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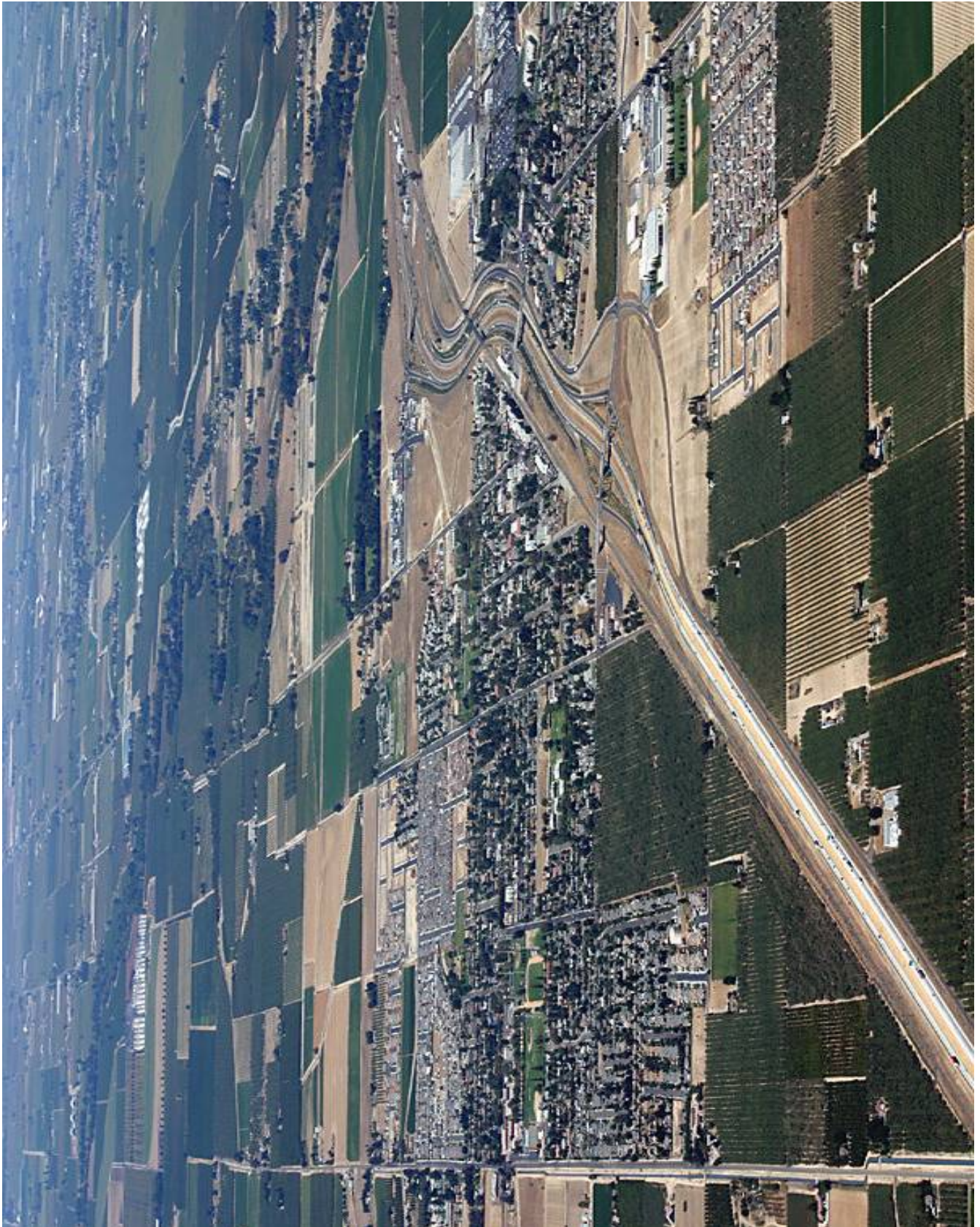
**City of  
Livingston**



**Proposed Annual Budget**

**Fiscal Year 2011 - 2012**

# Aerial View of Livingston, California





**Mayor  
Rodrigo Espinoza**



**Mayor Pro Tem  
Margarita Aguilar**



**Council Member  
Frank Vierra**



**Council Member  
Theresa Land**



**Council Member  
Gurpal Samra**

# **Livingston City Council**



# City of Livingston

The Last Stop



## FY2012 BUDGET EXECUTIVE SUMMARY

The FY2012 budget is prepared within the broad context of the community's Strategic Planning, Implementation and Evaluation Decision-Making Process. This decision-making process provides a framework for planning, implementing and evaluating City operations, budgets, programs, service levels and capital improvements. This process outlined in Section 2 of this budget document provides a framework for strategic planning, implementing and evaluating City operations, organizational structure, budgets, programs, service levels and capital projects. Successful businesses achieved their success by constantly planning, implementing and evaluating their operations. Livingston is a multi-million dollar corporation and implements modern corporate planning, execution and evaluation principles into its operations to serve the people effectively and efficiently.

The Mayor and City Council recognize the importance of using modern principals of corporate governance and the important role that proper strategic planning plays in setting the future course of our community.

### **The FY2012 Budget.**

Livingston's FY2012 budget is a financial plan, operations guide, policy document and a communications device. It conforms to the highest budget standards published by the Government Finance Officers Association (GFOA) of the United States and Canada. Its pages contain goals for City departments, footnotes with detailed explanations of the City's past, present and future financial transactions and activities for review by the public and the City Council.

### **Municipal Services.**

This budget is prepared in the context of the most difficult financial and political environment since the Great Depression. The housing industry collapsed in 2007 and the local economy is still in recession. City revenues in most areas are either flat or declining, while operating costs have increased. The Governor and the State Legislature are continually trying to raid City funds to close their own budget gap. For four years, the City has monitored the situation and has responded positively and proactively to this challenging environment by downsizing staff through attrition, reducing operating costs and delaying capital projects.

Despite these financial and political difficulties, this budget will provide approximately the same level of municipal services while still holding down operating costs within projected revenues. Anticipated raids of City funds by the Governor and the State Legislature have been factored into this budget. The FY2012 budget year will be challenging and difficult, but manageable if the City Council and staff exercise caution, good judgment and prudence in their spending.

### **General Fund Revenues and Expenditures.**

General Fund revenues and expenses will be \$4,769,555. Expenditures include \$3,231,430 (31 percent) in personnel costs, \$1,443,625 (30 percent) in maintenance and operations costs and \$94,500 (2 percent) in capital expenditures. The General Fund Unrestricted Fund Balance at the end of the fiscal year on June 30, 2012, is projected to be at \$1,931,855 or 40.5 percent of General Fund expenses. (Please see Figure 1 and Figure 2.)

### **Total Revenues and Expenditures Across All Accounting Funds.**

Total City revenues across all 29 accounting funds are projected to be \$24,414,369 during FY2012. This includes \$3,734,361 (15 percent) in taxes, \$192,150 (1 percent) in licenses and permits, \$2,961,617 (12 percent) in intergovernmental revenues, \$4,982,150 (20 percent) in charges for service, \$346,600 (1 percent) in development impact fees, \$9,946,354 (42 percent) in miscellaneous revenues and \$2,251,136 (9 percent) from fund balances. (Please See Figure 4)

Citywide expenditures across all accounting funds are projected to be \$16,460,250 FY2012. This includes \$5,154,962 (31 percent) for personnel services, \$5,815,698 (36 percent) for maintenance and operations expenses, \$4,445,010 (27 percent) for capital equipment and capital improvements and \$1,044,580 (6 percent) for debt service expenses. (Please see Figure 5.)

### **Organizational Structure.**

There will be no major changes in the City's current organizational structure and no new positions are added to the City staff during FY2012. Code enforcement activities will continue to be provided to the City through a contract with WC3 recently approved by the City Council.

### **Personnel Costs.**

**Merit and Cost-of-living Increases.** The FY2012 budget contains no cost-of-living or benefit increases. It does contain merit increases provided for in the City's personnel policies, employment contracts and Memorandums of Understanding (MOUs) with employee bargaining units. The total number of authorized elected officials and employees will not increase during FY2012. **The City plans no employee layoffs, furloughs or salary reductions or benefit cuts during FY2012.** Livingston is one of the few government entities in California that have not been forced to take these severe personnel actions due to the prudent and conservative manner in which the City has managed its money. However, all employees are going to have to do more with fewer resources. The public and the City Council will need to understand that the City's response to issues, complaints and requests may take longer in FY2012.

The City will continue to augment its work force at no cost to the City by getting student workers through the Merced County Office of Education Regional Occupation Program (ROP) and public works workers from various Merced County Work Programs. These programs benefit the City while providing valuable work experience and training to program participants.

**Benefit Costs.** Personnel costs for each employee will rise in FY2012. Workers' Compensation rates are projected to rise from \$4.27 to \$4.59 per \$100 of payroll in FY2012. On January 1, 2012, unemployment insurance premiums paid to the California Employment Development Department (EDD) will stay the same as last year at a rate of 6.2 percent of the first \$7,000 of an employee's pay. The California Public Employees'

Retirement System (CALPERS) has increased its employer contribution costs for miscellaneous employees from 10.839 percent in FY2011 to 11.98 percent in FY2012. Employer contribution costs for public safety employees will rise from 12.759 percent in FY2011 to 16.52 percent in FY2012. Employee retirement contributions and Medicare contribution rates will remain the same as last year. The City is not part of the Social Security system. Health insurance premiums will decrease by 17.53 percent during FY2012. **Total personnel costs across all accounting funds during FY2012 will be \$5,154,962.**

### **Capital Projects and Major Capital Equipment Purchases.**

**The City will spend \$4,445,010 across all 29 accounting funds for capital equipment and capital improvements.** Revenues for these capital expenditures will come primarily from State and Federal grants, development impact fees and Capital Project Fund appropriations.

**General Capital Projects and Capital Equipment Purchases.** The City will continue its aggressive effort to construct sidewalks throughout the City of Livingston. The Federal Highways Administration has awarded the City of Livingston a \$765,908 federal grant for sidewalk construction. This federal grant comes from federal gasoline tax revenues and is administered through the California Department of Transportation. During FY2010, the City designed the project, completed an environmental study under the National Environmental Policy Act (NEPA) and awarded the construction contract. The City spent the balance of the grant during FY2011 to build approximately 8,642 lineal feet of new sidewalk in Livingston to make school routes safer for Livingston's children.

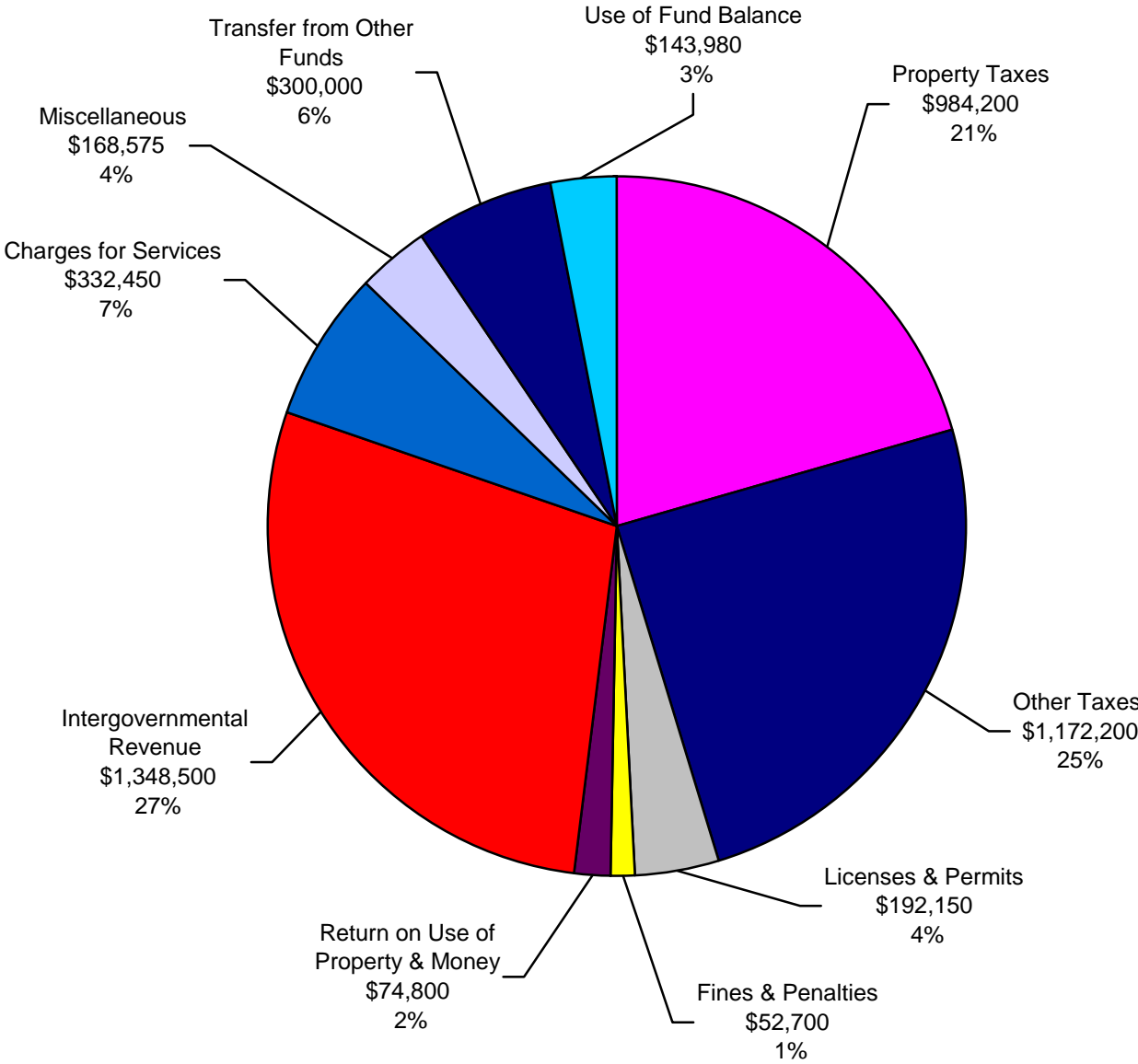
In addition to the Federal sidewalk grant, the City of Livingston has also been awarded an \$807,243 grant by the California Department of Transportation to construct 7,404 lineal feet of sidewalk. Grant funds were spent during FY2010 on engineering and environmental work. The City spent \$11,455 in FY2009, \$65,901 in FY2010, \$675,966 in 2011, and will spend \$53,978 in FY 2012 of the grant and \$89,757 in matching funds from the City's Regional Surface Transportation Program (RSTP) Special Revenue Fund to construct the project. Total funds committed for this project during FY2012 are \$143,735. These two projects will result in a total of 16,046 lineal feet or 3.03 miles of new sidewalk during FY2012. **Total new sidewalk constructed in the City since 2006 is 25,471 lineal feet or 4.82 miles. (Please see Figure 3.)**

Development of recreation amenities at the Livingston Sports Complex will continue to be a priority for Livingston. The City will spend \$627,500 to construct restrooms and a picnic shelter at the Livingston Sports Complex. The National Parks Service through the Land and Water Conservation Fund will provide \$160,500. The City of Livingston will provide \$467,000 in local matching funds from the Municipal Facilities Development Impact Fees Capital Projects Fund. The National Parks Service administers a Land and Water Conservation Parks and Recreation Grant Program through the California Department of Parks and Recreation. These funds are awarded competitively and come from the sale of federal oil and gas leases under Public Law 88-578.

Public safety will be enhanced in the Police Department with a \$107,440 U.S. Department of Justice COPS Secure Our Schools grant to install 37 exterior lights at Livingston High School and 28 exterior lights and 31 cameras at Livingston's three elementary schools. These lights and cameras will transmit real-time video from school campuses to video screens in the City's Police Department Dispatch Center and to Mobile Digital Terminals (MDT) in police vehicles. Merced Union High School District and Livingston Union School District will provide matching funds of \$107,440 for this project. Total funding for this project from the U.S. Department of Justice and the school districts is \$214,880.

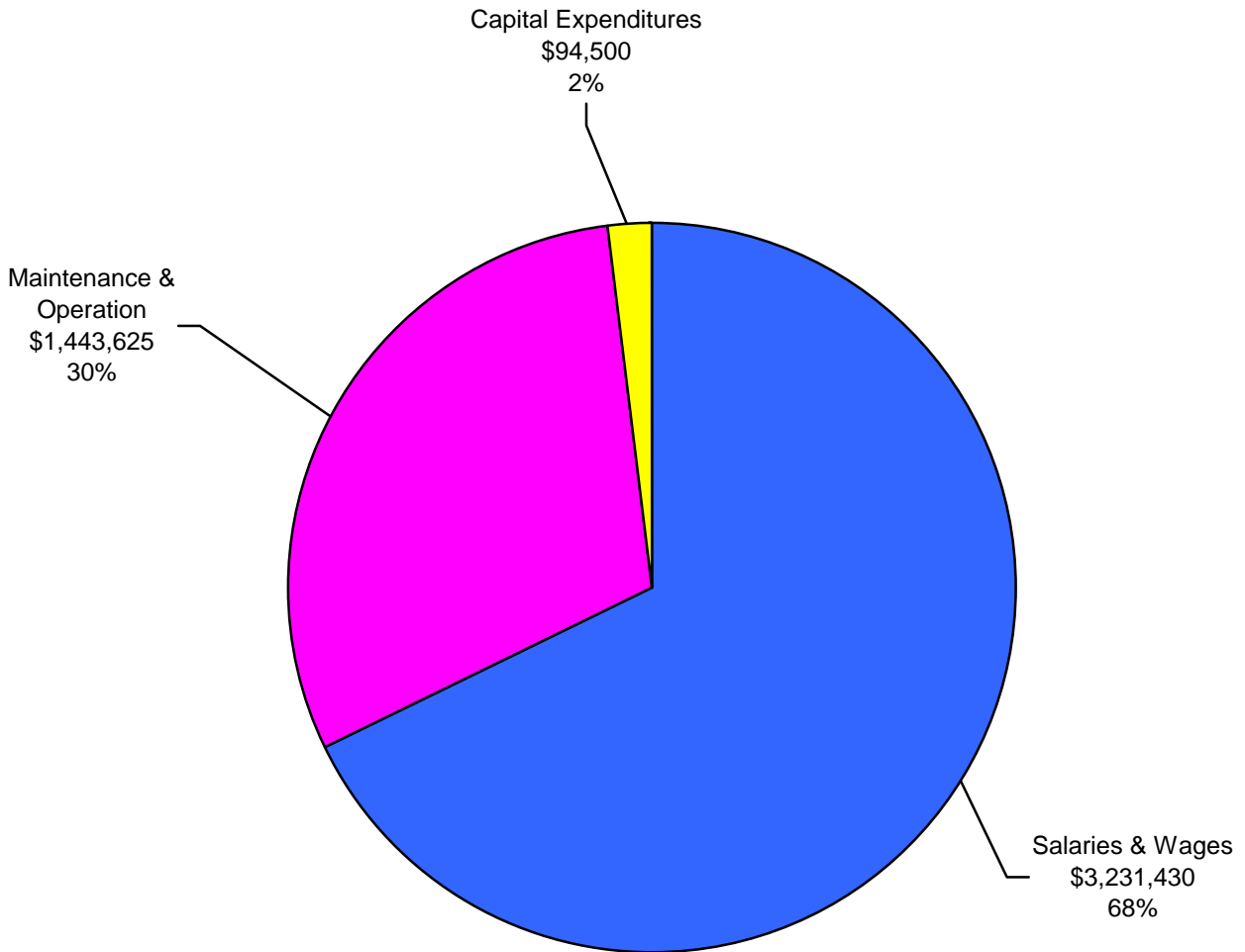
The Police Department will spend \$112,000 from a state law enforcement COPS grant for police vehicles and equipment. This includes \$102,000 to replace three police vehicles, \$7,000 to upgrade the Police Department Dispatch Center and \$3,000 to acquire its own 800 megahertz police radio frequency. Once the City acquires its own radio 800 megahertz frequency, it will no longer need to pay the County \$8,100 to use their radio frequency. City police radios and radio frequencies are and will continue to be fully compatible and able to communicate with Merced County Sheriff's Department radios. In addition to the carry overs from FY2011 the department will

**Figure 1  
City of Livingston  
Total General Fund Revenue Sources  
FY2012**



**This figure shows (1) the projected FY2012 General Fund revenues and (2) the percentage of total General Fund revenues that each revenue source contributes. Total projected revenues are \$4,769,555.**

**Figure 2**  
**City of Livingston**  
**Total General Fund Expenditures**  
**FY2012**

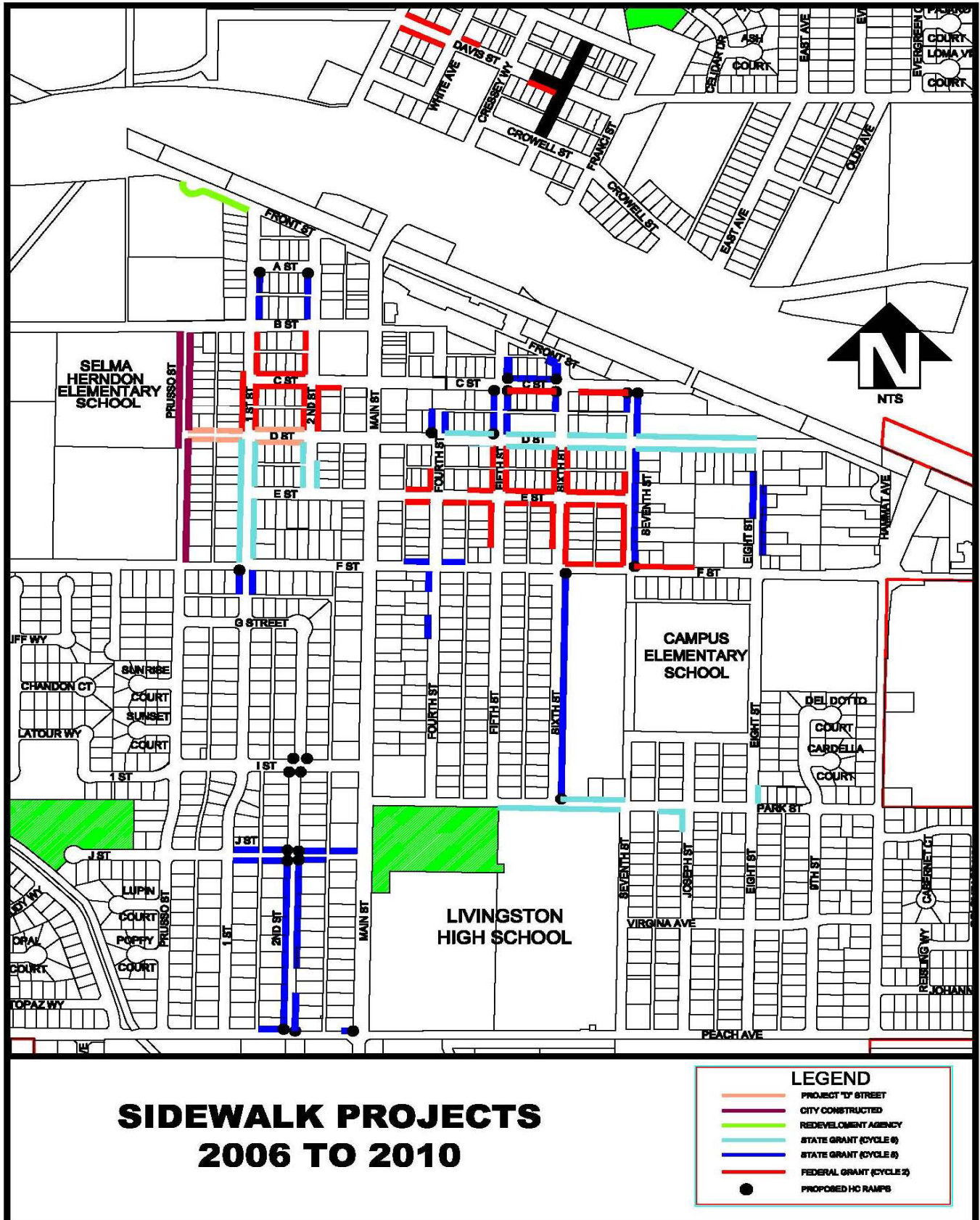


**This figure shows (1) the projected FY2012 General Fund expenditures and (2) the percentage of total General Fund expenses that each expenditure category contributes to total spending. Total projected expenditures during FY2012 are \$4,769,555.**

**Figure 3**



# FY2006-FY2011 Livingston Sidewalk Construction



spend \$50,000. This amount includes \$30,000 for replacement of another police vehicle and \$10,000 for equipment to be mounted on and in the vehicle, and \$10,000 to purchase safety equipment.

