107,475.00	443,326.53	335,851.53	4.12	(335,851.53)	179,075.00	138,173.64	(40,901.36)	0.77	40,901.36	(305,152.89)	(0.69)
4213		CITY MANAGER												
	4010	REGULAR SALARIES	360,052.00	256,559.62	(103,492.38)	0.71	103,492.38	352,290.00	213,540.02	(138,749.98)	0.61	138,749.98	(43,019.60)	(0.17)
	4020	OVERTIME SALARIES	1,000.00	15.00	(985.00)	0.02	985.00	1,000.00	2,362.17	1,362.17	2.36	(1,362.17)	2,347.17	156.48
	4030	PART-TIME SALARIES		4,955.00	4,955.00		(4,955.00)			0.00		0.00	(4,955.00)	(1.00)
	4110	FICA TAXES	27,497.00	19,544.22	(7,952.78)	0.71	7,952.78	28,239.00	17,659.30	(10,579.70)	0.63	10,579.70	(1,884.92)	(0.10)
	4120	UNEMPLOYMENT TAXES	2,394.00	2,440.20	46.20	1.02	(46.20)	2,474.00	1,858.50	(615.50)	0.75	615.50	(581.70)	(0.24)
	4130	RETIREMENT	68,917.00	42,456.04	(26,460.96)	0.62	26,460.96	316,299.00	20,656.00	(295,643.00)	0.07	295,643.00	(21,800.04)	(0.51)
	4140	HEALTH INSURANCE	55,062.00	31,688.64	(23,373.36)	0.58	23,373.36	64,901.00	17,606.00	(47,295.00)	0.27	47,295.00	(14,082.64)	(0.44)
	4150	LIFE INSURANCE	524.00	298.70	(225.30)	0.57	225.30	511.00	253.02	(257.98)	0.50	257.98	(45.68)	(0.15)
	4190	STATE DISABILITY INS-PD	3,623.00	2,302.99	(1,320.01)	0.64	1,320.01	3,558.00	1,994.67	(1,563.33)	0.56	1,563.33	(308.32)	(0.13)
	4195	CAFETERIA PLAN BENEFIT	0.00	811.91	811.91	0.00	(811.91)		279.42	279.42		(279.42)	(532.49)	(0.66)
	4200	DEFERRED COMPENSATION	13,127.00	10,694.28	(2,432.72)	0.81	2,432.72	13,783.00	14,618.89	835.89	1.06	(835.89)	3,924.61	0.37
	4220	OPERATING SUPPLIES	6,995.00	6,481.84	(513.16)	0.93	513.16	7,725.00	12,937.00	5,212.00	1.67	(5,212.00)	6,455.16	1.00
	4300	RENTAL /CITY OWNED VEHICLE	1,020.00	493.52	(526.48)	0.48	526.48		544.00	544.00		(544.00)	50.48	0.10
	4310	PROFESSIONAL CONTRACT SVC	49,140.00	33,543.15	(15,596.85)	0.68	15,596.85	52,140.00	80,340.00	28,200.00	1.54	(28,200.00)	46,796.85	1.40
	4320	MEETING & DUES	4,590.00	3,486.91	(1,103.09)	0.76	1,103.09	6,085.00	11,254.00	5,169.00	1.85	(5,169.00)	7,767.09	2.23
	4330	PRINTING & PUBLICATIONS	2,800.00	14,158.95	11,358.95	5.06	(11,358.95)	2,800.00	2,751.00	(49.00)	0.98	49.00	(11,407.95)	(0.81)
	4340	UTILITIES	7,556.00	7,857.02	301.02	1.04	(301.02)	7,220.00	5,091.71	(2,128.29)	0.71	2,128.29	(2,765.31)	(0.35)
	4350	REPAIR/MAINT SERVICES	4,000.00	0.00	(4,000.00)		4,000.00			0.00		0.00	0.00	
	4360	TRAINING	12,578.00	8,401.56	(4,176.44)	0.67	4,176.44	4,077.00	2,921.03	(1,155.97)	0.72	1,155.97	(5,480.53)	(0.65)
	4380	RENTALS & LEASES	8,525.00	7,642.30	(882.70)	0.90	882.70	8,525.00	7,037.49	(1,487.51)	0.83	1,487.51	(604.81)	(0.08)
	4534	HOME BUYER ASSIST PRG			0.00		0.00		10,000.00	10,000.00		(10,000.00)	10,000.00	
	4825AR	MACH/EQUIP ASSET REPLAC	15,400.00	12,367.64	(3,032.36)	0.80	3,032.36			0.00		0.00	(12,367.64)	(1.00)
		TOTAL BUDGET CITY MANAGER	644,800.00	466,199.49	(178,600.51)	0.72	178,600.51	871,627.00	423,704.22	(447,922.78)	0.49	447,922.78	(42,495.27)	155.27
4215		FINANCE												
	4010	FINANCE REGULAR SALARIES	178,881.00	134,809.09	(44,071.91)	0.75	44,071.91	246,358.00	124,861.44	(121,496.56)	0.51	121,496.56	(9,947.65)	(0.07)
	4020	OVERTIME SALARIES	946.00	8.31	(937.69)	0.01	937.69	1,000.00		(1,000.00)	0.00	1,000.00	(8.31)	(1.00)
	4030	PART-TIME SALARIES	18,768.00	5,234.04	(13,533.96)	0.28	13,533.96	18,768.00	4,748.19	(14,019.81)	0.25	14,019.81	(485.85)	(0.09)
	4110	FICA TAXES	15,192.00	11,305.98	(3,886.02)	0.74	3,886.02	15,271.00	10,499.18	(4,771.82)	0.69	4,771.82	(806.80)	(0.07)
	4120	UNEMPLOYMENT TAXES	1,785.00	1,763.31	(21.69)	0.99	21.69	1,845.00	1,704.50	(140.50)	0.92	140.50	(58.81)	(0.03)

001		GENERAL FUND	Period 9 FY 14/15					Period 9 FY 15/16					Actual 15-Actual 16	
			BUDGET	ACTUAL	Difference	%	BALANCE	BUDGET	YTD ACTUAL	Difference	%	BALANCE	Difference	%
	4130	RETIREMENT	30,799.00	23,299.06	(7,499.94)	0.76	7,499.94	22,810.00	17,386.00	(5,424.00)	0.76	5,424.00	(5,913.06)	(0.25)
	4140	HEALTH INSURANCE	14,361.00	3,124.43	(11,236.57)	0.22	11,236.57	21,807.00	3,263.39	(18,543.61)	0.15	18,543.61	138.96	0.04
	4150	LIFE INSURANCE	373.00	208.98	(164.02)	0.56	164.02	305.00	203.29	(101.71)	0.67	101.71	(5.69)	(0.03)
	4190	STATE DISABILITY INS-PD	1,721.00	1,307.78	(413.22)	0.76	413.22	1,718.00	1,118.60	(599.40)	0.65	599.40	(189.18)	(0.14)
	4195	CAFETERIA PLAN BENEFIT	3,500.00	2,522.33	(977.67)	0.72	977.67		2,716.99	2,716.99		(2,716.99)	194.66	0.08
	4200	DEFERRED COMPENSATION	3,981.00	8,488.08	4,507.08	2.13	(4,507.08)	4,090.00	8,504.49	4,414.49	2.08	(4,414.49)	16.41	0.00
	4315	INSURANCE/ BONDS	642,677.00	691,039.00	48,362.00	1.08	(48,362.00)	705,285.00	856,455.00	151,170.00	1.21	(151,170.00)	165,416.00	0.24
	4220	OPERATING SUPPLIES	10,225.00	7,805.68	(2,419.32)	0.76	2,419.32	7,175.00	7,033.00	(142.00)	0.98	142.00	(772.68)	(0.10)
	4291	MISCELLANEOUS EXPENSES			0.00		0.00		26,401.77	26,401.77		(26,401.77)	26,401.77	
	4300	RENTAL/CITY OWNED VEHICLE			0.00		0.00	1,700.00		(1,700.00)	0.00	1,700.00	0.00	
	4310	PROFESSIONAL CONTRACT SVC	57,650.00	45,568.94	(12,081.06)	0.79	12,081.06	57,805.00	80,340.00	22,535.00	1.39	(129,772.57)	34,771.06	0.76
	4320	MEETING & DUES	600.00	369.76	(230.24)	0.62	230.24	600.00	530.00	(70.00)	0.88	70.00	160.24	0.43
	4330	PRINTING & PUBLICATIONS	1,995.00	2,412.58	417.58	1.21	(417.58)	2,175.00	2,718.32	543.32	1.25	(1,518.32)	305.74	0.13
	4340	UTILITIES	2,340.00	1,217.21	(1,122.79)	0.52	1,122.79	2,340.00	1,552.97	(787.03)	0.66	787.03	335.76	0.28
	4360	TRAINING	3,000.00		(3,000.00)		3,000.00	3,000.00		(3,000.00)	0.00	2,680.00	0.00	
	4380	RENTALS & LEASES	2,800.00	1,752.13	(1,047.87)	0.63	1,047.87	2,800.00	1,882.57	(917.43)	0.67	917.43	130.44	0.07
	4389	BANK FEES AND CHARGES	43,200.00	28,799.10	(14,400.90)	0.67	14,400.90	43,680.00	27,827.00	(15,853.00)	0.64	15,853.00	(972.10)	(0.03)
	4534	HOME BUYERS ASSIST. PROGRAM			0.00		0.00		5,000.00	5,000.00		(5,000.00)	5,000.00	
	4825AR	MACH/EQUIP ASSET REPLACE			0.00		0.00	44,073.00	4,375.00	(39,698.00)	0.10	39,698.00	4,375.00	
		<b>TOTAL BUDGET FINANCE</b>	<b>1,034,794.00</b>	<b>971,035.79</b>	<b>(63,758.21)</b>	<b>0.94</b>	<b>63,758.21</b>	<b>1,204,605.00</b>	<b>1,189,121.70</b>	<b>(15,483.30)</b>	<b>0.99</b>	<b>(93,049.27)</b>	<b>218,085.91</b>	<b>0.21</b>
<b>4216</b>		<b>PLANNING</b>												
	4220	OPERATING SUPPLIES			0.00				649.50	649.50		(649.50)	649.50	
	4310	PROFESSIONAL CONTRACT SVC			0.00		0.00			0.00		0.00	0.00	
	4140	HEALTH INSURANCE			0.00					0.00		0.00	0.00	
	4360	TRAINING		372.34	372.34		(372.34)			0.00		0.00	(372.34)	(1.00)
	4380	RENTAL & LEASE			0.00		0.00		25.96	25.96		(25.96)	25.96	
		<b>TOTAL BUDGET PLANNING</b>	<b>0.00</b>	<b>372.34</b>	<b>372.34</b>	<b>0.00</b>	<b>(372.34)</b>	<b>0.00</b>	<b>675.46</b>	<b>675.46</b>		<b>(675.46)</b>	<b>303.12</b>	<b>(1.00)</b>
<b>4219</b>		<b>REDEVELOPMENT</b>												
	4340	UTILITIES			0.00	0.00	0.00					0.00	0.00	
		<b>TOTAL BUDGET PLANNING</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>4220</b>		<b>MAINTENANCE DIVISION</b>												
	4010	REGULAR SALARIES	390,054.00	279,012.56	(111,041.44)	0.72	111,041.44	352,596.00	298,331.55	(54,264.45)	0.85	54,264.45	19,318.99	0.07
	4020	OVERTIME SALARIES	5,000.00	1,812.41	(3,187.59)	0.36	3,187.59	5,000.00	2,633.80	(2,366.20)	0.53	2,366.20	821.39	0.45
	4030	PART-TIME SALARIES	150,600.00	61,633.97	(88,966.03)	0.41	88,966.03	94,600.00	47,659.61	(46,940.39)	0.50	46,940.39	(13,974.36)	(0.23)
	4110	FICA TAXES	41,788.00	25,402.38	(16,385.62)	0.61	16,385.62	34,772.00	26,330.04	(8,441.96)	0.76	8,441.96	927.66	0.04
	4120	UNEMPLOYMENT TAXES	5,775.00	5,355.81	(419.19)	0.93	419.19	4,449.00	4,208.92	(240.08)	0.95	240.08	(1,146.89)	(0.21)
	4130	RETIREMENT	68,970.00	48,220.15	(20,749.85)	0.70	20,749.85	46,706.00	51,957.00	5,251.00	1.11	(5,251.00)	3,736.85	0.08
	4140	HEALTH INSURANCE	74,514.00	46,266.55	(28,247.45)	0.62	28,247.45	82,851.00	42,379.86	(40,471.14)	0.51	40,471.14	(3,886.69)	(0.08)
	4150	LIFE INSURANCE	858.00	590.87	(267.13)	0.69	267.13	775.00	591.85	(183.15)	0.76	183.15	0.98	0.00
	4170	UNIFORM ALLOWANCE	600.00	600.00	0.00	1.00	0.00	900.00	700.00	(200.00)	0.78	200.00	100.00	0.17
	4190	STATE DISABILITY	3,951.00	2,732.22	(1,218.78)	0.69	1,218.78	3,411.00	2,741.89	(669.11)	0.80	669.11	9.67	0.00
	4195	CAFETERIA PLAN BE		38.46	38.46		(38.46)		34.72	34.72		(34.72)	(3.74)	(0.10)
	4200	DEFERRED COMPENSATION	4,156.00	11,519.57	7,363.57	2.77	(7,363.57)	3,304.00	12,662.51	9,358.51	3.83	(9,358.51)	1,142.94	0.10
	4220	OPERATING SUPPLIES	60,275.00	53,493.43	(6,781.57)	0.89	6,781.57	85,000.00	57,819.00	(27,181.00)	0.68	9,685.38	4,325.57	0.08
	4220S	STREETS OPERATING			0.00		0.00			0.00		0.00	0.00	
	4230	REPAIR/MAINT SUPP	41,000.00	21,957.16	(19,042.84)	0.54	19,042.84	40,000.00	28,311.00	(11,689.00)	0.71	11,689.00	6,353.84	0.29

001		GENERAL FUND	Period 9 FY 14/15					Period 9 FY 15/16					Actual 15-Actual 16	
			BUDGET	ACTUAL	Difference	%	BALANCE	BUDGET	YTD ACTUAL	Difference	%	BALANCE	Difference	%
					0.00		0.00			0.00		0.00	0.00	
	4230S	STREETS REPAIR /M												
	4300	RENTAL CITY OWNED	91,000.00	34,155.18	(56,844.82)	0.38	56,844.82	93,000.00	45,921.00	(47,079.00)	0.49	47,079.00	11,765.82	0.34
	4310	PROFESSIONAL CONTRACT SVC	171,585.00	173,918.97	2,333.97	1.01	(2,333.97)	204,541.00	77,266.00	(127,275.00)	0.38	127,275.00	(96,652.97)	(0.56)
	4320	MEETINGS & DUES		1,080.00	1,080.00		(1,080.00)	1,440.00	3,202.97	1,762.97	2.22	(1,762.97)	2,122.97	1.97
	4330	PRINTING & PUBLIC	50.00	0.00	(50.00)	0.00	50.00			0.00		0.00	0.00	
	4340	UTILITIES	111,025.00	123,500.47	12,475.47	1.11	(12,475.47)	166,598.00	124,764.50	(41,833.50)	0.75	41,833.50	1,264.03	0.01
	4340S	STREETS -UTILITIES			0.00		0.00			0.00		0.00	0.00	
	4350	REPAIR/MAINT SUPP	57,500.00	52,510.23	(4,989.77)	0.91	4,989.77	45,000.00	44,324.31	(675.69)	0.98	675.69	(8,185.92)	(0.16)
	4350S	STREETS /REPAIR/MAINT SUPP			0.00		0.00			0.00		0.00	0.00	
	4360	TRAINING	3,500.00	120.00	(3,380.00)	0.03	3,380.00	19,600.00		(19,600.00)	0.00	19,600.00	(120.00)	(1.00)
	4360S	STREETS /TRAINING			0.00		0.00			0.00		0.00	0.00	
	4380	RENTALS & LEASES	547.00	328.77	(218.23)	0.60	218.23	399.00	119.84	(279.16)	0.30	279.16	(208.93)	(0.64)
	4395	ADA TRANSITION PL	25,255.00	0.00	(25,255.00)	0.00	25,255.00	24,807.00		(24,807.00)	0.00	24,807.00	0.00	
	4825	MACHINERYH & EQUIPMENT		62,917.23	62,917.23		(62,917.23)	19,000.00	22,201.27	3,201.27	1.17	(3,201.27)	(40,715.96)	(0.65)
	4825AR	MACH/EQUIP ASSE	27,500.00	0.00	(27,500.00)	0.00	27,500.00			0.00		0.00	0.00	
	4840AR	AUTOS/TRKS ASSE			0.00					0.00		0.00	0.00	
	4850	CIP		29,648.60	29,648.60		(32,481.25)			0.00		0.00	(29,648.60)	(1.00)
	4850AR	CIP ASSET REPLA			0.00		0.00		8,577.50	8,577.50		(8,577.50)	8,577.50	
	4990	PAYROLL EXPENSE			0.00		0.00			0.00		0.00	0.00	
	9000	OPERATING TRANSFE			0.00		0.00	169,800.00		(169,800.00)	0.00	169,800.00	0.00	
		<b>TOTAL BUDGET MAINTENANCE DIVISION</b>	<b>1,335,503.00</b>	<b>1,036,814.99</b>	<b>(298,688.01)</b>	<b>0.78</b>	<b>295,855.36</b>	<b>1,498,549.00</b>	<b>902,739.14</b>	<b>(595,809.86)</b>	<b>0.60</b>	<b>578,314.24</b>	<b>(134,075.85)</b>	<b>(0.13)</b>
<b>4221</b>		<b>POLICE</b>												
	4010	REGULAR SALARIES	2,165,185.00	1,617,832.31	(547,352.69)	0.75	547,352.69	2,465,586.00	1,765,916.56	(699,669.44)	0.72	699,669.44	148,084.25	0.09
	4020	OVERTIME SALARIES	200,000.00	173,277.71	(26,722.29)	0.87	26,722.29	200,000.00	184,554.21	(15,445.79)	0.92	15,445.79	11,276.50	0.07
	4030	PART-TIME SALARIES	113,004.00	68,214.69	(44,789.31)	0.60	44,789.31	113,695.00	90,990.22	(22,704.78)	0.80	22,704.78	22,775.53	0.33
	4110	FICA TAXES	216,300.00	142,579.00	(73,721.00)	0.66	73,721.00	224,769.00	157,980.61	(66,788.39)	0.70	66,788.39	15,401.61	0.11
	4120	UNEMPLOYMENT TAXEES	16,800.00	19,788.47	2,988.47	1.18	(2,988.47)	17,360.00	18,623.62	1,263.62	1.07	(1,263.62)	(1,164.85)	(0.06)
	4130	RETIREMENT	577,482.00	409,609.39	(167,872.61)	0.71	167,872.61	430,520.00	430,355.00	(165.00)	1.00	165.00	20,745.61	0.05
	4140	HEALT INSURANCE	293,224.00	190,882.29	(102,341.71)	0.65	102,341.71	380,452.00	250,187.26	(130,264.74)	0.66	130,264.74	59,304.97	0.31
	4150	LIFE INSURANCE	3,463.00	2,477.60	(985.40)	0.72	985.40	3,651.00	2,614.40	(1,036.60)	0.72	1,036.60	136.80	0.06
	4170	UNIFORM ALLOWANCE	29,500.00	29,100.00	(400.00)	0.99	400.00	33,400.00	30,400.00	(3,000.00)	0.91	3,000.00	1,300.00	0.04
	4190	STTE DISABILITY INS-PD	7,444.00	3,650.89	(3,793.11)	0.49	3,793.11	8,023.00	3,847.67	(4,175.33)	0.48	4,175.33	196.78	0.05
	4195	CAFETERIA PLAN BENEFIT	3,780.00	3,733.08	(46.92)	0.99	46.92	80,010.00	5,334.11	(74,675.89)	0.07	74,675.89	1,601.03	0.43
	4200	DEFERRED COMPENSATION	57,909.00	70,552.65	12,643.65	1.22	(12,643.65)		77,467.88	77,467.88		(77,467.88)	6,915.23	0.10
	4220	OPERATING SUPPLIES	77,300.00	52,613.01	(24,686.99)	0.68	18,167.20	129,450.00	81,927.79	(47,522.21)	0.63	47,522.21	29,314.78	0.56
	4220U	OPERATING SUPPLIES-UNIFORMS		6,760.86	6,760.86		(13,039.08)		12,689.21	12,689.21		(16,736.91)	5,928.35	0.88
	4300	RENTAL/CITY OWNED VEHICLE	170,000.00	101,011.38	(68,988.62)	0.59	68,988.62	170,000.00	85,169.00	(84,831.00)	0.50	84,831.00	(15,842.38)	(0.16)
	4310	PROFESSIONAL CONTRACT SVC	433,621.00	297,393.57	(136,227.43)	0.69	136,227.43	443,878.00	277,218.00	(166,660.00)	0.62	124,743.64	(20,175.57)	(0.07)
	4320	MEETINGS & DUES	16,113.00	13,039.73	(3,073.27)	0.81	3,073.27	26,810.00	26,659.00	(151.00)	0.99	151.00	13,619.27	1.04
	4330	PRINTING & PUBLIC	3,850.00	2,392.55	(1,457.45)	0.62	1,457.45	3,850.00	1,571.00	(2,279.00)	0.41	2,279.00	(821.55)	(0.34)
	4340	UTILITIES	44,300.00	31,590.47	(12,709.53)	0.71	12,709.53	48,144.00	41,870.47	(6,273.53)	0.87	6,273.53	10,280.00	0.33
	4360	TRAINING	52,789.00	24,759.24	(28,029.76)	0.47	28,029.76	69,030.00	26,160.36	(42,869.64)	0.38	42,869.64	1,401.12	0.06
	4361	P.D. TRAINEE			0.00		0.00			0.00		0.00	0.00	
	4380	RENTAL & LEASES	16,272.00	13,773.32	(2,498.68)	0.85	2,498.68	16,840.00	11,235.08	(5,604.92)	0.67	5,604.92	(2,538.24)	(0.18)
	4534	EE HOME BUYER ASSIST PROGRAM			0.00		0.00		15,000.00	15,000.00		(15,000.00)	15,000.00	
	4825	MACHINERY & EQUIPMENT		107,822.65	107,822.65		(107,822.65)	21,035.00	3,354.98	(17,680.02)	0.16	654.02	(104,467.67)	(0.97)
	4825AR	MACH/EUIP ASSET REPLACE			0.00		0.00	2,500.00	0.00	(2,500.00)	0.00	2,500.00	0.00	
	4840	AUTOS AND TRUCKS		28,421.05	28,421.05		(34,187.30)		185,942.80	185,942.80		(185,942.80)	157,521.75	5.54

