

CITY OF ORLAND

**2016/2017
Proposed Budget**



Presented to City Council June 20, 2016

City Manager's Message

July 1, 2016

Looking Back...

Fiscal year 2016 ended June 30th with excellent ongoing municipal operations and many terrific accomplishments including:

- New playground equipment for Lollipop Land;
- Upgraded restrooms and pathway for Vinsonhaler Park;
- Reconstruction of a portion of Papst Avenue;
- Annexation and construction of the Pilot travel center;
- New signage on Walker St for downtown businesses; and
- Construction of a new well on Eva Drive.

We worked together to get through the drought with a 31% reduction in water consumption! We are monitoring groundwater supplies carefully and working with regional agencies to plan for long term sustainability of water resources.

The amount of new business investment in Orland is exciting, leading to more jobs and more shopping opportunities, more visitors, and in some cases additional tax revenue. We expect this trend – including a hotel and other investments -- to continue into fiscal year 2017, which starts today.



Looking Forward...

The budget for the coming fiscal year presents Orland's spending plan. It conservatively estimates revenues, most of which are fairly stable. The budget funds essential services and many desired projects including:

- The first payment on a replacement ladder truck;
- Aerators to upgrade the wastewater treatment plant and prevent the need for future dredging;
- Our first covered group picnic area;
- Replacement of equipment to enable Public Works to better serve you with water, sewer, parks and street services.

Voters will be asked in November to consider providing a new source of dedicated sales tax revenue to fund public safety equipment – especially the necessary but expensive fire trucks for Orland Volunteer Fire Department.

We also are planning a major energy efficiency and solar project to reduce costs of operation of city facilities. The people of your City government look forward to continuing to serve the Orland community.

Peter R. Carr
City Manager

**CITY OF ORLAND
2016 – 2017 BUDGET
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City of Orland 2016 - 2017 Budget

City Council

Mayor
Vice-Mayor
Council member
Council member
Council member

Bruce T. Roundy
Dennis G. Hoffman
Charles W. Gee
James Paschall, Sr.
Salina J. Edwards

Elected Officials

City Clerk
City Treasurer

Angela Crook
Pamela R. Otterson

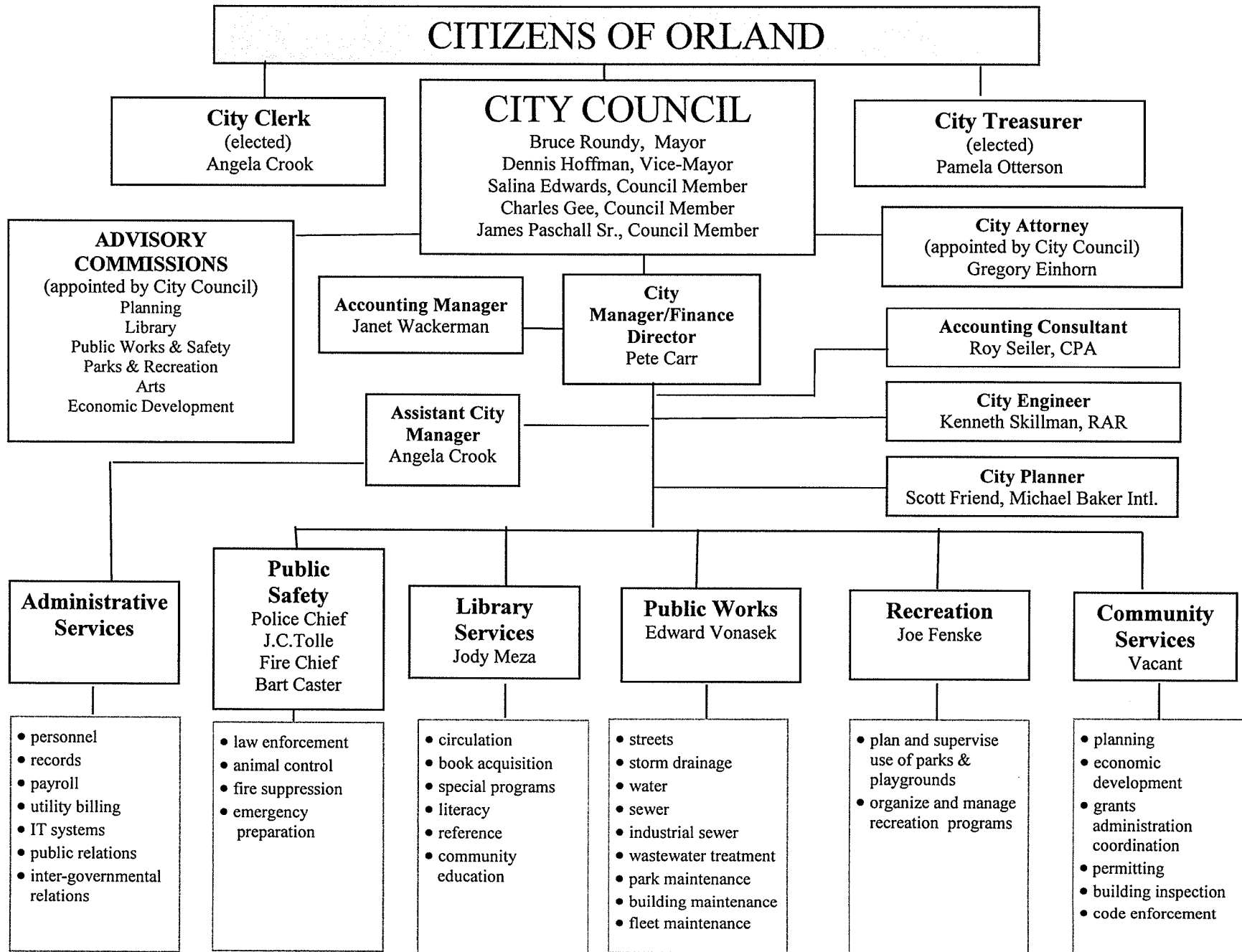
City Staff

City Manager/Director of Finance
Assistant City Manager
City Attorney
Chief of Police
Public Works Director
City Librarian
City Engineer
City Planner
Fire Chief
Recreation Director
Building Official
Accounting Manager