**Major General Capital Equipment Purchases.** A street crack sealing machine will be purchased for \$45,000 using street and bridge development impact fees. This machine will allow City crews to seal street cracks to prevent water from undermining the integrity of roads, increasing the street life and avoid more costly contracting out for this work. A new street sweeper will be acquired using a lease-purchase financing system. A new street sweeper was purchased using a lease-purchase financing system. The old street sweeper had reached the end of its useful life and could not meet new California air quality standards. The City is budgeting \$52,900 during FY2012 for principal and interest payments for a new street sweeper.

In addition to a street crack sealing machine and a street sweeper, a Bob Cat with a chipper attachment will be purchased for \$40,000 using Landscape and Lighting Special Assessment District Funds.

**Water System Capital Projects and Capital Purchases.** Water system capital improvements include \$1,800,000 for repair, replacement and refurbishment of the City's water system during FY2012. These projects include wellhead filtering (well #15) \$100,000, pipeline improvement/replacement \$1,500,000, and miscellaneous repairs, replacements and refurbishing of the City's water system \$200,000.

The City will continue to use a \$77,464 Energy Efficiency and Conservation Block Grant as part of the American Recovery and Reinvestment Act (ARRA) stimulus money to replace motors on Well Numbers 8, 9, 11, and 13. These new motors will reduce electrical costs by 12 percent and will be completely installed by the end of FY2012.

The City will continue its aggressive efforts to install water meters. There are only approximately 80 connections out of about 3,134 accounts that are not currently metered. This means that Livingston has installed water meters at approximately 97.5 percent of its customer locations. The goal is to have all customers metered by the end of FY2013.

The City will also continue its program to retrofit its old water meters with radio-read meters. Radio-read meters can be automatically read via a signal from a water meter transmitter. This saves time and money by allowing the meter to be read from a vehicle rather than opening the box and manually reading the meter. Approximately 80 percent of the water connections currently have radio-read meters.

**Domestic Wastewater System Projects and Capital Purchases.** In addition to the wastewater system improvements, such as solids handling at \$100,000, sewer system video inspections \$45,000, the Briarwood Lift Station rehabilitation \$100,000, SCADA installation at the lift stations \$60,000, design and engineer repairs for the levee break at Pond #2 \$250,000, and repairs, replacements, and refurbishing to the wastewater system in the amount of \$200,000, the City will reduce vandalism, combat break-ins, protect expensive equipment and reduce liability at the domestic wastewater plant by spending \$150,000 for installing additional security fencing.

### **Long-Term Debt.**

**The total City long-term debt across all accounting funds will decrease \$320,599 from \$10,090,807 to \$9,770,208 by June 30, 2012.** The Livingston Redevelopment Agency will make a \$202,580 debt service payment to the General Fund, reducing the principal of a 1985 loan to \$544,328 on June 30, 2012.

### **Enterprise Funds.**

#### **Water and Wastewater Enterprise Operating Funds.**

The Water Enterprise Operating Fund will have revenues of \$1,769,064 and expenditures of \$1,769,064.

The revenues actually exceed the expenditures in the Water Enterprise Operating Fund by \$134,554, but the difference is being transferred to the Water Capital Fund. If the City Council elects to do so, this amount can be applied toward the deficit that currently exists in the Water Operating Fund cash, leaving negative a cash balance as of June 30, 2012 of approximately \$891,203.

The Domestic Wastewater Enterprise Operating Fund will have revenues of \$1,708,400 and expenditures of \$1,708,400. The revenues actually exceed the expenditures in the Domestic Wastewater Enterprise Operating Fund by \$35,225, but the difference is being transferred to the Domestic Wastewater Capital Fund. Just as mentioned in the Water Enterprise Operating Fund, if the City Council elects to do so, this amount can be applied toward the deficit that currently exists in the Domestic Wastewater Enterprise Operating Fund cash, leaving a negative cash balance as June 30, 2012 of approximately \$218,424.

### **Sanitation Enterprise Fund.**

**The Sanitation Enterprise Fund will continue to heal during FY2012.** Total revenues are expected to be \$1,020,800 and expenditures are expected to be \$988,260. This means the revenue will exceed expenditures by \$32,540. The fund balance will increase from a negative \$364,670 to a negative \$332,130, a difference of \$32,540.

### **Livingston Redevelopment Agency.**

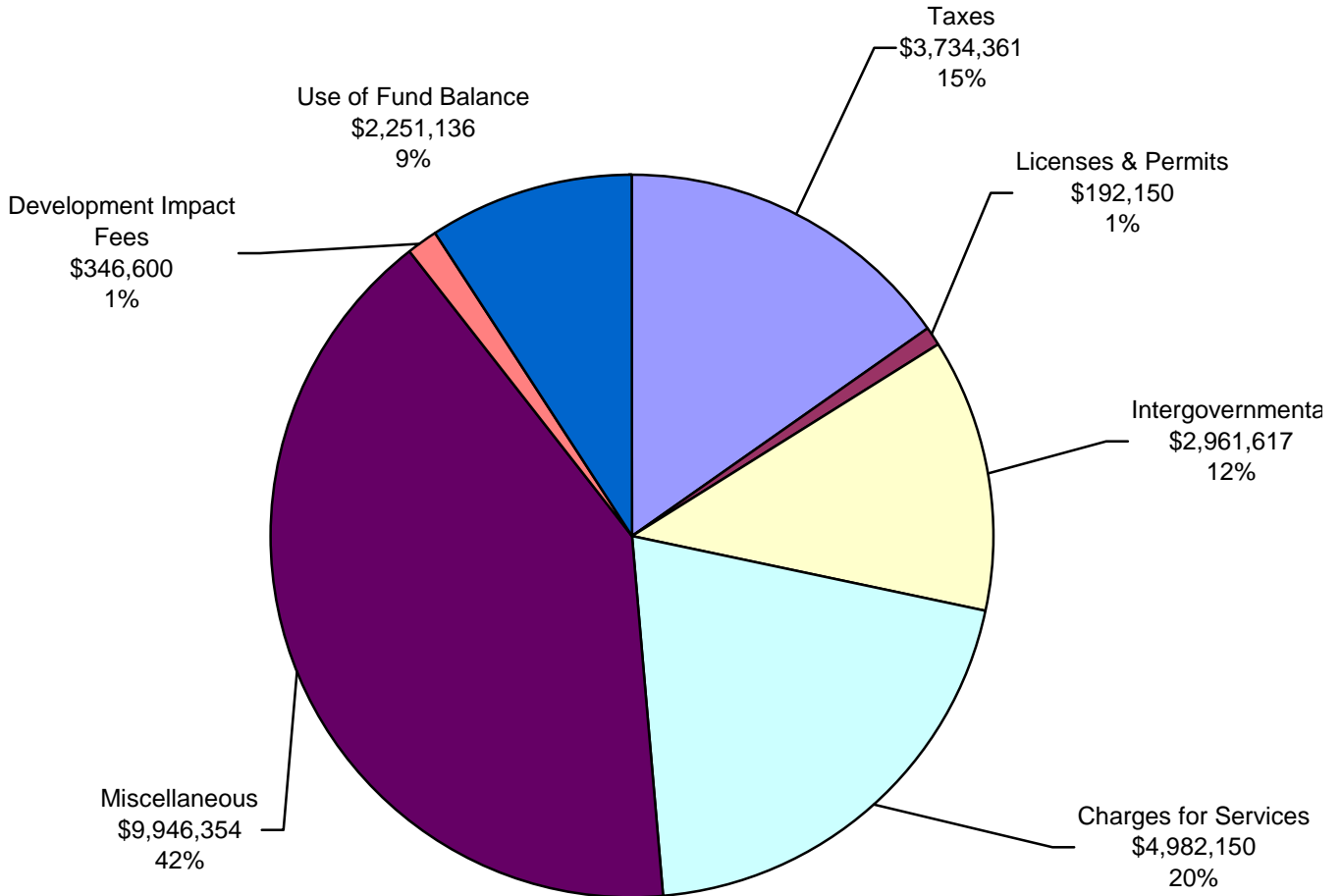
Activity in the Community Redevelopment Special Revenue Fund of the Livingston Redevelopment Agency includes \$438,200 in revenues and \$598,375 in expenditures. The fund balance will decrease by \$160,175 by the end of FY2012, leaving a negative fund balance in the Community Redevelopment Special Revenue Fund of the Livingston Redevelopment Agency of \$893,505 for the period ending June 30, 2012.

Revenues from the Low- and Moderate-Income Housing Fund are projected to be \$109,800 and expenditures are expected to be \$247,800. The amount available for low- and moderate-income housing projects in the fund balance will decrease from \$840,293 to \$702,293 at the end of the fiscal year. The only money the City expects to spend in FY2012 from the Low-and Moderate-Income Housing Fund, is a payment in the amount of \$247,800 to participate in the “voluntary” payment program dictated by the State.

# BUDGET REVENUE SUMMARY BY FUND REVENUE CATEGORY

Accounting Fund	Taxes	Licenses and Permits	Inter-governmental	Charges for Services	Miscellaneous	Development Impact Fees	Use of Fund Balance	Total
General Fund	2,156,400	192,150	1,348,500	332,450	596,075	0	143,980	4,769,555
Gasoline Tax Fund	0	0	350,500	0	3,000	0	95,865	449,365
Transportation Development Act Fund	0	0	0	0	2,500	0	247,500	250,000
Regional Surface Transportation Fund	0	0	131,488	0	2,000	0	0	133,488
Proposition 42 Traffic Congestion Fund	0	0	0	0	0	0	0	0
Citizen Option for Public Safety (COPS)	0	0	100,000	0	0	0	0	100,000
HOME Investment Partnership Act Fund	0	0	479,938	0	0	0	0	479,938
Department of Justice C.O.P.S. Grant Fund	0	0	187,160	0	0	0	0	187,160
Community Develop. Block Grant Fund	0	0	0	0	0	0	0	0
Amenities Fee Fund	0	0	0	0	0	0	0	0
Landscape and Lighting Districts Fund	487,080	0	0	0	1,000	0	101,196	589,276
Benefit Assessment Districts Fund	125,382	0	0	0	200	0	0	125,582
Community Facilities Districts Fund (CFD)	420,000	0	0	0	300	0	0	420,300
General (Grants) Capital Projects Fund	0	0	281,567	0	0	0	0	281,567
General (City) Capital Projects Fund	0	0	0	6,600	0	0	30,140	36,740
Fire Impact Fees Fund	0	0	0	0	1,000	10,000	0	11,000
Police Impact Fees	0	0	0	0	0	0	0	0
Municipal Facilities Impact Fees Fund	0	0	0	0	3,500	52,750	505,505	561,755
Park Impact Fees Fund	0	0	0	0	500	55,350	0	55,850
Street Impact Fees Fund	0	0	0	0	1,300	82,000	0	83,300
Storm Drainage Impact Fees Fund	0	0	0	0	0	64,500	0	64,500
Water Enterprise Operating Fund	0	0	77,464	1,675,900	15,700	0	0	1,769,064
Water Enterprise Capital Projects Fund	0	0	0	0	9,274,554	41,000	0	9,315,554
Domestic Wastewater Operating Fund	0	0	0	1,702,900	5,500	0	0	1,708,400
Domestic Wastewater Capital Projects Fund	0	0	0	0	35,225	41,000	828,775	905,000
Industrial Wastewater Enterprise Fund	0	0	0	250,000	0	0	0	250,000
Sanitation Enter. Fund	0	0	5,000	1,014,300	1,500	0	0	1,020,800
RDA Community Redevelopment Fund	437,200	0	0	0	1,000	0	160,175	598,375
RDA Low & Moderate Housing Fund	108,300	0	0	0	1,500	0	138,000	247,800
<b>Grand Total</b>	<b>3,734,362</b>	<b>192,150</b>	<b>2,961,617</b>	<b>4,982,150</b>	<b>9,946,354</b>	<b>346,600</b>	<b>2,251,136</b>	<b>24,414,369</b>

**Figure 4**  
**City of Livingston**  
**Total City Revenues For All Accounting Funds**  
**FY2012**

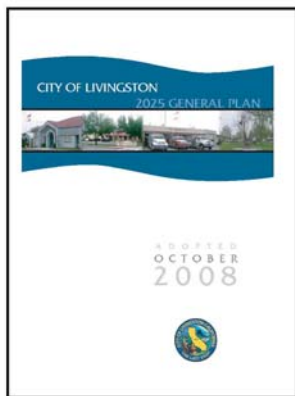


**This figure shows the combined projected revenue sources for all 29 City accounting funds for FY2012 and the percentage of total revenues that each revenue source contributes. Total projected revenues of all 29 accounting funds are \$24,414,369.**

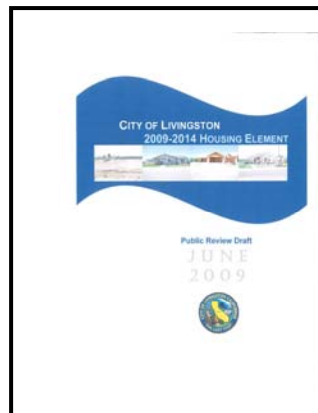
# BUDGET EXPENDITURE SUMMARY BY FUND EXPENDITURE CATEGORY

Fund	Salaries and Wages	Maintenance And Operation	Capital Expenditures	Debt Service	Total
<b>General Fund</b>					
Elected Officials Department	5,700	31,585	0	0	37,285
Administrative Services Department	210,265	279,440	8,500	0	498,205
Police Department	2,312,375	457,100	10,000	0	2,779,475
Fire Department	0	41,000	74,500	0	115,500
Public Works Department					
Streets Division	207,860	82,625	500	0	290,985
Parks Division	47,430	63,250	500	0	111,180
Recreation Department	229,825	161,250	0	0	391,075
Community Development Department					
Planning Division	217,975	122,475	500	0	340,950
Building Division	0	166,900	0	0	166,900
Engineering Department	0	38,000	0	0	38,000
Transfer to Other Funds	0	0	0	0	0
<b>Total General Fund</b>	<b>3,231,430</b>	<b>1,443,625</b>	<b>94,500</b>	<b>0</b>	<b>4,769,555</b>
<b>Gasoline Tax Special Revenue Fund</b>	<b>241,815</b>	<b>154,650</b>	<b>0</b>	<b>52,900</b>	<b>449,365</b>
<b>Transportation Development Act (TDA) Fund</b>	<b>0</b>	<b>100,000</b>	<b>150,000</b>	<b>0</b>	<b>250,000</b>
<b>Regional Surface Transportation Fund</b>	<b>0</b>	<b>0</b>	<b>89,757</b>	<b>0</b>	<b>89,757</b>
<b>Proposition 42 Traffic Congestion Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Citizen Option for Public Safety (COPS) Fund</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>
<b>HOME Investment Partnership Act Fund</b>	<b>0</b>	<b>428,057</b>	<b>0</b>	<b>0</b>	<b>428,057</b>
<b>Department of Justice C.O.P.S. Grant Fund</b>	<b>0</b>	<b>0</b>	<b>187,242</b>	<b>0</b>	<b>187,242</b>
<b>Community Development Block Grant Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Amenities Special Revenue Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Landscape and Lighting Districts Fund</b>	<b>387,710</b>	<b>149,570</b>	<b>51,996</b>	<b>0</b>	<b>589,276</b>
<b>Benefit Assessment Districts (BAD) Fund</b>	<b>30,992</b>	<b>77,156</b>	<b>0</b>	<b>0</b>	<b>108,148</b>
<b>Community Facilities District (CFD) Fund</b>	<b>307,830</b>	<b>53,700</b>	<b>0</b>	<b>0</b>	<b>361,530</b>
<b>General Capital (Grants) Projects Fund</b>					
Federal Land and Water Conservation Grant	0	0	109,166	0	109,166
State Safe Routes to Schools Cycle 8 Grant	0	0	53,978	0	53,978
Bulletproof Vest Partnership Grant	0	0	2,322	0	2,322
<b>Total General (Grants) Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>165,466</b>	<b>0</b>	<b>165,466</b>
<b>General Capital (City) Projects Fund</b>					
Skateboard Park Design and Engineering	0	0	36,740	0	36,740
<b>Total General (City) Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>36,740</b>	<b>0</b>	<b>36,740</b>
<b>Fire Impact Fees Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

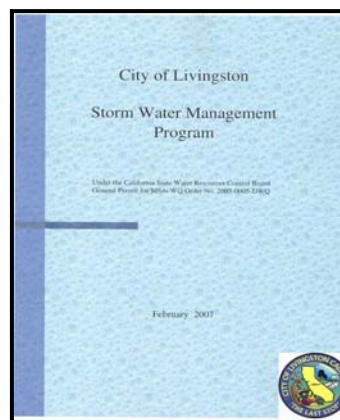
Fund	Salaries and Wages	Maintenance And Operation	Capital Expenditures	Debt Service	Total
Police Impact Fees Capital Projects Fund	0	0	0	0	0
Municipal Facilities Impact Fees Capital Projects Fund	0	0	467,000	94,755	561,755
Parks Impact Fees Capital Projects Fund	0	0	0	0	0
Streets and Bridges Impact Fees Capital Projects Fund	0	0	45,000	0	45,000
Storm Drainage Impact Fees Capital Fund	0	0	0	0	0
Water Enterprise Operating Fund	509,410	952,785	229,584	77,285	1,769,064
Water Enterprise Capital Projects Fund	0	0	1,928,500	0	1,928,500
Domestic Wastewater Enterprise Operating Fund	203,375	943,660	41,725	519,640	1,708,400
Domestic Wastewater Enterprise Capital Projects Fund	0	0	905,000	0	905,000
Industrial Wastewater Enterprise Fund	0	222,960	0	0	222,960
Sanitation Enterprise Fund	190,225	795,535	2,500	0	988,260
Redevelopment Agency (RDA) Community Development Fund	52,175	246,200	0	300,000	598,375
Redevelopment Agency (RDA) Low- and Moderate-Income Housing Fund	0	247,800	0	0	247,800
<b>Grand Total All Accounting Funds</b>	<b>5,154,962</b>	<b>5,815,698</b>	<b>4,445,010</b>	<b>1,044,580</b>	<b>16,460,250</b>



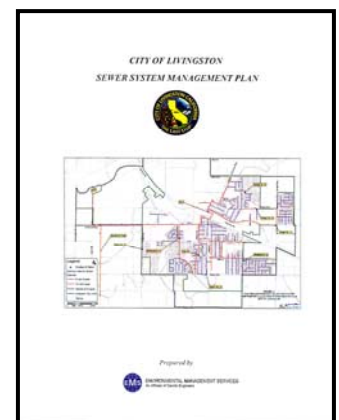
2025 General Plan



General Plan Housing Element

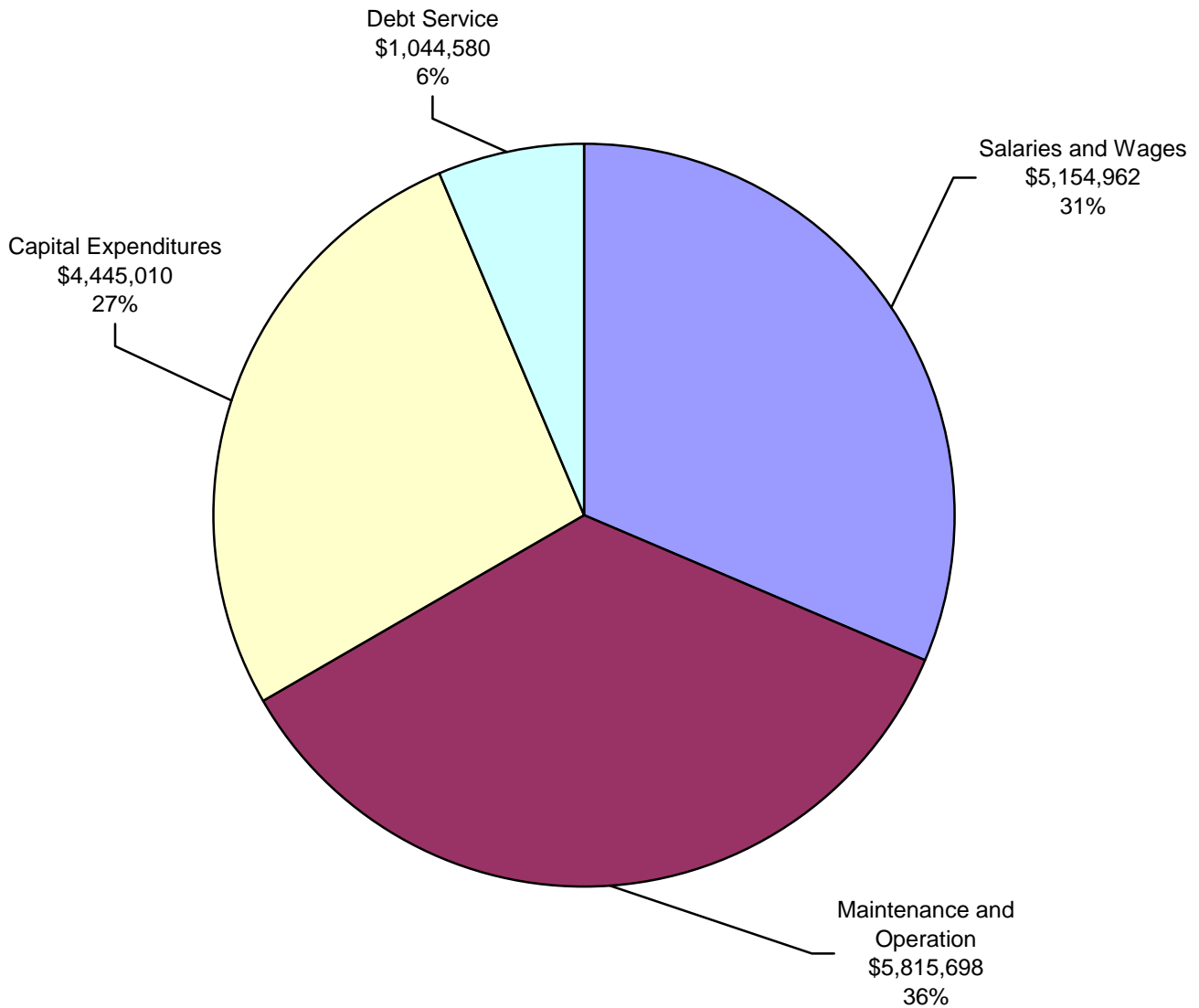


Storm Water Management Program



Sewer System Management Plan

**Figure 5**  
**City of Livingston**  
**Total City Expenditures For All Accounting Funds**  
**FY2012**



**This figure shows the combined projected expenditures for all City accounting funds for FY2012 and the percentage of total expenditures across all accounting funds. The total projected expenses for FY2012 from all accounting funds are \$16,460,250.**



# Summary of Major Capital Projects and Capital Purchases

		<b>Proposed FY2012</b>
1	California Department of Transportation Safe Routes to Schools Sidewalk Grant Project	\$ 143,735
2	American Recovery and Reinvestment Act (ARRA) Energy Efficiency Block Grant	65,030
3	U.S. Department of Justice COPS Secure Our Schools Grant for Cameras & Lights Project	187,242
4	Sports Complex Restrooms & Picnic Shelter Land & Water Conservation Grant Project	576,166
5	Skateboard Park Design and Engineering Project	36,740
6	Water System Repair, Replacement and Refurbishment Projects	1,800,000
7	Water Meter Purchase	40,000
8	Water Well #13 Capital Project (Parkside)	60,000
9	Domestic Wastewater Repair, Replacement and Refurbishment Projects	905,000
10	Street Sweeper Lease Purchase	52,900
11	Chipper Machine Purchase	40,000
12	Police Department California COPS Grant Vehicle and Equipment Purchase	112,000
13	Street Crack Sealing Machine Purchase	45,000
	<b>Total</b>	<b>\$4,063,813</b>

**This annual budget is designed to be a financial plan, policy document, operations guide and communications medium.** It is a conservative road map for the coming year and will require careful management by department heads and the City Manager to ensure that spending is contained within the limits established by City Council. The City Council, City Manager and department heads are committed to providing the highest level of municipal services for the least cost.