001		GENERAL FUND	Period 9 FY 14/15					Period 9 FY 15/16					Actual 15-Actual 16	
			BUDGET	ACTUAL	Difference	%	BALANCE	BUDGET	YTD ACTUAL	Difference	%	BALANCE	Difference	%
	4840AR	AUTOS/TRKS ASSET REPLACE	181,000.00	221,147.38	40,147.38	1.22	(96,266.23)	160,900.00	188,234.37	27,334.37	1.17	(27,388.62)	(32,913.01)	(0.15)
	4220U	OPERAT SUPPLIES-UNIFORMS			0.00		0.00			0.00		0.00	0.00	
		<b>TOTAL BUDGET UNIT POLICE</b>	<b>4,679,336.00</b>	<b>3,632,423.29</b>	<b>(1,046,912.71)</b>	<b>0.78</b>	<b>972,229.60</b>	<b>5,049,903.00</b>	<b>3,975,303.60</b>	<b>(1,074,599.40)</b>	<b>0.79</b>	<b>1,011,555.09</b>	<b>342,880.31</b>	<b>0.09</b>
<b>4222</b>		<b>FIRE</b>												
	4010	REGULAR SALARIES	49,958.00	37,832.54	(12,125.46)	0.76	12,125.46	51,983.00	25,187.07	(26,795.93)	0.48	26,795.93	(12,645.47)	(0.33)
	4020	OVERTIME SALARIES			0.00		0.00		7.04	7.04		(7.04)	7.04	
	4110	FICA TAXES	3,829.00	3,022.63	(806.37)	0.79	806.37	3,984.00	1,994.97	(1,989.03)	0.50	1,989.03	(1,027.66)	(0.34)
	4120	UNEMPLOYMENT TAXES	525.00	542.51	17.51	1.03	(17.51)	543.00	481.26	(61.74)	0.89	61.74	(61.25)	(0.11)
	4130	RETIREMENT	9,529.00	7,141.71	(2,387.29)	0.75	2,387.29	7,799.00	5,783.00	(2,016.00)	0.74	2,016.00	(1,358.71)	(0.19)
	4140	HEALTH INSURANCE	5,670.00	1,366.42	(4,303.58)	0.24	4,303.58	6,816.00	1,565.43	(5,250.57)	0.23	5,250.57	199.01	0.15
	4150	LIFE INSURANCE	151.00	85.51	(65.49)	0.57	65.49	117.00	62.70	(54.30)	0.54	54.30	(22.81)	(0.27)
	4170	UNIFORM ALLOWANCE	100.00	100.00	0.00	1.00	0.00	100.00	100.00	0.00	1.00	0.00	0.00	0.00
	4190	STATE DISABILITY INS-PD	500.00	365.54	(134.46)	0.73	134.46	494.00	226.80	(267.20)	0.46	267.20	(138.74)	(0.38)
	4195	CAFETERIA PLAN BENEFIT		1,326.54	1,326.54		(1,326.54)		962.56	962.56		(962.56)	(363.98)	(0.27)
	4200	DEFERRED COMPENSATION		1,722.82	1,722.82		(1,722.82)		1,110.54	1,110.54		(1,110.54)	(612.28)	(0.36)
	4220	OPERATING SUPPLIES	49,900.00	32,754.64	(17,145.36)	0.66	17,145.36	55,500.00	28,216.00	(27,284.00)	0.51	27,284.00	(4,538.64)	(0.14)
	4230	MAINT SUPPLIES	9,500.00	4,593.72	(4,906.28)	0.48	4,906.28	18,000.00	3,875.57	(14,124.43)	0.22	14,124.43	(718.15)	(0.16)
	4300	CITY OWNED VEHICLE	34,000.00	18,581.23	(15,418.77)	0.55	15,418.77	38,000.00	21,044.00	(16,956.00)	0.55	16,956.00	2,462.77	0.13
	4310	PROFESSIONAL CONTRACT SVC	225,847.00	181,984.89	(43,862.11)	0.81	43,862.11	234,400.00	167,633.17	(66,766.83)	0.72	31,721.84	(14,351.72)	(0.08)
	4320	MEETINGS & DUES	1,000.00	53.17	(946.83)	0.05	946.83	5,000.00	1,162.14	(3,837.86)	0.23	3,837.86	1,108.97	20.86
	4330	PRINTING & PUBLICATIONS	1,000.00	0.00	(1,000.00)	0.00	1,000.00	1,500.00	464.43	(1,035.57)	0.31	1,035.57	464.43	
	4340	UTILITIES	6,060.00	2,482.47	(3,577.53)	0.41	3,577.53	5,340.00	3,958.04	(1,381.96)	0.74	1,381.96	1,475.57	0.59
	4350	MAINT SERVICES	7,500.00	3,184.58	(4,315.42)	0.42	4,315.42	8,500.00	535.32	(7,964.68)	0.06	7,964.68	(2,649.26)	(0.83)
	4360	TRAINING	4,000.00	3,812.00	(188.00)	0.95	188.00	6,000.00	305.00	(5,695.00)	0.05	5,695.00	(3,507.00)	(0.92)
	4365	WEED ABATEMENT	12,000.00	14,025.00	2,025.00	1.17	(2,025.00)	15,000.00		(15,000.00)	0.00	15,000.00	(14,025.00)	(1.00)
	4380	RENTALS & LEASES	1,200.00	519.71	(680.29)	0.43	680.29	2,000.00	699.75	(1,300.25)	0.35	1,300.25	180.04	0.35
	4825	MACHINEY & EQUIPMENT	35,000.00	16,757.87	(18,242.13)	0.48	18,242.13	22,000.00		(22,000.00)	0.00	22,000.00	(16,757.87)	(1.00)
	4825aR	MACH/EQUIP ASSET REPLACE			0.00		0.00	11,900.00		(11,900.00)	0.00	11,900.00	0.00	
	4840	AUTOS AND TRUCKS			0.00		0.00	0.00	185.75	185.75		(185.75)	185.75	
	4840AR	AUTOS/TRKS ASSET REPLACE			0.00		0.00	450,000.00	433,475.46	(16,524.54)	0.96	11,709.61	433,475.46	
		<b>TOTAL BUDGET UNIT FIRE</b>	<b>457,269.00</b>	<b>332,255.50</b>	<b>(125,013.50)</b>	<b>0.73</b>	<b>125,013.50</b>	<b>944,976.00</b>	<b>699,036.00</b>	<b>(245,940.00)</b>	<b>0.74</b>	<b>206,080.08</b>	<b>366,780.50</b>	<b>1.10</b>
<b>4224</b>		<b>BUILDING INSPECTION</b>												
	4010	REGULAR SALARIES	113,685.00	83,132.62	(30,552.38)	0.73	30,552.38	152,654.00	99,231.35	(53,422.65)	0.65	53,422.65	16,098.73	0.19
	4030	PART-TIME SALARIES			0.00		0.00		7,029.64	7,029.64		(7,029.64)	7,029.64	
	4110	FICA TAXES	8,712.00	6,163.85	(2,548.15)	0.71	2,548.15	11,693.00	8,288.80	(3,404.20)	0.71	3,404.20	2,124.95	0.34
	4120	UNEMPLOYMENT TAXES	1,386.00	1,418.20	32.20	1.02	(32.20)	1,432.00	1,899.44	467.44	1.33	(467.44)	481.24	0.34
	4130	RETIREMENT	21,684.00	11,971.61	(9,712.39)	0.55	9,712.39	14,899.00	14,860.00	(39.00)	1.00	39.00	2,888.39	0.24
	4140	HEALTH INSURANCE	23,235.00	13,147.13	(10,087.87)	0.57	10,087.87	37,321.00	12,733.22	(24,587.78)	0.34	24,587.78	(413.91)	(0.03)
	4150	LIFE INSURANCE	255.00	164.91	(90.09)	0.65	90.09	309.00	200.66	(108.34)	0.65	108.34	35.75	0.22
	4170	UNIFORM ALLOWANCE	200.00	100.00	(100.00)	0.50	100.00	200.00	100.00	(100.00)	0.50	100.00	0.00	0.00
	4190	STATE DISABILITY INS-PD	1,137.00	805.58	(331.42)	0.71	331.42	1,450.00	893.15	(556.85)	0.62	556.85	87.57	0.11
	4200	DEFERRED COMPENSATION	804.00	3,725.73	2,921.73	4.63	(2,921.73)	820.00	7,256.38	6,436.38	8.85	(6,436.38)	3,530.65	0.95
	4220	OPERATING SUPPLIES	2,000.00	2,396.00	396.00	1.20	(396.00)	4,400.00	2,508.00	(1,892.00)	0.57	1,892.00	112.00	0.05
	4230	REPAIR/MAINT SUPPL			0.00		0.00		134.36	134.36		(134.36)	134.36	
	4300	RENTAL /CITY OWNED	3,500.00	2,117.11	(1,382.89)	0.60	1,382.89	3,500.00	1,918.00	(1,582.00)	0.55	1,582.00	(199.11)	(0.09)
	4310	PROFESSIONAL CONTRACT SVC	29,200.00	6,610.21	(22,589.79)	0.23	22,589.79	20,000.00	5,257.00	(14,743.00)	0.26	14,743.00	(1,353.21)	(0.20)
	4320	MEETINGS & DUES	1,000.00	494.00	(506.00)	0.49	506.00	1,200.00	1,027.00	(173.00)	0.86	173.00	533.00	1.08



001		GENERAL FUND	Period 9 FY 14/15					Period 9 FY 15/16					Actual 15-Actual 16	
			BUDGET	ACTUAL	Difference	%	BALANCE	BUDGET	YTD ACTUAL	Difference	%	BALANCE	Difference	%
	4330	PRINTING & PUBLICATIONS	2,200.00	440.96	(1,759.04)	0.20	1,759.04	2,200.00	1,042.52	(1,157.48)	0.47	1,157.48	601.56	1.36
	4340	UTILITIES	500.00	221.17	(278.83)	0.44	278.83	400.00	321.87	(78.13)	0.80	78.13	100.70	0.46
	4350	MAINT SERVICES	300.00		(300.00)	0.00	300.00	300.00	90.71	(209.29)	0.30	209.29	90.71	
	4360	TRAINING	2,500.00	0.00	(2,500.00)	0.00	2,500.00	3,200.00	1,393.90	(1,806.10)	0.44	1,806.10	1,393.90	
	4380	RENTAL & LEASES	1,200.00	869.38	(330.62)	0.72	330.62	1,200.00	766.99	(433.01)	0.64	433.01	(102.39)	(0.12)
		<b>TOTAL BUDGET UNIT BUILDING INSPECTIO</b>	<b>213,498.00</b>	<b>133,778.46</b>	<b>(79,719.54)</b>	<b>0.63</b>	<b>79,719.54</b>	<b>257,178.00</b>	<b>166,952.99</b>	<b>(90,225.01)</b>	<b>0.65</b>	<b>90,225.01</b>	<b>33,174.53</b>	<b>0.25</b>
<b>4230</b>		<b>PUBLIC WORKS</b>												
	4010	REGULAR SALARIES	248,495.00	189,227.70	(59,267.30)	0.76	59,267.30	249,310.00	165,482.55	(83,827.45)	0.66	83,827.45	(23,745.15)	(0.13)
	4020	OVER TIME SALARIES			0.00		0.00		21.13	21.13		(21.13)	21.13	
	4030	PART-TIME SALARIES			0.00		0.00			0.00		0.00	0.00	
	4110	FICA TAXES	19,051.00	15,099.28	(3,951.72)	0.79	3,951.72	19,114.00	13,419.12	(5,694.88)	0.70	5,694.88	(1,680.16)	(0.11)
	4120	UNEMPLOYMENT TAXES	1,575.00	1,627.49	52.49	1.03	(52.49)	1,628.00	1,877.74	249.74	1.15	(249.74)	250.25	0.15
	4130	RETIREMENT	47,501.00	35,778.46	(11,722.54)	0.75	11,722.54	37,485.00	22,447.00	(15,038.00)	0.60	15,038.00	(13,331.46)	(0.37)
	4140	HEALTH INSURANCE	19,922.00	9,957.01	(9,964.99)	0.50	9,964.99	33,634.00	15,022.87	(18,611.13)	0.45	18,611.13	5,065.86	0.51
	4150	LIFE INSURANCE	408.00	256.48	(151.52)	0.63	151.52	352.00	228.42	(123.58)	0.65	123.58	(28.06)	(0.11)
	4190	STATE DISABILITY INS-PD	2,490.00	1,833.56	(656.44)	0.74	656.44	2,374.00	1,524.70	(849.30)	0.64	849.30	(308.86)	(0.17)
	4195	CAFETERIA PLAN BENEFIT		2,376.79	2,376.79		(2,376.79)		876.24	876.24		(876.24)	(1,500.55)	(0.63)
	4200	DEFERRED COMPENSATION	8,801.00	10,187.30	1,386.30	1.16	(1,386.30)	8,782.00	9,950.00	1,168.00	1.13	(1,168.00)	(237.30)	(0.02)
	4220	OPERATING SUPPLIES	5,800.00	6,471.96	671.96	1.12	(671.96)	2,400.00	5,406.00	3,006.00	2.25	(3,006.00)	(1,065.96)	(0.16)
	4230	MAINT SUPPLIES	50.00		(50.00)	0.00	50.00	50.00	0.00	(50.00)	0.00	50.00	0.00	
	4300	RENTAL /CITY OWNED	8,000.00	3,171.70	(4,828.30)	0.40	4,828.30	8,000.00	1,700.57	(6,299.43)	0.21	6,299.43	(1,471.13)	(0.46)
	4310	PROFESSIONAL CONTRACT SVC	146,048.00	118,567.36	(27,480.64)	0.81	17,705.64	148,000.00	110,510.49	(37,489.51)	0.75	33,852.54	(8,056.87)	(0.07)
	4320	MEETINGS & DUES	1,380.00	1,168.65	(211.35)	0.85	211.35	1,440.00	5,493.37	4,053.37	3.81	(4,053.37)	4,324.72	3.70
	4330	PRINTING & PUBLICATIONS	1,375.00	1,794.70	419.70	1.31	(419.70)	2,500.00	1,430.21	(1,069.79)	0.57	1,069.79	(364.49)	(0.20)
	4340	UTILITIES	2,112.00	1,194.90	(917.10)	0.57	917.10	1,910.00	1,558.11	(351.89)	0.82	351.89	363.21	0.30
	4350	MAINT SERVICES	400.00	0.00	(400.00)	0.00	400.00	400.00	90.71	(309.29)	0.23	309.29	90.71	
	4360	TRAINING	4,900.00	525.00	(4,375.00)	0.11	4,375.00	2,500.00	2,606.00	106.00	1.04	(106.00)	2,081.00	3.96
	4380	RENTAL & LEASES	2,178.00	1,598.25	(579.75)	0.73	579.75	2,600.00	899.74	(1,700.26)	0.35	1,700.26	(698.51)	(0.44)
	4825AR	MACH/EQUIP ASSET REPLAC			0.00			29,000.00		(29,000.00)	0.00	29,000.00	0.00	
	4840AR	AUTOS/TRKS ASSET REPLACEMENT			0.00					0.00				
					0.00					0.00				
		<b>TOTAL BUDGET UNIT PUBLIC WORKS</b>	<b>520,486.00</b>	<b>400,836.59</b>	<b>(119,649.41)</b>	<b>0.77</b>	<b>109,874.41</b>	<b>551,479.00</b>	<b>360,544.97</b>	<b>(190,934.03)</b>	<b>0.65</b>	<b>187,297.06</b>	<b>(40,291.62)</b>	<b>(0.10)</b>
<b>4231</b>		<b>STREETS</b>												
	4010	REGULAR SALARIES			0.00		0.00	106,414.00		(106,414.00)	0.00	106,414.00	0.00	
	4110	FICA TAXES			0.00		0.00	8,141.00		(8,141.00)	0.00	8,141.00	0.00	
	4120	UNEMPLOYMENT TAXES			0.00		0.00	1,085.00		(1,085.00)	0.00	1,085.00	0.00	
	4130	RETIREMENT			0.00		0.00	12,910.00		(12,910.00)	0.00	12,910.00	0.00	
	4140	HEALTH INSURANCE			0.00		0.00	26,413.00		(26,413.00)	0.00	26,413.00	0.00	
	4150	LIFE INSURANCE			0.00		0.00	235.00		(235.00)	0.00	235.00	0.00	
	4190	STATE DISABILITY INS-PD			0.00		0.00	1,011.00		(1,011.00)	0.00	1,011.00	0.00	
	4195	CAFETERIA PLAN BENEFITS			0.00		0.00			0.00		0.00	0.00	
	4200	DEFERRED COMPENSATION			0.00		0.00	934.00		(934.00)	0.00	934.00	0.00	
	4220	OPERATING SUPPLIES	20,725.00	15,857.23	(4,867.77)	0.77	4,867.77	31,500.00	20,194.00	(11,306.00)	0.64	11,306.00	4,336.77	0.27
	4230	MAINT SUPPLIES	49,000.00	11,774.35	(37,225.65)	0.24	37,225.65	120,550.00	5,845.00	(114,705.00)	0.05	114,705.00	(5,929.35)	(0.50)
	42300	CITY OWNED VEHICLE			0.00		0.00			0.00		0.00	0.00	
	4310	PROFESSIONAL CONTRACT SVC	200.00	80.19	(119.81)	0.40	119.81	450.00	1,786.45	1,336.45	3.97	(1,336.45)	1,706.26	21.28
	4320	MEETINGS & DUES			0.00		0.00			0.00		0.00	0.00	

001		GENERAL FUND	Period 9 FY 14/15					Period 9 FY 15/16					Actual 15-Actual 16	
			BUDGET	ACTUAL	Difference	%	BALANCE	BUDGET	YTD ACTUAL	Difference	%	BALANCE	Difference	%
	4330	PRINTING & PUBLICATIONS	250.00	210.85	(39.15)	0.84	39.15			0.00		0.00	(210.85)	(1.00)
	4340	UTILITIES	59,755.00	72,570.63	12,815.63	1.21	(12,815.63)	88,815.00	73,416.85	(15,398.15)	0.83	15,398.15	846.22	0.01
	4350	MAINT SERVICES	5,500.00	5,305.60	(194.40)	0.96	194.40	8,000.00	7,955.35	(44.65)	0.99	44.65	2,649.75	0.50
	4360	TRAINING	1,500.00	0.00	(1,500.00)	0.00	1,500.00	1,500.00		(1,500.00)	0.00	1,500.00	0.00	
	4380	RENTAL & LEASES	4,400.00	2.36	(4,397.64)	0.00	1,737.23	325.00	113.26	(211.74)	0.35	211.74	110.90	46.99
	4825	MACHINERY & EQUIPMENT	3,000.00	0.00	(3,000.00)	0.00	3,000.00	94,500.00	70,100.49	(24,399.51)	0.74	24,399.51	70,100.49	
	4825AR	MACH/EQUIP ASSET REPLACE	70,000.00		(70,000.00)	0.00	70,000.00		10,990.76	10,990.76		(110,322.10)	10,990.76	
	4840AR	AUTOS /TRKS ASSET REPLAC			0.00		0.00			0.00				
		<b>TOTAL BUDGET UNIT STREETS</b>	<b>214,330.00</b>	<b>105,801.21</b>	<b>(108,528.79)</b>	<b>0.49</b>	<b>105,868.38</b>	<b>502,783.00</b>	<b>190,402.16</b>	<b>(312,380.84)</b>	<b>0.38</b>	<b>213,049.50</b>	<b>84,600.95</b>	<b>0.80</b>
<b>4242</b>		<b>RECREATION</b>												
	4010	REGULAR SALARIES	160,090.00	111,549.34	(48,540.66)	0.70	48,540.66	164,910.00	108,372.92	(56,537.08)	0.66	56,537.08	(3,176.42)	(0.03)
	4020	OVERTIME SALARIES		939.01	939.01		(939.01)		4,679.95	4,679.95		(4,679.95)	3,740.94	3.98
	4030	PART-TIME SALARIES	74,000.00	35,427.42	(38,572.58)	0.48	38,572.58	64,080.00	46,764.91	(17,315.09)	0.73	17,315.09	11,337.49	0.32
	4110	FICA TAXES	18,091.00	11,410.27	(6,680.73)	0.63	6,680.73	17,591.00	12,347.27	(5,243.73)	0.70	5,243.73	937.00	0.08
	4120	UNEMPLOYMENT TAXES	1,848.00	3,852.07	2,004.07	2.08	(2,004.07)	2,316.00	3,637.07	1,321.07	1.57	(1,321.07)	(215.00)	(0.06)
	4130	RETIREMENT	26,058.00	16,811.85	(9,246.15)	0.65	9,246.15	20,136.00	15,023.00	(5,113.00)	0.75	5,113.00	(1,788.85)	(0.11)
	4140	HEALTH INSURANCE	25,168.00	11,837.87	(13,330.13)	0.47	13,330.13	25,042.00	12,743.60	(12,298.40)	0.51	12,298.40	905.73	0.08
	4150	LIFE INSURANCE	318.00	217.39	(100.61)	0.68	100.61	318.00	186.88	(131.12)	0.59	131.12	(30.51)	(0.14)
	4190	STATE DISABILITY INS-PD	1,625.00	1,083.65	(541.35)	0.67	541.35	1,576.00	1,020.73	(555.27)	0.65	555.27	(62.92)	(0.06)
	4195	CAFETERIA PLAN BENEFIT			0.00				60.00	60.00		(60.00)	60.00	
	4200	DEFERRED COMPENSATION	1,520.00	4,246.62	2,726.62	2.79	(2,726.62)	1,550.00	3,932.40	2,382.40	2.54	(2,382.40)	(314.22)	(0.07)
	4220	OPERATING SUPPLIES	70,210.00	48,005.69	(22,204.31)	0.68	22,204.31	73,710.00	49,986.00	(23,724.00)	0.68	23,724.00	1,980.31	0.04
	4300	RENTAL /CITY OWNED	350.00	232.14	(117.86)	0.66	117.86	600.00	261.00	(339.00)	0.44	339.00	28.86	0.12
	4310	PROFESSIONAL CONTRACT SVC	151,723.00	109,291.48	(42,431.52)	0.72	42,431.52	157,500.00	387,196.00	229,696.00	2.46	(229,696.00)	277,904.52	2.54
	4320	MEETINGS & DUES	8,520.00	720.00	(7,800.00)	0.08	7,800.00	2,280.00	1,287.17	(992.83)	0.56	992.83	567.17	0.79
	4330	PRINTING & PUBLICATIONS	1,000.00	1,308.70	308.70	1.31	(308.70)	3,300.00	1,800.00	(1,500.00)	0.55	1,500.00	491.30	0.38
	4340	UTILITIES	4,284.00	2,546.09	(1,737.91)	0.59	1,737.91	3,804.00	3,311.80	(492.20)	0.87	492.20	765.71	0.30
	4350	REPAIR /MAINT SERVICES			0.00		0.00		90.72	90.72		(90.72)	90.72	
	4360	TRAINING	1,500.00	0.00	(1,500.00)	0.00	1,500.00	1,500.00		(1,500.00)	0.00	1,500.00	0.00	
	4380	RENTAL & LEASES	7,340.00	5,481.44	(1,858.56)	0.75	1,858.56	7,340.00	5,351.24	(1,988.76)	0.73	1,988.76	(130.20)	(0.02)
	4825	MACHINERY & EQUIPMENT	10,000.00	10,000.00	0.00	1.00	0.00	8,000.00		(8,000.00)	0.00	8,000.00	(10,000.00)	(1.00)
		<b>TOTAL BUDGET UNIT RECREATION</b>	<b>563,645.00</b>	<b>374,961.03</b>	<b>(188,683.97)</b>	<b>0.67</b>	<b>188,683.97</b>	<b>555,553.00</b>	<b>658,052.66</b>	<b>102,499.66</b>	<b>1.18</b>	<b>(102,499.66)</b>	<b>283,091.63</b>	<b>0.75</b>
<b>4298</b>		<b>NON-DEPARTMENTAL</b>												
	9000	OPERATING TRANS			0.00			199,700.00		(199,700.00)	0.00	199,700.00	0.00	
		<b>TOTAL BUDGET UNIT INFO TECHNOL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>199,700.00</b>	<b>0.00</b>	<b>(199,700.00)</b>	<b>0.00</b>	<b>199,700.00</b>	<b>0.00</b>	
		<b>TOTAL GENERAL FUND</b>	<b>9,771,136.00</b>	<b>7,897,805.22</b>	<b>(1,873,330.78)</b>	<b>0.81</b>	<b>1,783,379.61</b>	<b>11,815,428.00</b>	<b>8,704,706.54</b>	<b>(3,110,721.46)</b>	<b>0.74</b>	<b>2,778,820.73</b>	<b>806,901.32</b>	<b>0.10</b>
				7500097.67			Operating Expenses	10,583,020.00	7,776,224.00					
				397706.85			Capital Purchases	862,908.00	928,475.00					
							CIP Transfers Out	199,700.00						
							Maintenance Transfer Out	169,800.00						
				7,897,804.52			Pentamaton Total Expense	11,815,428.00	8,704,699.00					