Peter R. Carr
Angela Crook
Gregory H. Einhorn
J.C. Tolle
Edward Vonasek
Jody Meza
RAR/Kenneth Skillman
MBI/Scott Friend
Bart Caster
Joe Fenske
Jeffrey Powell
Janet Wackerman

Advisory Commissions

Public Works and Safety Commission
Planning Commission
Economic Development Commission
Parks and Recreation Commission
Library Commission
Arts Commission



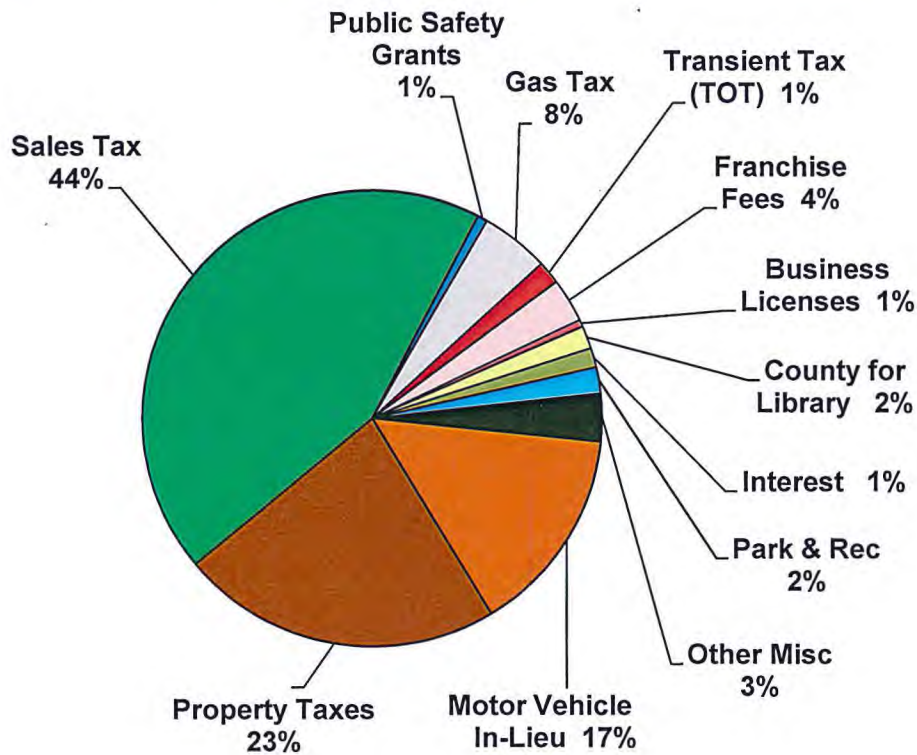
CITY OF ORLAND

2016 – 2017

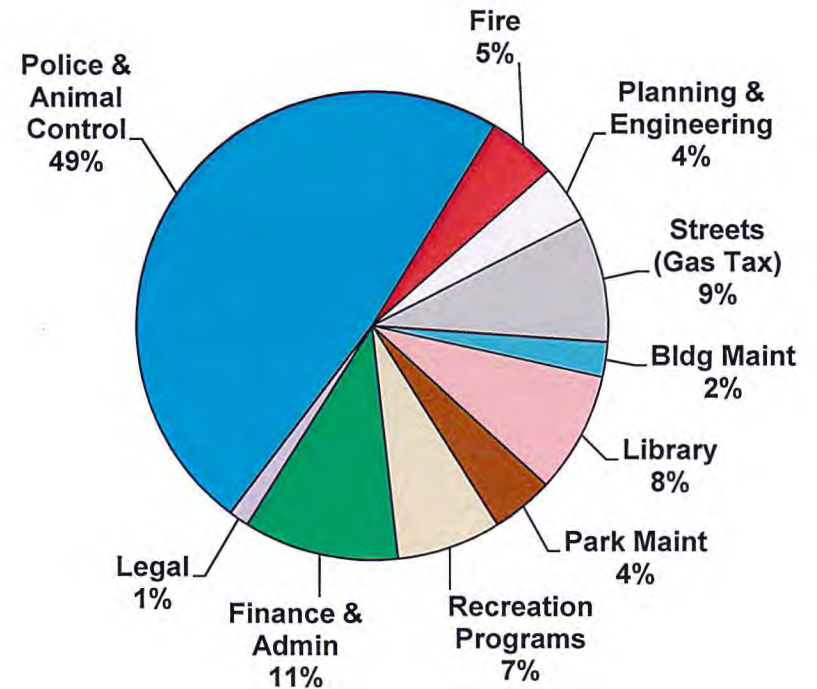
GENERAL FUND SUMMARY

City of Orland Fiscal Year 2016-2017

Where does the General Fund come from?



Where does the General Fund go?



Includes General Fund and Gas Tax/Street Funds

City of Orland
 2016 -- 2017 Budget -- General Fund Summary
 For the Year Ending June 30, 2017

Description	<u>Amounts</u>
Projected General Fund Revenues	\$ 4,010,175
Budgeted General Fund Expenditures	
Salaries and Benefits	(2,342,634)
Operating Expenditures and Debt Service	(1,495,559)
Total General Fund Budgeted Expenditures	<u>(3,838,193)</u>
Budgeted Revenues in Excess of Expenditures	<u><u>\$ 171,982</u></u>

CITY OF ORLAND

2016 – 2017

GENERAL FUND RESERVE

SUMMARY

City of Orland
 2016 -- 2017 Budget -- General Fund Reserves Summary
 For the Year Ending June 30, 2017

Description	<u>2016-2017 Budget</u>
Anticipated Fund Balance at Beginning of Year	\$ 800,000
Estimated Excess General Fund Revenues for the Budget Year	171,982
Less: Reduction for Ladder Truck Deposit	(220,000)
Computed Unappropriated General Fund Reserve	<u>\$ 751,982</u>

Note 1: Funds within the General Fund Reserve appropriated by prior councils - These appropriations are not mandated by any Federal or California statutes and are referred to as "Committed and Assigned."