The preparation of the annual budget is an arduous task. Appreciation is extended to Jasmin Bains, Danna Rasmussen, Betty Cota and all of the department heads and other staff members for their contributions. We also recognize the City’s employee bargaining units and appreciate their suggestions and willingness to work with management during these difficult times.

This budget is submitted for the City Council’s careful review and alteration as you see appropriate to meet the desires of the citizens of the community. We all look forward to serving you and the citizens of the City of Livingston in the coming year.

Respectfully submitted,

Victoria Lewis  
Assistant City Manager/Finance Director



# City of Livingston

The Last Stop



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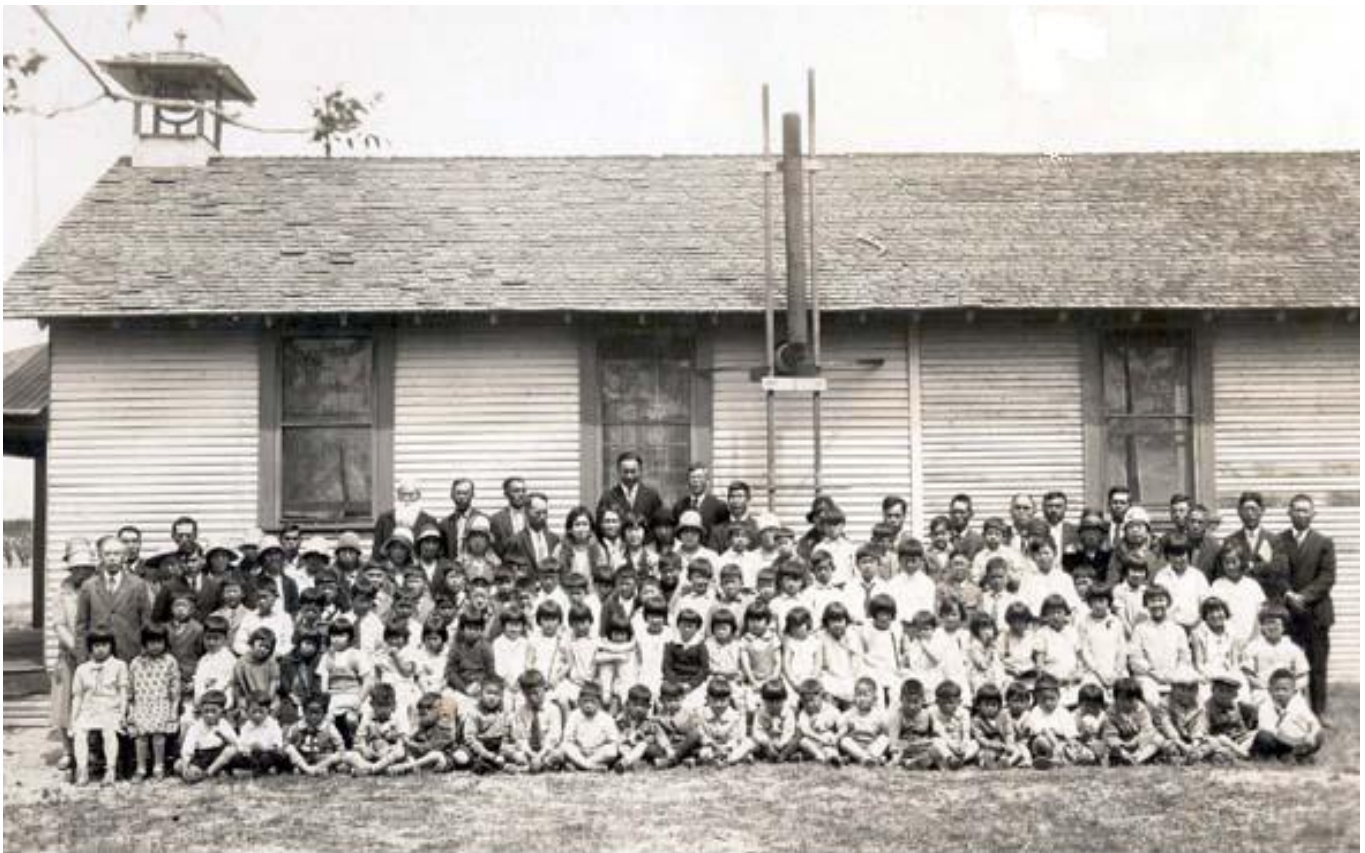
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## SECTION 1

# STRATEGIC PLANNING, IMPLEMENTATION AND EVALUATION DECISION-MAKING PROCESS



Livingston High School Prom—1940

# STRATEGIC PLANNING, IMPLEMENTATION AND EVALUATION DECISION-MAKING PROCESS

**The FY2012 budget is prepared within the broad context of the community's Strategic Planning, Implementation and Evaluation Decision-Making Process. This decision-making process provides a framework for planning, implementing and evaluating City operations, budgets, programs, service levels and capital improvements.** This decision-making process is designed to:

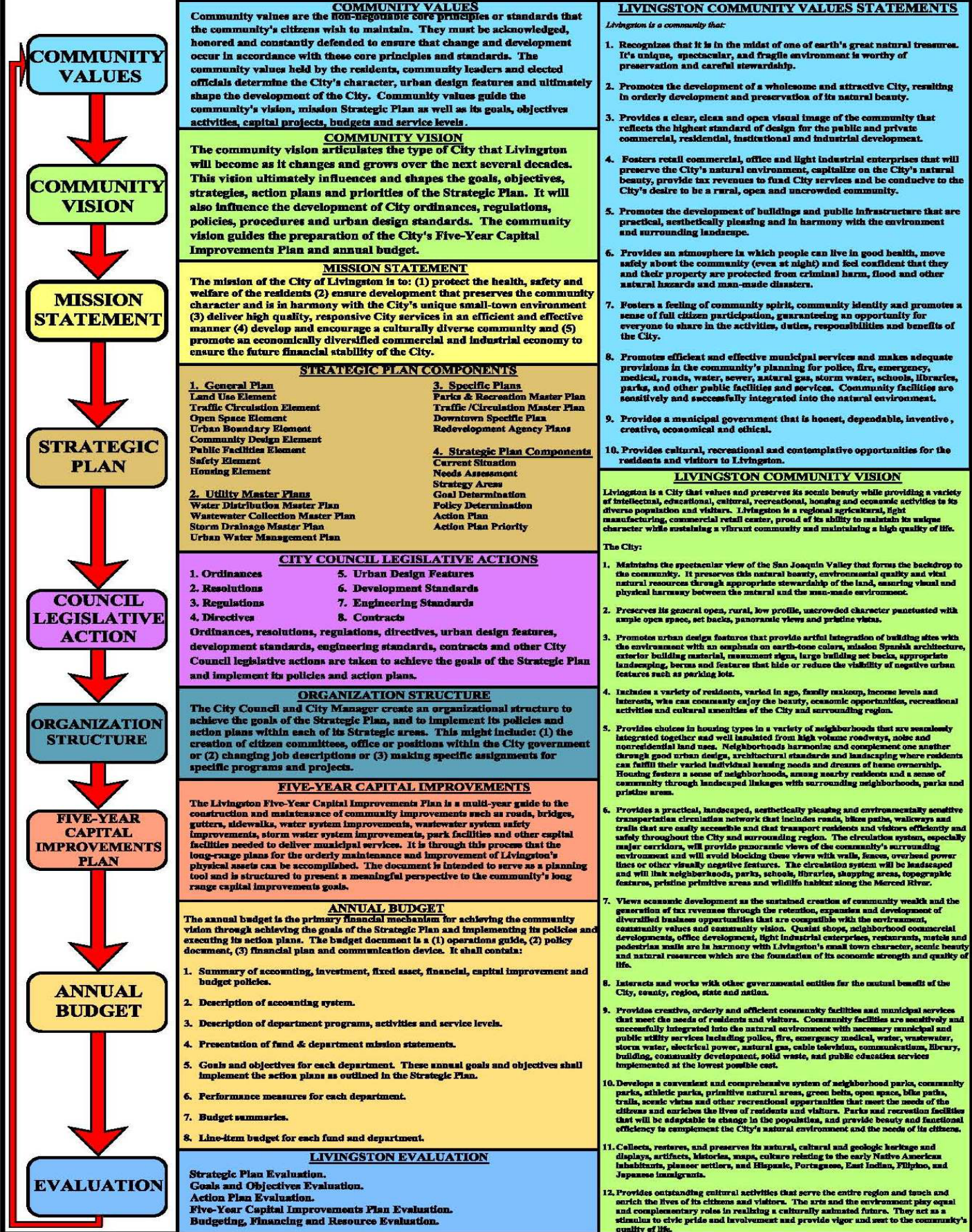
1. Bring the Mayor, City Council, community leaders, residents and special interest groups together to work toward the same objectives consistent with the community's values and vision.
2. Involve the community in actively planning for the future and build support for programs, policies, revenue-raising measures, cost-cutting strategies and capital projects. By involving community leaders, residents and special interest groups, the Strategic Planning, Implementation and Evaluation Decision-Making Process helps the City communicate with its constituents.
3. Assist the Mayor, City Council, staff and City committees to allocate time more efficiently. When priorities are clear, it is easier to allocate time to the most important things.
4. Provide a framework for resource allocation during the annual budget process. If the City knows what programs, issues and action plans have the highest priority, then staff will have a better idea of how to allocate funds when preparing the annual budget. The Mayor and City Council will have a better idea on where to make adjustments when approving the final annual budget.
5. Enhance communication between the Mayor, City Council, City Manager and staff. Without clearly defined directions, the City Manager and staff may have difficulty establishing priorities among requests from the City Council, special interest groups and residents.
6. Provide an evaluation tool for City activities. Carefully crafted community values, community vision, mission statement, Strategic Plan, City Council legislation, Five-Year Capital Improvements Plan and annual budget are a standard against which to measure employee and organizational performance.

## **Strategic Planning Phase.**

The strategic planning phase consists of the following components: community values, community vision, City mission statement, and Livingston Strategic Plan.

***1. Community Values. Community values are the non-negotiable core principles or standards that the community's citizens wish to maintain. They must be acknowledged, honored and constantly defended to ensure that change and development occur in accordance with these core principles and standards. The community values held by the residents, community leaders and elected officials determine the City's character, urban design features and ultimately shape the development of the City. Community values guide the community's vision, mission, Strategic Plan as well as its goals, objectives, activities, capital projects, budgets and service levels. The following represents an overview of the community's core values that form the basis for the community's vision.***

# LIVINGSTON STRATEGIC PLANNING, IMPLEMENTATION AND EVALUATION DECISION MAKING PROCESS



**Community Values Statements. Livingston is a community that:**

A. Recognizes that it is in the midst of one of earth's great natural treasures and its unique, spectacular, and fragile environment is worthy of preservation and careful stewardship.

B. Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.



C. Provides a clear, clean and open visual image of the community that reflects the highest standards of design quality for public and private commercial, residential, institutional and industrial development.

D. Fosters retail commercial, office and light industrial enterprises that will preserve the City's natural environment, capitalize on the City's natural beauty, provide tax revenues to fund City services and be conducive to the City's desire to be a rural, open and uncrowded community.

E. Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

F. Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

G. Fosters a feeling of community spirit, community identity and promotes a sense of full citizen participation, guaranteeing an opportunity for everyone to share in the activities, duties, responsibilities and benefits of the City.

H. Welcomes and accommodates the needs and desires of current residents, future residents and visitors, and lives with the spirit of volunteerism where neighbors work together for the common good to build a strong and vibrant community.

I. Promotes efficient and effective municipal services and makes adequate provision in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services.

J. Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

K. Provides cultural, recreational and contemplative opportunities for the residents and visitors to Livingston.

L. Shoulders the full share of the community's county, regional and state responsibilities, acknowledging that the City is part of a larger community and that the provision of services and the solution to certain problems must be the result of intergovernmental cooperation.

- 1. Community Vision. *The community vision articulates the type of City Livingston will become as it changes and grows over the next several decades. This vision ultimately influences and shapes the goals, objectives, strategies, action plans and priorities of the Strategic Plan. It will also influence the development of City ordinances, regulations,***



***policies, procedures and urban design standards. The community vision guides the preparation of the city's Five-Year Capital Improvements Plan and annual budget.***

**General Vision Statement:** Livingston is a City that values and preserves its scenic beauty and provides a variety of intellectual, educational, cultural, recreational, historic and economic opportunities to its diverse population and visitors. Livingston is a regional agricultural, warehousing, light manufacturing and commercial retail center---proud of its ability to maintain its unique character while sustaining a vibrant community and maintaining a high quality of life.

**Vision Statements:** Livingston will be a City that:

A. Maintains the spectacular views of the San Joaquin Valley that forms the backdrop to the community. It preserves this natural beauty, environmental quality and vital natural resources through appropriate stewardship of the land, ensuring visual and physical harmony between the natural and the man-made environment.

B. Preserves its general open, rural, low profile, uncrowded character punctuated with ample open space, set backs, panoramic views and pristine vistas.

C. Promotes urban design features that provide artful integration of building site with the environment with an emphasis on earth-tone colors, mission Spanish architecture, exterior building materials, monument signs, large building set backs, appropriate landscaping, berms and features that hide or reduce the visibility of negative urban features such as parking lots.

D. Includes a variety of residents, varied in age, family makeup, income levels and interests, who can commonly enjoy the beauty, economic opportunities, recreational activities and cultural amenities of the City and surrounding region.

E. Provides choices in housing types in a variety of neighborhoods that are seamlessly integrated together and well insulated from high volume roadways, noise and nonresidential land uses. Neighborhoods harmonize and compliment one another through good urban design, architectural standards and landscaping where residents can fulfill their varied individual housing needs and dreams of home ownership. Housing fosters a sense of neighborhood among nearby residents and a sense of community through landscaped linkages with surrounding neighborhoods, parks and pristine areas.

F. Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that transports residents and visitors efficiently and safely throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community's surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat along the Merced River.



G. Views economic development as the sustained creation of community wealth and the generation of tax revenues through the retention, expansion and development of diversified business opportunities that are compatible with the environment, community values and community vision. Quaint shops, neighborhood commercial developments, office developments, light industrial enterprises, restaurants, motels and pedestrian malls are in harmony with Livingston's small town character, scenic beauty and natural resources which are the foundation of its economic strength and quality of life.

H. Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

I. Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

J. Develops a convenient and comprehensive system of neighborhood parks, community parks, athletic parks, primitive natural areas, green belts, open space, bike paths, trails, scenic vistas and other recreational opportunities that meet the needs of the citizens and enriches the lives of residents and visitors. Parks and recreation facilities that will be adaptable to changes in the population, and provide beauty and functional efficiency to complement the City's natural environment and the needs of its citizens.

K. Collects, restores, preserves its natural, cultural and geologic heritage and displays, artifacts, histories, maps, culture relating to the early Native American inhabitants, pioneer settlers, and Hispanic, Portuguese, East Indian, Filipino, and Japanese immigrants.

L. Provides outstanding cultural activities that serve the entire region and touch and enrich the lives of citizens and visitors. The arts and the environment play equal and complementary roles in realizing a culturally animated future. They act as a stimulus to civic pride and involvement and provide vigor and zest to the community's quality of life.

**3. Mission Statement.** *The mission of the City of Livingston is to: (1) protect the health, safety and welfare of the residents; (2) ensure high quality residential, commercial and industrial development that preserves the community's character and is in harmony with the City's unique small-town environment; (3) deliver high quality, responsive, and customer-oriented City services in an efficient and effective manner; (4) develop, and encourage a culturally diverse community and (5) promote an economically diversified commercial and industrial sector to promote a vibrant City economy and ensure the future financial stability of the City.*

**4. Strategic Plan.** *The City Council adopts a Strategic Plan to carry out the mission of the City in accordance with Livingston's community values and the community vision statements.*

**A. Strategic Plan Components:** The Strategic Plan consists of three components. They are:

**(1) General Plan.** The General Plan contains a Land Use Element; Circulation Element; Open Space, Conservation and Recreation Element; Urban Boundary Element; Community Design Element; Noise Element; Public Services and Facilities Element; Safety Element and Housing Element.

**(2) Specific Area Plans.** More detailed area plans, called “specific plans,” may be adopted to further outline in more detail the development of a designated area in the City. The City intends to develop specific plans for the downtown area, Gallo property area and Ranchwood development area.

**(3) Utility Master Plans.** The City develops a Water Master Plan, Wastewater Master Plan, and Storm Drain Master Plan to guide the construction of future utility infrastructure. The utility master plans also become the basis for the adoption of Development Impact Fees and the Five-Year Capital Improvements Plan.

**B. Strategic Plan Components.** Each component of the Strategic Plan will contain the following components.

- (1) Description of the current situation.
- (2) Needs Assessment.
- (3) Development of Strategy Areas.
- (3) Determination of Goals.
- (4) Determination of Policies.
- (5) Development of Action Plans.
- (6) Priority of Action Plans.



**C. Strategic Plan Development Sources.** The City of Livingston uses citizen advisory committees, interviews with community leaders, input from special interest groups, public hearings, facilitators and consultants, City staff and community workshops or charettes to develop its Strategic Plan.

**(1) Citizen Advisory Committees.** Livingston gives citizen input more weight and power by formally involving individual citizens in the Strategic Planning process through citizen advisory committees. Citizens serve on advisory boards because they have strong opinions and concerns about their community. They represent an important source of information and are removed from day-to-day administration, providing the elected officials with a fresh point of view on community issues. The participation of citizens in the strategic planning process gets them involved and develops advocates for changes that must be made.

**(2) Interviews with Community Leaders.** Business, religious and civic leaders will have valuable insights in helping to develop the community’s Strategic Plan. They are also crucial in shaping public opinion and developing consensus for City goals, objectives, strategies, action plans, activities, ordinances, policies and capital improvements that will carry out the community’s vision.

**(3) Input from Special Interest Groups.** Special interest groups will have strong opinions about specific policy areas. If they are involved in the strategic planning process they can represent a very powerful tool for gaining support for City goals, strategies, action plans, activities, ordinances, policies and capital projects that will implement the community vision.

**(4) Public Hearings.** The public hearing is the simplest approach to letting citizens be involved in the development of the City's Strategic Plan.

**(5) Facilitators and Consultants.** The City may retain facilitators and consultants with expertise in specific areas to generate policy options, assist with the development of the City's Strategic Plan components, help develop goals and objectives, identify alternative approaches to community issues and provide options for action plans and ordinances.

**(6) City Staff.** City employee participation is an essential component of a strategic planning process. Employees understand the community issues and know the workings of the City government. They will be responsible for implementing action plans and administering budgets to accomplish community goals. City staff involvement improves morale, encourages employee cooperation, makes them owners of the overall objectives of the City government and improves communication throughout the governmental structure.

**(7) Community Workshops or Charettes.** Community workshops or charettes are an effective way to bring together community leaders, City employees, special interest group representatives and interested residents to "brain storm" and develop alternative solutions to community issues in an intensive work setting.

## **Implementation Phase**

**The implementation phase of the Strategic Planning, Implementation and Evaluation Decision-Making Process consists of the following components: City Council legislation, organization development, Five-Year Capital Improvements Plan and annual budget.**

**1. City Council Legislation.** *Ordinances, resolutions, regulations, directives, development standards, urban design features, engineering standards and contracts consistent with the community vision are drafted to achieve the goals and objectives, and implement the strategies and action plans of the Strategic Plan. For example, the City adopts a zoning ordinance to carry out the Land Use Element of the General Plan. The adoption of an impact fee ordinance and subsequent Development Impact Fees by the City Council to fund the development of the City's water, sewer, storm drainage and parks facilities are other examples where ordinances are used to implement the City's Utility Master Plan component of the Strategic Plan.*

**2. Organization Development.** *The City Council and the City Manager create an organizational structure to achieve the goals of the Strategic Plan and implement the policies and action plans within each of its strategy areas. This might include: (1) creation of citizen committees, offices or positions within the City government or (2) changing job descriptions or making specific assignments for specific programs or projects.*

**3. Five-Year Capital Improvements Plan.** *The City of Livingston's Five-Year Capital Improvements Plan is a multi-year guide to the construction of community improvements such as roads, bridges, storm drains, curb, gutters, sidewalks, water facilities, sewer facilities, storm drainage facilities and parks and recreation facilities. It is through this process that the long-range plan for the orderly maintenance and improvement of Livingston's physical assets can be accomplished. This document is intended to serve as a planning tool and is structured to present a meaningful long-range perspective of the community's long-range capital needs and goals.*

**4. Annual Budget.** *The annual budget conforms to the Strategic Plan and is the primary mechanism for achieving the community vision through achieving the goals of the Strategic Plan, implementing its policies and executing its action plans. The annual budget is a (1) policy document, (2) operations guide, (3) financial plan and (4) a communications device. It shall contain:*

- A. Summary of City accounting, financial, investment, capital improvement, fixed asset and budget policies.
- B. Description of the City accounting system.
- C. Presentation of the City organizational structure.
- D. Description of Department programs, activities and service levels.
- E. Presentation of Accounting Fund and City department mission statements.
- F. Presentation of Accounting Fund and City department descriptions.
- G. Presentation of Goals for each Fund and department. These goals shall conform to the Strategic Plan and the Five-Year Capital Improvements Plan adopted by the City Council.
- H. Performance measures for each Accounting Fund and City department.
- I. Line item budget for each Accounting Fund and City department.
- J. Estimated changes in fund balance for Governmental Funds, Special Revenue Funds, Debt Service Funds or cash and investment balances for Enterprise Funds.

## **Evaluation Phase**

**The evaluation phase of the strategic planning, implementation and evaluation decision-making process is concerned about the efficiency and effectiveness that the community vision is being achieved through the City's Strategic Plan.**

**Evaluation:** *The department heads, City Manager and City Council evaluate their activities at least once a year. This includes a Strategic Plan Evaluation, goals and objectives evaluation, action plans evaluation, Five-Year Capital Improvement Plan Evaluation, budgeting and financial resource evaluation and employee performance evaluations.* Some of the following questions should be considered as department heads, City Manager, Mayor and City Council evaluate the activities of the City's departments.

### **1. Questions Relating to Goals.**

- A. Does the Strategic Plan have goals and strategies that will achieve the community vision?
- B. What are the goals of the City? Is there agreement from all groups on the goals of the Strategic Plan, Five-Year Capital Improvements Plan and the annual budget?
- C. Do the action plans contribute to the achievement of the goals of the Strategic Plan?
- D. Are the action plans of the Strategic Plan correctly prioritized?
- E. Is there steady progress toward the attainment of the goals of the Strategic Plan achievement of the community vision?
- F. What goals need to be modified or new goals established to reflect changes in the community values, community vision or Strategic Plan?