Fund #	Acct #	Description	Period 9 FY 14/15				Period 9 FY 15/16				Actual 15-Actual 16	
			14/15	14/15			15/16	15/16			Difference	%
			BUDGET	ACTUAL	Difference	%	BUDGET	YTD ACTUAL	Difference	%		
<b>001</b>		<b>GENERAL FUND</b>										
	3010	SECURED PROPERTY TAXES	1,000,000.00	541,818.42	(458,181.58)	0.54	1,000,000.00	407,398.45	(592,601.55)	0.41	(134,419.97)	-25%
	3010A	SECURED PROERTY TAX-RDA	400,000.00	731,190.68	331,190.68	1.83	400,000.00	688,757.52	288,757.52	1.72	(42,433.16)	-6%
	3012	UNSECURED PROPERTY TAXEES	40,000.00	36,635.34	(3,364.66)	0.92	40,000.00	37,631.32	(2,368.68)	0.94	995.98	3%
	3014	PRIOR YEARS TAXES	25,000.00	6,085.43	(18,914.57)	0.24	25,000.00	13,395.23	(11,604.77)	0.54	7,309.80	120%
	3016	SUPPLEMENTAL TAXES	18,000.00	8,881.19	(9,118.81)	0.49	18,000.00	14,053.82	(3,946.18)	0.78	5,172.63	58%
	3020	FRANCHISES	590,000.00	88,227.44	(501,772.56)	0.15	624,000.00	93,379.44	(530,620.56)	0.15	5,152.00	6%
	3022	SALES TAX	2,021,000.00	1,194,430.59	(826,569.41)	0.59	1,996,000.00	871,664.27	(1,124,335.73)	0.44	(322,766.32)	-27%
	3024	PROPERTY TRANSFER TAX	43,000.00	26,213.48	(16,786.52)	0.61	43,000.00	25,209.30	(17,790.70)	0.59	(1,004.18)	-4%
	3026	PROP 172- PUBLIC SAFETY	115,000.00	82,491.09	(32,508.91)	0.72	112,000.00	83,914.16	(28,085.84)	0.75	1,423.07	2%
	3029	BUSINESS LICENSE	85,000.00	78,292.91	(6,707.09)	0.92	85,000.00	71,587.79	(13,412.21)	0.84	(6,705.12)	-9%
	3030	BUS. LIC. BCKGRD/PROC. FEE	37,000.00	35,041.25	(1,958.75)	0.95	37,000.00	35,684.02	(1,315.98)	0.96	642.77	2%
	3031	TAXI CAB PERMITS		1,249.00	1,249.00			1,292.50	1,292.50		43.50	3%
	3032	GARAGE SALE PERMITS	2,000.00	1,260.90	(739.10)	0.63	2,000.00	1,280.50	(719.50)	0.64	19.60	2%
	3033	MASSAGE PERMITS		79.00	79.00			128.00	128.00		49.00	62%
	3034	TRANSIENT OCCUPANCY TAX	120,000.00	122,538.29	2,538.29	1.02	160,000.00	117,917.93	(42,082.07)	0.74	(4,620.36)	-4%
	3040	BUILDING PERMITS	100,000.00	121,981.45	21,981.45	1.22	89,000.00	135,761.05	46,761.05	1.53	13,779.60	11%
	3045	PLUMBING PERMITS	13,500.00	9,473.00	(4,027.00)	0.70	12,000.00	23,695.96	11,695.96	1.97	14,222.96	150%
	3050	ELECTRICAL PERMITS	7,200.00	10,464.80	3,264.80	1.45	6,400.00	15,215.64	8,815.64	2.38	4,750.84	45%
	3055	MECHANICAL PERMITS	2,700.00	3,748.50	1,048.50	1.39	2,400.00	5,444.50	3,044.50	2.27	1,696.00	45%
	3060	PLAN CHECK FEES	50,000.00	34,157.75	(15,842.25)	0.68	50,000.00	30,089.37	(19,910.63)	0.60	(4,068.38)	-12%
	3065	ENGINEERING/INSPECTN FEES		126.00	126.00			378.00	378.00		252.00	200%
	3110	LOT LINE ADJUSTMENT		815.00	815.00				0.00		(815.00)	-100%
	3120	TENTATIVE SUBDIVISION		160.00	160.00				0.00		(160.00)	-100%
	3135	CONDITIONAL USE PERMIT		2,615.00	2,615.00			2,055.00	2,055.00		(560.00)	-21%
	3155	APPROVAL EXTENSION REVIEW			0.00			1,580.00	1,580.00		1,580.00	
	3160	ENVIRON ASSESS CATEGOR		775.00	775.00			155.00	155.00		(620.00)	-80%
	3165	ENVIRON ASSESS NEGATIVE		840.00	840.00				0.00		(840.00)	-100%
	3180	FINAL SUBDIVISION MAP			0.00			5,085.00	5,085.00		5,085.00	
	3190	SUBDIVISION STREET SIGNS		2,665.00	2,665.00			1,230.00	1,230.00		(1,435.00)	-54%
	3195	HOME OCCUPANCY PERMIT		2,675.00	2,675.00			1,600.00	1,600.00		(1,075.00)	-40%
	3200	PUBLIC IMPROVEMENT PLN CK	50,000.00	89,393.00	39,393.00	1.79	50,000.00	62,887.00	12,887.00	1.26	(26,506.00)	-30%
	3205	STREET CUT REVIEW	1,500.00	2,049.00	549.00	1.37	2,200.00	1,472.00	(728.00)	0.67	(577.00)	-28%
	3211	FIRE SPRINKLER PLAN CHECK		7,412.50	7,412.50			1,625.00	1,625.00		(5,787.50)	-78%
	3220	SPECL BUILDING INSPECTION	500.00	110.00	(390.00)	0.22	150.00	236.00	86.00	1.57	126.00	115%
	3225	BUILDING DEMOLITN PERMITS		60.00	60.00			40.00	40.00		(20.00)	-33%

Fund #	Acct #	Description	Period 9 FY 14/15				Period 9 FY 15/16				Actual 15-Actual 16	
			14/15	14/15	Difference	%	15/16	15/16	Difference	%	Difference	%
			BUDGET	ACTUAL			BUDGET	YTD ACTUAL				
	3290	OTHER PERMITS	7,500.00	85.00	(7,415.00)	0.01	7,500.00	35.00	(7,465.00)	0.00	(50.00)	-59%
	3291	ANIMAL LICENSE-1 YEAR	8,000.00	1,095.00	(6,905.00)	0.14	7,000.00	515.00	(6,485.00)	0.07	(580.00)	-53%
	3292	ANIMAL LICENSE-2 YEAR		870.00	870.00			300.00	300.00		(570.00)	-66%
	3293	ANIMAL LICENSE-3 YEAR		2,450.00	2,450.00			1,215.00	1,215.00		(1,235.00)	-50%
	3321	RETURNED CHECK FEE		296.00	296.00			151.00	151.00		(145.00)	-49%
	3540	PLANNING FEES	25,000.00	19,472.00	(5,528.00)	0.78	25,000.00	31,210.65	6,210.65	1.25	11,738.65	60%
	3580	ANNEXATION FEE		201.26	201.26				0.00		(201.26)	-100%
	3585	PARK RESERVATION			0.00				0.00		0.00	
	3610	REPORTS/COPIES	5,500.00	4,731.33	(768.67)	0.86	5,500.00	3,869.20	(1,630.80)	0.70	(862.13)	-18%
	3620	PROPERTY RENTAL	7,250.00	3,528.50	(3,721.50)	0.49	7,250.00	3,618.50	(3,631.50)	0.50	90.00	3%
	3625	CIVIC AUDITORIUM RENTAL	34,000.00	32,158.00	(1,842.00)	0.95	40,000.00	48,543.34	8,543.34	1.21	16,385.34	51%
	3630	GENERAL PLAN UPDATE FEE	9,000.00	12,141.28	3,141.28	1.35	8,000.00	16,526.73	8,526.73	2.07	4,385.45	36%
	3635	TECHNOLOGY FEES	4,500.00	6,071.10	1,571.10	1.35	4,000.00	8,242.59	4,242.59	2.06	2,171.49	36%
	3681	RECREATION FEES	325,000.00	212,077.79	(112,922.21)	0.65	350,000.00	218,495.58	(131,504.42)	0.62	6,417.79	3%
	3685	PARK RESERVATION	15,000.00	8,165.00	(6,835.00)	0.54	12,000.00	12,657.00	657.00	1.05	4,492.00	55%
	3691	CONCESSION FEES		13,821.03	13,821.03			13,748.74	13,748.74		(72.29)	-1%
	3695	PUBLIC SWIMMING		837.25	837.25			426.00	426.00		(411.25)	-49%
	3696	SWIMMING LESSONS		1,744.50	1,744.50			1,286.00	1,286.00		(458.50)	-26%
	3710	GRANT PROCEEDS	47,167.00	26,207.82	(20,959.18)	0.56	22,000.00	80,574.66	58,574.66	3.66	54,366.84	207%
	3755	MOTOR VEHICLE IN LIEU	1,975,000.00	945,358.66	(1,029,641.34)	0.48	1,880,000.00	1,018,885.75	(861,114.25)	0.54	73,527.09	8%
	3760	OFF-HIGHWAY MTR VEH FEES	25.00		(25.00)	0.00			0.00		0.00	
	3765	HOMEOWNER EXEMPTION	12,000.00	1,661.87	(10,338.13)	0.14	12,000.00	1,213.82	(10,786.18)	0.10	(448.05)	-27%
	3777	BOOKING FEE REIMBURSEMENT	16,000.00	5,276.97	(10,723.03)	0.33	12,000.00	(294.55)	(12,294.55)	(0.02)	(5,571.52)	-106%
	3778	NARCOTICS TASK FORCE	30,000.00	1,050.64	(28,949.36)	0.04		2,810.22	2,810.22		1,759.58	167%
	3779	PD HOMELAND SECURITY			0.00			15,400.00	15,400.00		15,400.00	
	3780	DUI COST RECOVERY	6,500.00	4,335.28	(2,164.72)	0.67	6,500.00	5,576.86	(923.14)	0.86	1,241.58	29%
	3782	P.O.S.T.	10,380.00	5,439.12	(4,940.88)	0.52	10,429.00	8,341.00	(2,088.00)	0.80	2,901.88	53%
	3784	Y.D.O. HIGH SCHOOL	43,885.00	31,324.07	(12,560.93)	0.71	92,819.00	33,723.54	(59,095.46)	0.36	2,399.47	8%
	3786	CROSSING GUARDS	14,358.00		(14,358.00)	0.00	10,800.00	0.00	(10,800.00)	0.00	0.00	
	3787	PD HOMELAND SMART PROJECT			0.00		70,745.00		(70,745.00)	0.00	0.00	
	3788	REBATES/INCENTIVES			0.00				0.00		0.00	
	3788A	INCENTIVES/REBATES	38,728.00	4,765.60	(33,962.40)	0.12	20,000.00	46,664.41	26,664.41	2.33	41,898.81	879%
	3792	YDO-LIBERTY SCHOOL	46,234.00	30,948.31	(15,285.69)	0.67	46,234.00	30,086.40	(16,147.60)	0.65	(861.91)	-3%
	3793	INDIAN GAMING GRANT TO PD			0.00		50,000.00		(50,000.00)	0.00	0.00	
	3794	COPS MORE GRANTS			0.00		41,667.00		(41,667.00)	0.00	0.00	
	3796	AB109	35,000.00		(35,000.00)	0.00	80,200.00	40,128.50	(40,071.50)	0.50	40,128.50	
	3801	COPS/SLESF			0.00		100,000.00		(100,000.00)	0.00	0.00	

Fund #	Acct #	Description	Period 9 FY 14/15				Period 9 FY 15/16				Actual 15-Actual 16	
			14/15	14/15			15/16	15/16				
			BUDGET	ACTUAL	Difference	%	BUDGET	YTD ACTUAL	Difference	%	Difference	%
	3804	WHC CAMPUS POLICE OFFICER			0.00			30,165.72	30,165.72		30,165.72	
	3811	ANIMAL CONTROL	600.00	333.00	(267.00)	0.56	600.00	20.00	(580.00)	0.03	(313.00)	-94%
	3815	ABANDONED VEHICLE ABATE	5,500.00	1,981.52	(3,518.48)	0.36	5,500.00	5,075.61	(424.39)	0.92	3,094.09	156%
	3820	COURT FINES	9,000.00	13,500.16	4,500.16	1.50	10,000.00	41,203.17	31,203.17	4.12	27,703.01	205%
	3850	INTEREST	50,000.00	34,306.58	(15,693.42)	0.69	63,855.00	215,875.81	152,020.81	3.38	181,569.23	529%
	3861	PD DEPT MISC REV	8,000.00	7,456.02	(543.98)	0.93	9,500.00	2,485.14	(7,014.86)	0.26	(4,970.88)	-67%
	3862	POLICE DEPT FEES	2,000.00	2,088.60	88.60	1.04	2,500.00	2,035.00	(465.00)	0.81	(53.60)	-3%
	3865	SALE OF PROPERTY			0.00			13,669.30	13,669.30		13,669.30	
3867GC	GOLF COURSE BOND LOAN			43,594.74	43,594.74		176,227.00	0.00	(176,227.00)	0.00	(43,594.74)	-100%
	3869	MISC. INCOME		2,973.99	2,973.99				0.00		(2,973.99)	-100%
	3870	CONTRIBUTIONS	250,000.00	250,000.00	0.00	1.00	250,000.00	250,078.78	78.78	1.00	78.78	0%
	3872	SCHOOL IMPACT FEES	10,000.00	8,018.16	(1,981.84)	0.80	10,000.00	14,426.02	4,426.02	1.44	6,407.86	80%
	3874	ABATEMENT	4,000.00	3,032.00	(968.00)	0.76	4,000.00	0.00	(4,000.00)	0.00	(3,032.00)	-100%
	3875	GIFTS & DONATIONS	2,500.00	0.00	(2,500.00)	0.00	5,000.00	5,000.00	0.00	1.00	5,000.00	
	3876	IMPACT FEES -ADMIN		1,478.01	1,478.01			4,089.59	4,089.59		2,611.58	177%
3876A	CBSASSRF SB1473 ADMIN			102.80	102.80			92.80	92.80		(10.00)	-10%
	3878	CASH OVER/SHORT		(5.29)	(5.29)			82.84	82.84		88.13	-1666%
	3879	REIMBURSEMENTS	70,000.00	107,502.46	37,502.46	1.54	70,000.00	32,137.20	(37,862.80)	0.46	(75,365.26)	-70%
3879A	REIMBURSEMENTS/STREETES				0.00				0.00		0.00	
	3880	MISCELLANEOUS	13,000.00	8,949.77	(4,050.23)	0.69	13,000.00	33,796.57	20,796.57	2.60	24,846.80	278%
3880AR	MISC REV/ASSET REPL				0.00			5,545.00	5,545.00		5,545.00	
	3881	SYBDT REVEBYE	600.00		(600.00)	0.00	600.00	0.00	(600.00)	0.00	0.00	
	3882	REINBURSEMENT			0.00				0.00		0.00	
	3889	UNREALIZED GAIN /LOSS			0.00				0.00		0.00	
	3900	OPERATING TRANSFER IN		20,000.00	20,000.00		12,150.00		(12,150.00)	0.00	(20,000.00)	-100%
	3901	INTERFUND TRANSFER IN			0.00			107,236.00	107,236.00		107,236.00	
	3920	OP TR IN-TRAFFIC SAFETY			0.00		24,040.00		(24,040.00)	0.00	0.00	
	3928	OP TR IN-GAS TAX			0.00		485,314.00		(485,314.00)	0.00	0.00	
	3940	OP TR IN-FLEET MAINT			0.00		92,881.00		(92,881.00)	0.00	0.00	
	3950	OP TR IN WATER			0.00		526,468.00		(526,468.00)	0.00	0.00	
	3956	OP TR IN -REFUSE			0.00		645,479.00		(645,479.00)	0.00	0.00	
	3958	OP TR IN-STREET CAPITAL			0.00				0.00		0.00	
	3960	OP TR IN-SEWER			0.00		486,183.00		(486,183.00)	0.00	0.00	
	3966	OP TR IN-LAW ENF. CAPITAL			0.00				0.00		0.00	
	3967	OP TR IN-FIRE FACILITIES			0.00				0.00		0.00	
	3969	OP TR IN -STORM DRAIN CAP			0.00				0.00		0.00	
	3970	OP TR IN-WATER CAPITAL			0.00				0.00		0.00	



Fund #	Acct #	Description	Period 9 FY 14/15				Period 9 FY 15/16				Actual 15-Actual 16	
			14/15	14/15			15/16	15/16				
			BUDGET	ACTUAL	Difference	%	BUDGET	YTD ACTUAL	Difference	%	Difference	%
	3971	OP TR IN-SEWER CAPITAL			0.00				0.00		0.00	
	3974	OPER TR IN -PKS CAPITAL			0.00				0.00		0.00	
	3976	OPER. TR. IN . -REFUSE CAP			0.00				0.00		0.00	
	3978	OP TR IN -LLM			0.00		19,348.00		(19,348.00)	0.00	0.00	
	3990	MISC. OPERATING TRANS. IN			0.00				0.00		0.00	
	3010A	SECURED PROPERTY TAX-RDA			0.00				0.00		0.00	
	3788A	INCENTIVES/REBATES			0.00				0.00		0.00	
	3850GC	INTEREST FROM GC LOAN			0.00				0.00		0.00	
	3876A	CBSASRF SB1473 ADMIN			0.00				0.00		0.00	
	3880AR	MISC REV/ASSET REPL			0.00				0.00		0.00	
		<b>TOTAL FUND 001</b>	<b>7,862,627.00</b>	<b>5,125,381.91</b>	<b>(2,737,245.09)</b>	<b>0.65</b>	<b>10,588,439.00</b>	<b>5,158,809.26</b>	<b>(5,429,629.74)</b>	<b>0.49</b>	<b>33,427.35</b>	
	3865	SALE OF PROPERTY		0.00	0.00		Sales of Property	13,669.30	#VALUE!		13,669.30	
				<b>5,125,381.91</b>				<b>5,145,139.96</b>				<b>0.39%</b>

# CIP Project Summary

## CITY OF LEMOORE Monthly CIP Budget Status Report

March 31, 2016

CIP Project Types & Costs		FY 15/16 Budget	Monthly Expense	YTD Expense	YTD PO's	Balance FY 15/16	FY 16/17 Budget	FY 17/18 Budget	FY 18/19 Budget	FY 19/20 Budget	Total 5-Year CIP	Notes on Monthly CIP Budget Status Report CIP Project #9017 requires budget transfer
9000	STREETS	2,519,500	-	678,655	-	1,840,845	1,570,000	1,999,500	10,484,500	1,677,500	17,572,345	The \$609,739 funding shortfall is due to CIP project #9017, which requires a budget transfer from one of the other Budgets with similar funding.
9100	PARKS	280,000	-	24,682.47	114,794.75	140,523	323,500	800,000	440,000	705,000	2,409,023	
9200	WATER	627,400	-	-	-	627,400	21,341,200	11,445,000	4,812,000	554,300	38,779,900	
9300	WASTEWATER	644,700	-	-	-	644,700	775,500	3,630,000	47,349,500	299,300	52,699,000	
9400	SOLID WASTE	-	-	-	-	-	280,000	-	330,000	300,000	910,000	
9500	STORM WATER	10,000	-	-	-	10,000	610,000	1,090,000	10,000	265,000	1,985,000	
9600	GOLF COURSE	-	-	-	-	-	58,500	28,000	12,000	-	98,500	
9700	GENERAL FACILITIES	640,900	-	145,462	-	495,438	7,992,300	152,000	172,000	110,000	8,921,738	
9800	PUBLIC SAFETY	2,200	-	2,200	-	-	419,000	24,000	-	-	443,000	
9900	PROFESSIONAL SERVICES	-	-	-	-	-	720,000	100,000	200,000	-	1,020,000	
		4,724,700	-	850,998.99	114,794.75	3,758,906	34,090,000	19,268,500	63,810,000	3,911,100	124,838,506	
		-	-	-	-	-	-	-	-	-	-	
Fund No.	CIP Funding Source Descriptions	FY 15/16 Budget	Monthly Funding	YTD Funding	YTD PO's	Balance FY 15/16	FY 16/17 Funding	FY 17/18 Funding	FY 18/19 Funding	FY 19/20 Funding	Total 5-Year CIP	
001	General Fund	199,700	-	2,200	-	197,500	5,096,900	365,000	310,000	110,000	6,079,400	
020	Traffic Safety	-	-	-	-	-	440,000	-	-	-	440,000	
027	TE/SPT (RTPA) Exchg	117,500	-	-	-	117,500	117,500	117,500	117,500	117,500	587,500	
028	Federal Grants	2,094,300	-	35,254	114,795	1,944,251	1,199,000	754,000	10,000,000	300,000	14,197,251	
029	State Grants	-	-	-	-	-	-	-	-	-	-	
030	Other Grants	-	-	-	-	-	177,500	875,000	-	-	1,052,500	
033	Local Transportation	-	-	-	-	-	-	-	-	-	-	
034	Gas Tax	519,000	-	33,661	-	485,339	330,000	207,000	7,000	10,000	1,039,339	
035	CDBG / HOME	-	-	-	-	-	1,419,400	-	-	-	1,419,400	
046	Golf Course	-	-	-	-	-	58,500	28,000	12,000	-	98,500	
049B	Waste Water Grant	-	-	-	-	-	20,000	-	-	-	20,000	
050	Water Enterprise	611,400	-	-	-	611,400	207,500	60,000	60,000	60,000	998,900	
056	Solid Waste	-	-	-	-	-	307,500	-	330,000	300,000	937,500	
060	Wastewater & Storm Water	634,700	-	-	-	634,700	477,500	220,000	-	289,300	1,621,500	
065	DIF Streets CAP-East	42,000	-	-	-	42,000	835,000	46,000	412,000	1,550,000	2,885,000	
065A	DIF Streets CAP-West	-	-	-	-	-	-	-	-	-	-	
066	DIF Law Enforcement CAP	1,700	-	-	-	1,700	437,700	-	-	-	439,400	
067	DIF Fire Protect-East	-	-	-	-	-	185,000	-	-	-	185,000	
067A	DIF Fire Protect-West	-	-	-	-	-	6,300	-	-	-	6,300	
068	DIF General Fac CAP	50,000	-	-	-	50,000	189,000	-	-	-	239,000	
069	DIF Storm Water CAP	10,000	-	-	-	10,000	510,000	990,000	10,000	265,000	1,785,000	
070	DIF Water Supply CAP	6,000	-	-	-	6,000	-	2,000,000	-	-	2,006,000	
070A	DIF Water Distr CAP	10,000	-	-	-	10,000	10,000	10,000	10,000	10,000	50,000	
071A	Wastewater	10,000	-	-	-	10,000	-	-	-	-	10,000	
072	DIF Streets CAP	-	-	-	-	-	50,000	-	-	-	50,000	
074	DIF Parks & Rec CAP	134,000	-	14,885	-	119,115	254,500	540,000	310,000	-	1,223,615	
074A	DIF Parks Land Acq	-	-	-	-	-	-	61,000	-	-	61,000	
074B	DIF Parks Improvement	5,000	-	9,798	-	(4,798)	-	100,000	120,000	-	215,202	
074C	DIF Community Rec Facility	-	-	-	-	-	-	10,000	-	-	10,000	
075	DIF Facilities/Infrastructure	279,400	-	145,462	-	133,938	120,000	-	20,000	405,000	678,938	
076	DIF Solid Waste Capital	-	-	-	-	-	-	-	-	-	-	
160	2016 Bond Proceeds	-	-	-	-	-	21,641,200	12,885,000	52,091,500	494,300	87,112,000	
Total Project Revenues / Funding		4,724,700	-	241,259.96	114,794.75	4,368,645	34,090,000	19,268,500	63,810,000	3,911,100	125,448,245	
		-	-	(609,739)	-	609,739	-	-	-	-	609,739	