Fire Apparatus Reserve	\$ 2,491
Police Equipment Replacement Reserve	8,000
Public Works Equipment Replacement Reserve	20,000
Unemployment Compensation Reserve	87,000
	<u>\$ 117,491</u>

Note 2: *The City of Orland City Council Policy of Size and Use of General Fund Reserves* states that the City should maintain General Fund Reserves as follows:

General Fund Reserve - based on FY 2015-2016 actual	
One-Sixth of General Fund Expenditures	\$ 560,328
Five Percent of the Transient Occupancy Tax	2,654
Five Percent of the Sales Tax	61,715
Natural Disaster Response	50,000
Total General Fund Reserve	<u>\$ 674,696</u>

Note 3: Budgeted General Fund Reserve More Than the Note - 2 Requirement Is \$ 77,286

CITY OF ORLAND

2016 – 2017

GENERAL FUND REVENUES

City of Orland
2016--2017 Budget -- General Fund Revenues
For the Year Ending June 30, 2017

Revenue Source	2014-2015 Actual	2015-2016 Adopted Budget	2015-2016 Projected Revenues	2016-2017 Preliminary Budget
Taxes				
Property	\$817,658	\$836,276	\$775,276	\$908,002
Sales	1,234,291	1,152,747	1,401,895	1,750,961
Public Safety Augmentation	16,829	15,000	16,000	16,000
Real Property Transfer Tax	16,584	15,000	15,782	16,000
Business Licenses	20,088	20,000	19,000	21,000
Franchise Fees	108,117	125,000	125,000	125,000
Transient Occupancy Tax	53,082	46,000	65,000	68,000
Home Owners' Prop Tax Reimbursement	9,359	10,000	7,285	7,500
Fines and Forfeits	29,097	34,000	29,000	30,000
Investment Income	4,876	10,000	12,000	12,000
Rents and Royalties	48,130	38,000	40,000	42,000
Inter Governmental				
Motor Vehicle in Lieu	565,016	585,016	586,845	588,845
County Library Subsidy	64,799	64,800	64,800	64,800
Charges for Services				
Zoning and Variance Fees	20,550	15,000	16,500	16,500
Library Fees	4,885	4,500	4,000	4,500
Green Waste Fees	12,669	12,000	12,500	13,000
Police Fees Including State Mandates	37,852	18,000	12,000	20,000
Budget Act Law Enforce Augmentation	14,592	15,000	7,296	8,000
Recreation, Park & Swim Programs	85,049	75,000	70,000	75,000
Miscellaneous Revenues	12,864	8,000	8,000	8,000
Administrative Allocation to Enterprise Funds	226,000	220,000	220,000	215,067
Totals	<u>\$3,402,387</u>	<u>\$3,319,339</u>	<u>\$3,508,179</u>	<u>\$4,010,175</u>

CITY OF ORLAND

2016 – 2017

GENERAL FUND EXPENDITURES BY CITY DEPARTMENT

City of Orland
2016 -- 2017 Budget General Fund Expenditures Summary Comparison

	Fiscal Year 2015 -- 2016			Fiscal Year 2016 -- 2017		
	Salaries & Benefits	Operating & PERS Side Fund	Departmental Totals	Salaries & Benefits	Operating & PERS Side Fund	Departmental Totals
Administrative Departments						
5010 City Council	\$ -	\$ 37,801	\$ 37,801	\$ -	\$ 44,917	\$ 44,917
5050 City Manager	168,450	27,148	195,598	182,595	40,182	222,777
5020 City Clerk	79,217	22,637	101,854	84,094	34,380	118,474
5030 City Finance	0	99,705	99,705	57,584	51,501	109,085
5040 City Attorney	0	59,644	59,644	0	58,258	58,258
5160 City Engineer	0	33,986	33,986	0	52,367	52,367
5060 City Planning Department	0	90,044	90,044	0	132,875	132,875
5190 City Building Maintenance	34,586	46,785	81,371	53,260	40,270	93,530
General Fund Departments						
5110 City Police	1,284,725	578,111	1,862,836	1,412,545	594,279	2,006,824
5120 City Fire Department	0	127,070	127,070	0	195,635	195,635
5200 City Library	249,732	64,111	313,843	270,509	73,156	343,665
5260 City Recreation	148,141	104,735	252,876	166,982	128,568	295,550
6220 City Grants Administration	0	825	825	4,011	900	4,911
General Fund - Public Works						
5170 City Streets	26,970	13,456	40,426	0	17,394	17,394
5250 Park Maintenance	65,947	23,538	89,485	111,054	30,877	141,931
TOTALS	<u>\$ 2,057,768</u>	<u>\$ 1,329,596</u>	<u>\$ 3,387,364</u>	<u>\$ 2,342,634</u>	<u>\$ 1,495,559</u>	<u>\$ 3,838,193</u>
Percentage increase over Prior Year Budget				13.84%	12.48%	13.13%

**City Council
2016-2017 Budget
Fund 00, Department 5010**

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
013	City Council Persons' Stipends	14,640	\$ 15,000	\$ 15,000	\$ 15,000
110	Office Expenses	584	900	1,162	1,200
120	Special Dept. - Other	3,229	1,000	1,488	1,500
120	Special Dept. - Chamber Car Show	500	0	0	0
120	Computer and Printer	1,829	0	0	0
120	Special Dept.- Stony Creek Fence	921	0	0	0
120	Special Dept.- Façade/Signage Cost Share	1,978	4,000	2,000	2,000
150	Advertising - Other	0	200	1,361	1,400
160	Communications	0	0	601	600
210	Membership- League of CA Cities	4,062	4,000	4,356	4,500
210	Membership - Orland Chamber Support	6,000	6,000	6,000	6,000
210	Membership and 3Core	0	0	0	3,500
240	Website Redesign and Maintenance	600	1,500	600	4,600
250	Travel/Training	4,383	4,500	3,741	4,000
280	Insurance/Bonds	477	701	701	617
	Sub total	39,203	37,801	37,009	44,917
Total General Fund Appropriations		\$ 39,203	\$ 37,801	\$ 37,009	\$ 44,917