G. Did City department activities lead to goal achievement?

## **2. Questions Relating to the Organization.**

A. How effective is the department in executing the action plans and achieving the goals of the Strategic Plan?

B. Is the organization structured to meet the goals of the Strategic Plan, Five-Year Capital Improvements Plan and annual budget?

C. Are responsibilities clearly defined and are mechanisms in place to ensure accountability of managers, supervisors and employees?

D. Are reporting procedures and organizational relationships clearly defined?

E. Is the staff using its time effectively in carrying on department activities and delivering municipal services?

F. How effective is the organization in resolving citizen complaints and finding solutions to complex problems?

G. What is the nature and frequency of complaints received by elected officials regarding employees, department activities, capital improvement projects or City services?

H. What individuals or groups have been opposed to or been critical of certain City policies and activities in the past and why? Are their concerns legitimate?

I. Are performance measures adequately measuring what is really taking place in City departments?

J. What are the activities and service areas where the organization excels?

K. What activities and service areas should the organization improve its performance?

## **3. Questions relating to budgeting, financing and resource allocation.**

A. How are time, money and personnel being allocated?

B. What does staff perceive it needs? What problems are they experiencing?

C. What are the financing sources for each City activity?

D. What kinds of equipment could be purchased to make municipal services more cost-efficient?

E. What types of revenue-raising or cost-cutting activities can be or should be implemented?



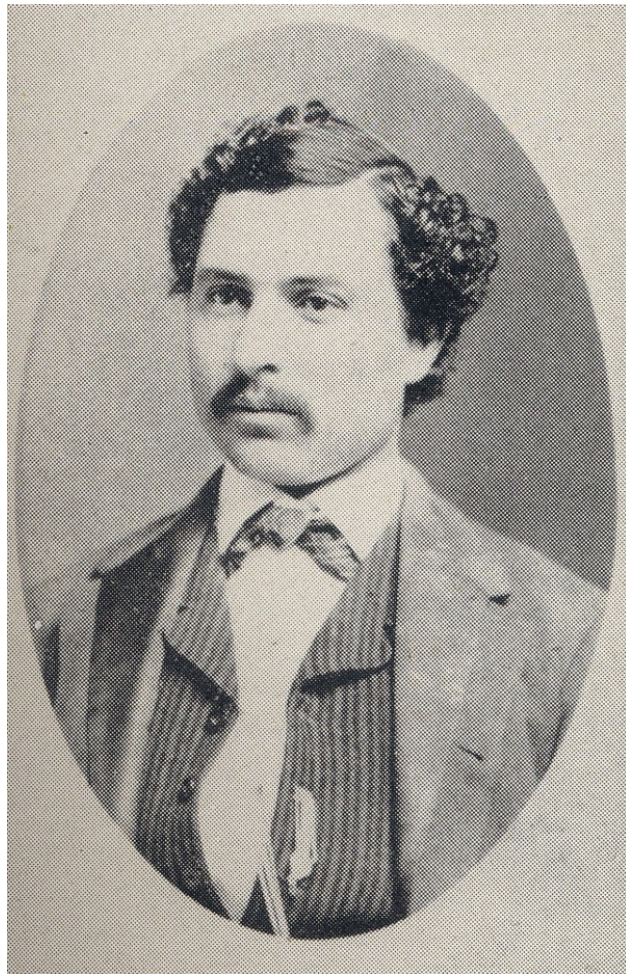
# City of Livingston

The Last Stop



## SECTION 2

### CITY OF LIVINGSTON ORGANIZATION



**Edward J. Olds—Founder of Livingston**

# CITY ORGANIZATION DESCRIPTION

## Livingston History

Livingston was founded in 1871 by Edward J. Olds when the bridge for the new Central Pacific Railroad was built over the Merced River. Olds also started the first store and was the first postmaster. The following year, on December 12, 1872, William J. Little, who built the first warehouse in Livingston in 1868, filed the first plat of the town with the county assessor. The plat encompassed 80 blocks and was originally surveyed by William G. Collier. Collier also organized the first irrigation canal in the State of California in March of 1870. The first school house in Livingston was built in 1876 on McConnell Flats, west of town.

The oldest residential structure in Livingston was built in 1883 at the corner of Court Street and Stefani Avenue. Neither the house nor the street intersection exist today. During the early 1900's, many of Livingston's currently predominant churches were built. The local newspaper, The Chronicle, was established by Peter H. Higgins, with the first issue dated October 2, 1900. The Fire Department was organized in 1909 with C.R. Davis as the first Fire Chief.



Today Livingston is a City of rich ethnic and cultural diversity which makes it a rewarding place to live and work. The community has a deep appreciation for the past and a firm commitment to the future. Economic growth and development, and improvement of the quality of life are major goals of the entire community.

## Livingston City Organization

The City of Livingston was incorporated on September 11, 1922, under the laws of the State of California. The City is a general law City and draws its authority from the California Constitution and the laws of the State of California enacted by the State Legislature. The City has a Council-Manager form of government. Under this municipal form of government, the citizens elect four members of the City Council for four-year overlapping terms and a Mayor (who is also considered a City Council Member) for a two-year term. City Council members choose the mayor pro tempore from among themselves. The City Manager is appointed by the five-member City Council by majority vote and serves at the "pleasure" of the governing body. He acts as the City's chief executive officer as well as its budget and financial officer. He is also the executive director of the Livingston Redevelopment Association.

The City Manager implements the legislative policies of the City Council, manages the day-to-day operations of the City and is responsible for efficient and effective delivery of municipal services. In his capacity, he works with the City Council on strategic planning, policy development, ordinance preparation and goals and objectives for the organization. He implements the decisions of the City Council and is responsible for all aspects of the City's financial administration and personnel administration. The City Manager oversees the work of all staff members, consultants and City departments.

The City provides police, fire, water, sewer, storm drainage, sanitation, street construction and maintenance, community development, redevelopment, building inspection, economic development and general administrative services to the citizens of Livingston.



## **Livingston Redevelopment Agency**

The Livingston Redevelopment Agency is one of 422 redevelopment agencies in the State of California. Today, 81 percent of the cities and 52 percent of the counties have redevelopment agencies. These redevelopment agencies have 760 redevelopment project areas and receive \$3.4 billion in property tax increment revenues each year.<sup>1</sup>

The Livingston Redevelopment Agency is a blended component unit of the City of Livingston, although technically it is a separate government unit under California law. It was established in 1985 pursuant to the Community Redevelopment Law of the California Health and Safety Code to eliminate urban blight and administer the City's redevelopment activities and projects. California's Community Redevelopment Law (Chapter 710, Statutes of 1951) was enacted by the California Legislature with the objective of redeveloping those areas found in many communities that have suffered from unsafe, unfit, deteriorated, and economically dislocated properties.

California Redevelopment agencies have the power to:

1. Plan, develop, redesign, clear, reconstruct or rehabilitate all or part of a redevelopment project area. This includes the construction or reconstruction of public improvements such as streets, curbs, gutters, sidewalks, parks, and community facilities such as libraries, community centers, police and fire substations.
2. Buy and sell property for redevelopment. Redevelopment agencies under California law have the power of eminent domain and may convey property to other private persons or entities for development and use.
3. Provide financial assistance for residential, commercial, industrial, public space and structures appropriate or necessary for the public good.
4. Expand employment opportunities, increase low-and-moderate income housing and provide an environment for social, economic, and psychological growth and well-being of all citizens.

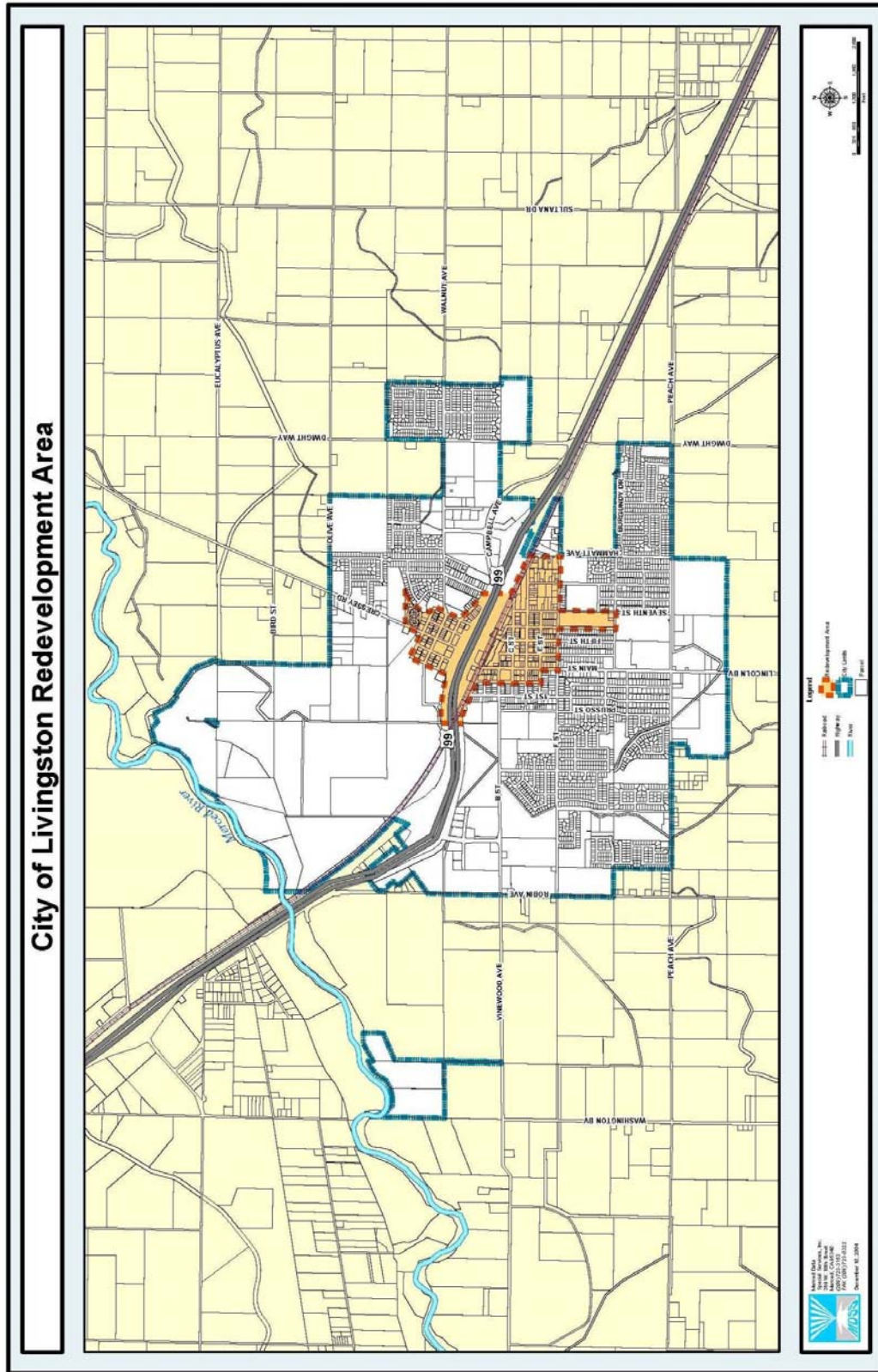
The Agency's primary source of revenue comes from property "tax increment" within the Redevelopment Project Area. The assessed valuation of all property within the project area is determined on the date of adoption of the Redevelopment Plan. The property taxes related to the incremental increase in assessed values after the adoption of the Redevelopment Plan are allocated to the Agency. All taxes on the "frozen" assessed valuation of the property are allocated to the City and the other districts. Tax increment revenues are not subject to the limitations imposed by the Gann Limit since the voters approved Article XVI of the California Constitution in 1952.

The Agency has no power to levy and collect taxes and any legislative property tax reduction might reduce the amount of tax revenues that would otherwise be available to pay the principal and interest on debt.

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<sup>1</sup>California Redevelopment Association.

**Figure 40**  
**Livingston Redevelopment Agency Project Area**

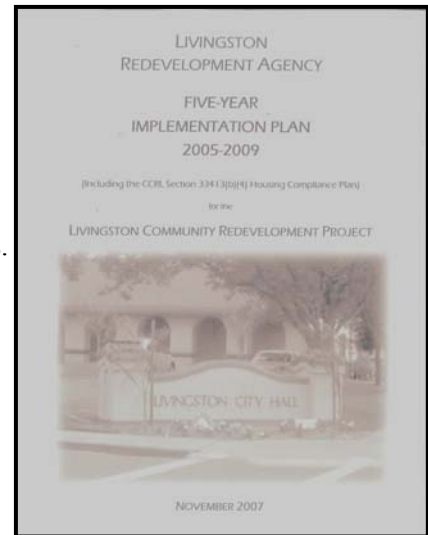


Property tax exemptions could have a similar effect. Conversely, any increase in the tax rate or assessed valuation, or any reduction or elimination of present exemptions increases tax revenues that would be available to pay principal and interest on debt.

In addition to the property tax increment, other sources of funding for redevelopment agencies include loans and advances from the City’s General Fund, loans or advances from developers or state, federal or local grants and loans.

All Redevelopment Agencies must adopt a Five-Year Implementation Plan within each project area. This plan is essentially the charter of the authorized redevelopment actions within a defined geographic area. The contents of a redevelopment plan are generally:

1. Legal description of the project area.
2. Redevelopment goals and objectives.
3. Permitted land uses and land use controls.
4. Permitted means of financing redevelopment actions.
5. Owner participation opportunities and business reentry preferences.
6. Authority to buy and sell property.
7. Identification of proposed public improvements.
8. Affordable housing requirements.
9. Supporting actions by the community.
10. Procedures for amendment.



**Livingston Redevelopment Agency Five-Year Implementation Plan (2005-2009)**

Redevelopment agencies must set aside 20 percent of the tax increment revenues from the project area in a separate low-and-moderate income Housing Fund to be used for the purpose of increasing, improving and preserving the community’s supply of affordable housing. They must also replace, on a one-for-one basis, any low or moderate income housing destroyed or removed from the project area by redevelopment action.

Members of the City Council automatically sit as the Livingston Redevelopment Agency Board. The City Manager is the Executive Director and the City staff provides all support services. Currently the Agency meetings are held just before regular City Council meetings. Figure 40 shows the boundaries of the Livingston Redevelopment Agency Project area.

# PRINCIPAL OFFICIALS OF LIVINGSTON

## Livingston Elected Officials

**Rodrigo Espinoza**  
**Margarita Aguilar**  
**Frank Vierra**  
**Theresa Land**  
**Gurpal Samra**  
**Marge McFadden**  
**Antonio Silva**

**Mayor**  
**Mayor Pro Tem**  
**Councilmember**  
**Councilmember**  
**Councilmember**  
**City Treasurer**  
**City Clerk**

## Livingston Appointed Officials

**Jose Antonio Ramirez**  
**Victoria Lewis**  
**Jose Sanchez**  
**Chris Soria**  
**Andrew Overbay**  
**Nanda Gottiparthi**  
**Donna Kenney**  
**Kathryn Reyes**  
**Jim Rightsell**  
**Jacquelyn Benoit**

**City Manager**  
**Assistant City Manager/Finance Director**  
**City Attorney**  
**Interim Police Chief**  
**CDF Fire Captain**  
**City Engineer**  
**Community Development Director**  
**Water Supervisor**  
**Street Supervisor**  
**Recreation Supervisor**



Mayor  
Rodrigo Espinoza



Mayor Pro Tem  
Margarita Aguilar



Council Member  
Frank Vierra

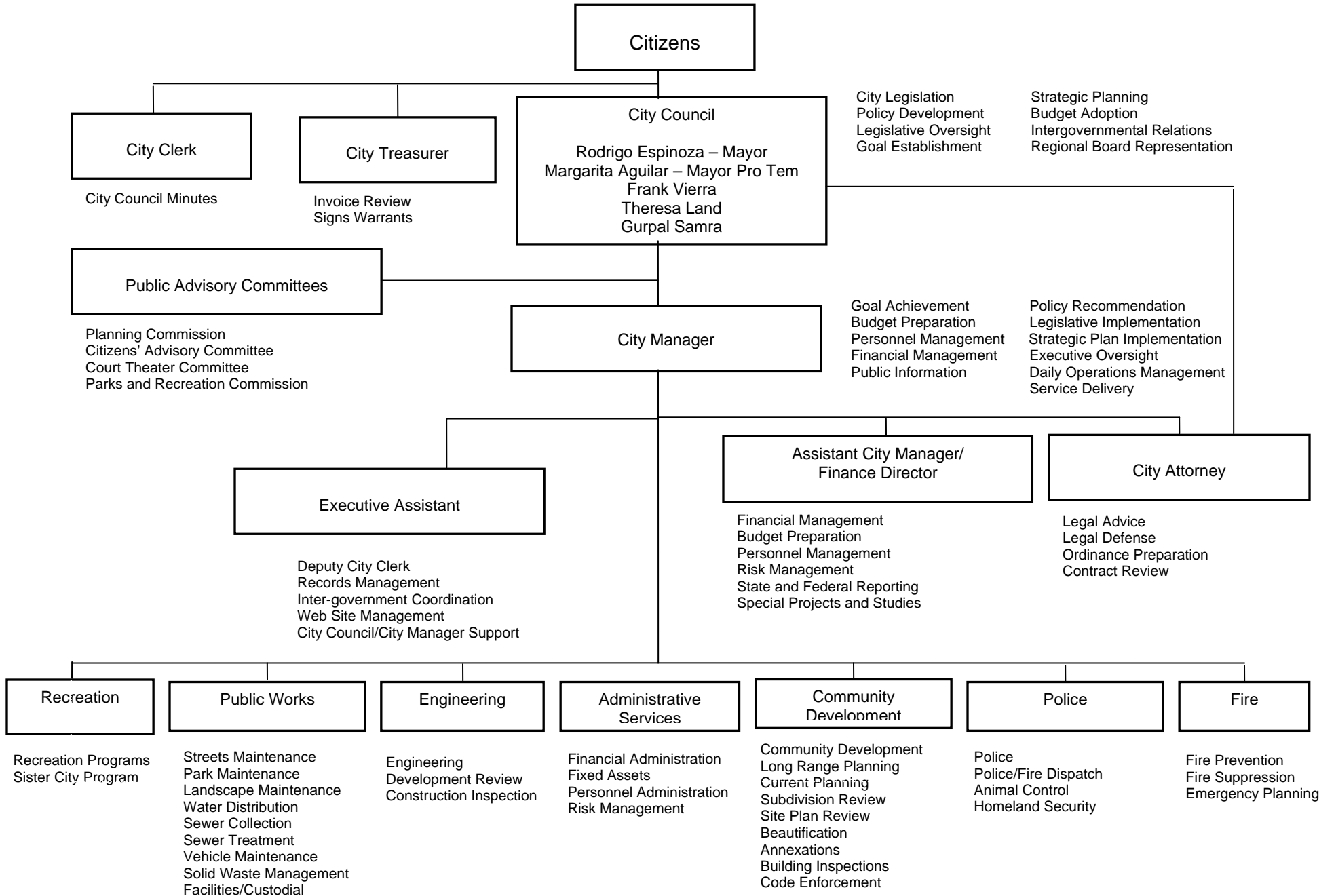


Council Member  
Theresa Land



Council Member  
Gurpal Samra

# City of Livingston Organizational Chart



# LIVINGSTON STAFFING CENSUS

The City of Livingston currently has 142 elected officials, full-time employees, part-time employees, reserve police officers, and volunteer firefighters. In addition to the personnel listed below, the City contracts for its legal, engineering and solid waste collection services. **The total number of authorized elected officials and employees will not increase during FY2012. However, six full-time positions and three part-time positions previously authorized by the City Council will not be funded and will remain unfilled during the budget year. The full-time unfilled positions include Accountant, Office Assistant II, Public Works Technician, Public Works Lead Worker (Streets) and Public Works Maintenance Worker III. Unfilled part-time positions include two Office Assistant II positions and two Public Works Maintenance Worker I positions. The duties of the former Public Works Director have been assumed by the Street Supervisor and the Water Supervisor.**

## Elected Officials Department

Position	FY2009	FY2010	FY2011	FY2012
Mayor	1	1	1	1
City Council	4	4	4	4
City Clerk <sup>2</sup>	1	0	0	1
City Treasurer	1	1	1	1
<b>Total</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>7</b>



<sup>2</sup>City Clerks in California cities are either elected or are regular City employees. The City of Livingston had a history of elected City Clerks until December 2, 2008. Prior to this date the elected City Clerk took the minutes of City Council meetings and signed documents. The elected City Clerk was paid \$100 per month. All other functions of the City Clerk had been (and will continue to be) performed by regular employees.

No one filed nomination papers for the position of City Clerk. On December 2, 2008, the office of City Clerk was left vacant after the certification of the General Municipal Election. Government Code Section 36512 (b) sets forth the procedure for filling elective office and vacancies and provides that the City Council shall, within 30 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election. Danna Rasmussen, Senior Administrative Analyst, has been assigned by the City Manager to take minutes at the City Council meetings. She is paid \$100 per month for the minute-taking duties.

## Administrative Services Department

<b>Position</b>	<b>FY2009</b>	<b>FY2010</b>	<b>FY2011</b>	<b>FY2012</b>
City Manager	1	1	1	1
Assistant City Manager/Finance Director	1	1	1	1
Executive Assistant/Deputy City Clerk	1	1	1	1
City Attorney (Contract)	1	1	1	1
Senior Accountant	1	1	1	1
Accountant <sup>3</sup> (Vacant)	1	1	1	1
Senior Account Clerks	2	2	2	2
Account Clerk	0	0	0	0
Senior Administrative Analyst	1	1	1	1
Office Assistant II	1	1	1	1
Office Assistant II (Part-time) <sup>4</sup> (Vacant)	1	1	1	1
Executive Assistant to the City Manager	1	1	1	0
<b>Total</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>11</b>



**Livingston City Hall Office Staff**

<sup>3</sup> The full-time Accountant position in the Administrative Services Department will remain unfilled during FY2012 due to the slowdown in the economy and housing construction.

<sup>4</sup>The part-time Office Assistant II position in the Administrative Services Department will remain unfilled during FY2012 due to the slowdown in the economy and housing construction.

## Community Development Department

<b>Position</b>	<b>FY2009</b>	<b>FY2010</b>	<b>FY2011</b>	<b>FY2012</b>
Community Development Director	1	1	1	1
Administrative Assistant	1	1	1	1
Building Official <sup>5</sup> (Vacant)	1	1	1	1
Building Inspector	1	1	1	1
Permit Technician	1	1	1	1
Code Enforcement Officer (Vacant)	1	1	1	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

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<sup>5</sup> The City recently contracted with WC3 for the full range of building department services including plan checks and building permit services. The firm currently provides one building inspector and one building permit technician to the City.



# Police Department

Position	FY2009	FY2010	FY2011	FY2012
Police Chief (Vacant)	1	1	1	1
Lieutenant (1-Filled 1-Vacant)	2	2	2	2
Sergeants (2-Filled 1-Vacant)	3	3	3	3
Corporals	3	3	3	3
Police Officers (12-Filled 1- Vacant)	11	11	13	13
Police Dispatchers (Full-Time)	5	5	5	5
Police Dispatchers (Part-Time)	0	0	0	1
Public Assistant (Full-Time)	1	1	1	1
Public Service Officer	1	1	1	1
Director of Professional Services	1	1	1	1
Executive Assistant to the Police Chief	1	1	1	1
Office Assistant II <sup>6</sup> (Vacant)	1	1	1	1
Animal Control Officer	1	1	1	1
Reserve Officer (Unpaid)	1	1	1	6
Reserve Officer (Paid)	2	2	2	0
School Resource Officer				1
<b>Total</b>	<b>34</b>	<b>34</b>	<b>36</b>	<b>41</b>



<sup>6</sup>The full-time Office Assistant II position in the Police Department will remain unfilled during FY2012 due to the slow down in the economy and housing construction.