# CIP Project Listing

## CITY OF LEMOORE Monthly CIP Budget Status Report

March 31, 2016

Project No.	Tier No.	CIP Project Type	CIP Project Description	FY 15/16 Budget	Monthly Expense	YTD Expense	YTD PO's	Balance FY 15/16	FY 16/17 Budget	FY 17/18 Budget	FY 18/19 Budget	FY 19/20 Budget	Total 5-Year CIP
9000	3	Streets	Traffic Message Boards	50,000	-	-	-	50,000	-	-	-	-	50,000
9001	1	Streets	Streets Master Plan	-	-	-	-	-	-	207,000	7,000	10,000	224,000
9002	3	Streets	Tammy Lane Extension	-	-	-	-	-	-	-	-	-	-
9003	2	Streets	Carmel Drive Overlay Asphalt	8,000	-	-	-	8,000	35,000	-	-	-	43,000
9004	2	Streets	Fox Street Overlay Asphalt	40,000	-	33,661.29	-	6,339	160,000	-	-	-	166,339
9005	2	Streets	Reclamite Projects	-	-	-	-	-	-	-	-	-	-
9006	2	Streets	Slurry Seal Projects	117,500	-	-	-	117,500	117,500	117,500	117,500	117,500	587,500
9007	1	Streets	West Bush Diamond Interchange	20,000	-	-	-	20,000	130,000	-	10,000,000	-	10,150,000
9008	2	Streets	Lemoore Avenue SR198 Overlay	-	-	-	-	-	655,000	-	-	-	655,000
9009	2	Streets	East Hanford Armona Road Overlay	-	-	-	-	-	-	-	-	-	-
9010	2	Streets	South Vine Street Reconstruction	-	-	-	-	-	160,000	750,000	-	-	910,000
9011	2	Streets	Vine Street Lighting	-	-	-	-	-	17,500	125,000	-	-	142,500
9012	2	Streets	Lemoore Avenue SJVRR Overlay	-	-	-	-	-	-	-	-	-	-
9013	2	Streets	Bush Avenue 19th Overlay	-	-	-	-	-	-	-	60,000	850,000	910,000
9014	2	Streets	East Cedar Lane Construction	22,000	-	-	-	22,000	-	-	-	700,000	722,000
9015	3	Streets	Daphne Lane Railroad Crossing	-	-	-	-	-	-	-	-	-	-
9016	4	Streets	Traffic Signal Cedar 19th Avenue	-	-	-	-	-	-	-	-	-	-
9017	2	Streets	Traffic Signal West Cinnamon Fox Street	-	-	609,739.03	-	(609,739)	50,000	400,000	-	-	(159,739)
9018	2	Streets	Traffic Signal East Hanford Armona Road	-	-	-	-	-	50,000	400,000	-	-	450,000
9019	2	Streets	Traffic Signal Belhaven & Bush	-	-	-	-	-	-	-	300,000	-	300,000
9020	2	Streets	Signal Backup Lemoore-Bush High School	-	-	-	-	-	10,000	-	-	-	10,000
9021	2	Streets	Reconstruct E Street Fox - Follett	-	-	-	-	-	-	-	-	-	-
9022	2	Streets	McDonald's Left Turn Lane	-	-	-	-	-	185,000	-	-	-	185,000
9023	2	Streets	CMC Underground Canal	1,347,000	-	23,642.38	-	1,323,358	-	-	-	-	1,323,358
9024	2	Streets	Sidwalk 191-2 to Cinnamon	375,000	-	11,612.04	-	363,388	-	-	-	-	363,388
9025	2	Streets	Reconstruct D Street Fox & Follett	-	-	-	-	-	-	-	-	-	-
9026	1	Streets	Cinnamon Overlay Fox St to 19th Ave	540,000	-	-	-	540,000	-	-	-	-	540,000
TOTAL STREETS PROJECT BUDGETS				2,519,500	-	678,654.74	-	1,840,845	1,570,000	1,999,500	10,484,500	1,677,500	17,572,345
9100	3	Parks	LED Signage CMC Rec	-	-	-	-	-	35,000	-	-	-	35,000
9101	2	Parks	Restroom Kings Lions Park	-	-	-	-	-	-	-	10,000	405,000	415,000
9102	3	Parks	Pavillion Kings Lion Park	-	-	-	-	-	30,000	430,000	-	-	460,000
9103	3	Parks	Playground Sys Kings Lions	201,000	-	-	114,794.75	86,205	-	-	-	-	86,205
9104	3	Parks	Outfld Lights Vierra Field	29,000	-	-	-	29,000	30,000	-	-	-	59,000
9105	3	Parks	Storage Fac Kings Lions Pk	-	-	-	-	-	10,500	-	-	-	10,500
9106	3	Parks	Tot Lot Kings Lions Park	-	-	-	-	-	-	-	-	-	-
9107	3	Parks	Shade Structures City Park	-	-	-	-	-	71,000	-	-	-	71,000
9108	1	Parks	City Park Palm Removal	-	-	-	-	-	-	35,000	-	-	35,000
9109	2	Parks	City Park Restroom Renovation	-	-	-	-	-	25,000	-	-	-	25,000
9110	3	Parks	Drought Lndscape Plaza Park	-	-	-	-	-	-	-	-	-	-
9111	4	Parks	Lighting Electrical D St	-	-	-	-	-	-	-	-	-	-
9112	3	Parks	Restroom Depot Arbor	5,000	-	-	-	5,000	-	-	120,000	-	125,000
9113	4	Parks	Splashpad Rotary Park	-	-	-	-	-	-	25,000	310,000	-	335,000
9114	3	Parks	Lighting Heritage Park	-	-	-	-	-	-	-	-	-	-
9115	1	Parks	Palm Tree Removal Heritage	-	-	-	-	-	-	64,000	-	-	64,000
9116	3	Parks	Restroom Pederson Park	-	-	-	-	-	-	-	-	300,000	300,000
9117	3	Parks	Shade Structure Pederson Park	-	-	-	-	-	-	61,000	-	-	61,000
9118	3	Parks	Irrigation Sys Lions Park	-	-	9,797.55	-	(9,798)	-	100,000	-	-	90,202
9119	3	Parks	Shade Structure Lions Park	-	-	-	-	-	122,000	-	-	-	122,000
9120	3	Parks	Bevilaqua Master Plan	-	-	-	-	-	-	-	-	-	-
9121	3	Parks	BMX Track Install	45,000	-	14,884.92	-	30,115	-	85,000	-	-	115,115
9122	3	Parks	BMX Available Project	-	-	-	-	-	-	-	-	-	-
9123	3	Parks	Landscaping City Hall Building	-	-	-	-	-	-	-	-	-	-
9124	3	Parks	Solar S Lemoore	-	-	-	-	-	-	-	-	-	-

# CIP Project Listing

## CITY OF LEMOORE Monthly CIP Budget Status Report

March 31, 2016

Project No.	Tier No.	CIP Project Type	CIP Project Description	FY 15/16 Budget	Monthly Expense	YTD Expense	YTD PO's	Balance FY 15/16	FY 16/17 Budget	FY 17/18 Budget	FY 18/19 Budget	FY 19/20 Budget	Total 5-Year CIP
9125	1	Parks	Future Park Site	-	-	-	-	-	-	-	-	-	-
9126	2	Parks	Waggin' Tails Lights	-	-	-	-	-	-	-	-	-	-
TOTAL PARKS PROJECT BUDGETS				280,000	-	24,682.47	114,794.75	140,523	323,500	800,000	440,000	705,000	2,409,023
9200	3	Water	Water Line Reimbursement	10,000	-	-	-	10,000	10,000	10,000	10,000	10,000	50,000
9201	3	Water	Water Emergency Trailer	63,000	-	-	-	63,000	-	-	-	-	63,000
9202	1	Water	TTHM Project	-	-	-	-	-	18,379,500	-	-	-	18,379,500
9203	2	Water	New Southeast Well	-	-	-	-	-	650,000	2,875,000	-	-	3,525,000
9204	1	Water	Replace Well 8	-	-	-	-	-	80,000	2,150,000	-	-	2,230,000
9205	1	Water	New Water Line N Field	3,400	-	-	-	3,400	496,700	5,450,000	-	-	5,950,100
9206	1	Water	Remodel 40 G St. Building	-	-	-	-	-	60,000	-	-	-	60,000
9207	1	Water	Fix Drainage 40 G St.	25,000	-	-	-	25,000	-	-	-	-	25,000
9208	3	Water	Water & Wastewater Master Plan	500,000	-	-	-	500,000	-	-	-	-	500,000
9209	2	Water	SCADA Upgrade	-	-	-	-	-	150,000	-	-	-	150,000
9210	2	Water	New Northeast Well	6,000	-	-	-	6,000	-	675,000	3,375,000	-	4,056,000
9211	2	Water	Repaint Water Tanks	-	-	-	-	-	-	60,000	60,000	60,000	180,000
9212	1	Water	Install Cameras at Wells	-	-	-	-	-	-	-	102,000	-	102,000
9213	1	Water	Rehab Well 10 (4)	-	-	-	-	-	170,000	-	-	-	170,000
9214	1	Water	Rehab Well 4 (10)	-	-	-	-	-	170,000	-	-	-	170,000
9215	2	Water	Replace Service Lines (1)	-	-	-	-	-	-	-	880,000	-	880,000
9216	2	Water	Replace Service Lines (2)	-	-	-	-	-	-	225,000	-	-	225,000
9217	2	Water	Replace 6" Water Line (1)	-	-	-	-	-	-	-	105,000	-	105,000
9218	2	Water	Replace 6" Water Line (2)	-	-	-	-	-	-	-	-	103,500	103,500
9219	2	Water	Replace 6" Water Line (3)	-	-	-	-	-	-	-	105,000	-	105,000
9220	2	Water	Replace 8" Water Line (4)	-	-	-	-	-	-	-	-	120,300	120,300
9221	2	Water	Replace 6" Water Line (5)	-	-	-	-	-	-	-	-	170,500	170,500
9222	2	Water	Add Water Tank Well 7	-	-	-	-	-	1,100,000	-	-	-	1,100,000
9223	1	Water	Rehab Well 14	-	-	-	-	-	-	-	-	90,000	90,000
9224	1	Water	Install Chlorine Equipment	20,000	-	-	-	20,000	75,000	-	-	-	95,000
9225	3	Water	Cedar Lane Water Line	-	-	-	-	-	-	-	175,000	-	175,000
TOTAL WATER PROJECT BUDGETS				627,400	-	-	-	627,400	21,341,200	11,445,000	4,812,000	554,300	38,779,900
9300	2	Sewer	Sewer Line Extensions	10,000	-	-	-	10,000	10,000	10,000	10,000	10,000	50,000
9301	2	Sewer	Replace Sewer Lane Cimarron	547,000	-	-	-	547,000	-	-	-	-	547,000
9302	2	Sewer	Replace 10" Sewer Lane E & Olive	87,700	-	-	-	87,700	-	-	-	-	87,700
9303	2	Sewer	Thomas Lift Station	-	-	-	-	-	115,500	-	-	-	115,500
9304	2	Sewer	Wastewater Treatment Plan	-	-	-	-	-	300,000	3,500,000	47,000,000	-	50,800,000
9305	2	Sewer	Wastewater & Water Master Plan	-	-	-	-	-	200,000	-	-	-	200,000
9306	2	Sewer	Upgrade Elk Meadows Lift St.	-	-	-	-	-	-	120,000	-	-	120,000
9307	2	Sewer	Restore Brookfair Lift Station	-	-	-	-	-	-	-	-	289,300	289,300
9308	-	Sewer	Westlake Sewer Outfall	-	-	-	-	-	-	-	-	-	-
9309	2	Sewer	Upgrade Cimarron Park Lift St.	-	-	-	-	-	-	-	339,500	-	339,500
9310	2	Sewer	Available Project	-	-	-	-	-	-	-	-	-	-
9311	3	Sewer	SCADA Wastewater	-	-	-	-	-	-	-	-	-	-
9312	1	Sewer	Westlake Canal Discharge	-	-	-	-	-	150,000	-	-	-	150,000
9313	2	Sewer	Construct Sewer 19th Ave.	-	-	-	-	-	-	-	-	-	-
TOTAL SEWER PROJECT BUDGETS				644,700	-	-	-	644,700	775,500	3,630,000	47,349,500	299,300	52,699,000
9400	2	Solid Waste	Replace Rear Loader w/Front Loader	-	-	-	-	-	280,000	-	-	-	280,000
9401	2	Solid Waste	Add Side Loader	-	-	-	-	-	-	-	-	-	-
9402	2	Solid Waste	Front Loader Replacement	-	-	-	-	-	-	-	-	300,000	300,000
9403	2	Solid Waste	Side Loader Replacement	-	-	-	-	-	-	-	330,000	-	330,000
TOTAL SOLID WASTE PROJECT BUDGETS				-	-	-	-	-	280,000	-	330,000	300,000	910,000
9500	2	Storm Water	Storm Drain Reimbursement	10,000	-	-	-	10,000	10,000	10,000	10,000	10,000	50,000
9501	2	Storm Water	Lemoore HS Storm Basin	-	-	-	-	-	-	-	-	255,000	255,000
9502	3	Storm Water	Bevilaqua Park Improvement	-	-	-	-	-	-	-	-	-	-

# CIP Project Listing

## CITY OF LEMOORE Monthly CIP Budget Status Report

March 31, 2016

Project No.	Tier No.	CIP Project Type	CIP Project Description	FY 15/16 Budget	Monthly Expense	YTD Expense	YTD PO's	Balance FY 15/16	FY 16/17 Budget	FY 17/18 Budget	FY 18/19 Budget	FY 19/20 Budget	Total 5-Year CIP
9503	2	Storm Water	Avalon Basin Outfall Line	-	-	-	-	-	-	-	-	-	-
9504	-	Storm Water	Available Project	-	-	-	-	-	-	-	-	-	-
9505	2	Storm Water	Daphne Storm Drain Basin	-	-	-	-	-	500,000	340,000	-	-	840,000
9506	2	Storm Water	Storm Drain Master Plan	-	-	-	-	-	100,000	100,000	-	-	200,000
9507	2	Storm Water	D St. Storm Drainage	-	-	-	-	-	-	640,000	-	-	640,000
9508	2	Storm Water	Candlewick Storm Drain	-	-	-	-	-	-	-	-	-	-
TOTAL STORM WATER PROJECT BUDGETS				10,000	-	-	-	10,000	610,000	1,090,000	10,000	265,000	1,985,000
9600	3	Golf Course	Turbine Blower	-	-	-	-	-	-	-	-	-	-
9601	3	Golf Course	Greens Bank Mower	-	-	-	-	-	-	-	-	-	-
9602	2	Golf Course	Clubhouse Furniture	-	-	-	-	-	-	-	12,000	-	12,000
9603	3	Golf Course	Rough Mower	-	-	-	-	-	25,000	-	-	-	25,000
9604	3	Golf Course	Sandbunker Machine	-	-	-	-	-	-	-	-	-	-
9605	2	Golf Course	Block Storage Bins	-	-	-	-	-	-	-	-	-	-
9606	3	Golf Course	POS System	-	-	-	-	-	-	-	-	-	-
9607	3	Golf Course	Chemical Sprayer	-	-	-	-	-	33,500	-	-	-	33,500
9608	1	Golf Course	Parking Lot Repair	-	-	-	-	-	-	-	-	-	-
9609	3	Golf Course	Fairway Mower	-	-	-	-	-	-	-	-	-	-
9610	3	Golf Course	Utility Vehicles (2)	-	-	-	-	-	-	28,000	-	-	28,000
9611	3	Golf Course	Greens Mowers (2)	-	-	-	-	-	-	-	-	-	-
9612	3	Golf Course	Tee Mowers with Baskets	-	-	-	-	-	-	-	-	-	-
9613	3	Golf Course	Debris Sweeper	-	-	-	-	-	-	-	-	-	-
9614	2	Golf Course	Maintenance Shop Buildings	-	-	-	-	-	-	-	-	-	-
TOTAL GOLF COURSE PROJECT BUDGETS				-	-	-	-	-	58,500	28,000	12,000	-	98,500
9700	1	Genl Facilities	Finance Offices	50,000	-	-	-	50,000	50,000	-	-	-	100,000
9701	3	Genl Facilities	Sound System CMC Rec	-	-	-	-	-	-	-	-	-	-
9702	3	Genl Facilities	Sound Lighting Civic Center	-	-	-	-	-	-	10,000	-	-	10,000
9703	1	Genl Facilities	Available Project	-	-	-	-	-	-	-	-	-	-
9704	1	Genl Facilities	Fire Department Renovation	-	-	-	-	-	26,000	-	-	-	26,000
9705	1	Genl Facilities	CMC Concrete Ewaste Oil	-	-	-	-	-	70,000	-	-	-	70,000
9706	3	Genl Facilities	CMC Perimeter Road Work	-	-	-	-	-	-	-	-	-	-
9707	1	Genl Facilities	Fence Gate Maintenance CMC	-	-	-	-	-	-	-	10,000	-	10,000
9708	2	Genl Facilities	Slurry Seal Train Depot	-	-	-	-	-	-	-	52,000	-	52,000
9709	4	Genl Facilities	Privacy Fence Facilities Citywide	-	-	-	-	-	10,000	10,000	10,000	10,000	40,000
9710	1	Genl Facilities	City Council Chambers	25,000	-	-	-	25,000	-	32,000	-	-	57,000
9711	1	Genl Facilities	Card Reader Security System	-	-	-	-	-	190,000	-	-	-	190,000
9712	2	Genl Facilities	Regional Dispatch Center	219,000	-	-	-	219,000	6,000,000	-	-	-	6,219,000
9713	2	Genl Facilities	Available Project	-	-	-	-	-	-	-	-	-	-
9714	1	Genl Facilities	CMC Rec. Center Bathroom	133,800	-	127,289.78	-	6,510	-	-	-	-	6,510
9715	1	Genl Facilities	Replace Water Main Line CMC	75,000	-	-	-	75,000	50,000	-	-	-	125,000
9716	1	Genl Facilities	Crossfit Multipurpose Room	70,600	-	18,172.00	-	52,428	-	-	-	-	52,428
9717	1	Genl Facilities	Citywide ADA Compliance	50,000	-	-	-	50,000	100,000	100,000	100,000	100,000	450,000
9718	1	Genl Facilities	City Hall Maintenance Upgrade	17,500	-	-	-	17,500	-	-	-	-	17,500
9719	1	Genl Facilities	Security Gate WWTP Range	-	-	-	-	-	34,500	-	-	-	34,500
9720	1	Genl Facilities	New Phone System	-	-	-	-	-	38,400	-	-	-	38,400
9721	1	Genl Facilities	Senior Center Facility Rehab	-	-	-	-	-	1,419,400	-	-	-	1,419,400
9722	3	Genl Facilities	CMC Community Pool	-	-	-	-	-	-	-	-	-	-
9723	2	Genl Facilities	Boxing Ring Fence	-	-	-	-	-	4,000	-	-	-	4,000
9724	-	Genl Facilities	Available Project	-	-	-	-	-	-	-	-	-	-
TOTAL GENERAL FACILITIES PROJECT BUDGETS				640,900	-	145,461.78	-	495,438	7,992,300	152,000	172,000	110,000	8,921,738
9800	2	Public Safety	Truck Replacement	-	-	-	-	-	260,000	-	-	-	260,000
9801	1	Public Safety	Turnouts	-	-	-	-	-	30,000	24,000	-	-	54,000
9802	1	Public Safety	PD Flooring	-	-	-	-	-	24,000	-	-	-	24,000
9803	3	Public Safety	PD Parking Lot	2,200	-	2,200.00	-	-	105,000	-	-	-	105,000



# CIP Project Listing

## CITY OF LEMOORE Monthly CIP Budget Status Report

March 31, 2016

Project No.	Tier No.	CIP Project Type	CIP Project Description	FY 15/16 <u>Budget</u>	Monthly <u>Expense</u>	YTD <u>Expense</u>	YTD <u>PO's</u>	Balance <u>FY 15/16</u>	FY 16/17 <u>Budget</u>	FY 17/18 <u>Budget</u>	FY 18/19 <u>Budget</u>	FY 19/20 <u>Budget</u>	Total <u>5-Year CIP</u>
<b>TOTAL PUBLIC SAFETY PROJECT BUDGETS</b>				<b>2,200</b>	<b>-</b>	<b>2,200.00</b>	<b>-</b>	<b>-</b>	<b>419,000</b>	<b>24,000</b>	<b>-</b>	<b>-</b>	<b>443,000</b>
9900	1	Prof Services	General Plan Update	-	-	-	-	-	550,000	-	-	-	550,000
9901	2	Prof Services	Zoning Code Update	-	-	-	-	-	-	-	200,000	-	200,000
9902	2	Prof Services	DIF Update	-	-	-	-	-	70,000	-	-	-	70,000
9903	1	Prof Services	Master User Fee Schedule	-	-	-	-	-	-	100,000	-	-	100,000
9904	2	Prof Services	Class & Comp Study	-	-	-	-	-	100,000	-	-	-	100,000
<b>TOTAL PROFESSIONAL SERVICES PROJECT BUDGETS</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>720,000</b>	<b>100,000</b>	<b>200,000</b>	<b>-</b>	<b>1,020,000</b>
<b>GRAND TOTAL ALL PROJECT BUDGETS</b>				<b>4,724,700</b>	<b>-</b>	<b>850,998.99</b>	<b>114,794.75</b>	<b>3,758,906</b>	<b>34,090,000</b>	<b>19,268,500</b>	<b>63,810,000</b>	<b>3,911,100</b>	<b>124,838,506</b>
				-	-	-	-	-	-	-	-	-	-

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Finance  
Department**

119 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6700  
Fax (559) 924-9003

## Staff Report

ITEM NO. 5-2

**To:** Lemoore City Council  
**From:** John Herrera, Finance Director Consultant  
**Date:** April 21, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Budget and Fiscal Policies

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**Proposed Motion:**

Adopt the proposed fiscal policies to guide budget and other financial decisions of the City.

**Subject/Discussion:**

The adoption of fiscal policies for the City is an important decision. The City budget and other financial decisions all depend on having a good understanding of the City's financial position, which is greatly assisted by adoption and adherence to generally accepted fiscal policies. However, fiscal policies need to be amended from time to time, to allow them to be updated and expanded to reflect changing economics and budget conditions of the City. The fiscal policies proposal that follows were discussed with the Council Finance, Budget & Audit Sub-Committee on April 21 and presented here with the Committee's suggested change to increase the General Fund operating Reserve from 25% to 35% within five years, as well as expanded discussion of the need to perform long-term financial planning.

The City has historically made significant financial decisions, like the annual Budget adoption, based on the "incremental budgeting" model. This point is made, not to criticize prior budget decisions, but to highlight the need for Budget & Fiscal Policies that provide guidance and a long-term perspective to current decisions. This is most important in proposing community investments and operating program decisions, economic development, preparation of Budget requests, expenditure approvals, and in the development and management of tax revenues, fee-setting decisions, utility rate structures, and other revenue management programs.

The General Fund commitment to the 5-Year Community Investment Program (CIP) Budget will encumber about 54%, or \$6.1 million of the \$11.3 million unassigned fund balance available for the Fiscal Year 2015/16 budget. The balance of the \$11.3 million fund balance in the General Fund is proposed to be assigned consistent with five of the fiscal policies that follow, which were prepared under review and amendment of the Council Sub-Committee as follows:

1. **25% Operating Reserve Policy** (raise to 35% within 5 years).
2. **Debt Financing Policy** for capital assets with a life of ten years or longer.

*"In God We Trust"*

3. **Vehicle Replacement Funding** Policy cash reserves at "full-funding" levels.
4. **Risk Management Funding** Policy cash reserves for current and future claims.
5. **Cost Allocation Plan** Policy establishing full-cost recovery model.
6. **Retiree Pension Funding** Policy to pay for future unfunded liabilities.
7. **User Fees Cost-Recovery** Policy establishing various levels of cost-recovery.
8. **Development Impact Fees** Policy establishing cost-recovery from developers.
9. **CIP Funding** Policy establishing General Fund commitment to CIP Budget.
10. **Investment** Policy requiring quarterly reporting to the City Council.
11. **Grants** Policy requiring a cost-benefit analysis of all competitive grants.
12. **Internal Controls** Policy reviewed annually to prevent embezzlement or fraud.
13. **Legal Level of Budgetary Control** Policy is set at the Department level.
14. **Budget Amendment Resolution** Policy to reconcile adopted and revised budget.
15. **Balanced-Budget** Policy structured with ongoing sources and uses of funds.
16. **Quarterly Financial Report (QFR)** provides ongoing review of the budget.
17. **Five-Year Financial Plan** to achieve long-term fiscal sustainability.

## LIST OF FISCAL POLICIES

### 1. General Fund 25% Operating Reserve

The City shall maintain 25% of annual "ongoing" operating expenditures "reserve", which is the equivalent of 90 days of cash liquidity, to fund "dry period months" throughout the fiscal year (pending receipt of large tax apportionments) and to help stabilize the City budget during the peaks and valleys in the economy. This 25% reserve totals \$2.5 million in FY 2015/16.

This 25% operating reserve for the General Fund is fairly common among Cities in California, however, the Council Sub-Committee recommended raising the standard to 35%, to be achieved during the next five years. This means the City will have to raise the operating reserve to 27% by June 30, 2017 and by 2% each year after that until 35% operating reserve is established by June 30, 2021. The Operating Reserve required in 2021 is estimated at \$4.25 million based on a 5% annual growth in the General Fund budget.

This 35% operating reserve goal will only be achieved through disciplined adherence to the Balanced-Budget policy recommendation discussed below, however, this will require a phase-in approach for the City to be brought into compliance with these two fiscal policies.

### 2. Debt Financing Policy

On **Debt Financing**, this fiscal policy discusses the fact in order to achieve inter-generational equity, it is important to consider debt financing so that future generations of Lemoore who benefit from the long-term infrastructure improvements can share in paying for those benefits. For example, , it is simply not feasible to follow a pay-as-you-go financing option and still pay for water system improvements.. The Water rate increases required would be too high (at any level) without debt financing.