**City Manager
2016-2017 Budget
Fund 00, Department 5050**

Object Code	Description	2014-2015	2015-2016	Projected	2016-2017
		Actual	Budget	2015-2016	Preliminary
010-045	Salaries and Benefits	\$ 157,234	\$ 168,450	\$ 169,244	\$ 182,595
110	Office Expenses	2,580	2,400	2,094	2,200
120	Special Departmental	9,630	600	5,328	5,500
160	Communications	823	900	2,461	2,500
200	Equipment Maintenance	500	0	0	0
210	Professional and Contract Services	1,232	2,400	3,256	3,300
240	Membership and Dues	400	400	1,037	1,050
250	Travel/Training	2,997	4,000	6,630	6,500
270	Gasoline and Oil	0	300	119	300
280	Insurance/Bonds	4,936	5,200	5,200	4,756
	Sub total	180,332	184,650	195,369	208,701
291	Pension Obligation Debt Service	12,013	10,948	10,948	14,076
Total General Fund Appropriations		\$ 192,345	\$ 195,598	\$ 206,317	\$ 222,777

**City Clerk
2016-2017 Budget
Fund 00, Department 5020**

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
010-045	Salaries and Benefits	\$ 80,027	\$ 79,217	\$ 85,184	\$ 84,094
110	Office Expenses	3,534	3,800	2,834	2,900
120	Special Departmental - Other	331	500	3,766	3,800
125	Election Charges	150	200	151	5,000
150	Advertising	666	750	640	750
160	Communications	299	350	913	1,000
200	Equipment Maintenance	1,055	150	0	150
210	Professional Services - Other	1,552	1,000	570	1,800
210	Orland Municipal Code Update Costs	3,175	1,700	2,680	2,700
210	Professional Services - City Clerk	3,600	3,600	3,600	3,600
210	Contracts - Matson & Isom	1,125	1,200	2,143	2,200
240	Membership and Dues	302	400	216	207
250	Travel/Training	20	1,000	160	200
280	Insurance/Bonds	2,411	2,572	2,572	2,318
	Sub total	98,247	96,439	105,429	110,719
291	Pension Obligation Debt Service	6,055	5,415	5,415	7,755
Total General Fund Appropriations		\$ 104,302	\$ 101,854	\$ 110,844	\$ 118,474

City Finance
2016-2017 Budget
Fund 00, Department 5030

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
010-045	Salaries and Benefits	\$ -	\$ -	\$ -	\$ 57,584
110	Office Expenses	4,325	4,500	5,915	6,000
120	Special Departmental - Other	219	500	930	1,000
150	Advertising	119	250	223	250
160	Communications	430	500	840	850
210	Professional Services - Finance Director	59,210	67,000	69,296	15,600
223	Professional Services - Independent Audit	15,000	20,000	20,000	20,000
210	Professional Services - Other	231	1,125	1,962	1,125
210	Treasurer's Monthly Stipend	2,100	2,100	2,100	2,100
210	Professional Services - CA Mandates	1,200	0	2,400	0
224	Professional Services - PERS GASB 68	1,700	0	1,300	1,300
240	Membership and Dues	155	265	0	0
250	Travel/Training	0	100	0	0
280	Insurance/Bonds	2,131	3,365	3,365	3,276
	Sub total	86,820	99,705	108,331	109,085
Total General Fund Appropriations		\$ 86,820	\$ 99,705	\$ 108,331	\$ 109,085

**City Attorney
2016-2017 Budget
Fund 00, Department 5040**

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
010-045	Salaries and Benefits	\$ -	\$ -	\$ -	\$ -
110	Office Expenses	84	0	0	0
210	Professional Services - Retainer	48,000	48,000	48,000	48,000
210	Professional Services - Special Services	6,331	9,000	0	8,000
280	Insurance/Bonds	1,527	2,644	2,644	2,258
	Sub total	55,942	59,644	50,644	58,258
Total General Fund Appropriations		\$ 55,942	\$ 59,644	\$ 50,644	\$ 58,258

City Engineer
2016-2017 Budget
Fund 00, Department 5160

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
010-045	Salaries and Benefits	\$ -	\$ -	\$ -	\$ -
110	Office Expenses	0	0	0	0
210	Engineering Services	35,372	33,000	49,438	50,000
280	Insurance/Bonds	986	986	2,162	2,367
	Sub total	36,358	33,986	51,601	52,367
Total General Fund Appropriations		\$ 36,358	\$ 33,986	\$ 51,601	\$ 52,367

**City Building Maintenance
2016-2017 Budget
Fund 00, Department 5190**

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
010-045	Salaries and Benefits	\$ 20,214	\$ 34,586	\$ 37,188	\$ 53,260
110	Office Expenses	198	250	734	750
120	Fourth Street Cafe Repairs	0	0	3,226	
120	Depart Expense - Other	0	200	0	-
170	Utilities	18,792	17,000	15,388	15,500
190	Miscellaneous Supplies and Services	13,396	15,000	15,401	15,500
210	Contract Cleaning Services	12,300	12,000	13,021	0
280	Insurance/Bonds	1,082	752	752	934
	Sub total	65,982	79,788	85,711	85,944
	Swimming Pool Restroom Repair & ADA				5,000
291	Pension Obligation Debt Service	1,943	1,583	1,583	2,586
Total General Fund Appropriations		\$ 67,925	\$ 81,371	\$ 87,294	\$ 93,530