## Fire Department

Position	FY2009	FY2010	FY2011	FY2012
CDF Fire Captain <sup>7</sup>	1	1	1	1
Volunteer Fire Chief	1	1	1	1
Volunteer Assistant Fire Chief	1	1	1	1
Volunteer Fire Fighters	13	13	13	13
<b>Total</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>



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<sup>7</sup>City's Fire Department is under the administration of the Merced County Fire Chief. Merced County contracts with the California Department of Forestry to provide fire protection services in the County and a fire captain for Livingston. The City provides a fire station for Merced County and the California Department of Forestry in return for the management of the City's Fire Department.

## Public Works Department

Position	FY2009	FY2010	FY2011	FY2012
Public Works Director	0	0	0	0
Water Superintendent	1	1	1	1
Street Supervisor	1	1	1	1
Water Supervisor (Vacant)	1	1	1	1
Administrative Analyst	1	1	1	1
Public Works Technician <sup>8</sup> (Vacant)	1	1	1	1
Maintenance Mechanic	2	2	2	2
Public Works Lead Worker (Streets) <sup>9</sup> (Vacant)	1	1	1	1
Public Works Lead Worker (Parks)	1	1	1	1
Maintenance Worker III <sup>10</sup> (1-Vacant)	2	2	2	2
Maintenance Worker II	3	3	3	3
Maintenance Worker I	1	1	1	2
Maintenance Worker I (Part-Time) <sup>11</sup> (1-Vacant)	5	5	5	5
Utility Worker II (1-Vacant)	2	2	2	2
Utility Worker I	1	1	1	1
Building Maintenance Worker	1	1	1	1
Building Maintenance Worker (Part-time)	1	1	1	1
<b>Total</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>26</b>



<sup>8</sup>The full-time Public Works Technician in the Public Works Department will remain unfilled during FY2012 due to the slowdown in the economy and housing construction.

<sup>9</sup>The full-time Public Works Lead Worker (Streets) in the Public Works Department will remain unfilled during FY2012 due to the slowdown in the economy and housing construction.

<sup>10</sup>One full-time Maintenance Worker III position in the Public Works Department will remain unfilled during FY2012 due to the slowdown in the economy and housing construction.

<sup>11</sup>Once part-time Maintenance Worker I position in the Public Works Department will remain unfilled during FY2012 due to the slowdown in the economy and housing construction.

## Recreation Department

<b>Position</b>	<b>FY2009</b>	<b>FY2010</b>	<b>FY2011</b>	<b>FY2012</b>
Recreation Superintendent	1	1	1	1
Recreation Specialists (Part-Time)	2	2	2	2
Recreation Leaders (Part-Time)	41	41	41	41
<b>Total</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>44</b>

<b>Grand Total</b>	<b>144</b>	<b>143</b>	<b>145</b>	<b>151</b>
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# DEPARTMENT ACCOUNTABILITY FOR EACH ACCOUNTING FUND BUDGET

City Department	Fund Budget Accountability	Fund Department and Division Budget Accountability
<b>Elected Officials Department</b>	General Fund	Elected Officials Department Budget
<b>City Manager Administrative Services Department</b>	General Fund	Administrative Services Department Budget
	Community Redevelopment Special Revenue Fund	Community Redevelopment Budget
	Low- and Moderate-Income Housing Special Revenue Fund	Low- and Moderate- Income Housing Budget
	Community Development Block Grant Special Revenue Fund	Community Development Block Grant Budget
	HOME Investment Partnership Act Special Revenue Fund	HOME Investment Partnership Act Special Revenue Fund Budget
	Amenities Special Revenue Fund	Amenities Budget
	Municipal Facilities Development Impact Fees Capital Projects Fund	Municipal Facilities Development Impact Fees Capital Projects Budget
	Fire Protection Development Impact Fees Capital Projects Fund	Fire Development Impact Fees Capital Projects Budget
	Water Enterprise Capital Projects Fund	Water Development Impact Fees Budget
	Domestic Wastewater Capital Projects Fund	Wastewater Development Impact Fees Capital Projects Budget.
<b>Police Department</b>	General Fund Budget	Police Department Budget
	California Citizen Option for Public Safety Grant (COPS) Special Revenue Fund	California Citizen Option for Public Safety (COPS) Grant Budget
	Department of Justice Community Oriented Policing in Schools (COPS) Special Revenue Fund	Department of Justice Community Oriented Policing in Schools (COPS) Grant Budget
	Police Development Impact Fees Capital Projects Fund Budget	Police Development Impact Fees Capital Projects Budget
<b>Public Works Department Engineering Department</b>	General Fund	Parks Division Budget Streets Division Budget
	Gasoline Tax Special Revenue Fund	Gasoline Tax Budget
	Transportation Development Act Special Revenue Fund	Transportation Development Act (TDA) Budget
	Proposition 42 Traffic Congestion Special Revenue Fund	Proposition 42 Traffic Congestion Fund Budget
	Citywide Consolidated Landscape Maintenance Assessment District Special Revenue Fund	Citywide Consolidated Landscape Maintenance Assessment District Budget
	Benefit Assessment Districts (BAD) Special Revenue Fund	Benefit Assessment Districts Budget
	Community Facilities District (CFD) Special Revenue Fund	Community Facilities District Budget
	General (Grants) Capital Projects Fund	General (Grants) Capital Projects Budget
	General (City) Capital Projects Fund	General (City) Capital Projects Budget
	Parks Development Impact Fees Capital Projects Fund	Parks Development Impact Fees Budget
	Storm Drain Development Impact	Storm Drain Development Impact Fees Budget

<b>Public Works Department Engineering Department</b>	Fees Capital Projects Fund	
	Streets and Bridges Development Impact Fees Capital Projects Fund	Streets and Bridges Development Impact Fees Capital Projects Budget
	Water Enterprise Operating Fund	Water Enterprise Operating Budget
	Domestic Wastewater Operating Fund	Domestic Wastewater Operating Budget
<b>Fire Department</b>	General Fund	Fire Department Budget
<b>Recreation Department</b>	General Fund	Recreation Department Budget
<b>Community Development Department</b>	General Fund	Community Development Department Budget

### Welcome to Livingston Sign



# DUTIES OF THE LIVINGSTON MAYOR AND CITY COUNCIL

The powers and duties of the Mayor and City Council are contained in state law and City ordinances, resolutions and regulations. In carrying out their statutory duties, the City's elected officials do the following:

1. Adopt ordinances, resolutions, policies and regulations for the health, safety and welfare of the current and future inhabitants of the City of Livingston.
2. Establish policies for the effective and efficient delivery of municipal services to the City.
3. Establish goals, objectives and performance measures for the City Government and the City Manager.
4. Add, delete, modify or reduce municipal services.
5. Create departments, divisions, bureaus, offices and citizen advisory committees necessary for the efficient and effective operation of the City.
6. Exercise legislative oversight over the City Manager, professional staff, consultants, citizen advisory committees and all other employees, volunteers and officers appointed or retained by the City.
7. Work with citizen advisory committees established by the City Council to formulate recommendations to the City Council on policies, projects and spending allocations. Every member of the governing body is expected to take committee assignments and attend all committee meetings.
8. Participate in community strategic and long-range planning.
9. Adopt a General Plan that contains a land-use element; circulation element; open space, conservation and Recreation element; urban boundary element, noise element, public services and facilities element, safety element, and housing element,
10. Adopt master plans for water, wastewater, storm drainage, parks, and municipal facilities to guide the City's future development of critical infrastructure.
11. Approve the municipal boundaries, sphere of influence and all annexations of land into the City.
12. Approve all zoning changes, subdivisions and commercial and industrial site plans.
13. Approve all development agreements with residential, commercial and industrial developers.
14. Adopt a Five-Year Capital Improvements Plan.
15. Adopt the annual City budget.
16. Approve expenditures of City funds.
17. Promote good relations with federal, state, county, and other municipal government agencies. The Mayor and City Council will take an active role in working with appropriate officials on Inter-jurisdictional issues and regional problems affecting the residents of Livingston.
18. Serve on regional and state-wide boards, committees, commissions and task forces to advance and protect the interests of the residents of Livingston.

19. Appoint and remove if necessary, by majority vote, the City Manager.
20. Perform other duties established by ordinance, resolution, contract or regulation.



**Livingston City Hall**



# **LIVINGSTON EMPLOYEE OPERATING STATEMENT**

The values and philosophy held by management and workers affects the attitudes, morale, work environment and ultimately the quality of municipal services. The Livingston Employee Operating Statement articulates the values and philosophy governing the operation of the City.

## **Our Mission**

We deliver municipal services within the policy limits and financial constraints established by the City Council in accordance with the highest ethical and professional standards.

## **Our Motto**

We give people their money's worth—and then some.

## **Our Expectations**

We expect the highest standards of professional conduct from those employed by the City of Livingston. Our employees will:

1. Be results-oriented individuals actively engaged in providing quality services, finding ways to improve City operations, and striving to lower the costs of these services.
2. Be candid, honest and adhere to the highest standards of integrity.
3. Be loyal to City values and dedicated to using them to improve the delivery of municipal services.
4. Be innovative and creative in working for solutions to community issues.
5. Be open with elected officials, public and employees, welcoming opinions and ideas of others.
6. Respect citizen opinions regardless of whether they agree or disagree with those positions.
7. Expect to be held accountable and are willing to accept responsibility for their actions.
8. Complete staff work in a timely manner, paying particular attention to detail.
9. Understand that failure is to be learned from rather than feared.
10. Avoid last-minute surprises in work product.
11. Be recognized for competent performance as well as significant contributions.
12. Greet the public with a smile and a helpful attitude.



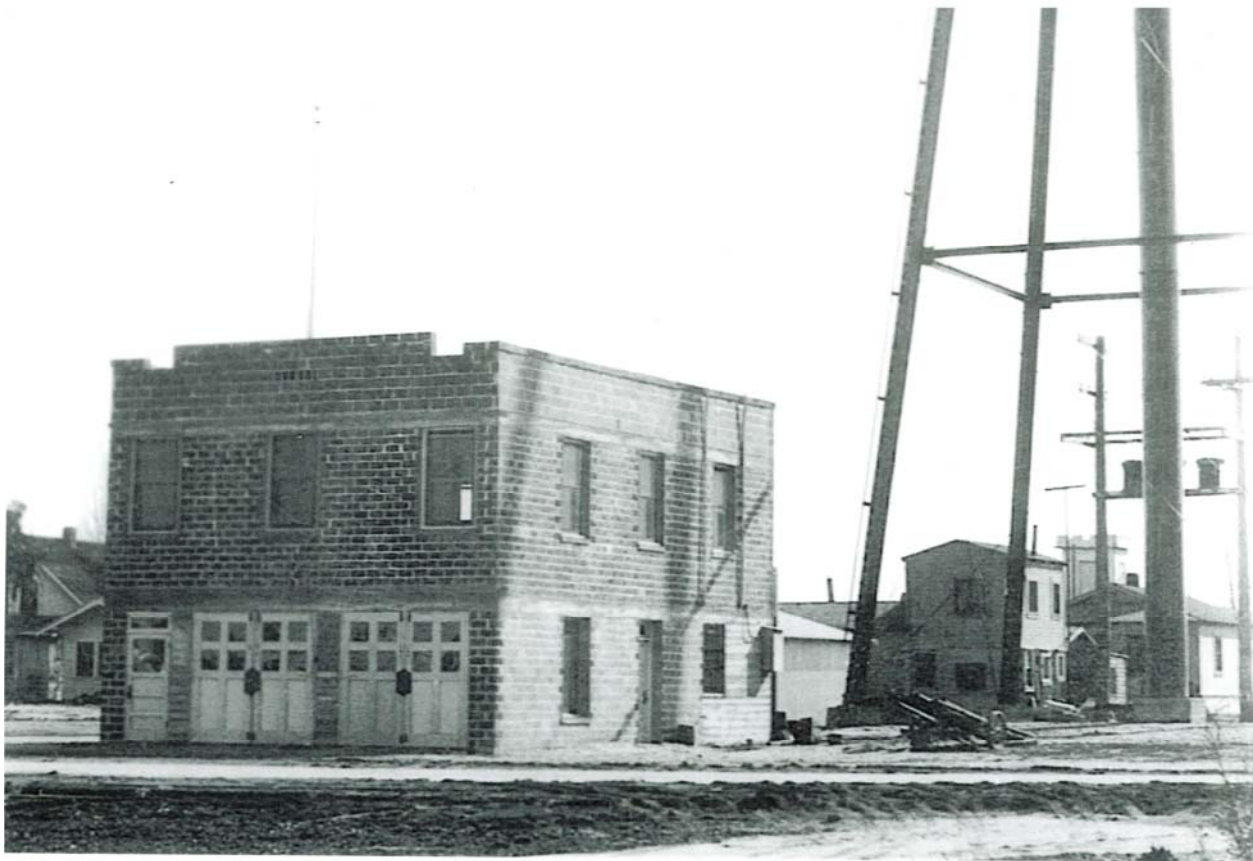
# City of Livingston

The Last Stop



## SECTION 3

### DESCRIPTION OF ACCOUNTING AND FINANCIAL REPORTING SYSTEM



**First Floor---Old Livingston Fire Station---1920's  
Second Floor---Old Livingston City Hall---1920's**

# DESCRIPTION OF ACCOUNTING AND FINANCIAL REPORTING SYSTEM

Livingston's accounting system is organized on the basis of Accounting Funds, each of which is considered a separate government activity with its own accounting entity. The operations of each Accounting Fund are accounted for with a separate set of accounts that comprise its revenues, expenditures, assets, liabilities and fund equity or fund balance. From a private sector perspective, each Accounting Fund can be considered a wholly owned subsidiary of the City or a separate independent business, which must support all of the direct and indirect costs of providing services to the public.

Government resources are allocated and accounted for in these individual Accounting Funds based upon (1) the purpose for which they are to be spent, and (2) the means by which spending activities are controlled. This accounting system is used to aid the City Council, City Manager and department heads to demonstrate compliance with finance-related legal and contractual requirements. A minimum number of Funds are established consistent with legal and operating requirements "since unnecessary Funds result in inflexibility, undue complexity and inefficient financial administration."<sup>12</sup> **All City Accounting Funds are included in the annual budget and all revenues and other financing sources are appropriated by the City Council each year in the annual budget.**

**All Accounting Funds are included in the City's annual audited financial statements, reviewed by the City's independent certified public accountants.**

The City of Livingston currently uses 29 Accounting Funds. These Accounting Funds are put into three broad categories called Accounting Fund Types. The three Accounting Fund Types operated by the City of Livingston are Governmental Fund Types for tax-supported activities, Proprietary Fund Types for business-type activities and Fiduciary Fund Types for governmental funds held in trust as Private Purpose Trust Funds or Agency Trust Funds. These Fund Types are broken down into the individual Accounting Funds as described below.

## **Governmental Fund Types (Tax-Supported Activities)**

The Governmental Fund Type is used to account for the acquisition of revenues, expenditures, assets and liabilities of tax-supported activities. In Livingston the Governmental Fund Type is divided into the General Fund, Special Revenue Funds, and Capital Projects Funds.

**1. General Fund.** The General Fund is the primary operating Fund of the City for the delivery of general municipal services. It is used to account for all financial transactions and resources of the general government except those required by the (General Accounting Standards Board (GASB) or federal, state or city law or regulation to be accounted for in another Fund. The City of Livingston operates only one General Fund and it is used to account for most tax-support activities. Expenditures for such functions as administration, police, fire, community development, building inspection, code enforcement, recreation, and some public works activities are financed by the General Fund.

**2. Special Revenue Funds.** Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. It does not include accounting for financial resources in Fiduciary Funds or major construction projects accounted for in the City's various Development Impact Fee Capital Projects Funds. These restrictions usually arise from state legislation or from federal, state and county grants. The City operates 13 Special Revenue Funds. They are:

**A. Gasoline Tax Special Revenue Fund.** This Accounting Fund is used to account for revenues and the related expenditures limited to a variety of highway and transportation purposes.

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<sup>12</sup>National Council on Governmental Accounting (NCGA) Statement No. 11.

Revenues are derived from gasoline taxes collected under Sections 2105, 2106, 2107 and 2107.5 of the California Streets and Highways Code. These revenues come from gasoline taxes placed on motor vehicle fuels. Allocations are generally distributed by population. Funds can only be used for construction and maintenance of City streets and roads.

**B. Transportation Development Act (TDA) Special Revenue Fund.** The City uses this Accounting Fund to account for all activities, revenues and expenditures related to Livingston's allocation of State Transportation Assistance Funds (STA) and the ¼ cent statewide sales tax set aside for transit, bike paths and pedestrian facilities and capital projects related to streets and roads.

**C. Regional Surface Transportation Program (RSTP) Special Revenue Fund.** The Regional Surface Transportation Program (RSTP) Special Revenue Fund is used to account for federal funds allocated to construct, repair, rehabilitate and maintain streets, roads, bridges, traffic control devices, sidewalks, bike lanes and other transportation infrastructure within the City of Livingston. Each year the Merced County Association of Governments (MCAG) enters into an agreement with the California Department of Transportation (Caltrans) to exchange unobligated balances of federally funded regional transportation funds with non-federal State Highway Account Funds. Funds are distributed to each city in Merced County based upon California Department of Finance figures.

**D. Proposition 42 Traffic Congestion Relief Special Revenue Fund.** This Accounting Fund is used to account for the revenues and expenditures to construct, repair and maintain streets, roads, bridges, traffic control devices, sidewalks, bike lanes and other transportation facilities to relieve traffic congestion within the City of Livingston. In order to receive Proposition 42 allocations, cities must be in compliance with the maintenance of effort (MOE) provision of the law. This provision requires cities to continue to expend from the General Fund the average of General Fund monies allocated to streets during FY1997, FY1998 and FY1999.

**E. California Citizen Option for Public Safety Grant (COPS) Special Revenue Fund.** Revenues and expenses from grants obtained from the State of California to provide additional law enforcement resources under Assembly Bill 1913 are recognized in this Accounting Fund. To be eligible for allocations under the COPS program, a local jurisdiction must (1) submit an annual expenditure report to the State Controller as required by current law and (2) fully expend its grant allocation within 24 months of receipt. COPS funds cannot be used to replace existing funding for the Police Department. Each county has an oversight committee from the district. Attorney's Office that reviews the COPS expenditures of each law enforcement agency.

**F. Department of Justice Community Oriented Policing in Schools (COPS) Grant Special Revenue Fund.** Funds acquired from the U.S. Department of Justice for the Community Oriented Policing in Schools Grant are accounted for in the Department of Justice Community Oriented Policing in Schools (COPS) Grant Special Revenue Fund. This grant program is designed to provide assistance to law enforcement agencies to build collaborative relationships with schools by providing police officers and law enforcement technology and equipment to schools.

**G. HOME Investment Partnership Act Special Revenue Fund.** The mission of the Home Investment Partnership Act Special Revenue Fund is to account for all activities, revenues, expenditures, assets and liabilities to create, improve and retain the supply of affordable housing in the City of Livingston through federal grants issued by the U.S. Department of Housing and Urban Development (HUD). HOME funds may be used for housing rehabilitation, new construction, and acquisition and rehabilitation of single-family and multi-family projects. The City received an \$800,000 HOME grant in FY2008 for a First Time Homebuyer Down Payment Assistance Program and a Housing Rehabilitation Program. The City has a contract with Self-Help Enterprises to administer both programs.

**H. Community Development Block Grant (CDBG) Program.** The Community Development Block Grant (CDBG) Special Revenue Fund is used to account for all activities, revenues and expenditures related to the receipt of federal Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). The purpose of these federal funds is to achieve “national objectives” that include (1) assisting low- and moderate-income people, (2) eliminating urban blight or (3) to meet urgent needs.

**I. Amenities Special Revenue Fund.** The City uses this Accounting Fund to track revenues, expenditures, assets and liabilities to construct, renovate or improve the historical museum, Court Theater and park facilities paid for by the one percent amenities fee collected with each new building permit.

**J. Citywide Consolidated Landscape Maintenance Assessment District No. 1.** The purpose of this Special Revenue Fund is to account for all activities, revenues, expenditures, assets and liabilities in providing maintenance, servicing and operation of landscape improvements, median strip improvements, park improvements, graffiti removal and associated activities located within the public right-of-way and dedicated landscape easements in 25 areas (zones) throughout the City.

**K. Benefit Assessment Districts (BAD) Special Revenue Fund.** The purpose of the Benefit Assessment Districts (BAD) Special Revenue Fund is to account for all activities, revenues, expenditures, assets, and liabilities in the servicing and maintaining of public drainage improvements and City streets, including, but not limited to, personnel, electrical energy costs, lift stations, detention basins, storm drain pipeline and all associated facilities. The City of Livingston annually levies and collects special assessments in order to maintain improvements within 18 existing Benefit Assessment Districts (BAD).

**L. Community Facilities District (CFD) Special Revenue Fund.** This Accounting Fund is used to keep track of all activities, revenues, expenditures, assets and liabilities in providing police services, fire protection and suppression services, and park maintenance services within the corporate limits of the City of Livingston. The Community Facilities Act of 1982 authorizes cities to form a Community Facilities District (CFD) within a defined set of boundaries for the purposes of providing public facilities and services.

**M. Community Redevelopment Special Revenue Fund.** This Fund within the Livingston Redevelopment Agency accounts for all activities, revenues, expenditures, assets and liabilities for the purpose of eliminating urban blight, securing commercial and industrial development for job creation and revitalization of deteriorated residential, commercial or industrial areas of the City of Livingston. It is also used to account for financial activities for the development of redevelopment project areas, including the acquisition of properties, cost of site improvements, other costs that benefit the project areas as well as administrative expenses incurred in sustaining the Agency.

**N. Low and Moderate Income Housing Special Revenue Fund.** This Fund within the Livingston Redevelopment Agency is used to account for all activities, revenues, expenditures, assets and liabilities used for increasing or improving housing for low or moderate income households. State law requires that 20 percent of all tax-increment funds distributed to the Livingston Redevelopment Agency must be set aside for low and moderate income housing purposes.

**3. Capital Projects Funds.** Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those required to be financed by Proprietary Funds and Fiduciary Funds). The primary purposes of Capital Projects Funds are to account for major construction projects, to enhance understanding of capital activities

and avoid the distortion of revenue and expenditure trend data in the General Fund or Special Revenue Funds. The City operates eight Capital Project Funds. They are:

**A. General (City) Capital Projects Fund.** The City uses a General (City) Capital Projects Fund to account for activities related to the construction of major capital facilities (other than those that are constructed in the various Development Impact Fee Funds, Water Enterprise Fund, Domestic Wastewater Fund, Industrial Wastewater Fund or other Enterprise Fund). Construction projects can include roads, curb and gutters, sidewalks bridges, buildings and other general infrastructure.

**B. General (Grants) Capital Projects Fund.** The City uses a General (Grants) Capital Projects Fund to account for activities related to the construction of major capital facilities funded by State and Federal Grants (other than grant-funded projects that are constructed in the Water Enterprise Capital Projects Fund, Domestic Wastewater Enterprise Capital Projects Fund, Industrial Wastewater Enterprise Fund or other Enterprise Funds). Grant-funded construction projects can include roads, curbs and gutters, sidewalks, bridges, buildings and other general infrastructure. Grants are generally one-time or non-reoccurring monies that should not be used for on-going salaries or operational expenses. Unrestrictive one-time grant revenues may be transferred to other funds for capital projects or other one-time projects in other accounting funds

**C. Fire Protection Development Impact Fees Capital Projects Fund.** The City of Livingston uses this Fund to record revenues and expenditures for fire protection impact fees collected from new developments built in the City pursuant to the State Mitigation Fee Act (Government Code 66000 et. Seq.) . Expenditures of fire protection impact fees can only be for the construction and improvement of public fire protection buildings and facilities as well as the purchasing of equipment needed for new developments constructed in the City.