Staff is proposing that any capital asset purchases or investments (with useful lives of 10 years or longer) be eligible for consideration for debt financing rather than pay-as-you-go in cash. The City's fiscal capacity does not allow for paying cash for all capital. A prudent debt financing policy allows the City to still maintain conservative financial management

while spreading out the cost of large dollar capital, especially infrastructure, over the useful life of the asset.

### **3. Vehicle / Equipment Replacement Funding Policy**

Staff is recommending that the City set aside sufficient cash in a special account to fully-fund the replacement cost of each vehicle or major equipment (excluding special event and historical vehicles) “at each stage in the life cycle of each asset”. Thus, for a \$100,000 piece of machinery with a 10-year useful life (with a \$20,000 salvage value) and a 2% Consumer Price Index inflator (for replacement purposes), there is a \$10,000 per year set-aside that must be deposited in the bank. Thus, in year 5 of the life cycle of this equipment, there must be \$50,000 in the bank, even though the asset is not due for replacement until year 10. This policy would be applied to all vehicles and equipment, with \$1.5 million cash reserve allocation applied as of FY 2015/16. The Vehicle/Equipment Replacement schedule will be presented as part of the FY 2016/17 Budget proposal next month with specific budget schedules for this policy.

### **4. Risk Management Funding Policy**

The City must set aside cash for unexpected or unbudgeted claims that arise from general liability, employment practices litigation, and workers compensation. There are also retroactive adjustments that are made that require the City to have funds set aside to stabilize the budget and affect the 25% operating reserve in the General Fund. Based on the historical numbers, staff is requesting \$300,000 be set aside for each of the General Liability and Workers Compensation programs, for a total of \$600,000 Risk Management Funding Policy reserve.

### **5. Cost Allocation Plan Policy**

The **Cost Allocation Plan** (CAP) policy is *most important* this fiscal year because of the impact it can have on the General Fund budget. Historically, the staff has taken broad decisions with cost reimbursement across special funds of the City. This past practice of making broad cost allocations to special funds without detail consideration is no longer acceptable to City staff. This year staff will perform a more justified CAP to allow to better support the level of cost recovery from enterprise and other special funds of the City. This could result in a lower level of cost recovery when compared to the \$1.8 million total administrative cost reimbursement to the General Fund each year.

The indirect cost-recovery policy in a CAP can be simple or esoteric in the calculations. For FY 2016/17, staff has performed a simple CAP that is based largely on the size of budget and allocation of the roughly \$2.5 million of general administrative expenditures is made from the General Fund and allocated under that basis. Staff plans to perform a more complex and integrated indirect CAP that is broader in scope with more variables to attempt to recover costs more effectively across all funds of the organization for FY 2017/2018.

### **6. Retiree Pension Funding Policy**

The City will continue to experience growing costs related to funding the “Classic” and the new CalPERS pension costs. This is not specific to the City of Lemoore, as most other cities in California are facing the same issues with pension funding. And with the growing focus of the Government Accounting Standards Board (GASB) on pension accounting, the City will continue to see its financial statements reflect the “true cost” of current and future pension and Other Post Employment Benefit (OPEB) costs.

GASB 68 and other upcoming GASB pronouncements will affect how the City reports and accounts for pension costs. Staff is proposing that Council set aside \$600,000 in a Pending Funding Policy to stabilize the future impact of CalPERS and OPEB costs on the City budget.

#### **7. User Fees Cost Recovery Policy**

City staff is proposing that the Council adopt a policy of full cost-recovery for all fee supported services, with the exception of certain services which the Council believes are worthy of being subsidized with taxes (i.e., youth sports, senior services, etc.). The list of all user fees (which are traditionally fee-supported) will be brought back for approval as part of the CIP project Master Schedule of fees and will reflect the list of user fees that Council will have considered in advance.

#### **8. Development Impact Fees Policy**

This fee source is intended to recover the cost on infrastructure and City facilities placed upon them by new development to avoid having existing residents *subsidize* new development. This policy must be brought back as a separate item to be discussed with the Council in light of past Council action intended to encourage *certain* development, however, it is presented here as an important fiscal policy affecting the City budget.

#### **9. Community Investment Program (CIP) Funding Policy**

Staff has excluded from the Operating budget the annual appropriation from the General Fund to the new Citywide CIP Fund 247, now that the CIP Budget is approved on its own approval cycle. However, the General Fund will need to continue to generate revenues to fund CIP projects which do not have their own funding source. Currently, there is \$6.1 million in General Fund CIP Funding for the 5-Year CIP Budget. If the City's General Fund revenues do not grow by FY 2020/21, there will not be any new General Fund money to contribute towards the CIP Budget. However, five years is a good planning horizon for the City to work on an economic development plan that generates new tax revenues for the General Fund for CIP.

There is a circular reference here, however, because without the needed infrastructure, there is a limitation on economic development. However, without economic development, there is limited tax revenues to pay for infrastructure improvements funded by the General Fund. Thus, this initiative to grow CIP Funding sources will require creativity and fiscal discipline to achieve the timing and funding challenges for infrastructure which should be funded by General Fund tax revenues.

#### **10. Investment Policy**

Staff is proposing to the City Council that a policy be established requiring the Finance Director/City Treasurer to present the Investment Policy, with a list of authorized investments and portfolio performance, to come before the City Council annually, as part of the annual Budget adoption process. Also, staff is proposing that a Treasurer's Report be presented every three months within 30 days of the end of each quarter.

This Treasurer's Report shall include a list of all investments, with yields, maturities, and a benchmark against the 6-month US Treasury Bill. This report will need to come forward in the 4<sup>th</sup> quarter ending June 30, 2016 and quarterly going forward. Also, the Investment Policy will be presented in June as part of the FY 2016/17 Operating Budget proposal.



### **11. Grants Policy**

Staff is proposing that the City apply and compete for grants funding so long as the grants “matching funds” requirement can be met by the General Fund (or other appropriate funding source) and the value of the grant exceeds the administrative cost burden of the new grant. The value “exceeded” is subjective, but must be significant to make it worth the staff time and cost of application, accounting, auditing, management, and financial reporting for *competitive* grants.

### **12. Internal Controls Policy**

Staff is requesting that a report be made annually during presentation of the annual audit to show how internal controls and segregation of duties was achieved for the past and current fiscal year. This presentation and report is above and beyond that made by the City’s independent auditors.

### **13. Legal Level of Budgetary Control (LLOBC) Policy**

The LLOBC is set at the Department Level. This means staff can only approve budget transfers “within” a City Department. Staff requests that the City Council formalize this policy in this fiscal policies report to ensure that any budget transfers or amendments “between” Departments or funds shall require an appropriation of the City Council.

### **14. Budget Amendment Resolutions Policy**

Beginning July 1, 2016, staff is requesting that all amendments to the Adopted Budget be made by a duly authorized Budget Amendment Resolution. The City Council adopts the City Budget via Council Resolution, therefore, any amendments to the City budget during the fiscal year should also be carried out via Resolution.

The reason for this is two-fold. First, it provides a more efficient administrative system for tracking the amendments to the City budget, and second, it allows for an easier reconciliation of the final revised City budget on June 30 to the original budget adopted twelve months earlier, as required by the City’s independent auditors for preparation of the *fiscal stewardship* “Footnotes” section of the Comprehensive Annual Financial Report.

### **15. Balanced-Budget Policy**

The City will strive to balance the budget “structurally”, where ongoing operating revenues are used to pay for ongoing operating expenditures. In FY 2016/17, there will not be sufficient ongoing operating revenues to fund the ongoing operating expenditure budget.

The City Manager’s Budget proposal for FY 2016/17 will provide an explanation of the amount of General Fund reserves that will be required to close the gap in the Operating budget next year. It will take a year or two for the City to phase in compliance with this policy because the City’s budget does not have sufficient fiscal capacity at this time.

### **16. Quarterly Financial Report (QFR) Policy**

Staff is proposing that the City Council adopt this policy of reviewing and amending the City budget quarterly through this QFR process, not just at mid-year. This will also allow the City to more quickly address fiscal issues that affect the budget. The first QFR will come before City Council at the next regularly scheduled or available Council meeting.

### **17. Five-Year Financial Plan**

Staff is proposing that a 5-Year Financial Forecast of General Fund revenues and expenditures be prepared to provide a visual picture of where the City’s finances are

headed over this planning horizon. This type of long-term financial plan is now common among cities and is a great tool for making financial decisions today based on financial expectations of tomorrow, following the projections and recommendations made through the 5-Year Financial Forecast.

In summary, staff has identified the most immediate fiscal policy needs to formalize them as part of the City Budget. These are not the only fiscal policies that can be considered by the City, and fiscal policies should be reviewed and expanded annually, or as needed. The above list of fiscal policies is a version-one policy document that puts the City on a good course towards achieving long-term fiscal sustainability.

**Financial Consideration(s):**

There is no fiscal impact from the adoption of the above list of Budget & Fiscal Policies at this time. However, as the City brings forward fiscal initiatives in line with these policies, there will be fiscal constraints that limit budget decisions in the short term with long term fiscal sustainability benefits in the long term.

The \$11.3 million total General Fund equity available for fiscal year 2015/16 is already allocated as shown in the following uses of these unassigned cash balances:

- \$2.5 million for the 25% Operating Reserve
- \$1.5 million for the Vehicle Replacement Reserve Fund
- \$0.6 million for the Risk Management Reserve Fund
- \$0.6 million to begin funding the Unfunded Pension Liability
- \$6.1 million approved for the 5-Year CIP Budget

The amount to be set aside in the various policies shown above could be higher than shown, however, the point is made that the \$11.3 million General Fund equity is fully committed. Any increases or changes to the above fiscal policies shall be brought back as needed through the Quarterly Financial Reports that will begin next month.

**Note:** A portion of the \$2.5 million Operating Reserve may be required to fund a “balanced” budget in FY 2016/17 if the Cost Allocation Plan does not fully fund the \$2.5 million cost of the administrative services in the General Fund, when the City budget is presented next month.

**Staff Recommendation:**

It is requested that the Council adopt the proposed fiscal policies to guide budget and other financial decisions of the City as prepared with the review of the Council Finance Committee on April 21, 2016.

**Attachments:**

- ☐ Resolution
- ☐ Ordinance
- ☐ Map
- ☒ Other Budget & Fiscal Policies

**Review:**

- ☐ Finance
- ☒ City Attorney 5/10/16
- ☒ City Manager 5/10/16
- ☒ City Clerk 5/11/16

**Date:**

## **CITY OF LEMOORE BUDGET AND FISCAL POLICIES**

### **PURPOSE**

The City's financial policies establish the framework for overall fiscal planning and management. The policies set forth guidelines for both current activities and long range planning. Lemoore will adhere to the highest accounting and management practices as set by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA) standards for financial reporting and budgeting and as developed by the National Advisory Council on State and Local Budgeting (NACSLB).

The City's fiscal policies that follow are extension of these constitutional amendments and will follow generally accepted governmental budgeting and accounting practice standards to ensure prudent financial management is followed.

The purposes of the financial policies are:

1. **Balanced Budget.** A balanced budget is one in which the sum of estimated revenues and appropriated fund balances is equal to appropriations. Lemoore will work to ensure the budget is not balanced through the use of one-time funds or reserve funds at all times. The City will also provide a disclosure when a deviation from a balanced operating budget is planned or when it occurs (NACSLB Practice 4.5).
2. **Long-Range Planning.** The City will assess the long-term financial implications of current and proposed operating and capital budgets, as well as make available and transparent, assumptions and decisions which led to these conclusions. This will be done within each budget recommended to Council for approval (NACSLB Element 9, GFOA Recommended Practice).
3. **Asset Inventory.** Lemoore will adopt procedures to inventory and assess the condition of all major capital assets, infrastructure, fleet vehicles and equipment. This information will be used to plan for the on-going financial commitments required to maximize the public's benefit (NACSLB Practice 2.2).
4. **Fiscal Conservatism.** A practice the City will adhere to in order to ensure that the City is at all times in solid financial condition, defined as:
  - **Maximized Efficiency.** Provide the best possible service at the lowest possible cost.
  - **Cash Solvency.** The ability to pay bills.
  - **Budgetary Solvency.** The ability to balance the budget without the use of one-time funds or reserve funds.
  - **Long-Term Solvency.** The ability to plan for and pay future costs, including the cost of infrastructure projects.
  - **Service Level Solvency.** The ability to provide needed and desired services currently and in the future.
5. **Flexibility.** The City must ensure it is in a position to respond to changes in the economy or new service challenges without an unnecessary amount of financial stress. Flexibility includes the strategic planning and use of reserve funds to respond to one time occurrences and unforeseen changes to the local and national economy or workforce (not to balance any operating budget).

6. Transparency and Communication. The City commits to utilize best practices in communicating financial information to facilitate sound decision-making, to promote openness and transparency, and to inspire public confidence and trust.

## **SCOPE**

Lemoore has an important responsibility to its citizens to carefully account for public funds, to manage its finances wisely, and to plan for the adequate funding of services desired by the public, including the provision and maintenance of public facilities and infrastructure.

## **POLICY STATEMENTS**

### **1. BUDGET ADMINISTRATION**

The City shall adopt a balanced budget each fiscal year. A balanced budget is one in which the sum of estimated revenues and appropriated fund balances is equal to appropriations (Simple formula: Revenues + Reserves = Expenditures). Lemoore endeavors to ensure the budget is not balanced through the use of one-time funds or reserve funds. The City will also provide a disclosure when a deviation from a balanced operating budget is planned or when it occurs (NACSLB Practice 4.5).

The City maintains a 35% of expenditures Operating Reserve to use for emergencies and to stabilize the budget during the economic cycles that cause peaks and valleys in General Fund cash flows. Reserves may only be used during short economic downturns, and it is at the recommendation of the City Manager, with City Council approval, that any consideration of the 35% Operating Reserve be utilized to balance the budget.

The California Constitution, Section 1 Article XIII B, amended by voters in November 1979 through Proposition 4, establishes spending limits (known as the Gann Spending Limit). This Gann Spending Limit calculation must be computed in June of each year and presented as a part of the annual budget adopted for the following year and approved by City Council resolution. California Government Section 7910 also calls for this spending limit calculation.

- A. Budget Amendment Resolution (BAR) – The City budget is approved by Resolution. Any subsequent amendments to the original City budget shall also be approved by Resolution. The City Clerk shall require a Budget Amendment Resolution to be prepared for every budget amendment that meets or exceeds the City Council's Legal Level of Budgetary Control. The City Clerk shall assign a BAR number to track all amendments throughout each fiscal year.
- B. The City Council sets policy and adopts the annual budget at the fund level as a total amount of expenditures. Financial control is set by Council at the Department level, with budgetary control for operating performance administered within the Department level by the City Manager. Budget adjustments in any Department will be administered by the City Manager and will not exceed the available revenues. The City Manager or his/her designee is authorized to administer a budget adjustment process *within* Departments without limit

as long as adjustments do not exceed the available budget as established by Council. Council action is required to approve adjustments between funds regardless of amount.

## **2. COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)**

Prior to the end of each fiscal year the City Council shall designate certified public accountants who, shall perform an independent audit of the city's annual financial statements in accordance with generally accepted government auditing standards. The certified public accountants shall be independent of the city government, having no personal interest, direct or indirect, in the fiscal affairs of city government or any of its officers. The certified public accountants shall submit their reports to the Council. All such audit reports shall be a matter of public record.

The City Council hereby resolves to complete its annual audited CAFR not later than six months after the close of the fiscal year. The City will annually submit its CAFR to the Government Finance Officers Association for review and consideration of the "Excellence in Financial Reporting" award of the GFOA. The CAFR is considered the highest standard of financial reporting and is a best management practice standard followed by many City organizations.

## **3. FINANCIAL REPORTING**

### **A. Quarterly Financial Reports**

The City's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of Comprehensive Financial Policies & Governing Guidance the Governmental Accounting Standards Board (GASB). The City Treasurer shall issue timely monthly financial reports to City Council.

The City Council shall receive Quarterly Financial Reports (QFR) providing summary highlights of the results of operations for Business Type Funds and Governmental Funds, including the General Fund. The QFR will provide a "story" of what is happening with the financial position (balance sheet) and the cash flows of the various funds of the City, at the end of each quarter. Also, the Citywide CIP Fund 247 will be presented showing the annual budget, Year To Date (YTD) expenditures, YTD encumbrances (purchase orders and contracts), and the running balance for each CIP project budget.

### **B. Treasurer's Report – Quarterly Reporting**

Section 53646 of the California Government Code requires the City Treasurer to file a report of deposit of funds every three months.

The City Council hereby resolves a policy that the City Treasurer shall file with the City Council a Quarterly Treasurer's Report within 60 days of the close of each quarter, supported by a copy of the bank reconciliation, bank statements for operating and investment securities (with all details related to purchase date, coupon rate, and other details of each security



purchased), general ledger cash summaries, and a calculation of the investment yield for the quarter (benchmarked against the 6-month US Treasury). The 4<sup>th</sup> quarter ending June 30<sup>th</sup> shall include an annual calculation of investment yields.

#### C. Five-Year Financial Plan

A Five-Year Financial Plan (Forecast) of General Fund revenues and expenditures provides a longer-term investment and financing horizon for the City. Through numerical and graphical presentation, this fiscal policy management tool provides a visual picture of where the City's finances are headed over the next five years, and can be updated annually to reflect changing economic conditions.

This type of long-term financial plan is used in practice among many local governments to facilitate financial decisions at any point in time based on the prospective financial statements prepared through the Five-Year Financial Plan.

### 4. RESERVES

#### A. General Fund Reserves

In the General Fund, the City shall maintain **25% of annual expenditures** in an Operating Reserve with the reserve increasing to 35% no later than Fiscal Year 2021. This is the approximately 4 months of cash flows to cover dry period funding periods (e.g., property tax revenues, grant reimbursements, etc.), to ensure the General Fund does not have to borrow funds from other funds of the City. Should the City issues General Fund debt, the City should maintain a one year reserve of debt service.

#### B. Utility Funds

The City shall establish and maintain a minimum unrestricted fund balance for each Utility Enterprise Fund of no less than 60 days of working capital of the current fiscal year, plus one year's worth of debt service payments in each respective enterprise fund. When practical, Lemoore will maintain no less than 90 days of working capital, which is equal to 25% of the Utility Enterprise Fund budgeted expenditures, plus one year's worth of debt service payments in each respective utility fund.

### 5. DEBT FINANCING

The City shall consider the use of debt financing for construction and improvement of any infrastructure projects which have a useful life of more than 10 years. In the interest of achieving "inter-generational equity," the City Council will consider the feasibility of selling debt securities, or bonds, to pay for the cost of these infrastructure asset investments that benefit future generations.

## **6. FUNDS**

### **A. Vehicle and Equipment Replacement Fund**

The City shall maintain in cash balances the equivalent of the replacement value (less salvage value and remaining useful life) of all City vehicles and heavy equipment, at any point in time. The City shall annually ensure a vehicle and equipment inventory by June 30<sup>th</sup> of each fiscal year, ensuring both required cash balances and the property insurance coverage through the Risk Management Authority and other insurance purposes. These funds shall be maintained in either the General Fund or moved into a separate Internal Service Fund to ensure cash is available when vehicles and heavy equipment is due for replacement. Vehicles and heavy equipment shall be replaced on a pay-as-you-go basis rather than debt financing basis. Each City Department shall budget for the annual share of needed replacement costs to preserve the fund balance of replacement accounts for every vehicle and heavy equipment on inventory.

### **B. Risk Management Fund**

The City shall maintain in cash balances the equivalent of five times the Self Insured Retention limits set by the Risk Management Authority, including all Incurred by Not Reported Claims, as well as any reserves set by the City Attorney's office or any special counsel related to various claims on the contingent liabilities at the end of each fiscal year. The Finance Director shall determine the required cash balances of the Risk Management Fund each year, establishing this balance in a separate Internal Service Fund. At this time, staff is recommending a Risk Management Fund reserve of \$400,000 to \$600,000.

### **C. Community Investment Program (CP) Funding**

The General Fund shall set aside \$250,000 annually from tax revenues for investment in CIP projects. If at any time the City does not have sufficient revenues, then fund balances shall be used to fund the \$250,000 annual CIP commitment.

### **D. Retiree Pension and OPEB Funding**

The City has significant costs associated with current and future employee pension costs, and will set aside an annual amount of General Fund and special fund revenues to begin funding the "unfunded" liabilities associated with employee pensions. The City hereby resolves to set aside \$2 million of General Fund pension liabilities and \$250,000 annually from revenues to eventually fully fund employee pension liabilities, which are currently unfunded by about \$7 million.

## **7. COST ALLOCATION PLAN**

The City shall annually compute and/or update a cost allocation plan that recovers the administrative costs in the General Fund by allocating these costs across all funds of the City with a revenue source. The cost allocations shall be distributed in the most reasonable basis

for recovering these administrative costs relative the impact these funds place on the General fund administrative budgets. The goal is to make sure that the City calculates the full “business cost” of each special fund and departments to ensure fees and charges recover the full cost of providing services in each fund.

## **8. FEES**

### **A. User Fees**

User fees and charges are payments for purchased, publicly provided services that benefit specific individuals. The general policy of Lemoore regarding fees and charges is that tax dollars should support essential community and City services that benefit all and are available to everyone equally. For most services that largely or solely benefit individuals, Lemoore should recover full or partial costs of service delivery through user fees and to this end, the City may establish user fees and charges for certain services provided to users receiving a specific benefit.

On a regular basis the City will conduct a cost of service study to identify the full cost of providing a service for which fees are charged. The calculation of full cost will include all reasonable and justifiable direct and indirect cost components.

### **B. Development Impact Fees (DIFs)**

The City shall annually update its schedule of master facilities, using the CIP budget, to assess the cost of new development and its impact on general facilities usually funded from DIFs. Also, the City shall annually present to the City Council the total expenditures and revenues from DIF funds, as well as a five-year update to comply with Government Code 66000 reporting requirements. As a best management practice, the City shall consider conducting an external DIF study every 3-5 years.

## **9. INVESTMENT EARNINGS**

The City Council shall direct the Finance Director and City Treasurer to investment idle funds following this prudent person rule:

- a. Safety – Never risk principal
- b. Liquidity – Never risk not having the cash for projects.
- c. Yield – Investment earnings can be maximized but never risking safety or liquidity on any City investments.

## **10. GRANTS**

The City shall pursue grants so long as the matching funds are available (from appropriate sources) and the administrative burden from applying, managing, reporting, and auditing the grants exceeds the benefit of the grant.

## 11. INTERNAL CONTROLS

The City hereby directs the Finance Director to implement internal controls as long as the *cost* of implementing each internal control does not exceed the *benefit* to be derived from each internal control implemented. However, the Finance Director shall be responsible for ensuring that segregation of duties, or compensating controls, are maintained for all fiscal services activities in the Finance Department.

The above fiscal policies constitute the last revision to fiscal policies to be followed by the City as of this date.

City Council Adoption: May 17, 2016

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Eddie Neal  
Ray Madrigal  
William Siegel



**Office of the  
City Clerk**

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## Staff Report

ITEM 5-3

**To:** Lemoore City Council  
**From:** Jenell Van Bindsbergen, City Attorney  
**Date:** May 9, 2016 **Meeting Date:** May 17, 2016  
**Subject:** Ordinance 2016-05 Amending Chapter 8 of Title 1 of the Lemoore Municipal Code and Adding Article A to Provide Revised Bidding Procedures for Purchases of Supplies, Equipment, & Vehicles and Adding Article B to Provide Informal Bidding Procedures under the Uniform Public Construction Cost Accounting Act (UPCCAA); and Resolution 2016-13 Adopting UPCCAA

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### **Proposed Motion:**

That the City Council adopt Resolution 2016-13 and Approve the introduction (first reading) of Ordinance No. 2016-05 Amending Chapter 8 Of Title 1 of the Lemoore Municipal Code And Adding Article A To Provide Revised Bidding Procedures for Purchases of Supplies, Equipment, & Vehicles and Adding Article B to Provide Informal Bidding Procedures Under the Uniform Public Construction Cost Accounting Act; waive the reading of the Ordinance in its entirety and set the second hearing on the Ordinance for the Council's next regular meeting.

### **Subject/Discussion:**

Currently, Chapter 8 of Title 1 of the Lemoore Municipal Code provides for lengthy purchasing and contracting procedures, including having a purchasing administrator (the City Manager or designee) that only has general supervision of the purchasing function with limited approval power. The Amendments to the Ordinance will establish more efficient and streamlined policies and procedures for the procurement of equipment, services, materials, and supplies for the operation of municipal government, including increasing the City Manager's purchasing approval power.