**City Planning Department
2016-2017 Budget
Fund 00, Department 5060**

Object Code	Description	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Preliminary
010-045	Salaries, Benefits & Unemployment	\$ -	\$ -	\$ -	\$ -
110	Office Expenses	3,711	3,600	2,948	3,000
120	Depart Expense - Other	385	400	703	7,000
150	Advertising	1,508	1,700	1,933	2,000
160	Communications	282	300	673	700
210	Nexus Study for Land Development Fees	0	0	0	6,000
210	Contract Services - MBI	49,792	60,000	74,000	60,000
210	Special Projects - General Plan Amendment	2,269	0	0	15,000
210	Contract Services - Chico State GIS	4,163	3,925	21,000	10,000
210	City Contribution to LAFCO	7,448	7,448	10,000	10,000
232	Filing Fees	100	600	2,520	2,500
280	Insurance/Bonds	1,527	3,125	3,125	5,074
	Sub total	71,185	81,098	116,903	121,274
291	Pension Obligation Debt Service	9,893	8,846	8,846	11,601
	Total General Fund Appropriations	\$ 81,078	\$ 89,944	\$ 125,749	\$ 132,875

City Police
2016-2017 Budget
Funds 00 and 04, Departments 5110 and 5115

Object Code	Description	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Preliminary
010-045	Salaries and Benefits	\$ 1,344,477	\$ 1,384,725	\$ 1,458,873	\$ 1,512,545
	Less: COPS Grant	(100,000)	(100,000)	(100,000)	(100,000)
110	Office Expenses	4,885	5,000	5,522	5,600
120	Dept. Expense - Supplies	26,166	27,700	25,092	25,100
140	Uniform Allowance	11,100	12,000	13,320	13,500
160	Communications	4,801	4,100	9,954	10,000
200	Equipment Maintenance	80,381	75,000	75,843	76,000
210	Professional and Contract Services	33,317	34,000	46,092	35,000
221	Dispatch Services from Glenn County	93,000	93,000	93,000	95,790
222	Animal Control Services from Glenn County	55,000	55,000	55,000	56,650
240	Membership and Dues	345	1,200	822	850
250	Travel/Training	5,122	5,400	13,198	13,200
270	Gasoline and Oil	26,861	29,000	25,450	26,500
280	Insurance/Bonds	38,256	35,611	38,337	39,093
285	Interest and Debt Service Expense	4,947	0	0	0
	Sub total	1,628,658	1,661,736	1,760,502	1,809,828
	Traffic Speed Trailer				10,000
291	Pension Obligation Debt Service	174,808	201,100	201,100	186,996
Total General Fund Appropriations		\$ 1,803,466	\$ 1,862,836	\$ 1,961,602	\$ 2,006,824
Augment Police Equipment Reserve		\$ -	\$ 6,000	\$ -	\$ -

**City Fire Department
2016-2017 Budget
Fund 00, Department 5120**

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
014	Fire Department Assistance	\$ 14,850	\$ 14,850	\$ 14,850	\$ 14,850
110	Office Expenses	894	1,500	442	500
120	Dept Expense - Fire Apparatus	10,375	10,000	6,221	6,300
160	Communications - Dispatch	23,096	19,000	23,516	25,850
170	Utilities	11,452	12,000	7,724	8,000
190	Building Maintenance	15,945	12,000	17,373	12,000
200	Equipment Maintenance	10,310	17,000	15,179	17,000
210	Professional and Contract Services	0	225	2,016	2,000
250	Travel/Training	3,630	3,000	757	1,000
270	Gasoline and Oil	4,220	5,500	2,903	3,200
280	Insurance/Bonds	409	618	618	1,860
	Workers' Compensation Insurance	14,386	26,377	26,377	26,377
	Sub total	109,567	122,070	117,976	118,937
550	Capital Outlay - New Pagers and Radios	2,093	-	-	-
	Ladder Truck Deposit/Lease Payment	-	-	220,000	76,698
Total General Fund Appropriations		\$ 111,660	\$ 122,070	\$ 337,976	\$ 195,635
Augment Fire Equipment Reserve		\$ 35,000	\$ 35,000	\$ -	\$ -

City Library
2016-2017 Budget
Fund 00, Department 5200

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
010-045	Salaries and Benefits	\$ 334,412	\$ 316,106	\$ 341,496	\$ 340,093
	Less: City of Willows Reimbursement	(58,680)	(66,374)	(66,897)	(69,584)
		275,732	249,732	274,599	270,509
110	Office Expenses	4,547	4,500	5,723	4,500
120	Special Dept - Books and Publications	8,239	8,000	9,077	8,000
120	Special Dept - Operating Supplies	0	1,000	127	1,000
160	Communications	858	1,000	3,459	1,500
170	Utilities	10,546	7,700	9,651	8,700
200	Equipment Maintenance	1,552	3,000	2,329	3,000
200	Equipment Computer Replacement	2,919	0	0	1,800
210	Professional and Contract Services	6,752	9,750	3,619	9,750
250	Travel/Training	2,400	2,400	2,400	2,400
280	Insurance/Bonds	9,365	9,905	9,905	8,987
	Sub total	322,910	296,987	320,889	320,146
	Pension Obligation Debt Service	20,936	20,856	20,856	23,519
	Total General Fund Appropriations	\$ 343,846	\$ 317,843	\$ 341,745	\$ 343,665

**Recreation and Pool
2016-2017 Budget
Fund 00, Department 5260 and 5261**

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
010-045	Salaries and Benefits	\$ 153,875	\$ 148,141	\$ 163,280	\$ 166,982
110	Office Expenses	1,833	2,000	2,510	2,600
120	Dept Expenses - Recreation	47,973	40,000	46,394	47,000
120	Dept Expenses - Pool Related	25,259	20,000	30,978	30,000
150	Advertising	0	250	0	-
160	Communications	1,724	1,900	2,176	2,200
170	Utilities	26,006	22,000	29,699	30,000
200	Equipment Maintenance	1,314	1,600	194	200
210	Professional and Contract Services	1,327	1,500	1,961	2,000
250	Travel/Training	483	1,500	0	-
270	Gas and Oil	1,874	2,000	1,534	1,600
280	Insurance/Bonds	4,477	5,993	5,993	5,339
	Sub total	266,145	246,884	284,718	287,921
	Pension Obligation Debt Service	6,539	5,992	5,992	7,629
	Total General Fund Appropriations	\$ 272,684	\$ 252,876	\$ 290,710	\$ 295,550