**D. Police Development Impact Fees Capital Projects Fund.** This fund is used to account for police impact fees collected from new developments built in the City pursuant to the State Mitigation Fee Act (Government Code 66000 et. Seq.). Expenditures can only be used for the construction and improvement of law enforcement buildings and facilities as well as the purchase of capital equipment needed to provide law enforcement services to new development.

**E. Municipal Facilities Development Impact Fees Capital Project Fund.** The mission of the Municipal Facilities Impact Fees Capital Projects Fund is to account for all development impact fee revenues and expenditures for the construction and improvement of new public buildings and facilities needed for new development pursuant to the State Mitigation Fee Act (Government Code 66000 et. Seq.).

**F. Parks Development Impact Fees Capital Projects Fund.** The City of Livingston uses this Fund to record revenues and expenditures for park impact fees collected from new developments built in the City pursuant to the State Mitigation Fee Act (Government Code 66000 et. Seq.). Expenditures of park impact fees can only be for the construction and improvement of public parks and facilities as well as the purchasing of park equipment needed for new developments constructed in the City.

**G. Storm Drainage Development Impact Fees Capital Projects Fund.** The mission of the Storm Drainage Impact Fees Capital Projects Fund is to account for all development impact fee revenues and expenditures for the construction and improvement of new storm drainage needed for new development pursuant to the State Mitigation Fee Act (Government Code 66000 et. Seq.).

**H. Streets and Bridges Development Impact Fees Capital Projects Fund.** This fund is used to account for streets and public thoroughfares impact fees collected

pursuant to the State Mitigation Fee Act (Government Code 66000 et. Seq.). Expenditures can only be used for the construction, improvement or expansion of streets and public thoroughfares needed for new developments constructed in the City.

### **Proprietary Fund Types (Business-Type Activities)**

Proprietary Funds are used to account for the resources collected and used for business-type activities of the City of Livingston. Proprietary Funds can be divided into Enterprise and Internal Service Funds.

**1. Enterprise Funds.** Enterprise Funds are used to account for those operations that are financed and operated in a manner similar to a private business enterprise where fees are charged to external users and the intended purpose of the City is either (1) that the cost (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; (2) or where the City has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. In accordance with Government Accounting Standards Board (GASB) Statement No. 20, the City has elected to apply only those applicable Financial Accounting Standards Board (FASB) pronouncements issued on or before November 30, 1989, in accounting for its enterprise operations. The City of Livingston operates six Enterprise Funds. They are:

**A. Water Enterprise Operating Fund.** The Water Enterprise Operating Fund is used to account for all operating activities, revenues, expenditures, assets and liabilities in the purchase, transportation, treatment and distribution of drinking water to the residents of Livingston.

**B. Water Enterprise Capital Projects Fund.** The mission of the Water Enterprise Capital Projects Fund is to account for all of the activities, revenues, expenditures, assets and liabilities in construction, replacement, upgrade, and improvement of major water system capital facilities financed by water development impact fees, grants, and water rate payers.

**C. Domestic Wastewater Enterprise Operating Fund.** This Fund is used to account for all activities, revenues, expenditures, assets and liabilities necessary to provide domestic wastewater services to the residents of Livingston.

**D. Domestic Wastewater Enterprise Capital Projects Fund.** The mission of the Domestic Wastewater Operating Enterprise Fund is to account for all activities, revenues, expenditures, assets, and liabilities necessary for the collection and treatment of domestic wastewater generated within the City of Livingston.

**E. Industrial Wastewater Enterprise Fund.** The City uses this Accounting Fund to keep track of all activities, revenues, expenditures, assets, and liabilities necessary for the collection, treatment and protection of the public health from wastewater generated within the City of Livingston.

**F. Sanitation Enterprise Fund.** This Fund is used to account for all activities, revenues, expenditures, assets, liabilities to provide refuse, solid waste, recycling and street sweeping services to the residents of the City.

**2. Internal Service Funds.** Internal Service Funds are used to report any activity that provides goods or services to other Funds, departments, or agencies of the Livingston Municipal Government, its component units, or to other governments on a cost reimbursement basis.

### **Fiduciary Fund Types (Resources Held in Trust)**

Fiduciary Funds are divided into Private Purpose Trust Funds and Agency Trust Funds.

**1. Private-Purpose Trust Funds.** Private-Purpose Trust Funds are used to account for assets held by the City as a trustee or an agent on behalf of individuals, private organizations or other governments. Private Purpose Trust Funds cannot be used to support the government's own activities. The City operates no Private Purpose Trust Funds.

**2. Agency Trust Funds.** Agency Trust Funds are used to account for assets that the City holds for others in an agency capacity and do not present any results of operations. These Funds are used to account for situations where the role of the City is purely custodial. The City currently operates two Agency Trust Funds.





# City of Livingston

The Last Stop



## SECTION 4

# LIVINGSTON ACCOUNTING, INVESTMENT, FIXED ASSET, FINANCIAL, CAPITAL IMPROVEMENT AND BUDGET POLICIES



Old Livingston High School

# LIVINGSTON ACCOUNTING, INVESTMENT, FIXED ASSET, FINANCIAL, CAPITAL IMPROVEMENT AND BUDGET POLICIES

The City of Livingston has adopted accounting, investment, fixed asset, financial, capital improvement and budget policies to provide the framework for managing the City's financial resources. These policies are designed to:

1. Contribute to the confidence in the City operations and the commitment of the City Council, City Manager and staff to sound financial practices.
2. Save time and energy of the City Council and appointed officials. Once certain decisions are made at the policy level, those policies may be applied to individual situations and issues.
3. Direct attention of the City Council, City Manager, department heads and the public to the City's total financial condition and link day-to-day operations with long-range financial planning.
4. Contribute to the stability and expeditious handling of the City's financial affairs. The City Council, City Manager and department heads may change over time, but sound financial accounting policies will be in existence to guide whoever holds these positions.

## Accounting Policies

### Accounting Standards.

**The annual budget and audited financial statements of the City of Livingston are prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applicable to government entities. Generally Accepted Accounting Principles (GAAP) are national accounting standards adopted by the Governmental Accounting Standards Board (GASB). The Governmental Accounting Standards Board (GASB) is the nation-wide accepted standard body for establishing governmental accounting and financial reporting principles and practices.**

Livingston's budget and audited financial statements present the financial position of the City government and its blended component units. Blended component units are entities for which the City is considered to be financially accountable. This includes the Livingston Redevelopment Agency. This organization is technically a separate legal government entity, but is in substance part of the City of Livingston's government operations. The City Council acts as the board of directors for the Livingston Redevelopment Agency and City staff serve as the staff of both of these governmental units. The budget and other financial information from this government entity is combined with the budget and financial data of the City of Livingston. The Livingston Redevelopment Agency has a June 30 date for the end of its fiscal year.

### City of Livingston Government Organization.

The City of Livingston was incorporated on September 11, 1922 under the laws of the State of California. The City is a general law City and as such draws its authority from the California Constitution and the laws of the State of California enacted by the State Legislature. The City has a Council/Manager form of government. Under this municipal governmental form, the citizens elect four members of the City Council for four-year overlapping terms and a Mayor (who is also considered a City Councilman) for a two-year term. City Council members

choose the mayor pro tempore from among themselves. The City Manager is appointed by the five-member City Council by majority vote and serves at the “pleasure” of the governing body. He acts as the City’s chief executive officer as well as its budget and financial officer.

The City Manager implements the legislative policies of the City Council, manages the day-to-day operations of the City and is responsible for efficient and effective delivery of municipal services. In his capacity, he works with the City Council on strategic planning, policy development, ordinance preparation and goals and objectives for the organization. He implements the decisions of the City Council and is responsible for all aspects of the City’s financial administration and personnel administration. The City Manager oversees the work of all staff members, consultants and City departments.

The City provides police, fire, water, sewer, storm drainage sanitation, street construction and maintenance, community development, redevelopment, building inspection, economic development and general administrative services to the citizens of Livingston.

### **Livingston Redevelopment Agency.**

The Livingston Redevelopment Agency is a blended component unit of the City of Livingston. It was established in 1985 pursuant to the Community Redevelopment Law of the State of California Health and Safety Code to eliminate urban blight and administer the City’s redevelopment activities and projects. The Community Redevelopment Law, Chapter 710, Statutes of 1951, was enacted by the California Legislature with the objective of redeveloping those areas found in many communities that, for a variety of reasons, have suffered from unsafe, unfit, deteriorated, and economically dislocated properties. The California Constitution Article XVI, Section 16, and Health and Safety Code, beginning with Section 33000, provide funding from local property taxes to promote redevelopment of blighted areas. Article XVI was approved by the voters in 1952, and therefore, the revenues it generates are not subject to the limitations imposed by the Gann Limit in Article XIII B of the California Constitution.

The Agency’s primary source of revenue comes from property taxes, referred to as “tax increment.” The assessed valuation of all property within the project area is determined on the date of adoption of the Redevelopment Plan. The property taxes related to the incremental increase in assessed values after the adoption of the Redevelopment Plan are allocated to the Agency. All taxes on the “frozen” assessed valuation of the property are allocated to the City and the other districts.

The Agency has no power to levy and collect taxes and any legislative property tax reduction might reduce the amount of tax revenues that would otherwise be available to pay the principal and interest on debt. Broadened property tax exemptions could have a similar effect. Conversely, any increase in the tax rate or assessed valuation, or any reduction or elimination of present exemptions would increase the amount of tax revenues that would be available to pay principal and interest on debt.

Members of the City Council automatically sit as the Livingston Redevelopment Agency Board. The City Manager is appointed as Executive Director and the City staff provides all support services. Currently the Agency meetings are held just before or just after City Council meetings.

### **Measurement Focus.**

The accounting and reporting treatment applied to a Fund is determined by its **measurement focus**. All Governmental Funds (General Fund, Special Revenue Funds and Debt Service Funds) are accounted for on a **flow of current financial resources measurement focus**. This means that only current assets and current liabilities are generally included on their balance sheets. Governmental Fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

All Proprietary Funds (Internal Service Funds and Enterprise Funds such as Water Fund, Sewer Fund, etc.) and all Fiduciary Funds are accounted for on a **flow of economic resources measurement focus**. This means that all assets and all liabilities (whether current or non-current) associated with this activity are included

on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary Funds operating statements present increases (revenues) and decreases (expenses) in net total assets.

## **Basis of Accounting.**

Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the City's financial statements. The **Basis of Accounting** relates to the timing of revenue recognition in the City's financial statements regardless of the **Measurement Focus** applied. **The accounting basis in the City's annual budget is the same as the accounting basis used in the City's annual audited statements**

**1. Governmental Fund Types (Tax-Supported Activities).** **The modified accrual basis of accounting is used by the City of Livingston to apply revenues and expenditures to its Governmental Funds.** Under the modified accrual basis of accounting, revenues are recorded when they become measurable and available to pay for expenditures of the current period. "Measurable" means that the amount of the transaction can be determined. "Available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

The City of Livingston considers all revenues available if they are collected within sixty (60) days after the end of the fiscal year. Revenues that are accrued include property taxes, franchise fees, interest revenue and charges for service. Sales taxes and motor vehicle license fees collected and held by the state at year end on behalf of the City are also recognized as revenue. Licenses, permits and fines are accrued when received as they are not measurable until received in cash. Investment earnings are recorded as earned. Other receipts and taxes become measurable and available when cash is received by the government and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if accrual criteria are met. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met.

The City reports deferred revenue on its balance sheet. Deferred revenues arise when potential revenue meets the asset recognition criteria but does not meet both the "measurable" and "available" revenue criteria for recognition in the current period. Deferred revenues also arise when the City receives resources before it has a legal claim to them, such as when grant monies are received prior to the incurring of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the City has a legal claim to resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

**2. Proprietary Fund Types (Business-Type Activities) and Fiduciary Fund Types (Resources Held in Trust).** **Expenditures are generally recognized in Enterprise Funds, Internal Service Funds, Private Purpose Trust Funds and Agency Trust Funds under the modified accrual basis of accounting when the related fund liability is incurred.** Exceptions to this general rule include principal and interest on general long-term debt which is recognized when due. Certain compensated absences and claims and judgments are recognized when the obligations are expected to be liquidated with expendable available financial resources. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

## **Assets, Liabilities and Fund Equity**

**1. Cash and Investments.** Cash and cash equivalents represent the City's cash bank accounts including, but not limited to, certificates of deposit, money market funds and cash management pools for reporting purposes. Additionally, investments with maturities of three months or less when purchased are included as cash equivalents.

The City maintains a cash and investment pool that is available for use by all Funds. Interest earnings as a result of this pooling are distributed to the appropriate funds based on month-end cash balances in each fund. Cash is divided into three risk levels in accordance with standards that have been developed by the Governmental Accounting Standards Board (GASB) in Statement No. 3:

**A. Category 1 Investments.** Insured or collateralized with securities held by the City of Livingston or by its agent in the City's name.

**B. Category 2 Investments.** Collateralized with securities held by the pledging financial institution's trust department or agent in the City's name.

**C. Category 3 Investments.** Uncollateralized. This includes any bank balance that is collateralized with securities held by the pledging financial institution, or by its trust department or agent, but not in the City of Livingston's name.

**2. Internal Controls.** The Internal control structure of the City of Livingston is designed to ensure that the assets of the City are protected from loss, theft, or misuse. It is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls within the City of Livingston address the following issues:

**A. Control of Collusion.** Collusion occurs where two or more employees work in conjunction to defraud the City. The City has an organizational structure and operational policies and procedures that are designed to prevent collusion.

**B. Separation of Transaction Authority from Accounting and Record Keeping.** The City has segregated job duties so that the person who authorizes or performs the transactions is different from the person who records or otherwise accounts for the transaction. The City's finance division in the Administrative Services Department has been divided into two sections, each with a finance supervisor overseeing day-to-day operations. One section bills, receives, deposits and invests cash and the other records City records revenues and disbursement transactions.

**C. Custodial Safekeeping.** Funds collected by the City are deposited into the bank each day. Any small amounts of cash or checks held at the end of the day are placed in a safe in a locked room. Securities purchased from any bank or dealer (including appropriate collateral) for short-term or long-term cash investments are placed with an independent third party for custodial safe keeping.

**D. Avoidance of Physical Delivery of Securities.** The City avoids the physical delivery of securities. Book-entry securities are easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.

**E. Clear Delegation of Authority to Subordinate Staff Members.** Staff members in the Administrative Services Department have a clear understanding of their authority and responsibilities to avoid improper actions. Clear designation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.

**F. Written Confirmation of Transactions for Investments and Wire Transfers.** Due to the potential for error and improprieties arising from telephone and electronic transactions, all transactions are supported by written communications and approved by the authorized supervisor. Written communications may be via fax if on letterhead and if the safekeeping institution has a list of authorized signatures.

**G. Wire Transfer Agreement with Lead Bank.** The City has a wire transfer agreement with County Bank that addresses controls, security provisions and responsibilities of each party making and receiving wire transfers.

**3. Accounts Receivable.** Billed but unpaid services provided to individuals or non-government entities are recorded as “accounts receivable.” The Proprietary Funds include a year-end accrual for services through the end of the fiscal year, which have not yet been billed. Accounts receivable are reported net of an allowance for uncollectibles in the Enterprise Funds.

**4. Compensated Absences.** It is the City’s policy to permit employees to accumulate earned (but unused vacation), sick pay and compensatory time benefits up to the limits imposed either in the City of Livingston Personnel Rules or through the Memorandums of Understandings that the City has with the various collective bargaining units. Vested or accumulated vacation, holiday and sick leave along with any compensatory time that is expected to be paid with expendable available financial resources is reported as an expenditure and fund liability in the Governmental Fund that will pay for it. Amounts not expected to be liquidated with expendable available financial resources are reported in the General Long-Term Debt Account Group. No expenditure is reported for these amounts. Vested leaves in Enterprise Funds are recorded as an expense and liability as the benefits accrue.

**5. Long-Term Liabilities.** The government reports long-term debt of Governmental Funds at face value. Long-term liabilities for all Governmental Funds and Fiduciary Funds do not affect net current assets and have not been included on their respective balance sheets in previous years. Long-term liabilities of proprietary and non-expendable trust funds are accounted for in the respective funds.

**6. Inventory.** Inventory is valued at the cost that approximates market, using first-in, first-out (FIFO) method. The consumption method is used to account for the inventory of Governmental Funds including the General Fund, Special Revenue Funds and Capital Projects Funds. The value of the City’s office supply inventory is not considered material and as a result, no inventory value is shown in the City’s financial statements.

**7. Bond Discounts.** In Governmental Funds, bond premiums, discounts, and issuance costs are recognized in the current period. Bond discounts are presented as a reduction of the face amount of the bonds payable. Issuance costs are reported as an expenditure of the period. For Proprietary Funds bond premiums and discount, with issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Issuance costs are reported as deferred charges.

**8. Called Developer Bonds.** Revenues from called developer bonds arising from contract defaults are deferred and recognized as revenues when the related costs to complete the project are incurred by the City.

**9. Unappropriated Fund Balance and Unreserved Cash and Investments.** The Unappropriated Fund Balance in Governmental Funds and Unreserved Cash and Investments balances in Proprietary Funds indicate that portion of Fund Equity which is available for appropriation in future periods. Restricted Fund Balances or Reserved Fund Equity indicates that a portion of Fund Balance or Fund Equity has been segregated for specific purposes or is not available for appropriation. Reservations of retained earnings are limited to outside third-party restrictions.

**10. Contributed Capital.** Contributed capital are non-cash assets recorded in Enterprise Funds and primarily represents infrastructure such as water lines, sewer lines or assets received from other funds, developers, or customers. Contributed capital designations in the Enterprise Funds cannot be spent for operating or capital needs.

### **Taxes and Other Significant Revenues.**

Merced County is responsible for the assessment, collection and apportionment of property taxes for all taxing jurisdictions. Property taxes are levied in equal installments on November 1 and February 1. They become delinquent respectively on December 10 and April 10. The lien date is March 1 of each year. Property taxes are accounted for in the Livingston City General Fund and the Livingston Redevelopment Agency. The City is permitted by Article XIII A of the State of California Constitution (known as Proposition 13) to levy a maximum of \$1.00 per \$100 of full cash value. Property tax revenues are recognized when they become measurable and available to finance current liabilities. The City considers property taxes as available if they are collected within 60 days after the end of the fiscal year. Property tax on the unsecured roll are due on the March 1 lien date and become delinquent if unpaid on August 31. However, unsecured property taxes are not susceptible to year-end accrual. Taxes on individual pieces of property may be delinquent up to five years before the property is sold for delinquent taxes.

Under state statute, the County Treasurer, acting as a tax collector, must settle and disburse all current tax collections to all taxing units by the end of March following the taxing year. Delinquent taxes are collected throughout the year and dispersed to the taxing units on a routine basis.

Sales taxes are collected by the State Board of Equalization and remitted to the City quarterly. Sales taxes are recorded as revenues when received by the State Board of Equalization. Franchise fees are collected by Pacific Gas and Electric (PG&E) and Merced Irrigation District on electrical revenues to City residents and remitted monthly to the City. Franchise taxes on cable television revenues are collected quarterly.

### **Financial Reports.**

The City staff prepares appropriate monthly financial statements reflecting the operations of individual Funds for internal use by the City Council, City Manager, department heads and the general public. The City adheres to a policy of full and open public disclosure of all financial documents.

### **Independent Audits.**

An independent audit of the City's financial statements is conducted each year by an independent Certified Public Accounting firm. The City also participates in a number of Federal and State assisted grant programs, which are subject to annual financial, and compliance audits.

## **Investment Policies**

### **Introduction.**

Investment policies and practices of the City of Livingston are based upon state law, City ordinances, Generally Accepted Accounting Principles (GAAP), prudent money management principals and the "prudent person" standard (Civil Code Section 2261, *et. seq.*). The City has four primary goals in the investment of its public funds. They are:

**1. Rate of Return.** Achieve a reasonable rate of return while minimizing the potential for capital losses arising from market changes or issuer default.

**2. Daily Cash Flow.** Meet the daily cash flow needs of the City of Livingston and the Livingston Redevelopment Agency.

**3. Compliance.** Comply with City ordinances and the laws of the State of California regarding the investment of public funds.

**4. Investment Records.** Maintain accurate and complete investment accounting records.

**5. Financial Reports.** Prepare reliable financial reports of the investment portfolio for the City Manager, City Council and the public.

### **Scope.**

The City's investment policies apply to all funds under the direct authority of the City of Livingston. These funds include, but are not limited to, the City's revenues associated with the General Fund, Special Revenue Funds, Enterprise Funds, Internal Service Funds, Debt Service Funds, Capital Project Funds, Private-Purpose Trust Funds, Agency Funds, proceeds from bond sales and any other funds under the City's control. It is also applicable to the City's blended component unit including the Livingston Redevelopment Agency.

### **Pooling of Funds.**

Except for cash in certain restricted and special funds, the City of Livingston consolidates cash balances from all funds to maximize investment earnings. The City schedules its collection of receipts, deposits of funds and disbursements of monies to ensure maximum availability of cash for temporary investment purposes. Investment income is allocated to the various Funds based on their respective participation and in accordance with Generally Accepted Accounting Principles (GAAP).

### **Investment Objectives.**

The primary objectives (in order of priority) of City investment activities are the safety of principal and preservation of capital, liquidity, and yield.

**1. Safety of Principal and Preservation of Capital.** Safety and principal and preservation of capital are the foremost objectives of the investment program. Investments are undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest-rate risk.

**A. Credit Risk.** The City of Livingston will minimize credit risk, the risk of loss due to the failure of the security issuer or backer by:

- (1) Limiting investments to the safest type of securities.
- (2) Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with whom the City of Livingston will do business.
- (3) Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

**B. Interest Rate Risk.** The City of Livingston will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates by:

- (1) Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
- (2) Investing operating funds primarily in shorter-term securities or with state and local government investment pools.



**2. Liquidity.** The investment portfolio remains sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrently with the City's cash needs to meet anticipated demands (static liquidity). A portion of the portfolio also may be placed in money market mutual funds or Local Government Investment Pools (LGIP's) which offer either same-day or next-day liquidity. Furthermore, since all possible cash demands cannot be anticipated, the portfolio consists largely of securities with active secondary or resale markets (dynamic liquidity).

**3. Yield.** The investment portfolio is designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs of the City. Return on investment is of secondary importance compared to the safety and preservation of capital and liquidity objectives described above. The core investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

**A. Loss of Principal.** A security with declining credit may be sold early to minimize loss of principal.

**B. Security Swap.** A security swap would improve the quality, yield, or target duration in the portfolio.

**C. Liquidity.** Liquidity needs of the portfolio require that the security be sold.

## **Standards of Care**

**1. Prudence.** The standard of prudence used by investment officials is the "prudent" person standard (Civil Code Section 2261, *et. seq.*) and is applied in the context of managing an overall investment portfolio. Investment officers acting in accordance with written procedures and this overall investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and sale of securities are carried out in accordance with the terms of this policy.

Investments are made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

**2. Public Trust, Ethics and Conflicts of Interest.** Investment officials recognize that the investment portfolio is subject to public review and evaluation. The overall program is designed and managed with a degree of professionalism that is worthy of the public trust.

Officers and employees involved in the investment process refrain from personal business activity that could be in conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial investment decisions. Employees and investment officials disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City of Livingston.