Additionally, public agencies must competitively bid all public projects (as defined in Section 20162 of the Public Contract Code) in excess of \$5,000 in accordance with the requirements set forth in the Public Contract Code, commencing with Section 20160. In 1983, the California Legislature adopted Assembly Bill 1666, which added Chapter 2, commencing with Section 22000, to Part 3 of Division 2, of the Public Contract Code, which establishes a uniform cost accounting standard for construction work contracted out or self-performed by cities, and also provides for alternative informal procedures for bidding public projects. Public Contract Code Section 22030 provides that any city wishing to use the alternative informal procedures for bidding and contracting for public projects must elect, by resolution, to become subject to the construction cost accounting procedures set forth in the Uniform Public Construction Cost Accounting Act, enact an ordinance for informal bidding and must notify the State Controller of its election.

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Public projects of forty-five thousand dollars (\$45,000) or less may be performed by City employees by force account, by negotiated contract, or by purchase order.

Provided the expenditure is within the budget limitation, the City Manager or designee. is authorized to approve the use of City employees for public projects, approve and sign any contract or purchase order for public projects not exceeding forty-five thousand (\$45,000), and accept the completed public project and authorize the recording of a notice of completion.

Public projects of one hundred seventy-five thousand dollars (\$175,000) or less may follow the informal bidding procedures in the ordinance.

**Financial Consideration(s):**

There is no fiscal impact as a result of this change.

**Alternatives or Pros/Cons:**

The City Council could revise the ordinance or choose not to make the suggested changes.

**Commission/Board Recommendation:**

None.

**Staff Recommendation:**

It is recommended that the Council introduce and hold its first hearing on the proposed Ordinance, waive the reading of the Ordinance in its entirety and set its second hearing for the next regular Council meeting. If the Ordinance is adopted at that subsequent meeting, then the changes would take effect in 30 days following that adoption.

**Attachments:**

- ☒ Resolution      2016-13
- ☒ Ordinance      2016-05
- ☐ Map
- ☐ Other \_\_\_\_\_

**Review:**

- ☐ Finance
- ☒ City Attorney      5/10/16
- ☒ City Manager      5/10/16
- ☒ City Clerk      5/11/16

**Date:**

**RESOLUTION NO. 2016-13**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF LEMOORE, COUNTY OF KINGS, STATE OF CALIFORNIA TO BECOME SUBJECT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT (UPCCAA)**

**WHEREAS**, public agencies must competitively bid all public projects (as defined in Section 20162 of the Public Contract Code) in excess of \$5,000 in accordance with the requirements set forth in the Public Contract Code, commencing with Section 20160; and

**WHEREAS**, in 1983, the California Legislature adopted Assembly Bill 1666, which added Chapter 2, commencing with Section 22000, to Part 3 of Division 2, of the Public Contract Code, which establishes a uniform cost accounting standard for construction work contracted out or self-performed by cities, and also provides for alternative informal procedures for bidding public projects; and

**WHEREAS**, Public Contract Code Section 22030 provides that any city wishing to use the alternative informal procedures for bidding and contracting for public projects must elect, by resolution, to become subject to the construction cost accounting procedures set forth in the Uniform Public Construction Cost Accounting Act and must notify the State Controller of its election; and

**WHEREAS**, Public Contract Code Section 22034 requires each public agency that elects to become subject to the Uniform Public Construction Cost Accounting Act to enact an ordinance for informal bidding procedures; and

**WHEREAS**, concurrently herewith, the City Council introduced Ordinance No. 2016-05, and upon adoption said ordinance will enact procedures governing public works contracts and establish, among other things, informal bidding procedures in accordance with the requirements of Section 22034 of the Public Contract Code; and

**WHEREAS**, the City Council did hear all persons desiring to speak either in favor or in opposition of this Resolution and the City becoming subject to the Uniform Public Construction Cost Accounting Act.

**NOW, THEREFORE**, the City Council of the City of Lemoore, California, hereby resolve as follows:

1. That the City hereby elects under Public Code Section 22030 to become subject to the uniform public construction cost accounting procedures set forth in the Act and to the Commission's policies and procedures manual and cost accounting review procedures, as they may each from time to time be amended.
2. That the Director of Finance is directed to notify the State Controller forthwith of this election.
3. This resolution shall take effect upon its adoption.

**PASSED AND ADOPTED** at a Regular Meeting of the City Council of the City of Lemoore held on 17<sup>th</sup> day of May 2016 by the following vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

ATTEST:

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Mary J. Venegas  
City Clerk

APPROVED:

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Lois Wynne  
Mayor

**ORDINANCE NO. 2016-05**

**AN ORDINANCE AMENDING CHAPTER 8 OF TITLE 1 OF THE LEMOORE MUNICIPAL CODE AND ADDING ARTICLE A TO PROVIDE REVISED BIDDING PROCEDURES FOR PURCHASES OF SUPPLIES, EQUIPMENT, & VEHICLES AND ADDING ARTICLE B TO PROVIDE INFORMAL BIDDING PROCEDURES UNDER THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT**

**SECTION 1.** Findings.

A. The City of Lemoore last revised its procedures for purchases of supplies and equipment in 2005.

B. Prices have continued to rise significantly over the last 10 years, more routine purchases commonly exceed the current purchasing thresholds, which often results in delays and inefficiencies in making relatively minor and routine purchases. In addition, procedures set forth in the existing ordinance no longer represent modern business practices.

C. The City Council desires to update the purchasing procedures to reflect the current business environment and allow the City to address needs and make purchases in a more timely, flexible, and efficient manner to better serve the community.

D. The City of Lemoore is currently required to advertise, bid, and award "public projects" (as defined in section 20161 of the California Public Contract Code) in excess of \$5,000 in accordance with formal bidding procedures set forth in the Public Contract Code.

E. The City Council desires to enable the City of Lemoore to use more efficient and less cumbersome bidding procedures for public projects as allowed by the Uniform Public Construction Cost Accounting Act ("Act").

F. The City Council has approved Resolution No. 2016-13 in accordance with Public Contract Code Section 22030, and thereby elects to become subject to the uniform construction cost accounting procedures set forth in the Act and promulgated by the California Uniform Construction Cost Accounting Commission.

G. Upon electing to become subject to the Act, Public Contract Code Section 22034 requires the City Council to enact an informal bidding ordinance to govern the selection of contractors to perform public projects pursuant to subdivision (b) of Public Contract Code Section 22032 (Currently set as those projects with expenditures between \$45,000.01 and \$175,000, but which amount is subject to change every five years by the State Controller upon recommendation by the Commission).

**NOW, THEREFORE**, the City Council of the City of Lemoore does ordain as follows:

**SECTION 2.** Chapter 8 of Title 1 of the Lemoore Municipal Code is hereby amended in its entirety to read as follows:

**ARTICLE A - PURCHASING**

- 1-8A-1: ADOPTION OF PURCHASING SYSTEM; PURPOSES:**
- 1-8A-2: REQUISITIONS:**
- 1-8A-3: PURCHASES OF SUPPLIES, EQUIPMENT, AND VEHICLES:**
- 1-8A-4: METHODS OF PURCHASE:**
- 1-8A-5: FORMAL BIDDING PROCEDURE:**
- 1-8A-6: BIDDING EXCEPTIONS:**
- 1-8A-7: INSPECTION AND TESTING:**
- 1-8A-8: PREFERENCE FOR LOCAL VENDORS:**
- 1-8A-9: SEVERABILITY:**

**1-8A-1: ADOPTION OF PURCHASING SYSTEM; PURPOSES:**

This purchasing system is adopted for the purposes of establishing efficient and uniform procedures for the purchase of supplies and equipment; securing supplies and equipment for the City at the lowest possible cost commensurate with quality and quantity needed and the availability of the item(s); exercising positive financial control over purchasing; and clearly defining the authority for the purchasing function to assure the quality of purchases.

**1-8A-2: REQUISITIONS:**

City departments shall submit requests for supplies, equipment, and vehicles to the purchasing officer by standard requisition forms.

**1-8A-3: PURCHASES OF SUPPLIES, EQUIPMENT, AND VEHICLES:**

Except as provided in Section 1-8A-6 of this article (Bidding Exceptions), the following approval levels shall apply to purchases of supplies, equipment, and vehicles, provided that such expenditures are within the budget limitations:

A. Single purchases in excess of fifty thousand dollars (\$50,000) shall be authorized by the City Council and shall be made pursuant to the formal bid procedure set forth in Section 1-9B-5 of this article, unless expressly waived by the City Council.

B. Any purchase of more than ten thousand dollars (\$10,000) up to fifty thousand dollars (\$50,000) shall require at least three (3) written quotations and shall be approved by the City Manager or designee. However, if there are fewer than three (3) available vendors, the City Manager or designee may authorize a purchase with fewer than three (3) quotations.

C. The City Manager or designee is authorized to make any purchase not exceeding ten thousand dollars (\$10,000) in the open market with or without solicitation of multiple quotations.



D. Separate purchases of components of equipment, or phasing of projects, solely to avoid the provisions of this section shall not be permitted.

**1-8A-4: METHODS OF PURCHASE:**

Purchases of supplies, equipment, and vehicles are to be made by purchase order whenever possible; provided, however, that purchases made by credit card, merchant account, or petty cash are permissible if appropriate authorization is obtained.

**1-8A-5: FORMAL BIDDING PROCEDURE:**

Except to the extent permitted by law, or as otherwise provided in Section 1-8A-6 of this article (Bidding Exceptions), purchases and contracts for supplies and equipment of estimated value greater than fifty thousand dollars (\$50,000) shall be by written contract with the lowest responsible bidder, pursuant to the procedure prescribed herein:

A. Notice Inviting Bids: Notices inviting bids shall include a general description of the articles to be purchased, shall state where bid forms and specifications may be obtained, and the time and place for submitting bids and the opening of bids.

1. Notices: Notices inviting bids may be published in a newspaper of general circulation, or trade journal.
2. Bidder Solicitation: The purchasing officer may solicit sealed bids from responsible prospective suppliers.
3. City Website: The purchasing officer shall also advertise pending purchases by a notice posted on the City's public website.

B. Rejection of Bids: In his or her discretion, the City Manager, or designee, may reject any and all bids presented and re-advertise for bids.

C. Award of Contracts: Contracts shall be awarded by the City Council to the lowest responsible bidder, except as otherwise provided in subsection D below.

D. Bidder's Failure to Execute Contract: If the successful bidder fails or refuses to execute the contract, the City Manager or designee is authorized to award the contract to the next lowest responsible bidder.

E. Tie Bids: If two (2) or more bids received are for the same total amount or unit price, quality and service being equal, and if the public interest will not permit the delay of re-advertising for bids, the City Manager or designee may accept whichever one he or she chooses, and may accept the lowest bid made after negotiation with the tie bidders at the bid opening.

F. Performance Bonds: The City Manager or designee shall have authority to require a performance bond or other appropriate security before entering a contract in such amount as determined to be reasonably necessary to protect the best interest of the city. If a performance bond

or other security is required, the form and amount of the bond or security shall be described in the notice inviting bids.

**1-8A-6: BIDDING EXCEPTIONS:**

A. Emergency Purchases. Purchases of an emergency nature may be made as the need arises, and such purchases shall be exempt from the requirements of this section; provided, however, such emergency purchases shall be authorized by the City Manager or designee.

B. Sole Source. Bidding shall be dispensed when the item(s) can be obtained from only one vendor; provided, however, such sole source purchases are authorized by the City Manager or designee.

C. Cooperative Purchasing. The City Manager or designee shall have the authority, to the extent permitted by law, to join with other units of government or other governmental agencies or authorities in cooperative purchasing when beneficial to the city. Bidding may be dispensed when the supplies, equipment or vehicles can be acquired under a valid purchasing contract that has been previously bid by the city or other governmental agency.

D. Other Considerations. The City Manager shall have the authority to dispense with bidding if it can be shown that a project, usually complex in nature, in which the design, installation or support of equipment and systems from a vendor is of higher significance than the component costs of supplies or equipment purchased as part of the overall project.

**1-8A-7: INSPECTION AND TESTING:**

The purchasing officer shall inspect supplies and equipment delivered to determine their conformance with the specifications set forth in the order or contract. The purchasing officer shall have authority to require chemical and physical tests of samples submitted with bids and samples of deliveries which are necessary to determine their quality and conformance with specifications.

**1-8A-8: PREFERENCE FOR LOCAL VENDORS:**

The use of vendors who have a fixed business location within the city limits provides certain benefits to the city and its citizens, including, without limitation, the following:

1. Receipt of sales tax revenue from sales made within the City limits;
2. Cost savings resulting from local maintenance, repair, pickup and delivery; and
3. Use of the local labor force.

Therefore, except in public works projects or other projects where the City is required to award a bid or contract to the lowest bidder, and notwithstanding anything to the contrary in this article, the city may allow the following preferences to vendors having a fixed business location within the city limits. In instances where a local vendor and a nonlocal vendor submit equivalent lowest responsible bids, the City shall give preference to the local vendor having a fixed business location and a valid business license within the city limits. If the City receives two (2) or more bids/quotations with all factors being equal except price, an allowance adjustment of up to five

percent (5%) of the quoted price may be afforded to the local vendor having a fixed business location and a valid business license within the city limits and such local vendor may be determined the lowest bidder and the City may award the contract to such local vendor.

**1-8A-9: SEVERABILITY:**

If any section, subsection, phrase, provision, or clause of this article is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this article. The City Council hereby declares that it would have adopted this article and each section, subsection, phrase, provision, or clause hereof irrespective of the fact that any one or more sections, subsections, phrases, provisions, or clauses be declared invalid.

**ARTICLE B - PROCUREMENT PROCEDURES FOR PUBLIC PROJECTS**

**1-8B-1 Authority and Purpose.**

**1-8B-2 Definitions.**

**1-8B-3 Contracting Procedures.**

**1-8B-4 Severability.**

**1-8B-1: Authority and Purpose.**

This article is adopted to implement the procedures for contracting for public projects as authorized by the Uniform Public Construction Cost Accounting Act.

**1-8B-2: Definitions.**

For the purposes of this article, unless otherwise apparent from the context, certain words and phrases used in this article are defined as follows.

- (a) "Contractors list" shall mean a list of qualified contractors, identified according to categories of work. The minimum criteria for the development and maintenance of the list shall be determined by the California Uniform Construction Cost Accounting Commission.
- (b) "Public project" is as defined in section 22002 of the Public Contract Code, and means any of the following, but does not include "maintenance work":
  - (1) Construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased, or operated facility.
  - (2) Painting or repainting of any publicly owned, leased, or operated facility.
- (c) "Maintenance work" includes all of the following:
  - (1) Routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated facility.
  - (2) Minor repainting.

- (3) Resurfacing of streets and highways at less than one inch.
  - (4) Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems.
  - (5) Work performed to keep, operate, and maintain publicly owned water, power, or waste disposal systems.
- (d) “Facility” is as defined in Section 22002 of the Public Contract Code, and means any plant, building, structure, ground facility, real property, streets and highways, or other public work improvement.

**1-8B-3: Contracting procedures.**

The dollar amount thresholds provided in this section shall automatically adjust upon the effectiveness of any adjustment notification by the State Controller in accordance with Public Contract Code section 22020, without the necessity of amending this section or any subdivision herein to reflect any such adjustment.

- (a) Public projects of forty-five thousand dollars (\$45,000) or less may be performed by City employees by force account, by negotiated contract, or by purchase order. Provided the expenditure is within the budget limitation, the City Manager or designee is authorized to approve the use of City employees for public projects, approve and sign any contract or purchase order for public projects not exceeding forty-five thousand (\$45,000), and accept the completed public project and authorize the recording of a notice of completion.
- (b) Public projects of one hundred seventy-five thousand dollars (\$175,000) or less may be let to contract by informal bidding procedures as follows:
  - (1) Informal Bid Procedures. Public projects, in accordance with the limits listed in Section 22032 of the Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032, et seq., of the Public Contract Code.
  - (2) Contractors List. A list of qualified contractors shall be developed and maintained in accordance with the provisions of Section 22034 of the Public Contract Code and criteria promulgated from time to time by the California Uniform Construction Cost Accounting Commission.
  - (3) Notice Inviting Informal Bids. A notice inviting informal bids shall be prepared, which notice shall describe the project in general terms, describe how to obtain more detailed information about the project, and state the time and place for the submission of bids. The notice shall be mailed, not less than ten (10) calendar days before bids are due, to either all contractors on the Contractors list for the category of work to be bid, or to and to all construction trade journals as specified by the California Uniform Construction Cost Accounting Commission in accordance with Section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified at the discretion of the department soliciting bids, provided, however:

- (A) If there is no Contractors list maintained by the City for the particular category of work to be performed, the notice shall be sent only to the construction trade journals specified by the Commission.
- (B) If the product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice may be sent exclusively to such contractor or contractors.
- (d) Award of Contracts. Contracts for public projects in excess of forty-five thousand dollars (\$45,000) shall be awarded by the City Council. If all bids received are in excess of \$175,000, the City Council may, by adoption of a resolution by four-fifths vote, award the contract, at one hundred eighty-seven thousand five-hundred dollars (\$187,500) or less, to the lowest responsible bidder, if it determines the project cost estimate was reasonable.
- (c) Public projects or more than one hundred seventy-five thousand dollars (\$175,000) shall, except as otherwise provided in this section, be let to contract by formal bidding procedure in accordance with applicable provisions of the Public Contract Code.

**1-8B-4: Severability.**

If any section, subsection, phrase, or clause of this article is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this article. The City Council hereby declares that it would have adopted this article and each subsection, phrase, or clause thereof irrespective of the fact that any one or more sections, subsections, phrases, or clauses be declared invalid.

**SECTION 3.** This Ordinance shall take effect 30 days after its adoption.

**SECTION 4.** The City Clerk is hereby directed to cause a summary of this Ordinance to be published by one insertion in a newspaper of general circulation in the community at least five (5) days prior to adoption and again (15) days after its adoption. If a summary of the ordinance is published, then the City Clerk shall cause a certified copy of the full text of the proposed ordinance to be posted in the office of the City Clerk at least five days prior to the Council meeting at which the ordinance is adopted, and again after the meeting at which the ordinance is adopted. The summary shall be approved by the City Attorney.

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The foregoing Ordinance was introduced at a Regular Meeting of the City Council of the City of Lemoore held on the 17th day of May 2016, and was passed and adopted at a Regular Meeting of the City Council held on the \_\_\_\_\_ day of \_\_\_\_\_ 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

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Mary J. Venegas  
City Clerk

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Lois Wynne  
Mayor

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Office of the  
City Manager**

119 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6700  
Fax (559) 924-9003

**To: Lemoore City Council**  
**From: Janie Venegas, City Clerk**  
**Date: May 11, 2016 Meeting Date: May 17, 2016**  
**Subject: Activity Update**

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**Reports**

- Warrant Register – FY 15-16 April 28, 2016
- Warrant Register – FY 15-16 May 4, 2016

# Warrant Register 4-28-16

PEI  
DATE: 04/28/2016  
TIME: 10:33:16

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4211 - CITY COUNCIL

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/16	04/28/16	21		49175	0298 LEMOORE CHAMBER		13,500.00	.00	3RD QTR BILLING
TOTAL						.00	13,500.00	.00	
TOTAL					CITY COUNCIL	.00	13,500.00	.00	

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DATE: 04/28/2016  
TIME: 10:33:16

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 2  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4213 - CITY MANAGER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4195									
10/16	04/28/16	21	49157		1036 PACE TPA		41.06	.00	QUART ADMINS. FEE
TOTAL						.00	41.06	.00	
4320									
10/16	04/28/16	21	49190		2836 THE BODY SHOP HE		200.00	.00	MEMBERSHIP FEE-APR16
10/16	04/28/16	21	49145		T2021 ANDREA WELSH		172.64	.00	REIMBURSEMENT
TOTAL						.00	372.64	.00	
TOTAL						.00	413.70	.00	

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DATE: 04/28/2016  
TIME: 10:33:16

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 3  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4215 - FINANCE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4195					CAFETERIA PLAN BENEFIT				
10/16	04/28/16	21		49157	1036 PACE TPA		27.38	.00	QUART ADMINS. FEE
TOTAL					CAFETERIA PLAN BENEFIT	.00	27.38	.00	
4310					PROFESSIONAL CONTRACT SVC				
10/16	04/28/16	21	6994	-01 49161	6678 GOVERNMENT STAFF		2,720.00	-2,720.00	FY 14/15 CLOSING (CLOSED
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		6,343.30	-6,343.30	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		4,158.00	-4,158.00	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		7,989.18	-7,989.18	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		4,076.21	-4,076.21	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		3,900.47	-3,900.47	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6996	-01 49161	6678 GOVERNMENT STAFF		2,972.59	-2,972.59	FINANCE DIRECTOR (INTERIM
10/16	04/28/16	21	6996	-01 49161	6678 GOVERNMENT STAFF		37.79	-37.81	FINANCE DIRECTOR (INTERIM
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		4,316.40	-4,316.40	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		21.72	-21.72	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		4,810.70	-4,810.70	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		5,259.90	-5,259.90	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		4,200.80	-4,200.80	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		527.20	-527.20	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		3,484.80	-3,484.80	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		6,520.49	-6,520.49	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		7,139.59	-7,139.59	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		4,334.30	-4,334.30	TEMPORARY STAFFING SERVIC
TOTAL					PROFESSIONAL CONTRACT SVC	.00	72,813.44	-72,813.46	
TOTAL					FINANCE	.00	72,840.82	-72,813.46	



CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916
ACCOUNTING PERIOD: 10/16
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ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4195			CAFETERIA PLAN BENEFIT						
10/16	04/28/16	21		49157	1036 PACE TPA		20.54	.00	QUART ADMIN'S. FEE
TOTAL			CAFETERIA PLAN BENEFIT			.00	20.54	.00	
4220			OPERATING SUPPLIES						
10/16	04/28/16	21		49167	0521 GRAINGER		86.04	.00	RECHARGEABLE BATTERY
TOTAL			OPERATING SUPPLIES			.00	86.04	.00	
4230			REPAIR/MAINT SUPPLIES						
10/16	04/28/16	21		49154	1216 CBS DOORS		713.47	.00	MACHINE DOOR/HINGES
10/16	04/28/16	21		49173	6137 L & M DISTRIBUTI		122.82	.00	GEAR HEAD ASSEMBLY
10/16	04/28/16	21		49185	6117 SIGN WORKS		162.53	.00	ENGRAVED COLORED SIGN
10/16	04/28/16	21		49185	6117 SIGN WORKS		79.50	.00	REORDER: SIGNS
TOTAL			REPAIR/MAINT SUPPLIES			.00	1,078.32	.00	
4310			PROFESSIONAL CONTRACT SVC						
10/16	04/28/16	21		49144	1259 ADVANCED PEST CO		150.00	.00	PEST CONTROL/721 CINN
10/16	04/28/16	21		49146	T909 ASSOCIATED SOILS		421.26	.00	MARCH 2016 SERVICES
10/16	04/28/16	21		49146	T909 ASSOCIATED SOILS		2,036.99	.00	FEB. 2016 SERVUCES
TOTAL			PROFESSIONAL CONTRACT SVC			.00	2,608.25	.00	
TOTAL			MAINTENANCE DIVISION			.00	3,793.15	.00	

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DATE: 04/28/2016  
TIME: 10:33:16