City Grant Administration
2016-2017 Budget
Fund 00, Department 6220

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
010-045	Salaries and Benefits	\$ -	\$ -	\$ -	\$ 4,011
110	Office Expenses	124	150	181	150
120	Special Departmental	0	0	0	0
150	Advertising	536	150	0	150
160	Communications	456	450	536	600
210	Professional and Contract Services	0	75	0	0
250	Travel/Training	262	0	0	0
330	City Grant Matching Funds	0	0	0	0
	Sub total	1,378	825	718	4,911
Total General Fund Appropriations		\$ 1,378	\$ 825	\$ 718	\$ 4,911

**City Streets
2016-2017 Budget
Fund 00, Department 5170**

Object Code	Description	2014-2015	2015-2016	Projected	2016-2017
		Actual	Budget	2015-2016	Preliminary
010-045	Salaries and Benefits	\$ 169,178	\$ 165,296	\$ 187,518	\$ 66,242
	Less: Gasoline Tax Wages & Benefits	(133,000)	(138,326)	(138,326)	(66,242)
120	Special Departmental	0	2,000	1,500	2,000
140	Uniforms	818	1,000	733	1,000
170	Utilities	0	0	0	0
210	Professional and Contract Services	0	0	0	0
270	Gas and Oil	0	0	0	0
280	Insurance/Bonds	1,309	752	752	3,818
	Sub total	38,305	30,722	52,177	6,818
291	Pension Obligation Debt Service	14,841	9,704	9,704	10,576
Total General Fund Appropriations		\$ 53,146	\$ 40,426	\$ 61,881	\$ 17,394

Note: The majority of the City's street costs are paid through the Highway Users Tax special revenue fund which is shown separately.

City Park Maintenance
2016-2017 Budget
Fund 00, Department 5250

Object Code	Description	2014-2015	2015-2016	2015-2016	2016-2017
		Actual	Budget	Projected	Preliminary
010-045	Salaries and Benefits	\$ 58,493	\$ 65,947	\$ 71,596	\$ 111,054
110	Office Expenses	151	150	40	150
120	Dept. Expenses - Repair, Supplies & Services	16,314	13,000	21,638	13,000
140	Uniforms	818	900	734	900
160	Communications	149	180	698	180
170	Utilities	1,853	1,750	1,435	1,750
200	Equipment Maintenance & Lease	4,541	2,200	12,261	2,200
280	Insurance/Bonds	1,938	1,487	1,487	3,368
	Sub total	84,257	85,614	109,890	132,602
291	Pension Obligation Debt Service	3,894	3,871	3,871	9,329
Total General Fund Appropriations		\$ 88,151	\$ 89,485	\$ 113,761	\$ 141,931

CITY OF ORLAND

2016 – 2017

WATER, SEWER & BUILDING

DEPARTMENT ENTERPRISE FUNDS

City of Orland
2016 -- 2017 Budget -- Water Enterprise Operating & Capital Replacement
For the Year Ending June 30, 2017

Description	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Budget
Revenues				
Water Service Fees	\$ 867,209	\$ 1,175,354	\$ 982,476	\$ 1,146,680
Water Line Foot Charges, Capacity & Meter Hook-up Fees	\$ 71,495	\$ 62,000	\$ 68,392	\$ 67,000
Interest and Reimbursements	1,205	2,000	1,000	1,000
Total Revenues	<u>939,909</u>	<u>1,239,354</u>	<u>1,051,868</u>	<u>1,214,680</u>
Personnel Services including wages and benefits	373,520	334,917	369,451	467,360
Operating				
Office Expenses	7,641	7,500	7,500	7,655
Special Departmental Supplies and Tools	35,608	29,000	52,000	53,711
Uniform and Boot Allowance	1,391	1,500	1,200	1,649
Communications - Cell Phones and SW Radios	6,478	7,900	8,800	9,799
Utilities	161,709	177,557	148,000	153,277
Rents and Leases	12,000	12,000	12,000	12,000
Equipment Maintenance	31,782	20,000	24,000	24,348
Professional and Contract Services	57,754	32,000	40,000	41,800
State Regulatory Fees	10,653	10,000	15,000	15,293
Training and Travel	1,184	2,000	3,000	3,000
Gasoline	17,298	21,000	20,000	21,754
Insurance Allocation	11,732	9,337	10,000	8,103
Pension Obligation Debt Service	23,844	19,661	19,661	22,445
Administrative Allocation	<u>125,000</u>	<u>126,500</u>	<u>126,500</u>	<u>120,856</u>
Total Operating Expenditures	<u>877,594</u>	<u>810,872</u>	<u>857,112</u>	<u>963,050</u>
Other Expenditures				
Miscellaneous Capital Expenditures	17,430	89,376	7,046	0
Contract Payments on Approximately \$165,000 of Equipment Purchases	0	0	0	45,000
Eva Drive Well Debt Service Payments	0	0	0	38,676
Estimated Increase in Utility Costs for Eva Drive Well	0	0	0	24,000
Total Other Expenditures	<u>17,430</u>	<u>89,376</u>	<u>7,046</u>	<u>107,676</u>
Revenue in Excess of Expenditures	<u>\$44,885</u>	<u>\$339,106</u>	<u>\$187,710</u>	<u>\$143,954</u>
Estimated Fund Reserve/(Deficit) on July 1, 2016				185,000
Estimated Fund Reserve/(Deficit) at June 30, 2017				<u>\$ 328,954</u>

City of Orland
2016 -- 2017 Budget -- Sewer Enterprise Operating & Capital Replacement
For the Year Ending June 30, 2017