**3. Delegation of Authority.** Authority to manage the City's investment program is granted to the City Manager and his or her designee, hereinafter referred to as the "Investment Officer." Responsibility for the operation of the investment program is hereby delegated to the

investment officer, who shall act in accordance with this investment policy.

### **Authorized Financial Dealers and Institutions.**

The City transacts business with banks and savings and loans, and with investment securities dealers in compliance with the City's investment policy. The Finance Division of the Administrative Services Department will maintain a list of financial institutions authorized to provide investment services. All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

1. Audited financial statements.
2. Proof of National Association of Securities Dealers (NASD) certification.
3. Proof of state registration.
4. Completed broker/dealer questionnaire.
5. Certification of having read and understood and agreeing to comply with the City of Livingston's investment policy.

The City on an annual basis submits a copy of the current investment policy to all financial institutions approved to do business with the City. Confirmation of receipt of this policy is considered evidence that the dealer has read and understands the City's investment policy and will recommend and execute only transactions suitable for and in compliance with the City's investment policy.

In selecting financial institutions for deposit or investment of City funds, the creditworthiness of the institutions will be considered. The City will continue to monitor financial institution's credit characteristics and financial history throughout the period in which City funds are deposited or invested. The City is authorized by the City Council to conduct investment transactions with the following institutions. Investment transactions with firms, other than those appearing on this list, are prohibited.

**1. State of California Government.** Office of the State Treasurer, Local Agency Investment Fund (LAIF).

**2. Banks.** AmericaWest Bank.

### **Suitable and Authorized Investments.**

The City is authorized by California Government Code Section 53600, et. seq. to invest in specific types of securities. Section 43601 of the Government Code sets limits on the type investments that may be in the City portfolio.

- 30% in Medium Term Notes.
- 40% in Negotiable Certificates of Deposit.
- 40% in Bankers Acceptance Notes, not to exceed 180 days in maturity.
- 30% in Commercial Paper, not to exceed 270 days.
- 100% in U.S. Government Treasury Obligations.
- 100% in U.S. Government Agency Debt Issues.
- 100% in Pass-Book Savings Deposits.

The City Council has established further limits on the types of securities in which the City may invest its idle cash. Any investment security (except investment of bond proceeds as explained in the next section) not listed below is not a valid investment for the City of Livingston.

**1. Local Agency Investment Fund (LAIF) Investments.** LAIF is a special fund of the State of California Treasury that local agencies may use to deposit funds for investment. Investments by the State Treasurer for City funds in LAIF are authorized by the City Council. State law prohibits LAIF from impounding any depositor's funds and prohibits the fund from ever declaring bankruptcy. Total investments of any one public agency in LAIF may not exceed \$20 million. Public entities are limited to 15 transactions per month per account. A minimum transaction is \$10,000.

**2. United States Government Debt Obligations.** These investments would include U.S. Government direct obligations such as Treasury bills, bonds, notes and other certificates of indebtedness where the full faith and credit of the United States are pledged for payment of principal and interest.

**3. United States Government Agency Debt Issues.** These investments include obligations, participations or other instruments of, or issued by, a Federal Agency or a United States government-sponsored enterprise, including obligations of the Federal Home Loan Bank (FHLB) or Federal Farm Credit Bank (FFCB) or other obligations or other instruments issued by, or fully guaranteed as to principal and interest by the Federal Home Loan Mortgage Corporation or the Federal National Mortgage Association (FNMA). While these U.S. Government debt issues are not backed by the full faith and credit of the United States, they do in fact have defacto backing from the federal government, and it would be most unlikely that the government would let any of these agencies default on its obligations.

**4. Repurchase Agreements.** These agreements would be limited to U.S. Government or its authorized Agencies' securities described in Number (2) and Number (3) above, provided that they are held less than a year.

**5. Certificates of Deposit (CD).** A Certificate of Deposit is a time deposit with a specific maturity evidenced by a certificate. Certificates of Deposit must be issued through financial institutions insured by the Federal Deposit Insurance Corporation (FDIC), a federal agency of the United States Government that insures bank deposits up to \$100,000 per account.

**6. Pass Book Savings Account Demand Deposits.** Savings accounts are approved by the Livingston City Council provided they are maintained only with banks and savings and loan institutions which are insured by the Federal Deposit Insurance Corporation (FDIC), a federal agency of the United States Government that insures bank deposits up to \$100,000 per account.

**7. Overnight Repurchase Agreements.** The City is authorized with City Council approval to set up a "sweep account" and to enter into an overnight repurchase agreement with an authorized bank to sweep cash from its checking accounts and other appropriate accounts to earn overnight interest on the funds in these accounts.

**8. Zero Coupon Bonds.** Zero Coupon Bonds may be purchased only for purposes of bond defeasance.  
**Investment of Bond Proceeds.**

The City directs the investment of proceeds on bonds or similar debt instruments issued as instructed in the bond indenture or similar investment documents. Securities authorized by the bond indenture or similar investment documents that are not authorized by the City's investment policy will be considered approved when the bond indenture or similar investment document is approved by the City Manager or City Council. Bond reserve funds, escrow funds and any funds approved by the City Council may be invested in securities with maturity limits of five years or an appropriate longer period.

### **Investment Parameters.**

**1. Diversification.** Other than funds invested in U.S. Government debt obligations and the

State of California Local Agency Investment Fund (LAIF), the City's remaining investment portfolio is diversified to avoid incurring unreasonable and avoidable risks regarding specific security types or individual financial institutions. Diversification is dividing investment funds among a variety of securities offering independent returns. LAIF is a special fund in the State Treasury which local agencies may use to deposit funds for investment. State law prohibits LAIF from impounding any depositor's funds and prohibits the fund from declaring bankruptcy.

**2. Maximum Maturities.** Section 53601 of the Government Code allows the investment of City surplus funds in specified types of securities provided that, at the time of investment, the securities have a maturity of five years or less, unless the legislative body has granted expressed authority to make that investment either specifically, or as a part of the Investment Policy approved by the legislative body, no less than three months prior to the investment. It is herein authorized as part of the current investment policy to invest in securities with an estimated average life of five years or less. It is also authorized to invest in securities with a maturity greater than five years, but only when authorized by the City Council no less than three months prior to the investment.

**3. Risk Tolerance.** The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary liquidity. Portfolio diversification is employed as a way to control risk. The City displays prudence in the selection of securities as a way to minimize default risk. No individual investment transaction is undertaken which jeopardizes the total capital position of the overall portfolio. Funds invested in LAIF are considered consistent with this policy. In accordance with Governmental Accounting Standards Board (GASB) Statement No. 3, the City's investment risk is divided into three categories:

**A. Category 1.** Securities that are insured and registered or securities held by the entity or its agent in the City's name.

**B. Category 2.** Securities that are uninsured and unregistered with securities held by the counter party, or by its trust department or agent, but not in the entity's name. This includes the portion of the carrying amount of any underlying securities.

**C. Category 3.** Securities that are uninsured and unregistered with securities held by the counter party, or by its trust department or agent, but not in the entity's name. This includes the portion of the carrying amount of any underlying securities.

**4. Equal Opportunity.** The City does not knowingly invest funds in an institution that practices or supports, directly or indirectly through its actions, discrimination based on race, religion, color, creed, nationality or ethnic origin, age, sex or physical disability.

**5. Prohibited Investment Activities.** This policy specifically prohibits trading securities for the sole purpose of speculating on the future direction of interest rates. It further prohibits investing in common stocks, using reverse repurchase agreements, use of derivative products, buying mortgage derived interest only strips, purchasing investments using margin accounts and/or leveraging of the City's investment portfolio.

## **Safekeeping and Custody.**

**1. Custody.** To protect against potential losses by the collapse of individual securities dealers, all securities owned by the City shall be held in safekeeping by a third party bank trust department acting as agent for the City under the terms of custody agreement executed by the bank and the City. No outside broker/dealer or advisor may have access to City funds, accounts or investments, and any transfer of funds to or through an outside broker/dealer must be approved by the City Council.

**2. Internal Controls.** A system of internal controls has been established to prevent losses of public

funds arising from fraud, employee error, misrepresentation by third parties, or unanticipated changes in financial markets. Internal controls deemed most important include control of collusion, separation of transaction authority from accounting and record keeping, custodial safekeeping, avoidance of physical delivery of securities, clear delegation of authority to subordinate staff members, written confirmation of transactions for investments and wire transfers and development of a wire transfer agreement with the lead bank and third-party custodian.

**3. Delivery vs. Payment.** All trades where applicable are executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities are held by a third-party custodian as evidenced by safekeeping receipts.

### **Reporting Requirements.**

The City Treasurer shall submit quarterly investment reports in accordance with California Government Code Section 53646. The report(s) shall include the following:

1. Statement indicating that all cash and investments are in conformity with this investment policy.
2. Statement indicating that there are sufficient funds to meet the expenditures for the next six months.
3. Copy of the most recent statement or statements from the institutions in which the City has funds invested.

### **Investment Policy Adoption and Review.**

The City's independent certified public accountants annually review and make recommendations regarding the City's investment policies to the City Manager and the City Council. In accordance with Senate Bill 564 and Senate Bill 866, effective January 1, 1996, the City staff brings forward each year the City's Investment Policy for review by the City Council.

## **Fixed Asset Policies**

### **Introduction.**

Livingston's fixed asset policies are intended to provide specific guidance for determining which fixed assets are subject to separate accounting and reporting (i.e. capitalization). They also outline the procedures to define fixed assets and establish guidelines for their purchase, use, accountancy, inventory, transferring and disposal.

### **Purpose.**

The City's fixed asset policies and procedures are established in accordance with Generally Accepted Accounting Principles (GAAP) and statements issued by the Government Accounting Standards Board (GASB). The objectives of the City's fixed asset policies are to:

**1. Appropriate Use and Control.** Ensure that there is adequate control and appropriate use of the City's fixed assets for the delivery of municipal services and for the protection of the health, safety and welfare of the community.

**2. Safeguarding and Preservation.** Carry out the City's fiduciary responsibility to establish systems and procedures to protect its fixed assets acquired with taxpayer resources from loss, theft, misplacement or inappropriate use.

**3. Accounting and Financial Reporting.** Accurately account for and report fixed assets in financial reports issued to external reporting agencies, financial institutions, bond trustees, granting agencies and the public.

### **Scope.**

The City's fixed asset policies apply to all personnel, departments, divisions and offices of the City government as well as all associated accounting funds under the direct authority of the City of Livingston. These accounting funds include, but are not limited to, the General Fund, Special Revenue Funds, Enterprise Funds, Internal Service Funds, Debt Service Funds, Capital Projects Funds, Private-Purpose Trust Funds and Agency Trust Funds. These fixed asset policies are also applicable to the City's blended component unit including the Livingston Redevelopment Agency.

### **Responsibility.**

The Finance Division of the Administrative Services Department will be responsible to establish systems and procedures so that the purposes of these policies are implemented and ensure that fixed assets are identified, processed, tracked, inventoried and appropriately reported by fund and asset category. Department Heads and Division Managers are responsible to ensure that proper budgeting and purchasing guidelines are followed, and to ensure that fixed assets are adequately controlled, safeguarded, preserved, and used only for appropriate City purposes.

### **Definitions.**

The City of Livingston will apply the following definitions to its fixed asset policies and procedures.

**1. Buildings.** Structures of a fixed or semi-fixed nature, which provide shelter and/or create interior space. Buildings also include picnic shelters, storage sheds and restrooms.

**2. Construction in Progress.** Assets that are being built that are not usable at the end of the fiscal year, such as an incomplete building, waterline, sewer line, storm drain line, street, road, traffic signal, or other public improvement or infrastructure.

**3. Capital Expenditure.** A Capital Expenditure is an outlay of funds for fixed assets, including land, buildings, machinery, equipment, construction in progress, design in progress, improvements and infrastructure with an original cost of \$5,000 or more.

**4. Design in Progress.** Capital improvement projects that are in planning or the design stage. The expenditure of these projects is capitalized at year-end if the design has exceeded \$5,000.

**5. Equipment.** Moveable personal property with a useful life of more than one year and a value of \$500 or more. Such items as furniture, machines, tools, vehicles, and computers are included in this category.

**6. Fixed Asset.** Tangible and intangible property owned by the City with a value of \$500 or more and a useful life of at least one year.

**7. Improvements.** Physical property of a fixed nature that is added (affixed) to land or buildings. These assets include ground improvements, sidewalks, driveways, landscaping, sprinklers, fences, parking lots, etc. Building improvements include such items as carpeting, air conditioning systems or improvements through remodeling.

**8. Infrastructure.** Includes bridges, traffic signals, streets, roads, curbs, gutters, sidewalks, water lines, sewer lines and storm drain lines.

**9. Intangibles.** Items such as software (not replacement or upgrades).

**10. Land.** Includes the investment in real property or the ownership of ground space such as parcels, easements, and rights-of-way.

**11. Streets and Roads.** Includes all streets and roads that have pavement as well as curb, gutter and sidewalk.

**12. Street Drainages.** Includes storm drainage piping and manholes underneath streets and roads.

**13. Traffic Signals.** All traffic lighting systems that control traffic.

**14. Vehicles.** All vehicles and rolling stock equipment that are maintained by the Public Works Department.

### **Capital Expenditure Definition and Capitalization Policy (Accounting and Financial Reporting).**

**Capital Expenditures for fixed assets, including land, buildings, machinery, equipment, construction in progress, design in progress, improvements and infrastructure with an original cost of \$5,000 or more, will be subject to accounting and reporting (capitalization).** All costs associated with the purchase or construction of the asset should be considered including ancillary costs such as freight, transportation charges, site preparation expenditures, professional fees, warranties, taxes and legal claims directly attributable to the asset acquisition. Specific capitalization guidelines are described below:

**1. Capitalization Threshold.** The capitalization threshold is applied to individual units of fixed assets. For example, ten desks purchased through a single purchase order, each costing \$1,000, will not qualify for capitalization even though the total purchase (\$10,000) exceeds the fixed asset capitalization threshold of \$5,000. An exception to the \$5,000 threshold is land and some infrastructure. All costs associated with the purchase or acquisition of land parcels, rights-of-way, or easements, are capitalized, regardless of cost.

**2. Individual Units of Fixed Assets.** The \$5,000 capitalization threshold is applied to individual units of fixed assets. For example, ten desks purchased through a single purchase order, each costing \$1,000, will not qualify for capitalization even though the total (\$10,000) exceeds the capitalization threshold of \$5,000.

**3. Fixed Asset Components.** For the purpose of capitalization, the threshold will generally not apply to components of fixed assets. For example, a keyboard, monitor and central processing unit purchased as components of a computer system will not be evaluated individually against the capitalization threshold. The entire computer system will be treated as a single fixed asset.

**4. Grants.** Any asset required to be controlled and separately reported pursuant to grant conditions or any other externally imposed reporting requirement, will be capitalized, regardless of cost. For example, a grant program that has funded the acquisition of a fixed asset may impose a requirement that the fixed asset be tracked and identified as a grant-funded asset.

**5. Dedications and Donations.** When an asset is acquired through dedications, donations, developer funding, or in-lieu of fees, the asset will be recorded at its estimated fair market value at the date of acquisition, as determined by the appropriate City department using an appropriate method to determine value.

**6. Repairs.** Repairs to existing fixed assets will generally not be subject to capitalization unless the repair extends the useful life of the asset. In this case, the repair represents an improvement and is subject to the capitalization requirements described below.

**7. Improvements.** Improvements to existing fixed assets will be presumed (by definition) to extend the useful life of the related fixed assets, and therefore, will be subject to capitalization only if the cost of the improvement meets the \$5,000 threshold. Therefore, an improvement to a fixed asset that had an original cost of less than \$5,000, but now exceeds the threshold as a result of the improvement, should be combined as a single asset at the total cost (original cost plus the cost of the improvement) and capitalized.

**8. Capital Projects.** Capital projects will be capitalized as “design in progress” or “construction in progress” until completed. The costs associated with the capital project include direct costs, such as labor and materials, as well as indirect and ancillary costs.

## **Capitalization Valuations.**

The objective fixed asset accounting is to account for the City’s historical acquisition cost, not present market or replacement values of City fixed assets. Therefore, fixed assets are valued at historical cost. In those instances where historical costs are not available, fixed assets are valued at estimated historical cost. Donated fixed assets are valued at their estimated fair market value on the date donated. In valuing fixed assets the following guidelines are used.

**1. Buildings.** Costs include all expenditures in connection with their acquisition such as purchase price or construction cost, fixtures attached to the structure, architect’s fees, engineering fees, and insurance during construction.

**2. Construction in Progress.** Assets are recorded in the same manner as assets acquired by purchase or construction contract. Costs that are capitalized are service charges, materials, and architects and engineering payments and retentions.

**3. Design in Progress.** Costs that are capitalized include service charges, materials and architects and engineering payments and retentions.

**4. Equipment.** Costs include all expenditures including the purchase price (before trade-in allowance) freight charges, taxes and installation costs.

**5. Improvements.** Costs include all expenditures in connection with their acquisition such as purchase price or construction costs, materials costs, installation costs, fixtures, architect’s fees, engineering fees, freight charges, taxes and insurance during construction.

**6. Infrastructure.** Costs include all expenditures in connection with their construction including labor costs, material costs, installation costs, engineering fees, freight charges, sales taxes and insurance during construction.

**7. Land.** Costs include all expenditures in connection with land acquisition such as purchase price, appraisal fees, title policy fees, demolition, site clearance, etc.

**8. Street Drainage.** Costs include all expenditures in connection with their construction including materials costs, installation costs, engineering fees, freight charges, sales taxes and insurance during construction.

**9. Streets and Roads.** Costs include all expenditures in connection with their construction including material costs, installation costs, engineering fees and insurance during construction.

**10. Traffic Signals.** Costs include purchase price, freight charges, taxes and installation charges.

**11. Vehicles.** Costs include purchase price, sales tax, freight charges and installation costs.



## **Depreciation.**

**Principles and Guidelines.** The purpose of depreciation is to spread the cost of fixed assets equitably among all users over the life of these assets. The amount charged to depreciation expense each year represents that year's pro rata share of the cost of the fixed asset.

General Accounting Standards Board (GASB) Statement 34 requires that all capital assets with limited useful lives be depreciated over their estimated useful lives. Alternatively, the "modified approach" may be used for certain capital assets. Depreciation is not provided under this approach, but all expenditures for these assets are expensed, unless they are additions or improvements.

Except for streets and roads covered by the "modified approach," depreciation is booked on fixed assets. Depreciation of all fixed assets is charged as an expense against operations each year. The total amount of depreciation taken over the years, called accumulated depreciation, is reported on the balance sheet as a reduction in the book value of the fixed assets.

Depreciation is used solely in Proprietary Fund Types. Depreciation is important in these funds because it is included as an operational expense of these funds. Unlike Governmental Fund Types, fixed assets are reported in the balance sheet accounts of each Proprietary Fund. The use of these assets over a period of time is charged as a depreciation expense.

**Depreciation Method.** Depreciation is provided using the straight line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated.

**Estimated Useful Life.** The estimated useful life of an asset will vary depending on the type of fixed asset that is being depreciated. The useful life for various fixed assets are indicated below:

Buildings	40-50 Years
Infrastructure	40-50 Years
Street Drainage	40-50 Years
Curb, Gutter and Sidewalk	40 Years
Traffic Signals	20 Years
Furniture, Fixtures & Vehicles	4-5 Years
Machinery and Equipment	2-20 Years

## **Inventory Control Policy.**

**1. Inventory Control Criteria.** Inventory control is applied only to movable fixed assets and not to land, buildings or other immovable fixed assets. Fixed assets subject to inventory control will be accounted for and controlled through the same systems and procedures used to account and control fixed assets subject to capitalization. Fixed assets will be subject to inventory control if they meet at least one of the following criteria:

- A. The fixed asset has a useful life that exceeds one year.
- B. The original cost of the fixed asset is equal to or greater than \$500.
- C. Any asset less than \$500 as requested from a department. This may include certain machinery and equipment that, due to their portability, character or value outside of the office are susceptible to loss, theft, misplacement or borrowing. It may also include any asset that has been requested by a department to be controlled in order to satisfy an internal (operational) or external federal or state regulatory requirement.
- D. Any asset required to be controlled and separately reported pursuant to grant

conditions or any other externally imposed reporting requirement. For example, a grant program that has funded the acquisition of a fixed asset may impose a requirement that the fixed asset be tracked and identified as a grant funded asset.

**2. Tagging.** Fixed assets will be tagged to support inventory control, prevent theft, stop losses, track the fixed asset's replacement cost, determine asset useful life, promote fixed asset accountability, and provide auditors with a mechanism to verify the City's control of fixed assets. Most fixed assets are tagged with a numbered fixed asset tag. However, some fixed assets such as land, buildings, improvements, infrastructure, machinery and equipment are not tagged because they are immovable or because it is physically impossible or impractical to tag the item because of the way that the fixed assets are used.

**3. Annual Review and Certification.** Each Department Head holds ultimate responsibility for safeguarding their fixed assets against theft or loss. At the end of each fiscal year, the Finance Division will forward to each department a listing of their fixed assets for review and certification. It is the responsibility of the Department Head to verify and certify the accuracy of the information contained on that report. Any discrepancies must be reported to the Finance Division.

**4. Fixed Asset Report.** All departments involved in the construction or dedication of improvements or infrastructure assets must complete a Fixed Asset Report when filing a Notice of Completion or Acceptance. The report must be forwarded to the Finance Division for inclusion in the City's fixed asset data base and the City's engineers for inclusion on the City's Geographic Information Systems (GIS) data base.

**5. Transfers of Fixed Asset.** Requests for transfers of fixed assets will be in writing and submitted to the Finance Division and City Manager for approval. The Finance Division will be responsible for making the appropriate transfers on the City's computerized Fixed Asset data base and keeping a file of all transfers.

### **Disposal of Fixed Assets.**

**1. Disposal Authority.** No fixed assets may be disposed of without the approval of the City Council or City Manager and Finance Division. Disposal of all land and buildings and all other fixed assets with a value of over \$5,000 must have City Council approval. If it is determined that the fixed assets sold as a unit has a value less than \$5,000, the property may be disposed of in a manner approved by the Department Head, Finance Division and the City Manager. Fixed assets will only be disposed of after checking with other City departments to see if they can use the property.

**2. Disposal Value.** It is the responsibility of each department to appraise fixed assets designated as surplus prior to sale. Prior to the disposal of any surplus property, each department is required to complete a Surplus Property Report.

**3. Disposal Methods.** Fixed Assets may be disposed of in the following ways:

- A. Sealed bids after at least three public notices have been published in the newspaper.
- B. Public auction after at least three notices have been published in the newspaper.
- C. Traded in to reduce the purchase price of a new replacement for a fixed asset.
- D. Taken to a federal or state surplus property facility and sold through that facility.
- E. Sold or donated to another government agency.
- F. Recycled and disposed of as junk to a landfill or other appropriate waste removal facility.

G. Other method approved by the City Council or the City Manager where it is believed that the highest price can be obtained for the fixed asset. The City Council or City Manager will determine the most appropriate method of disposing of fixed assets.

**4. Proceeds from Sales and Auctions.** All proceeds from the sale of fixed assets will be allocated to the City's General Fund unless the property was originally purchased with monies from a specific City Fund, in which case, the proceeds will be returned to that specific fund.

## **Financial Policies**

### **Federal, State and County Intergovernmental Revenues.**

The City seeks to acquire revenues from federal, state and county sources. The City uses one-time and non-recurring federal, state and county revenues for capital projects or equipment purchases. Revenues from grants are not used for maintenance and operation expenses, to expand programs or increase staffing levels because the City may not be in the financial position to support the activity or staff if the revenue ceases to exist. The City only projects the receipt of intergovernmental revenues during the period of time that the federal, state or county authorization exists.