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 5  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916'  
ACCOUNTING PERIOD: 10/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4221 - POLICE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4195					CAFETERIA PLAN BENEFIT				
10/16	04/28/16	21		49157	1036 PACE TPA		82.14	.00	QUART ADMINS. FEE
TOTAL					CAFETERIA PLAN BENEFIT	.00	82.14	.00	
4220					OPERATING SUPPLIES				
10/16	04/28/16	21		49163	0157 FEDERAL EXPRESS		29.38	.00	SHIPPING CHARGES-PD
TOTAL					OPERATING SUPPLIES	.00	29.38	.00	
4220U					OPERAT SUPPLIES- UNIFORMS				
10/16	04/28/16	21		49177	0650 LORD'S UNIFORMS		208.82	.00	EXPLORERS-PANTS/SHIRT
10/16	04/28/16	21		49177	0650 LORD'S UNIFORMS		207.05	.00	EXPLORERS-PANTS/SHIRT
TOTAL					OPERAT SUPPLIES- UNIFORMS	.00	415.87	.00	
4310					PROFESSIONAL CONTRACT SVC				
10/16	04/28/16	21		49184	5352 SHRED-IT USA- FR		267.42	.00	SHRED SVCS-PD
10/16	04/28/16	21	7019	-01 49164	5814 CITY OF HANFORD		4,657.41	-4,657.41	DISPATCH SERVICE
10/16	04/28/16	21	7019	-02 49164	5814 CITY OF HANFORD		4,657.37	-4,657.37	MAY DISPATCH SERVICE
10/16	04/28/16	21	7019	-03 49164	5814 CITY OF HANFORD		4,657.37	-4,657.37	JUNE DISPATCH SERVICE
TOTAL					PROFESSIONAL CONTRACT SVC	.00	14,239.57	-13,972.15	
4380					RENTALS & LEASES				
10/16	04/28/16	21		49152	1817 C.A. REDING COMP		688.59	.00	PD PRINTER
TOTAL					RENTALS & LEASES	.00	688.59	.00	
TOTAL					POLICE	.00	15,455.55	-13,972.15	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4222 - FIRE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4195									
10/16	04/28/16	21		49157	1036 PACE TPA		6.85	.00	QUART ADMINS. FEE
TOTAL						.00	6.85	.00	
4310									
10/16	04/28/16	21	7019	-01	49164		3,493.03	-3,493.03	DISPATCH SERVICE
10/16	04/28/16	21	7019	-02	49164		3,493.03	-3,493.03	MAY DISPATCH SERVICE
10/16	04/28/16	21	7019	-03	49164		3,493.03	-3,493.03	JUNE DISPATCH SERVICE
TOTAL						.00	10,479.09	-10,479.09	
TOTAL						.00	10,485.94	-10,479.09	

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EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916'  
ACCOUNTING PERIOD: 10/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4224 - BUILDING INSPECTION

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/16	04/28/16	21		49171	6713 INTERWEST CONSUL		840.00	.00	TENANT IMPROVEMENT
10/16	04/28/16	21		49171	6713 INTERWEST CONSUL		480.00	.00	FIRE SUPPRESSION SYST
TOTAL						.00	1,320.00	.00	
TOTAL						.00	1,320.00	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4230 - PUBLIC WORKS

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4195									
10/16	04/28/16	21	49157		1036 PACE TPA		41.07	.00	QUART ADMINS. FEE
TOTAL						.00	41.07	.00	
4310									
10/16	04/28/16	21	49182		0876 QUAD KNOFF, INC.		4,734.63	.00	GENERAL PLANNING SVC
10/16	04/28/16	21	49182		0876 QUAD KNOFF, INC.		803.70	.00	REVIEW IMPROV PLANS
TOTAL						.00	5,538.33	.00	
TOTAL						.00	5,579.40	.00	



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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4231 - STREETS

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
					UTILITIES				
10/16	04/28/16	21		49181	0363 P G & E		61.40	.00	3/18/16-4/18/16
10/16	04/28/16	21		49181	0363 P G & E		1,034.25	.00	3/17/16-4/15/16
10/16	04/28/16	21		49181	0363 P G & E		86.77	.00	03/15/16 - 04/12/16
TOTAL					UTILITIES	.00	1,182.42	.00	
TOTAL					STREETS	.00	1,182.42	.00	

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CITY OF LEMOORE  
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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4242 - RECREATION

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4195									
10/16	04/28/16	21	49157		1036 PACE TPA		20.54	.00	QUART ADMINS. FEE
TOTAL						.00	20.54	.00	
4220									
10/16	04/28/16	21	49162		2399 DEPARTMENT OF JU		409.00	.00	FINGERPRINTS
TOTAL						.00	409.00	.00	
4380									
10/16	04/28/16	21	49175		0298 LEMOORE CHAMBER		200.00	.00	GOLF CART RENTAL
TOTAL						.00	200.00	.00	
TOTAL						.00	629.54	.00	
TOTAL						.00	125,200.52	-97,264.70	

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916'  
ACCOUNTING PERIOD: 10/16

FUND - 035 - CITY GRANTS - CDBG & HOME  
BUDGET UNIT - 4736A - 10-HOME-6868

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4375C									
10/16	04/28/16	21		49163	0157 FEDERAL EXPRESS		25.94	.00	GRANT#12-HOME-8568
TOTAL						.00	25.94	.00	
TOTAL						.00	25.94	.00	
TOTAL						.00	25.94	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 040 - FLEET MAINTENANCE  
BUDGET UNIT - 4265 - FLEET MAINTENANCE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
10/16	04/28/16	21		49169	3007 VALLEY LUBE EQUI		374.35	.00	GREASE HANDLE VLVE
10/16	04/28/16	21		49174	0286 LAWRENCE TRACTOR		191.99	.00	SPARK PLUG/AIR FIRLTE
10/16	04/28/16	21		49168	6146 HANFORD CHRYSLER		91.87	.00	FILTER
TOTAL					OPERATING SUPPLIES	.00	658.21	.00	
4220F					OPERATING SUPPLIES FUEL				
10/16	04/28/16	21		49149	0043 BURROWS & CASTAD		6,780.53	.00	CARDLOCK STATMENT
TOTAL					OPERATING SUPPLIES FUEL	.00	6,780.53	.00	
4230					REPAIR/MAINT SUPPLIES				
10/16	04/28/16	21		49192	5379 TURF STAR		493.57	.00	CASTER FORK ASM/KIT
10/16	04/28/16	21		49174	0286 LAWRENCE TRACTOR		35.58	.00	DIAGNOSTIC-F0010829
10/16	04/28/16	21		49174	0286 LAWRENCE TRACTOR		261.28	.00	PICKUP BODY/FUEL PUMP
TOTAL					REPAIR/MAINT SUPPLIES	.00	790.43	.00	
4350					REPAIR/MAINT SERVICES				
10/16	04/28/16	21		49150	0056 BILLINGSLEY TIRE		163.25	.00	TIRES/DISMOUNT/MOUNT
10/16	04/28/16	21		49150	0056 BILLINGSLEY TIRE		447.08	.00	RECAP TIRE
TOTAL					REPAIR/MAINT SERVICES	.00	610.33	.00	
TOTAL					FLEET MAINTENANCE	.00	8,839.50	.00	
TOTAL					FLEET MAINTENANCE	.00	8,839.50	.00	

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 045 - GOLF COURSE - CITY  
BUDGET UNIT - 4245 - GOLF COURSE-CITY

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4000K									
									COST OF REVENUE-KITCHEN
10/16	04/28/16	21		49176	1628 LEMOORE FOOD LOC		264.47	.00	TRI-TIP/SAUSAGE
10/16	04/28/16	21		49176	1628 LEMOORE FOOD LOC		151.78	.00	TRI-TIP/SAUSAGE
10/16	04/28/16	21		49176	1628 LEMOORE FOOD LOC		59.98	.00	TRI-TIP/SAUSAGE
10/16	04/28/16	21		49191	6442 SLUSH PUPPIE PRO		72.90	.00	COFFEE
10/16	04/28/16	21		49188	6440 SYSCO		580.05	.00	FOOD SUPPLIES
TOTAL						.00	1,129.18	.00	
4000P									
									COST OF REVENUE-PRO SHOP
10/16	04/28/16	21		49153	6476 CALLAWAY		429.57	.00	GOLF CLUBS
10/16	04/28/16	21		49153	6476 CALLAWAY		1,281.42	.00	GOLF BALLS
10/16	04/28/16	21		49165	6453 GLOBAL TOUR GOLF		101.92	.00	GRIPS
10/16	04/28/16	21		49165	6453 GLOBAL TOUR GOLF		176.04	.00	GRIPS
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		208.62	.00	GOLF CLUB
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		146.37	.00	GOLF CLUB
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		114.00	.00	GOLF BAG
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		219.53	.00	GOLF GLOVE
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		-16.00	.00	20150324
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		-65.00	.00	20150608
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		-63.00	.00	20150803
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		-207.00	.00	STOCK
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		-54.88	.00	TONY PUD
10/16	04/28/16	21		49179	6452 NIKE USA, INC.		-30.00	.00	TONY VEST
10/16	04/28/16	21		49194	6508 US KIDS GOLF, LL		151.02	.00	CLUB STNDSET/GOLF BAG
TOTAL						.00	2,392.61	.00	
4220M									
									OPERATING SUPPLIES MAINT.
10/16	04/28/16	21		49189	6490 JACOBSEN WEST		150.85	.00	BELT
TOTAL						.00	150.85	.00	
4340									
									UTILITIES
10/16	04/28/16	21		49148	5516 AT&T		21.72	.00	939-103-4002
10/16	04/28/16	21		49148	5516 AT&T		98.92	.00	939-103-4006
TOTAL						.00	120.64	.00	
4350									
									REPAIR/MAINT SERVICES
10/16	04/28/16	21	7035	-01 49172	6712 KINGS RIVER GOLF		7,000.00	-7,000.00	TORO FAIRWAY MOWER-2003 R
TOTAL						.00	7,000.00	-7,000.00	
TOTAL						.00	10,793.28	-7,000.00	GOLF COURSE-CITY
TOTAL						.00	10,793.28	-7,000.00	GOLF COURSE - CITY

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EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4195									
	10/16								
	10/16	04/28/16	21		1036 PACE TPA		27.38	.00	QUART ADMINS. FEE
TOTAL						.00	27.38	.00	
4220									
	10/16	04/28/16	21	49167	0521 GRAINGER		223.60	.00	PRESSURE RELIFE VLVE
	10/16	04/28/16	21	49193	6058 UNIVAR		1,192.50	.00	CHLORINE
	10/16	04/28/16	21	49193	6058 UNIVAR		1,976.74	.00	CHLORINE
	10/16	04/28/16	21	49193	6058 UNIVAR		1,280.94	.00	CHLORINE
	10/16	04/28/16	21	49195	2038 USA BLUEBOOK		1,586.71	.00	DISPENSER/BLEACH KIT
	10/16	04/28/16	21	49193	6058 UNIVAR		1,976.74	.00	CHLORINE
	10/16	04/28/16	21	49193	6058 UNIVAR		1,192.50	.00	CHLORINE
TOTAL						.00	9,429.73	.00	
4230									
	10/16	04/28/16	21	49166	1116 GOLDEN STATE FLO		6,350.24	.00	SOFTWARE MAINT.
TOTAL						.00	6,350.24	.00	
4310									
	10/16	04/28/16	21	49151	1397 BSK ANALYTICAL L		20.00	.00	ARSENIC
	10/16	04/28/16	21	49151	1397 BSK ANALYTICAL L		15.00	.00	COLIFORM PRESENCE
	10/16	04/28/16	21	49187	3040 SWRCB FEES		4,164.66	.00	ANNUAL PERMIT FEE
	10/16	04/28/16	21	49186	6663 SUSP, INC		10,800.00	.00	SVC 03/01/16-03/31/16
	10/16	04/28/16	21	6994 -01 49161	6678 GOVERNMENT STAFF		2,040.00	-2,040.00	FY 14/15 CLOSING (CLOSED
	10/16	04/28/16	21	6995 -01 49161	6678 GOVERNMENT STAFF		3,057.15	-3,057.15	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	6995 -01 49161	6678 GOVERNMENT STAFF		4,757.47	-4,757.47	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	6995 -01 49161	6678 GOVERNMENT STAFF		3,118.50	-3,118.50	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	6995 -01 49161	6678 GOVERNMENT STAFF		5,991.88	-5,991.88	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	6995 -01 49161	6678 GOVERNMENT STAFF		2,925.36	-2,925.36	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	6996 -01 49161	6678 GOVERNMENT STAFF		2,229.45	-2,229.45	FINANCE DIRECTOR (INTERIM
	10/16	04/28/16	21	6996 -01 49161	6678 GOVERNMENT STAFF		28.35	-28.35	FINANCE DIRECTOR (INTERIM
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		3,237.30	-3,237.30	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		16.29	-16.29	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		3,608.03	-3,608.03	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		3,944.93	-3,944.93	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		3,150.60	-3,150.60	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		395.40	-395.40	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		2,613.60	-2,613.60	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		4,890.38	-4,890.38	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		5,354.69	-5,354.69	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7011 -01 49161	6678 GOVERNMENT STAFF		3,250.73	-3,250.73	TEMPORARY STAFFING SERVIC
	10/16	04/28/16	21	7019 -01 49164	5814 CITY OF HANFORD		1,164.34	-1,164.34	DISPATCH SERVICE
	10/16	04/28/16	21	7019 -02 49164	5814 CITY OF HANFORD		1,164.34	-1,164.34	MAY DISPATCH SERVICE
	10/16	04/28/16	21	7019 -03 49164	5814 CITY OF HANFORD		1,164.34	-1,164.34	JUNE DISPATCH SERVICE
TOTAL						.00	73,102.79	-58,103.13	
4340									



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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340					UTILITIES				
10/16	04/28/16	21		49147	6639 AT&T		145.76	.00	WATER/INTERNET SVC
10/16	04/28/16	21		49181	0363 P G & E		21.02	.00	03/18/16-04/18/16
10/16	04/28/16	21		49181	0363 P G & E		2,080.23	.00	03/09/16-04/06/16
10/16	04/28/16	21		49181	0363 P G & E		7,429.11	.00	3/17/16-4/15/16
TOTAL					UTILITIES	.00	9,676.12	.00	
4825					MACHINERY & EQUIPMENT				
10/16	04/28/16	21	6989	-01 49196	0460 VALLEY PUMP & DA		11,903.48	-11,026.00	TURBINE BOWL ASSEMBLY
10/16	04/28/16	21	6989	-02 49196	0460 VALLEY PUMP & DA		3,389.89	-3,140.00	PIPE, COLUMN 10" X 20' BU
10/16	04/28/16	21	6989	-03 49196	0460 VALLEY PUMP & DA		323.87	-300.00	10" STEEL COUPLERS
10/16	04/28/16	21	6989	-04 49196	0460 VALLEY PUMP & DA		4,102.41	-3,800.00	2 1/2" X 1-11/16" X 20' F
10/16	04/28/16	21	6989	-05 49196	0460 VALLEY PUMP & DA		809.69	-750.00	WELL VIDEO STD UP TO 1000
10/16	04/28/16	21	6989	-06 49196	0460 VALLEY PUMP & DA		4,858.12	-4,500.00	SWAGE & PATCH LONGMIRE
10/16	04/28/16	21	6989	-07 49196	0460 VALLEY PUMP & DA		10,040.11	-9,300.00	PULL AND INSTALL PUMP LAB
10/16	04/28/16	21	6989	-08 49196	0460 VALLEY PUMP & DA		485.81	-450.00	SHOP LABOR @90/HR X 5 HRS
10/16	04/28/16	21	6989	-09 49196	0460 VALLEY PUMP & DA		1,843.33	-1,707.45	TAX - KINGS COUNTY
TOTAL					MACHINERY & EQUIPMENT	.00	37,756.71	-34,973.45	
TOTAL					WATER	.00	136,342.97	-93,076.58	

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916'  
ACCOUNTING PERIOD: 10/16

FUND - 050 - WATER  
BUDGET UNIT - 4251 - UTILITY OFFICE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
10/16	04/28/16	21		49155	6710 CENTRAL VALLEY A		160.00	.00	SET UP/BASE CHRG
10/16	04/28/16	21		49170	5546 INFOSEND		7,746.49	.00	FEB/MARCH BILLS
TOTAL						.00	7,906.49	.00	
TOTAL						.00	7,906.49	.00	
TOTAL						.00	144,249.46	-93,076.58	

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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 056 - REFUSE  
BUDGET UNIT - 4256 - REFUSE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	
4310					PROFESSIONAL CONTRACT SVC					
10/16	04/28/16	21	6994	-01	49161	6678	GOVERNMENT STAFF	1,020.00	-1,020.00	FY 14/15 CLOSING (CLOSED
10/16	04/28/16	21	6995	-01	49161	6678	GOVERNMENT STAFF	2,378.74	-2,378.74	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01	49161	6678	GOVERNMENT STAFF	1,559.25	-1,559.25	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01	49161	6678	GOVERNMENT STAFF	2,995.94	-2,995.94	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01	49161	6678	GOVERNMENT STAFF	1,528.57	-1,528.57	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01	49161	6678	GOVERNMENT STAFF	1,462.68	-1,462.68	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6996	-01	49161	6678	GOVERNMENT STAFF	1,114.73	-1,114.73	FINANCE DIRECTOR (INTERIM
10/16	04/28/16	21	6996	-01	49161	6678	GOVERNMENT STAFF	14.18	-14.17	FINANCE DIRECTOR (INTERIM
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	1,625.36	-1,625.36	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	8.15	-8.15	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	1,618.65	-1,618.65	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	1,804.01	-1,804.01	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	1,972.46	-1,972.46	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	1,575.30	-1,575.30	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	197.70	-197.70	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	1,306.80	-1,306.80	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	2,445.19	-2,445.19	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01	49161	6678	GOVERNMENT STAFF	2,677.34	-2,677.34	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7019	-01	49164	5814	CITY OF HANFORD	1,164.34	-1,164.34	DISPATCH SERVICE
10/16	04/28/16	21	7019	-02	49164	5814	CITY OF HANFORD	1,164.34	-1,164.34	MAY DISPATCH SERVICE
10/16	04/28/16	21	7019	-03	49164	5814	CITY OF HANFORD	1,164.34	-1,164.34	JUNE DISPATCH SERVICE
TOTAL					PROFESSIONAL CONTRACT SVC		.00	30,798.07	-30,798.06	
TOTAL					REFUSE		.00	30,798.07	-30,798.06	
TOTAL					REFUSE		.00	30,798.07	-30,798.06	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 18  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 060 - SEWER& STROM WTR DRAINAGE  
BUDGET UNIT - 4260 - SEWER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4195									
10/16	04/28/16	21		49157	1036 PACE TPA		20.54	.00	QUART ADMINS. FEE
TOTAL						.00	20.54	.00	
4220									
10/16	04/28/16	21		49180	1889 NORTHERN SAFETY		718.20	.00	AXIAL BLOERW/CANSITER
10/16	04/28/16	21		49195	2038 USA BLUEBOOK		668.11	.00	HARNESS-VEST
TOTAL						.00	1,386.31	.00	
4310									
10/16	04/28/16	21	6994	-01 49161	6678 GOVERNMENT STAFF		1,020.00	-1,020.00	FY 14/15 CLOSING (CLOSED
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		1,528.57	-1,528.57	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		2,378.74	-2,378.74	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		1,559.25	-1,559.25	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		2,995.94	-2,995.94	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6995	-01 49161	6678 GOVERNMENT STAFF		1,462.68	-1,462.68	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	6996	-01 49161	6678 GOVERNMENT STAFF		1,114.73	-1,114.73	FINANCE DIRECTOR (INTERIM
10/16	04/28/16	21	6996	-01 49161	6678 GOVERNMENT STAFF		14.18	-14.17	FINANCE DIRECTOR (INTERIM
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		1,625.36	-1,625.36	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		8.15	-8.15	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		1,618.65	-1,618.65	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		1,804.01	-1,804.01	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		1,972.46	-1,972.46	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		1,575.30	-1,575.30	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		197.70	-197.70	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		1,306.80	-1,306.80	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		2,445.19	-2,445.19	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7011	-01 49161	6678 GOVERNMENT STAFF		2,677.34	-2,677.34	TEMPORARY STAFFING SERVIC
10/16	04/28/16	21	7019	-01 49164	5814 CITY OF HANFORD		1,164.34	-1,164.34	DISPATCH SERVICE
10/16	04/28/16	21	7019	-02 49164	5814 CITY OF HANFORD		1,164.34	-1,164.34	MAY DISPATCH SERVICE
10/16	04/28/16	21	7019	-03 49164	5814 CITY OF HANFORD		1,164.34	-1,164.34	JUNE DISPATCH SERVICE
TOTAL						.00	30,798.07	-30,798.06	
4320									
10/16	04/28/16	21		49156	6579 CWEA-CSJ		170.00	.00	TRAINING SESSION
TOTAL						.00	170.00	.00	
4340									
10/16	04/28/16	21		49181	0363 P G & E		7,061.90	.00	3/21/16-4/19/16
TOTAL						.00	7,061.90	.00	
4350									
10/16	04/28/16	21		49183	0388 REED ELECTRIC		1,020.82	.00	LIFT STATION/CEDAR AV
10/16	04/28/16	21		49183	0388 REED ELECTRIC		98.50	.00	LEFT STATION/CEDAR AV
TOTAL						.00	1,119.32	.00	
TOTAL						.00	40,556.14	-30,798.06	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 19  
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SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916'  
ACCOUNTING PERIOD: 10/16

FUND - 060 - SEWER& STROM WTR DRAINAGE  
BUDGET UNIT - 4260 - SEWER

ACCOUNT DATE	T/C	ENCUMBR	REFERENCE VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES DESCRIPTION
4350			REPAIR/MAINT SERVICES			
TOTAL			SEWER& STROM WTR DRAINAGE	.00	40,556.14	-30,798.06

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 20  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='10' and transact.fund between '001' and '299' and transact.batch='VM042916  
ACCOUNTING PERIOD: 10/16

FUND - 247 - CITYWIDE CIP FUND  
BUDGET UNIT - 9103 - PLAYGROUND SYS LIONS PARK

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	
4317									CONSTRUCTION/IMPLEMENTA.	
10/16	04/28/16	21	7007	-01	49178	6687	MIRACLE PLAYSYST	4,599.89	-4,600.00	PREP SITE; DEEP ENOUGH TO
10/16	04/28/16	21	7007	-02	49178	6687	MIRACLE PLAYSYST	5,829.89	-5,830.00	SUPPLY & INSTALL APPROX 2
10/16	04/28/16	21	7007	-03	49178	6687	MIRACLE PLAYSYST	2,824.95	-2,825.00	SUPPLY & INSTALL APPROX 3
10/16	04/28/16	21	7007	-04	49178	6687	MIRACLE PLAYSYST	1,199.98	-1,200.00	INSTALL PERORATED DRAINAG
10/16	04/28/16	21	7007	-05	49178	6687	MIRACLE PLAYSYST	1,199.98	-1,200.00	SPREAD APPROX 90 YARDS OF
10/16	04/28/16	21	7007	-07	49178	6687	MIRACLE PLAYSYST	6,905.29	-6,905.42	FREIGHT CHARGE
10/16	04/28/16	21	7007	-08	49178	6687	MIRACLE PLAYSYST	19,949.33	-19,949.70	EQUIPMENT INSTALLATION TO
10/16	04/28/16	21	7007	-09	49178	6687	MIRACLE PLAYSYST	749.99	-750.00	CPSI INSPECTION
10/16	04/28/16	21	7007	-10	49178	6687	MIRACLE PLAYSYST	1,749.97	-1,750.00	CONCRETE ADA RAMP
10/16	04/28/16	21	7007	-11	49178	6687	MIRACLE PLAYSYST	5,594.53	-5,594.63	SALES TAX
10/16	04/28/16	21	7007	-12	49178	6687	MIRACLE PLAYSYST	64,188.80	-64,190.00	PLAYGROUND EQUIPMENT PER
TOTAL						.00	114,792.60	-114,794.75		
TOTAL						.00	114,792.60	-114,794.75		
TOTAL						.00	114,792.60	-114,794.75		
TOTAL						.00	475,255.51	-373,732.15		



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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4213 - CITY MANAGER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4320									
11/16	05/04/16	21		49289	T812 MARY JANE VENEGA		57.26	.00	REIMBURSEMENT
TOTAL						.00	57.26	.00	
TOTAL						.00	57.26	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 2  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616'  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4215 - FINANCE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
11/16	05/04/16	21		49236	0157 FEDERAL EXPRESS		53.94	.00	CAFR SHIPPING CHARGE
TOTAL						.00	53.94	.00	
TOTAL						.00	53.94	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 3  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4220 - MAINTENANCE DIVISION