Description	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Budget
Revenues				
Sewer Service Fees	\$ 640,459	\$ 811,914	\$ 716,858	\$ 860,845
Capacity and Hook Up Charges	43,519	55,000	63,642	65,000
Total Revenues	<u>683,978</u>	<u>866,914</u>	<u>780,500</u>	<u>925,845</u>
Personnel Services including wages and benefits	297,359	321,162	356,657	367,548
Operating				
Office Expenses	7,569	7,500	7,500	7,500
Special Departmental Supplies and Tools	27,197	30,000	55,000	50,000
Uniform and Boot Allowance	1,391	1,500	1,550	1,600
Communications - Cell Phones & Short Wave Radios	1,943	2,700	3,500	4,898
Utilities	3,099	4,000	3,000	3,200
Rents and Leases	12,000	12,000	12,000	12,000
Equipment Maintenance	37,431	35,000	33,000	33,000
Professional and Contract Services	20,580	15,000	28,000	28,000
Sewer Line Inspection Costs	130,351	0	0	0
State Regulatory Fees	15,686	18,000	15,500	15,000
Training and Travel	151	500	600	600
Gasoline	14,272	22,000	17,000	17,500
Insurance Allocation	7,980	8,954	8,954	7,238
Pension Obligation Debt Service	20,975	18,854	18,854	20,050
Administrative Allocation	90,000	92,000	92,000	86,708
Total Operating Expenditures	<u>687,984</u>	<u>589,170</u>	<u>653,115</u>	<u>654,842</u>
Other Expenditures				
Contract payments on Approximately \$165,000 of Equipment Purchases	0	0	0	45,000
Debt Service Payments for the Blue Frog Aerator				137,806
Estimated Increase in Utility Costs for BFA				66,621
Total Other Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>249,427</u>
Revenue in Excess of Expenditures	<u>(\$4,006)</u>	<u>\$277,744</u>	<u>\$127,385</u>	<u>\$21,576</u>
Estimated Fund Reserve/(Deficit) on July 1, 2016				55,000
Estimated Fund Reserve/(Deficit) at June30, 2017				<u>\$ 76,576</u>

City of Orland
 2016 -- 2017 Budget -- Industries Sewer Enterprise
 For the Year Ending June 30, 2017

Description	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Budget
Revenues				
Sewer Service Fees from Olive Processors	\$ 57,419	\$ 55,000	\$ 52,000	\$ 55,000
Interest Income Allocation	0	100	100	100
Total Revenues	<u>57,419</u>	<u>55,100</u>	<u>52,100</u>	<u>55,100</u>
Personnel Services including wages and benefits	32,693	35,684	33,376	40,837
Operating				
Special Departmental Supplies and Tools	0	0	24	32
Uniform Allowance	850	900	800	1,067
Utilities	3,075	3,000	4,800	4,800
Rents and Leases	1,800	1,800	1,800	1,800
Professional and Contract Services	650	100	685	700
Insurance Allocation	989	995	900	900
PERS Side Fund Debt Service	2,691	2,094	2,095	2,086
Administrative Allocation	10,347	10,500	7,500	7,502
Total Expenditures	<u>53,095</u>	<u>55,073</u>	<u>51,980</u>	<u>59,724</u>
Revenue in Excess of Expenditures	<u>\$4,324</u>	<u>\$27</u>	<u>\$120</u>	<u>(4,624)</u>
Estimated Fund Reserve/(Deficit) on July 1, 2016				43,000
Estimated Fund Reserve/(Deficit) at June 30, 2017				<u>\$ 38,376</u>

City of Orland
 2016 -- 2017 Budget -- Building Department Enterprise at 75%
 For the Year Ending June 30, 2017

Description	2014-2015 Actual	2015-2016 Budget	2015-2016 Projected	2016-2017 Budget
Revenues				
Building Permit Fees and Other Charges	\$ 103,873	\$ 95,000	\$ 135,240	\$ 221,000
Total Revenues	<u>103,873</u>	<u>95,000</u>	<u>135,240</u>	<u>221,000</u>
Personnel Services including wages and benefits	53,828	70,605	79,229	87,410
Operating				
Office Expenses	4,146	3,600	5,483	2,336
Depart Expense - Supplies and Tools	751	1,000	1,335	2,000
Communications and Public Notices	855	1,350	1,948	1,350
Equipment Maintenance	149	300	404	300
Professional and Contract Services	7,027	8,111	23,121	44,000
Dues and Memberships	213	500	211	304
Training and Travel	4,885	200	1,868	2,215
Gasoline	633	1,000	442	700
Insurance Allocation	1,632	2,176	1,632	1,806
PERS Side Fund Debt Service	4,503	6,004	4,529	7,548
Total Expenditures	<u>78,622</u>	<u>94,846</u>	<u>120,202</u>	<u>149,969</u>
Revenue in Excess of Expenditures	<u>\$25,251</u>	<u>\$154</u>	<u>\$15,038</u>	<u>\$71,031</u>
Estimated Fund Reserve/(Deficit) at July 1, 2016				(153,105)
Estimated Fund Reserve/(Deficit) at June 30, 2017				<u>\$ (82,074)</u>

CITY OF ORLAND

2016 – 2017

SPECIAL REVENUE FUNDS

City of Orland
 2016 -- 2017 Budget -- California COPS Grant
 For the Year Ending June 30, 2017

Expenditure Type	2016-2017 Budget
Projected Fund Balance at July 1, 2016	\$ -
Anticipated Revenue from the State of California	100,000
Estimated Interest Income for the Year	0
Less: Front-Line Public Safety Expenditures	(100,131)
Pension Obligation Bond Debt Service	(13,291)
Insurance Allocation	(2,944)
Add: Transfer - In from General Fund to cover costs	16,366
 Projected Balance at June 30, 2017	 <u><u>\$ (0)</u></u>

Note: This fund is now combined with the General Fund Police Department.