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
11/16	05/04/16	21		49271	5829 JONES BOYS LLC		53.75	.00	AIR RIFLE SIGN
11/16	05/04/16	21		49238	1547 VERITIV OPERATIN		61.79	.00	TOLIET BOWL BRUSH
11/16	05/04/16	21		49238	1547 VERITIV OPERATIN		325.88	.00	CLEANER
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		126.98	.00	SLIP FIX/COUPLING/NUT
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		50.10	.00	CEMENT/PRIMER/FLAGS
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		12.90	.00	EXTENDER
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		174.04	.00	BATTERY/PIPE
TOTAL					OPERATING SUPPLIES	.00	805.44	.00	
4230					REPAIR/MAINT SUPPLIES				
11/16	05/04/16	21		49247	0521 GRAINGER		249.38	.00	SUMP PUMP
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		1,760.21	.00	BATTERY CONTROLLE
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		32.69	.00	COUPLING/TEE/PIPE
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		4.52	.00	COUPLING
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		162.19	.00	SOLENOID/SPLICE
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		104.54	.00	EXTENDER/TREE SUPPORT
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		25.48	.00	PIPE/SOLENOID/BATTERY
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		46.11	.00	SPRINKLE/NOZZLE
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		831.59	.00	CONTROLLE/EXTENDER
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		68.20	.00	LATHING SOLENOID
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		940.52	.00	BATTERY/MARLEX
11/16	05/04/16	21		49292	6539 WABASH VALLEY MA		1,926.08	.00	FOOT BENCH
TOTAL					REPAIR/MAINT SUPPLIES	.00	6,151.51	.00	
4310					PROFESSIONAL CONTRACT SVC				
11/16	05/04/16	21		49224	T2068 BRETT MACHADO		275.00	.00	3/29/16-4/23/16 LIONS
11/16	05/04/16	21		49219	T1882 ANGEL PICENO		750.00	.00	3/9/16-4/7/16-IND SOC
11/16	05/04/16	21		49229	T1444 JOE CORREIA		720.00	.00	INDOOR SOCCER
11/16	05/04/16	21		49290	5266 VERBENA NURSERY		1,598.43	.00	HOLLY OAK
11/16	05/04/16	21		49293	0474 WEST VALLEY SUPP		56.07	.00	PLUG/LATCHING
TOTAL					PROFESSIONAL CONTRACT SVC	.00	3,399.50	.00	
4340					UTILITIES				
11/16	05/04/16	21		49283	0423 THE GAS COMPANY		59.66	.00	03/22/16-04/22/16
11/16	05/04/16	21		49283	0423 THE GAS COMPANY		67.81	.00	03/22/16 - 04/20/16
11/16	05/04/16	21		49283	0423 THE GAS COMPANY		14.30	.00	03/22/16 - 04/20/16
11/16	05/04/16	21		49283	0423 THE GAS COMPANY		38.79	.00	03/22/16 - 04/20/16
11/16	05/04/16	21		49283	0423 THE GAS COMPANY		291.50	.00	03/22/16 - 04/22/16
11/16	05/04/16	21		49283	0423 THE GAS COMPANY		50.58	.00	03/24/16 - 04/22/16
11/16	05/04/16	21		49283	0423 THE GAS COMPANY		286.16	.00	03/24/16 - 04/22/16
TOTAL					UTILITIES	.00	808.80	.00	
4395					ADA TRANSITION PLAN				
11/16	05/04/16	21		49242	1257 GIBSON ENTERPRIS		2,400.00	.00	TALL GUARD RAIL DEP
TOTAL					ADA TRANSITION PLAN	.00	2,400.00	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 4  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616'  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4220 - MAINTENANCE DIVISION

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4395				ADA	TRANSITION PLAN				
TOTAL				MAINTENANCE	DIVISION	.00	13,565.25	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 5  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4221 - POLICE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220U									
11/16	05/04/16	21	49218	5959	A DESIGN FOR YOU		455.20	.00	POLO SHIRTS/BADGE
TOTAL						.00	455.20	.00	
4340									
11/16	05/04/16	21	49291	0116	VERIZON WIRELESS		1,383.20	.00	03/17/16-04/16/16
11/16	05/04/16	21	49291	0116	VERIZON WIRELESS		168.32	.00	03/17/16-04/16/16
TOTAL						.00	1,551.52	.00	
4840AR									
11/16	05/04/16	21	49271	5829	JONES BOYS LLC		737.50	.00	NEW LOGO W/FLAG DECAL
TOTAL						.00	737.50	.00	
TOTAL						.00	2,744.22	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 6  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4222 - FIRE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4840AR									
11/16	05/04/16	21	7005	-01 49226	2161 CASCADE FIRE		2,544.00	-2,544.00	NOZZLE TFT MID MATIC 1.5"
11/16	05/04/16	21	7005	-02 49226	2161 CASCADE FIRE		1,115.00	-1,115.00	TFT 2.5"PLAYPIPE
11/16	05/04/16	21	7005	-03 49226	2161 CASCADE FIRE		820.00	-820.00	NOZZLE TFT 2.5"MAX FLOW
11/16	05/04/16	21	7005	-04 49226	2161 CASCADE FIRE		335.93	-335.93	SALES TAX
TOTAL						.00	4,814.93	-4,814.93	
TOTAL						.00	4,814.93	-4,814.93	



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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 7  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616'  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4230 - PUBLIC WORKS

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
11/16	05/04/16	21		49265	5396 OFFICE DEPOT		16.71	.00	MARKER,CLIP BINDER
TOTAL						.00	16.71	.00	
TOTAL						.00	16.71	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 8  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4231 - STREETS

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									
11/16	05/04/16	21		49260	5333 MEDALLION SUPPLY		422.69	.00	NM1 120-277SPST SW
TOTAL						.00	422.69	.00	
4340									
11/16	05/04/16	21		49267	0363 P G & E		57.69	.00	03/24/16-04/22/16
11/16	05/04/16	21		49267	0363 P G & E		322.88	.00	03/24/16 - 04/22/16
11/16	05/04/16	21		49225	3072 CA DEPARTMENT OF		1,395.21	.00	JAN 2016- MARCH 2016
TOTAL						.00	1,775.78	.00	
TOTAL						.00	2,198.47	.00	

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CITY OF LEMOORE  
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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4242 - RECREATION

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310					PROFESSIONAL CONTRACT SVC				
11/16	05/04/16	21		49243	5962 JASON GLASPIE		248.85	.00	BOXING- APRIL 2016
11/16	05/04/16	21		49278	5235 STATE DISBURSEME		248.85	.00	APRIL CHILD SUPPORT
11/16	05/04/16	21		49274	T2077 ROSAEMA S. GUZMA		287.00	.00	ZUMBA - APRIL 2016
11/16	05/04/16	21		49220	T2056 AUDREY LEE		131.60	.00	DDP YOGA- APRIL 2016
11/16	05/04/16	21		49262	5674 JENNIFER MELENDE		215.50	.00	CHEERLEADING-APR16
11/16	05/04/16	21		49263	6656 MIJA SAN NICOLAS		360.50	.00	DRAMA-APRIL 2016
11/16	05/04/16	21		49270	T1975 PIUNNO, TONI		340.90	.00	JAZZERCISE-APRIL 2016
11/16	05/04/16	21		49239	T2114 FRANCES AGUIRRE		105.00	.00	SEWING-APRIL 2016
11/16	05/04/16	21		49221	0040 LARRY AVILA		600.00	.00	INDOOR SOCCER/APR2016
11/16	05/04/16	21		49251	6654 JENNIFER ALANZAL		1,431.50	.00	REC. DANCE/PAY3-APR16
11/16	05/04/16	21		49279	6655 STEPHANIE ASHCRO		634.20	.00	DANCE-SPRING 16/PAY3
11/16	05/04/16	21		49233	6536 STAN BARRY		52.50	.00	ARCHERY/APRIL 2016
11/16	05/04/16	21		49295	6571 YOURI DOS SANTOS		350.00	.00	INDOOR SOCCR4/10-4/16
11/16	05/04/16	21		49234	T1335 CHARLIE ENNES		224.00	.00	GUITAR INTERM-APR2016
11/16	05/04/16	21		49227	T2146 CASSIE SANDOVAL		448.00	.00	03/18/16-04/30/16-REF
11/16	05/04/16	21		49285	T1508 MAUREEN TOMPKINS		224.00	.00	DOG OBEDIENCE-APR16
11/16	05/04/16	21		49261	6322 MELANIE TATCO		28.00	.00	ZUMBA KIDS-APR 2016
11/16	05/04/16	21		49258	6371 MANUEL VELARDE		437.50	.00	KARATE-APRIL 2016
11/16	05/04/16	21		49252	T2055 KAREN ANDERSON		315.00	.00	HIP HOP-APRIL 2016
11/16	05/04/16	21		49252	T2055 KAREN ANDERSON		280.00	.00	ZUMBA - APRIL 2016
TOTAL					PROFESSIONAL CONTRACT SVC	.00	6,962.90	.00	
TOTAL					RECREATION	.00	6,962.90	.00	
TOTAL					GENERAL FUND	.00	30,413.68	-4,814.93	

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ACCOUNTING PERIOD: 11/16

FUND - 040 - FLEET MAINTENANCE  
BUDGET UNIT - 4265 - FLEET MAINTENANCE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
11/16	05/04/16	21		49249	6146 HANFORD CHRYSLER		183.74	.00	FILTER
11/16	05/04/16	21		49288	0458 KELLER FORD LINC		154.80	.00	FILTER ASSY - OIL
11/16	05/04/16	21		49256	0301 LEMOORE UNION SC		6,093.94	.00	MARCH CNG
TOTAL					OPERATING SUPPLIES	.00	6,432.48	.00	
4230					REPAIR/MAINT SUPPLIES				
11/16	05/04/16	21		49222	1908 BATTERY SYSTEMS		89.66	.00	BATTERY
11/16	05/04/16	21		49249	6146 HANFORD CHRYSLER		204.92	.00	SHEILD/SCREW
11/16	05/04/16	21		49248	5181 HAAKER EQUIPMENT		910.93	.00	CURTAIN SET/DEFLECTOR
11/16	05/04/16	21		49222	1908 BATTERY SYSTEMS		346.54	.00	BATTERY
11/16	05/04/16	21		49254	0286 LAWRENCE TRACTOR		128.94	.00	AUTOCUT25-2BULK
11/16	05/04/16	21		49222	1908 BATTERY SYSTEMS		118.86	.00	BATTERY
11/16	05/04/16	21		49248	5181 HAAKER EQUIPMENT		481.47	.00	CURTAIN SET/DEFLECTOR
11/16	05/04/16	21		49250	6715 INTERSTATE BILLI		92.40	.00	VALVE-AIR ROCKER
11/16	05/04/16	21		49250	6715 INTERSTATE BILLI		578.24	.00	SUPER KIT
11/16	05/04/16	21		49275	0535 RUCKSTELL CALIF		118.24	.00	MCRON REPLACE ELEM
11/16	05/04/16	21		49275	0535 RUCKSTELL CALIF		169.37	.00	RELIEF ASSEMBLY
11/16	05/04/16	21		49222	1908 BATTERY SYSTEMS		169.85	.00	BATTERY
TOTAL					REPAIR/MAINT SUPPLIES	.00	3,409.42	.00	
4350					REPAIR/MAINT SERVICES				
11/16	05/04/16	21		49248	5181 HAAKER EQUIPMENT		299.03	.00	FAULT CODE 9217
TOTAL					REPAIR/MAINT SERVICES	.00	299.03	.00	
TOTAL					FLEET MAINTENANCE	.00	10,140.93	.00	
TOTAL					FLEET MAINTENANCE	.00	10,140.93	.00	

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616
ACCOUNTING PERIOD: 11/16
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FUND - 045 - GOLF COURSE - CITY  
BUDGET UNIT - 4245 - GOLF COURSE-CITY

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4000K				COST OF REVENUE-KITCHEN					
11/16	05/04/16	21		49244	6453 GLOBAL TOUR GOLF		37.80	.00	GRIP TAPE ROLL
11/16	05/04/16	21		49223	6438 PEPSI BEVERAGES		140.00	.00	SODA CASES
11/16	05/04/16	21		49223	6438 PEPSI BEVERAGES		462.45	.00	DRINK CASES
11/16	05/04/16	21		49281	6440 SYSCO		603.85	.00	KITCHEN SUPPLIES
TOTAL				COST OF REVENUE-KITCHEN		.00	1,244.10	.00	
4000P				COST OF REVENUE-PRO SHOP					
11/16	05/04/16	21		49244	6453 GLOBAL TOUR GOLF		80.87	.00	GOLF CLUB
11/16	05/04/16	21		49244	6453 GLOBAL TOUR GOLF		70.98	.00	GOLF BALLS
11/16	05/04/16	21		49246	6473 TEAM GOLF		91.57	.00	GOLF BALLS
TOTAL				COST OF REVENUE-PRO SHOP		.00	243.42	.00	
4220K				OPERATING SUPPLIES-KITCH					
11/16	05/04/16	21		49228	6624 CINTAS		42.50	.00	KITHCHEN SUPPLIES
TOTAL				OPERATING SUPPLIES-KITCH		.00	42.50	.00	
4220M				OPERATING SUPPLIES MAINT.					
11/16	05/04/16	21		49241	6489 FRONTIER PERFORM		356.37	.00	GREASE
11/16	05/04/16	21		49235	5866 FASTENAL COMPANY		9.31	.00	RUSTOL
11/16	05/04/16	21		49232	6610 DAVID KNOTT, INC		649.35	.00	TOP DRESSING SAND
11/16	05/04/16	21		49255	0288 LEAGUE OF CALIFO		437.56	.00	ALTERNATOR
11/16	05/04/16	21		49280	0428 STONEY'S SAND &		145.40	.00	CRUSHED ROCK
11/16	05/04/16	21		49277	6483 SOUTHERN LINKS I		90.47	.00	LAP PING BRUSH
11/16	05/04/16	21		49277	6483 SOUTHERN LINKS I		406.75	.00	CUP, FLAG, WHITE/RED
11/16	05/04/16	21		49294	6523 WEST VALLEY SUPP		27.61	.00	TEE/COUPLING
11/16	05/04/16	21		49294	6523 WEST VALLEY SUPP		543.09	.00	AWG WIRE/COUPLING
TOTAL				OPERATING SUPPLIES MAINT.		.00	2,665.91	.00	
4291				MISCELLANEOUS EXPENSES					
11/16	05/04/16	21		49257	0297 LEMOORE CANAL &		230.00	.00	CANAL ASSESSMENT
TOTAL				MISCELLANEOUS EXPENSES		.00	230.00	.00	
4309				STAFFING/TOM RINGER					
11/16	05/04/16	21		49268	T1885 THOMAS RINGER		14,980.83	.00	EMPLOYEE PAYROLL
11/16	05/04/16	21		49268	T1885 THOMAS RINGER		1,531.79	.00	EMPLOYER TAXES
11/16	05/04/16	21		49268	T1885 THOMAS RINGER		2,400.58	.00	WORKMANS COMP
TOTAL				STAFFING/TOM RINGER		.00	18,913.20	.00	
4310				PROFESSIONAL CONTRACT SVC					
11/16	05/04/16	21		49273	6548 RINGER, TOM		6,500.00	.00	MGMNT SVCS-APR16
TOTAL				PROFESSIONAL CONTRACT SVC		.00	6,500.00	.00	
TOTAL				GOLF COURSE-CITY		.00	29,839.13	.00	
TOTAL				GOLF COURSE - CITY		.00	29,839.13	.00	

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EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616'  
ACCOUNTING PERIOD: 11/16

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									OPERATING SUPPLIES



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EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
11/16	05/04/16	21		49245	1116 GOLDEN STATE FLO		1,245.30	.00	AUTO GUN PIT PROBE
11/16	05/04/16	21		49286	6058 UNIVAR		1,584.62	.00	CHLORINE
11/16	05/04/16	21		49287	2038 USA BLUEBOOK		248.36	.00	EYEWASH BOTTLE
11/16	05/04/16	21		49287	2038 USA BLUEBOOK		297.45	.00	BART TESTS
11/16	05/04/16	21		49287	2038 USA BLUEBOOK		756.11	.00	HARNESS
11/16	05/04/16	21		49287	2038 USA BLUEBOOK		277.04	.00	CHLORINATION TABLETS
11/16	05/04/16	21		49286	6058 UNIVAR		1,166.35	.00	CHLORINE
11/16	05/04/16	21		49286	6058 UNIVAR		1,280.94	.00	CHLORINE
11/16	05/04/16	21		49286	6058 UNIVAR		1,192.50	.00	CHLORINE
11/16	05/04/16	21		49286	6058 UNIVAR		1,976.74	.00	CHLORINE
TOTAL					OPERATING SUPPLIES	.00	10,025.41	.00	
4310					PROFESSIONAL CONTRACT SVC				
11/16	05/04/16	21		49282	0809 TAG-AMS, INC.		98.00	.00	OCHOA, PHILLIP
TOTAL					PROFESSIONAL CONTRACT SVC	.00	98.00	.00	
4340					UTILITIES				
11/16	05/04/16	21		49283	0423 THE GAS COMPANY		50.00	.00	03/24/16 - 04/22/16
11/16	05/04/16	21		49269	6627 PG&E NON ENERGY		921.32	.00	NON-ENERGY-CINNAMON
TOTAL					UTILITIES	.00	971.32	.00	
4350					REPAIR/MAINT SERVICES				
11/16	05/04/16	21		49231	5335 ADVANCED FLOW ME		421.00	.00	RECORDALL METER
TOTAL					REPAIR/MAINT SERVICES	.00	421.00	.00	
TOTAL					WATER	.00	11,515.73	.00	
TOTAL					WATER	.00	11,515.73	.00	

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EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 056 - REFUSE  
BUDGET UNIT - 4256 - REFUSE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
11/16	05/04/16	21		49272	0020 PRAXAIR		166.07	.00	RETAIN CAP/NOZZLE
11/16	05/04/16	21		49240	0169 FRESNO OXYGEN		101.38	.00	IND 75-AR 25-CO2
11/16	05/04/16	21		49240	0169 FRESNO OXYGEN		24.80	.00	IN. OXYGEN
TOTAL					OPERATING SUPPLIES	.00	292.25	.00	
TOTAL					REFUSE	.00	292.25	.00	
TOTAL					REFUSE	.00	292.25	.00	

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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 060 - SEWER& STROM WTR DRAINAGE  
BUDGET UNIT - 4260 - SEWER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4320									
11/16	05/04/16	21		49230	6579 CWEA-CSJ		135.00	.00	TRAINING SESSION
TOTAL						.00	135.00	.00	
4350									
11/16	05/04/16	21		49266	4064 OVERHEAD TECHNOL		489.50	.00	ANNUAL CRANE SVC
TOTAL						.00	489.50	.00	
4825									
11/16	05/04/16	21	7022	-01 49264	1889 NORTHERN SAFETY		2,786.04	-2,786.04	FAOLL PROTECTION 3 WAY 60
11/16	05/04/16	21	7022	-02 49264	1889 NORTHERN SAFETY		208.96	-208.96	SALES TAX
TOTAL						.00	2,995.00	-2,995.00	
TOTAL						.00	3,619.50	-2,995.00	
TOTAL						.00	3,619.50	-2,995.00	

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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4801 - LLMD ZONE 1 WESTFIELD

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
					UTILITIES				
11/16	05/04/16	21		49267	0363 P G & E		9.89	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.90	.00	03/23/16-04/21/16
TOTAL					UTILITIES	.00	69.09	.00	
TOTAL					LLMD ZONE 1 WESTFIELD	.00	69.09	.00	

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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616'  
ACCOUNTING PERIOD: 11/16

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4803 - LLMD ZONE3 SILVA ESTATES

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
					UTILITIES				
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.87	.00	03/23/16-04/21/16
TOTAL					UTILITIES	.00	49.31	.00	
TOTAL					LLMD ZONE3 SILVA ESTATES	.00	49.31	.00	

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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616'  
ACCOUNTING PERIOD: 11/16

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4810 - LLMD ZONE 10 AVALON

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
					UTILITIES				
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
TOTAL					UTILITIES	.00	19.72	.00	
TOTAL					LLMD ZONE 10 AVALON	.00	19.72	.00	



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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4812 - LLMD ZONE 12 SUMMERWIND

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
					UTILITIES				
11/16	05/04/16	21		49267	0363 P G & E		9.87	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		11.90	.00	03/23/16-04/21/16
TOTAL					UTILITIES	.00	21.77	.00	
TOTAL					LLMD ZONE 12 SUMMERWIND	.00	21.77	.00	

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EXPENDITURE TRANSACTION ANALYSIS

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SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616'  
ACCOUNTING PERIOD: 11/16

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4815B - PFMD ZONE 2 DEVANTE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
					UTILITIES				
11/16	05/04/16	21		49267	0363 P G & E		9.88	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.88	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.88	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		48.71	.00	03/23/16-04/21/16
11/16	05/04/16	21		49267	0363 P G & E		9.90	.00	03/23/16-04/21/16
TOTAL					UTILITIES	.00	88.25	.00	
TOTAL					PFMD ZONE 2 DEVANTE	.00	88.25	.00	

PEI  
DATE: 05/04/2016  
TIME: 15:58:12

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 21  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4815C - PFMD ZONE 3 SILVA 10

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
11/16	05/04/16	21		49267	0363 P G & E		9.89	.00	03/23/16-04/21/16
TOTAL						.00	9.89	.00	
TOTAL						.00	9.89	.00	

PEI  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 22  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616'  
ACCOUNTING PERIOD: 11/16

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4815D - PFMD ZONE 4 PARKVIEW

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
11/16	05/04/16	21		49267	0363 P G & E		9.86	.00	03/23/16-04/21/16
TOTAL						.00	9.86	.00	
TOTAL						.00	9.86	.00	

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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 23  
AUDIT11

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.fund between '001' and '099' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4815E - PFMD EAST VILLAGE PARK

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340									
11/16	05/04/16	21		49267	0363 P G & E		64.31	.00	03/23/16-04/21/16
TOTAL						.00	64.31	.00	
TOTAL						.00	64.31	.00	
TOTAL						.00	332.20	.00	
TOTAL REPORT						.00	86,153.42	-7,809.93	

PEI  
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CITY OF LEMOORE  
GENERAL LEDGER TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT311

SELECTION CRITERIA: account.acct between '1011' and '2021'AND transact.yr='16' and transact.period='11' and transact.batch='VM050616'  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	REFERENCE	VENDOR/PAYER	DEBIT	CREDIT	DESCRIPTION
1550							
	11/16		05/04/16 21 49237	3022 FIRST BANKCARD	37,021.00		VISA BANKCARD
TOTAL			PREPAID EXPENSE		37,021.00	.00	
2020							
	11/16		05/04/16 21 49237	3022 FIRST BANKCARD		37,021.00	VISA BANKCARD
TOTAL			ACCOUNTS PAYABLE		.00	37,021.00	
TOTAL			GENERAL FUND		37,021.00	37,021.00	
TOTAL REPORT					37,021.00	37,021.00	



PEI  
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CITY OF LEMOORE  
GENERAL LEDGER TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT311

SELECTION CRITERIA: account.acct between '2000' and '2999'AND transact.yr='16' and transact.period='11' and transact.batch='VM050616  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	REFERENCE	VENDOR/PAYER	DEBIT	CREDIT	DESCRIPTION
2020							
	11/16	05/04/16	21 49262	5674 JENNIFER MELENDEZ	40.00		REIMBURSEMENT
	11/16	05/04/16	21 49284	T2143 TIMOTH YOUNG		653.00	REIMBURSEMNT-L1201578
TOTAL				ACCOUNTS PAYABLE	40.00	653.00	
2248							
	11/16	05/04/16	21 49262	5674 JENNIFER MELENDEZ		40.00	REIMBURSEMENT
TOTAL				RECREATION IN/OUT	.00	40.00	
2302							
	11/16	05/04/16	21 49284	T2143 TIMOTH YOUNG	653.00		REIMBURSEMNT-L1201578
TOTAL				EVIDENCE HOLDINGS	653.00	.00	
TOTAL				GENERAL FUND	693.00	693.00	
TOTAL REPORT					693.00	693.00	

PEI  
DATE: 05/04/2016  
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CITY OF LEMOORE  
REVENUE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT31

SELECTION CRITERIA: transact.yr='16' and transact.period='11' and transact.account between '3000' and '3999' and transact.batch='VM0  
ACCOUNTING PERIOD: 11/16

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	RECEIVE	REFERENCE	PAYER/VENDOR	BUDGET	RECEIPTS	RECEIVABLES DESCRIPTION
3625								
	11/16	05/04/16	21	0	49276	T2141 SANTOS LOPEZ	-15.00	REFUND DEP. CIVIC AUD
	11/16	05/04/16	21	0	49259	T2145 MARIA NAVARRO	-150.00	REFUND VET HALL DEP
TOTAL						.00	-165.00	.00
3681								
	11/16	05/04/16	21	0	49253	T2144 KELLIE COMBS	-45.00	REFUND/INDOOR SOCCER
TOTAL						.00	-45.00	.00
TOTAL						.00	-210.00	.00
TOTAL						.00	-210.00	.00
TOTAL REPORT						.00	-210.00	.00