City of Orland
 2016 -- 2017 Budget -- California Gasoline Tax Fund
 For the Year Ending June 30, 2017

	California Constitution Article XIX, Section Numbers					RSTP	Totals
	2103	2105	2106	2107	2107.5		
Projected Fund Balances at July 1, 2016	\$12,700	\$15,800	\$78,500	\$58,800	\$14,200	\$14,200	\$194,200
Estimated Apportionments Payable -- State of CA based upon 2016-2017 Projected Revenue	18,430	48,804	28,621	67,772	2,000	84,000	249,627
Budgeted Expenditures transferred from the Streets and Storm Drains Department to be paid with Gasoline Tax Funds							
City Engineer and Other Administrative Costs		(10,000)	(10,000)	(10,000)	(5,000)		(35,000)
Street Wages & Benefits			(40,000)	(45,000)		(45,000)	(130,000)
Street Lighting and Utilities		(30,000)	(10,000)	(40,000)			(80,000)
Road Patching and Sealing			(10,000)				(10,000)
Equipment Maintenance	(5,000)	(5,000)	(5,000)	(5,000)			(20,000)
Street Related Capital Additions	(10,000)	(5,000)	(15,000)	(10,000)			(40,000)
Streetscapes Grant Match						(40,000)	(40,000)
	(15,000)	(50,000)	(90,000)	(110,000)	(5,000)	(85,000)	(355,000)
Anticipated Balance at June 30, 2017	<u>\$16,130</u>	<u>\$14,604</u>	<u>\$17,121</u>	<u>\$16,572</u>	<u>\$11,200</u>	<u>\$13,200</u>	<u>\$88,827</u>

City of Orland
 2016 -- 2017 Budget -- Library Memorial and Hanbery Trust Fund
 For the Year Ending June 30, 2017

Expenditure Type	2016-2017 Budget
Projected Fund Balance at July 1, 2016	\$ 85,000
Estimated Donations	600
Estimated Interest Income for the Year	120
Less: Special Departmental - Publications	(5,000)
Anticipated Balance at June 30, 2017	\$ 80,720

CITY OF ORLAND

2016 – 2017

PENSION OBLIGATION BONDS DEBT

SERVICE ALLOCATION BY

DEPARTMENT

CITY OF ORLAND, CALIFORNIA
Schedule of the Allocation of the Annual Debt Service Payments for the Pension Obligation Bonds
For the Year Ending June 30, 2017

DEPARTMENT	Estimated 2016-2017 PERS Wages	Estimated PERS Costs with the Side Fund	Estimated PERS Costs without the Side Fund	Savings in PERS Costs without the Side Fund	Estimated City Department Allocation Percentages	Departmental Share of the Annual Bond Debt Service	Page # Reference in the Budget
City Manager	\$113,567	\$ 42,188.99	\$28,152.11	\$ 14,036.88	4.32%	\$14,076.11	10
City Clerk	62,568	23,243.56	15,510.10	7,733.46	2.38%	7,755.08	11
Building Maintenance	20,867	7,751.80	5,172.66	2,579.13	0.79%	2,586.34	15
Planner (Assumes position funded)	93,600	34,771.46	23,202.50	11,568.96	3.56%	11,601.30	16
City Police	798,608	426,919.69	240,444.80	186,474.89	57.33%	186,996.10	17
Library	189,750	70,490.26	47,037.15	23,453.11	7.21%	23,518.66	19
Recreation/Pool	61,550	22,865.33	15,257.71	7,607.62	2.34%	7,628.88	20
Streets Department	85,330	31,699.37	21,152.54	10,546.83	3.24%	10,576.31	22
Park Maintenance	75,266	27,960.55	18,657.68	9,302.87	2.86%	9,328.88	23
Water Enterprise	181,087	67,271.83	44,889.54	22,382.29	6.88%	22,444.85	24
Sewer Enterprise	161,763	60,093.17	40,099.32	19,993.85	6.15%	20,049.73	25
Industrial Sewer Enter	16,837	6,254.64	4,173.64	2,081.01	0.64%	2,086.83	26
Building Official	60,897	22,622.70	15,095.81	7,526.89	2.31%	7,547.93	27
TOTALS	<u>\$1,921,690</u>	<u>844,133.36</u>	<u>\$518,845.56</u>	<u>\$325,287.81</u>	<u>100.00%</u>	<u>\$326,197.00</u>	

CITY OF ORLAND

2016 – 2017

**ESTABLISHED AND AUTHORIZED
POSITIONS**

City of Orland
Established, Authorized and Unfunded Positions
For the Fiscal Year 2016 -- 2017

Established Position Titles	Optimal Staffing	Contract Professionals	Funded Employees	Unfunded Positions
City Manager	1		1	
City Clerk - Assistant City Manager	1		1	
City Attorney	1	0.5		
City Engineer	1	0.5		
City Planner	1	0.5		
Accounting Consultant		0.5		
Accounting Manager	1		1	
Accounting Tech II	2		2	
Accounting Tech I	1			1
Community Services Director	1			1
Code Enforcement Officer	1			1
City Building Official	1		1	
Building Inspector/Permit Tech	1		0.5	0.5
Permit Clerk PT	1			1
Chief of Police	1		1	
Police Sergeants	2		2	
Police Patrol Officers (1 Funded by COPs Grant)	8		8	
GLNTF/SRO/Detective	3			3
Police Clerk/Records	1		1	
Police Clerk/Evidence Technician/CSO	1		1	
Director of Public Works	1		1	
Public Works Supervisor/Lead	1		1	
Admin Support/Grants Administration	1		0.5	0.5
Waste Water Treatment Operator	1		1	
Equipment Mechanic	1		1	
Equipment Operator	1		1	
Maintenance Workers	6		5	1
Facility Custodian	0.5		0.5	
Recreation Director	1		1	
Recreation Assistant PT (+ seasonal help)	1		0.5	0.5
City Librarian	1		1	
Librarian - Technician III Cataloguer	1		1	
Library Technician III	1		1	
Children's Librarian	1		1	
Library Assistants (2 PT)	1		1	
Totals	49.5	2.0	37.0	9.5