### **User Fee Revenues.**

The City charges the direct beneficiaries of City service fees that recover the partial or full cost of providing that service. Many of these services provided by the City directly benefit individuals or the private sector. These include garbage collection, building permits, fingerprinting fees, dog licenses and many others. When the general taxpayer subsidizes services of this nature, scarce resource dollars are not available for other City services. In these user-choice services, the customer has the opportunity to determine whether that service is used, with part of that decision being made through the normal pricing system. In such cases, the City is committed to recovering the cost of providing that service through a user fee or service charge. In determining its fee structure the City:

1. Develops broad policies concerning funding of services.
2. Periodically reviews all services to determine if a fee should be charged.
3. Considers market rates and charges levied by other public and private organizations for similar services.
4. Sets fees that recover the partial or full costs of providing that service.
5. Sets fees that are comparable to other jurisdictions.
6. Periodically evaluates fee amounts.

In some cases full cost recovery is not permitted because of statutory restrictions, and in other cases full cost recovery may not be desired for health, safety or welfare reasons.

### **Utility Charges Revenues.**

The City sets charges for water and sewer that fully support the total direct and indirect costs of providing the service. The billing structure adopted by the City should furnish sufficient cash to:

1. Meet all operating expenses, including depreciation.
2. Pay principal and interest expenses on any outstanding revenue or general obligation

bonds.

3. Cover the cost of expansion and major replacements to the water or sewer systems.
4. Comply with bond covenants.

### **Development Impact Fee Revenues.**

The City seeks to recover some of the cost of growth through impact fees assessments on new developments in the City of Livingston. As Livingston's population grows the demand for the expansion of water, sewer, parks, streets and bridges, storm drainage and flood control, buildings and public facilities, police, fire infrastructure and facilities and the purchase of capital equipment needed to serve new development in the City increases.

State law allows (State Mitigation Fee Act, Government Code 66000 *et. seq.*) and fairness dictates that the new residents creating the need for expanded infrastructure and additional equipment capital costs should make a contribution to their acquisition in the form of development impact fees. Development impact fees are collected by the City of Livingston for the expansion of water, sewer, parks, streets, storm drainage, municipal buildings, police, fire infrastructure and facilities and the purchase of capital equipment needed to for new development in the City. All impact fees are deposited in separate capital projects revenue and expenditure accounts in the City Water Enterprise Fund, Domestic Wastewater Enterprise Fund or in a separate Capital Projects Fund specifically designated for the particular development impact fee. Development impact fees can only be spent for capital purchases and are not used for salary or maintenance or operation expenditures.

### **Long-Term Debt and Public Borrowing.**

Public borrowing through lease-purchase agreements, general obligation bonds, revenue bonds, certificates of participation (COP) or other legal debt instruments may be in the public interest. However, the City will pursue policies that will not saddle the public with excessive public debt and will carefully scrutinize any public borrowing proposals. **California currently has no constitutional or statutory debt limits for municipalities. Therefore, the City's elected officials, City Manager and other staff members must use debt in a wise and judicious manner.** Where public borrowing is considered appropriate by the City Council, it will be done in accordance with the following policies:

1. Debt is limited to equipment purchases and major capital projects. It is not used for general operating expenses. It is the policy of the City to maintain cash balances at a sufficient level for general operating costs (those items normally funded in the City's annual operating budget and having a useful life of less than one year). Short-term securities may be issued in cases where the City's normal cash flow has been disrupted as a result of natural disaster or unexpected delays in the receipt of federal or state revenues.
2. The maturity date for any debt does not exceed the reasonable expected useful life of the equipment or capital improvement being financed. Generally, the City will limit long-term debt to a term not to exceed 10-15 years.
3. When practical, the City will develop, authorize, and issue revenue, special fee or other self-supporting debt instruments instead of General Obligation Bonds.
4. Coverage for revenue bonds or special fee debt instruments shall be at least 120 percent of annual total debt service.
5. The City will maintain good communications regarding its financial condition. It will regularly evaluate its adherence to its debt policies. The City promotes effective communications with bond rating agencies and others in the

market place based on full disclosure.

### **City Insurance and Risk Management.**

The City's liability, property and workers' compensation insurance are provided by the Central San Joaquin Valley Risk Management Authority (CSJVRMA), a public sector risk pool made up of cities throughout the State of California.<sup>13</sup> CSJVRMA is a joint powers authority public insurance company where there is insurance and risk sharing among the pool participants. The City pays an annual premium to CSJVRMA for all its coverage. CSJVRMA is self-sustaining through member premiums. The City is insured under a retrospectively rated policy which means the initial premium is adjusted based on actual experience during the coverage period. The City has \$20 million in general liability coverage<sup>14</sup> with a \$25,000 deductible per occurrence.

The City's risk management program also includes purchasing property and automobile insurance coverage through CSJVRMA. The property coverage is "all-risk" coverage for real and personal property of the City and includes some coverage for property of others while in the custody of the City. In most cases, the coverage provides replacement cost valuations, (i.e. cost of replacement without reduction for depreciation). The City has a \$1,000 deduction. CSJVRMA provides coverage for losses between \$1,000 and \$25,000. Losses up to 1 million is provided by reinsurance purchased from Public Entity Property Insurance Program purchased through CSJVRMA.

The Auto Physical Damage Program provides repair or replacement coverage for City-owned vehicles with replacement values over \$25,000. The Auto Physical Damage Program includes both pool and purchased coverage. Livingston can participate in the pool and select a \$500 deductible or attach directly to the purchased excess insurance with a \$10,000 deductible.

The City provides workers' compensation through CSJVRMA for all City employees. This insurance is paid entirely by the City on behalf of the employees. All premiums are paid by the appropriate Accounting Fund designated for each employee's salary and benefits. Livingston's limit of liability is \$150 million with a \$25,000 deductible.<sup>15</sup>

The City's risk management program takes an aggressive approach toward employee work safety. Various training sessions and inspections are conducted throughout the year by CSJVRMA and City public safety departments. The result has been a continuing reduction of work-related injury claims.

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<sup>13</sup>Other cities in CSJVRMA include Angels Camp, Arvin, Atwater, Avenal, Ceres, Chowchilla, Corcoran, Clovis, Delano, Dinuba, Dos Palos, Escalon, Exeter, Farmersville, Firebaugh, Fowler, Gustine, Hanford, Hughson, Huron, Kerman, Kingsburg, Lathrop, Lemoore, Lindsay, Los Banos, Madera, Maricopa, McFarland, Mendota, Merced, Newman, Oakdale, Orange Cove, Parlier, Patterson, Porterville, Reedley, Ripon, Riverbank, San Joaquin, Sanger, Selma, Shafter, Sonora, Sutter Creek, Taft, Tehachapi, Tracy, Tulare, Turlock, Wasco, Waterford and Woodlake. The Livingston City Manager sits on the CSJVRMA Board of Directors. The Assistant City Manager and the Senior Administrative Analyst are alternate board members.

<sup>14</sup>The Central San Joaquin Valley Risk Management Authority (CSJVRMA) retains the first \$1million of coverage above Livingston's \$25,000 insurance deductible (retained limit). The CSJVRMA pays each claim from the first dollar and then allocates the amount which is shared by pooled layers through the retrospective adjustment process. Beginning July 1, 2000, the CSJVRMA elected to join the California Affiliated Risk Management Authorities (CARMA) for excess coverage. CARMA provides coverage from \$1 million to \$20 million. For this coverage, CARMA participates with American Reinsurance and Colony National Insurance Company to reinsure a portion of this coverage.

<sup>15</sup>The Central San Joaquin Valley Risk Management Authority (CSJVRMA) retains the first \$500,000 of each accident for workers' compensation and employer's liability and shares the risk among the members. The Local Workers' Compensation Excess Joint Powers Authority, an excess workers' compensation joint powers authority, shares the risk of CSJVRMA with other primary joint powers authorities and self-insured government agencies.

## **Fund Balances In Governmental Funds and Cash and Investments Balances in Enterprise and Fiduciary Funds.**

**1. Definition and Purpose.** Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

The “Cash and Investment Fund Balance” is that portion of fund equity that can be used for operating, capital and debt service expenditures, and is intended to serve as a measure of the financial resources available in an Enterprise Fund. It is essential the City of Livingston maintain adequate levels of cash and investment fund balances to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable utility rates. Cash and investment fund balance levels are also a crucial consideration in long-term financial planning.

Credit rating agencies carefully monitor levels of fund balance in a government’s General Fund to evaluate a government’s continued creditworthiness. Those interested primarily in a government’s creditworthiness or economic conditions are likely to favor higher levels of fund balance. Opposing pressures often come from employee unions, taxpayers and citizens’ groups, which may view high levels of fund balance as “excessive.”

**2. Fund Balance Policy Considerations.** In establishing a policy governing the level of unrestricted (unreserved) fund balance in governmental funds and cash and investment fund balance in its Enterprise Funds, the City Council takes into consideration the following factors:

- A. The predictability of its revenues and the volatility of its expenditures (i.e. higher levels of unrestricted (unreserved) fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile).
- B. The availability of resources in other funds as well as the potential drain upon General Fund resources from other funds (i.e. the availability of resources in other funds may reduce the amount of unrestricted (unreserved) fund balance needed in the General Fund, just as deficits in other funds may require that a higher level of unrestricted (unreserved) fund balance be maintained in the General Fund.
- C. Liquidity (i.e. disparity between financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained).
- D. Designations (i.e. the City of Livingston may wish to maintain higher levels of unrestricted (unreserved) fund balance to compensate for any portion of unrestricted (unreserved) fund balance already designated for a specific purpose).

**3. Fund Balance Policy.** A reasonable minimum fund balance of 25 percent of annual revenues in the General Fund, Special Revenue Funds and Capital Project Funds, and reasonable unrestricted cash and investments balance of 25 percent will be maintained in the Enterprise and Fiduciary Funds for the following purposes:

1. Provide sufficient working capital to avoid meeting daily cash needs to avoid using tax-anticipation

notes.

2. Provide a reserve to absorb emergency expenditures caused by natural disaster such as fire, flood or earthquake.
3. Cover any unanticipated deficit resulting from a shortfall in actual revenues in a given budget year or unanticipated cuts by the State Legislature and Governor of City revenues.

When the unrestricted (unreserved) fund balance of the General Fund exceeds the amount needed for the above purposes, monies are transferred to the General Capital Projects Fund to be used for capital improvements in the City.

Restricted (reserved) fund balances in the General Fund, Special Revenue Funds, and Capital Projects Funds will be separated out and identified in the City's accounting records, financial statements, budgets and audit reports. This same policy is followed with respect to restricted amounts in the cash and investment balances of the Enterprise Funds. The purpose of this policy is to show the City Council, staff and the public what funds in these balances are unrestricted and what funds are to be used for specific purposes.

## Capital Improvement Project Policies

### New Construction.

New residential, commercial and industrial developments must be approved by the City Engineer and be fully completed before acceptance by the City. The City requires surety bonds or stand-by letters of credit in a form approved by the City Attorney to guarantee the construction of off-site improvements in all new developments. The improvements that must be installed in each development are water lines, sewer lines, flood control facilities, underground electrical lines, underground telephone lines, underground natural gas lines, underground cable television lines, curbs, gutters, sidewalks and a finished street, with enough road base and asphalt depth to last at least 15 years. Construction standards to achieve this useful life have been determined and adopted by the City Council.

### Capital Project Funding and Construction Categories.

Livingston capital projects may be divided into four categories. They are current-year funded projects, Five-Year Capital Improvements Plan projects, planned, but unfunded projects, and unfunded future needs projects.

**1. Category 1 Projects: Current -Year Funded Projects.** This category includes projects that funding has been appropriated in the current fiscal year's capital budgets and legal contracts have been signed to commit these funds. The City Council has determined through the annual budgeting process that these projects are in the best interest of the public's health, safety and welfare. These projects have been carefully planned to maximize the benefits derived through the use of the City's limited resources. Projects that generate future revenues that will fund future services and projects and benefit the entire community will receive first priority for funding.

**2. Category 2 Projects: Five-Year Capital Improvement Plan Projects.** This category includes projects where funding will come from projected revenues in the second through fifth year of the Five-Year Capital Improvements Plan. The fiscal year in which anticipated funding has been reserved may change due to the available revenues. All projects in this category must be tied to a projected funding source.

**3. Category 3 Projects: Planned but Unfunded Projects.** This category includes projects that are planned and required to maintain established levels of services throughout the City for the existing population. Typically these projects are needed as a result of deteriorating infrastructure,

updates to various General Plan Elements, or are in areas where minimum levels of service are not currently being met. These projects are not intended to promote residential growth, but to sustain municipal services for the existing residents. If a funding source becomes available, a project in this category may be moved to a Category 2 Project.

**4. Category 4 Projects: Unfunded Future Needs Projects.** Projects under this category are a condition of future growth and will generally be included in undeveloped areas. It is the intent of the City that development should pay for public improvements to meet established minimum levels of service. In this category, projects are not anticipated to be upgraded to a higher category without revenue generating potential.

## **Capital Project Financing.**

Capital improvements and equipment purchases are financed in accordance with the following policies:

**1. General Fund and Enterprise Fund Equipment Purchases.** City departments within the General Fund will finance equipment purchases from current year appropriations. Multi-year equipment lease-purchase agreements will be avoided except in the most rare cases.

**2. General Infrastructure Construction Projects.** Capital projects for general governmental purposes such as land purchases, building construction, road construction, street paving, storm drain installation and other major improvements are financed from revenues allocated to the General Capital Projects Fund. The General Capital Projects Fund contains revenues from unrestricted sources as well as restricted sources such as development impact fees or federal, state and county grants. Major capital improvements that cannot be delayed until the required funds are accumulated may be financed by issuing general obligation bonds, revenue bonds (where permissible), or by a combination of any of these methods.

**3. Enterprise Fund Construction Projects.** All capital projects in the Water Enterprise Fund, Domestic Wastewater Enterprise Fund, Industrial Wastewater Enterprise Fund and other Enterprise Funds are paid from resources provided by development impact fees, contributed capital revenues and net income from operations. If these sources cannot provide sufficient resources for Enterprise Fund improvements, construction of these improvements may be financed by general obligation bonds, revenue bonds or by a combination of any of these methods.

**4. Special Assessment Districts.** Capital improvements or public services that benefit a given area may be financed in accordance with state law by special assessment districts. These districts are established where the majority of the residents or businesses want specific improvements or public services and consent to pay for them over time. In these cases the City finances the specific capital improvements with bonds and public services through a special tax or special annual assessment. Property owners then pay the principal and interest for capital improvements over a designated time period. The City currently has one Community Facilities District (CFD), 18 Benefit Assessment Districts (BAD) and 26 zones in a Consolidated Landscape Maintenance District.

## **Utility Coordination.**

All capital construction and maintenance projects are coordinated with Pacific Gas and Electric (PG&E), Merced Irrigation District (MID), Charter Communications and City water, sewer, natural gas and storm drain utilities. This saves Livingston residents money and will avoid tearing out improvements after they have been installed.

## **Five-Year Capital Improvements Plan.**

The Five-Year Capital Improvements Plan is a multi-year guide to the construction of community improvements such as roads, storm drains, curbs, gutters, sidewalks, water facilities, sewer facilities, storm



drainage facilities and other needed City improvements. It is through this process that the long-range plan for the orderly maintenance and improvement of Livingston's physical fixed assets can be accomplished. This document is intended to serve as a planning tool and is structured to present a meaningful perspective of the community's long-range needs.

The Five-Year Capital Improvements Plan determines the budgeted capital projects for the current fiscal year only. There are no specific appropriations established via the adoption of the Five-Year Capital Improvements Plan with the exception of the current fiscal year. Subsequent year appropriations and actual funding sources are identified as part of the preparation of the annual budget.

### **Five-Year Capital Improvements Plan Preparation**

Each department is asked every year to identify potential capital projects and their estimated cost. Financial forecasts of the General Fund, Special Revenue Funds and Enterprise Funds are then prepared to identify what monies will be available for future projects. Projects that cannot be funded from money generated through the general course of business must be financed with development impact fees, grants, bonds or must be postponed or cancelled.

During the City Council budget work sessions, potential capital projects are discussed enabling the City Council to review staff recommended projects and make any necessary changes. When consensus is reached on the capital projects and proposed funding sources, the staff will prepare a formal Five-Year Capital Improvement Plan document that will be presented to the City Council. The adoption of this document commits the City Council to spend money on projects listed in the current fiscal year only.

The City can face significant changes in economic conditions, funding sources and political priorities every year. Therefore, the Five-Year Capital Improvements Plan must be annually updated.

### **Capital Project Priority Criteria**

Capital projects are prioritized using revenue generating and cost avoidance considerations; health, safety and welfare considerations; level of service considerations; maintenance considerations; aesthetic considerations; and leverage and timing considerations.

**1. Revenue Generating and Cost Avoidance Considerations.** Projects that enhance revenues or reduce costs will be given first priority in order to improve the financial position of the City and enhance the ability to do future projects or deliver high levels of municipal services. New commercial, residential and industrial development must pay for its infrastructure (streets, water lines, sewer lines, or storm drain lines) either by constructing these items or paying impact fees.

**2. Health, Safety and Welfare Considerations.** One of the primary purposes of government is to provide for the health, safety and welfare of its citizens. The City must provide safe drinking water, safe streets, safe sidewalks as well as adequate police protection, adequate fire protection, solid waste disposal, storm water disposal and treatment of municipal sewage.

**3. Level-of-Service Considerations.** Many older City developments were constructed decades ago and many newer developments do not meet minimum levels of service as established by the federal government, state government, county government or generally accepted engineering standards.

**4. Maintenance Considerations.** All public improvements must be maintained after the construction is completed. Maintenance staffing and equipment are critical elements that must be considered in project prioritization and must be funded on an on-going basis with revenue sources other than capital improvement funding. The nature of some projects may cause a reduction in maintenance.

**5. Aesthetic Considerations.** Community appearance and aesthetics are important elements in the quality of life in the community. City aesthetics and appearance helps attract new residential,

commercial and industrial developments to the City. Livingston has buildings and public infrastructure that need to be replaced and upgraded to create a more attractive community.

**6. Leverage and Timing Considerations.** Projects that may be funded by entitlement grants or competitive grants from the federal, state and county governments will be considered based on the availability of funds and the requirements of the granting agency. In addition, the City Council may accelerate capital projects where the City has the opportunity to participate in partnership with other public or private entities or where timing is critical or funding may be lost.

## Budget Policies

**The annual budget conforms to Livingston's Strategic Plan and City Council goals and objectives and is the primary mechanism for their implementation. The budget is a policy document, operations guide, financial plan and a communications device. It is the single most important means of setting spending policies and priorities in the City. It constitutes approval by the City Council of service levels and operating programs and provides resources to finance them. Expenditures must be kept within appropriations.**

### **Funding Public Services.**

Adequate revenue streams are important to fund municipal services determined appropriate by the City Council. It is the policy of the City Council to take appropriate steps to ensure full and continued funding for services, programs and facilities that the City is required to provide by law or regulation or elects to provide. Pursuant to this policy the City will:

**1. New or Expanded Programs.** The City will consider requests for new or expanded programs during the course of the regular budget process. Only in extreme circumstances will such requests be considered during the middle of the year.

**2. Monitor Revenue Sources:** All revenue sources will be monitored to maximize revenue collections and provide early warning if revenues fail to meet projections.

**3. Federal, State and Private Grants.** The City will pursue federal, state and private grants, but will strictly limit financial support of these programs to avoid commitments which continue beyond available funding.

**4. New Revenues and Revenue Diversification.** The City will continuously seek new revenues and diversify its revenue sources to provide resource stability and limit the dependence on single or a small number of revenue sources.

### **Balanced Budget.**

**The City of Livingston will live within its means. All City departments, activities and programs must function within the limits of the financial resources identified and available specifically to them by the City Council or the City Manager. Livingston will adopt a balanced budget that maintains a balance between all fund revenues and personnel, maintenance and operations, capital and debt service expenditures during the current budget period and over the long term. Livingston will not spend beyond its revenue streams means no matter how meritorious the program or proposed expenditure.**

As stated earlier in the accounting policies section, the City uses the modified accrual accounting basis in recognizing revenues and expenditures for the purpose of determining a balanced budget. The City Council with the recommendation and input of the City Manager and the City's independent certified public accountants ultimately determines whether there is a balanced budget. The point at which the budget must be balanced is at the end of the fiscal year.

The City Manager has the authority to reduce, augment or realign the budgets of each accounting fund or to transfer funds between each accounting fund during the fiscal year to maintain a balanced budget. Staff will disclose to the City Council when a temporary budget shortfall or operating deficit has occurred. Specific plans to bring revenues into line with expenditures will be developed and implemented by the department heads, City Manager and City Council to correct any temporary shortages or operating deficits. In addition, the following policies are followed to insure a balanced budget.

**1. Revenue Estimates.** Revenue estimates will strive for accuracy by coming as close as possible to the actual outcome. However, the forecasting sharp turns in the national, state and local economies is problematic. In addition, attempting to predict what the governor and State Legislature will do with designated City revenues in their attempt to deal with the on-going state budget crisis is almost impossible. Revenue forecasting is not an exact science and at times relies upon the best professional judgment of the forecaster. To reduce the risks of miscalculating revenues or expenditures, the City attempts to identify as many factors as possible that may contribute to changes in revenues and expenditures.

**2. Current Appropriations.** Current appropriations in all funds are limited to the sum of available, unencumbered cash balances and revenues estimated to be received in the current budget period. Use of unrestricted fund balances is appropriate, but will be carefully scrutinized.

**3. Special Revenue Funds and Capital Project Funds Supported by Grants or Intergovernmental Revenues.** Expenditures in these funds are strictly limited to the mandates of the funding source. Special Revenue Funds and Capital Projects Funds, supported by grants or intergovernmental revenues, are strictly limited to the mandates of the funding source. These funds are not to be used to subsidize other funds, except as required or permitted by program regulations.

**4. Enterprise Funds.** Enterprise Funds will be self-supporting entities through annual reviews of its fee structure, charges for services, and other operating revenues and expenditures.

**5. Internal Service Funds.** Sufficient charges and rate schedules shall be levied to support operations of internal service funds. No trend of operating deficits shall be allowed. Services shall be scaled to the level of support available from these charge backs.

**6. User Charges and Fees.** Sufficient user charges and fees shall be pursued and levied to support the full cost (operating, direct, indirect and capital) of operations. Market rates and charges levied by other public and private organizations shall be considered when establishing tax rates, fees and charges.

**7. New Revenues.** New and expanded unrestricted revenue streams shall be first applied to support existing programs prior to funding new or expanded programs.

**8. Multi-Year Capital Cost Projections.** Multi-year capital cost projections shall be prepared and updated each year to identify the impact on resources.

**9. Five-Year Capital Improvements Plan.** A Five-Year Capital Improvements Plan shall be prepared and updated each year. The operating impact of each project shall be identified and incorporated into annual operating budgets. Capital assets shall be purchased and maintained on a regular schedule.

**10. Use of Fund Balance. Unrestricted (unreserved) fund balance will only be used for capital expenditures or one-time projects if the total fund balance exceeds 25 percent of the previous year's fund revenues. Fund Balance will only be used for operating expenses in the event of an economic down turn that reduces projected revenues or to cover unanticipated revenue shortfalls.**

**Budget Appropriations.**

All City Accounting Funds are included in the annual budget and all revenues and other financing sources are appropriated by the City Council each fiscal year in the annual budget. All Accounting Funds are included in the City’s annual audited financial statements, reviewed by the City’s independent certified public accountants. The accounting basis in City’s annual budget is the same as the accounting basis used in the City’s annual audited statements. Annual operating budgets in the General Fund and Enterprise Funds are carefully reviewed to insure that budget appropriations reflect appropriate funding for service levels established by the City Council. Budget appropriations are conservative because the City feels government units’ function more efficiently under conservative operating budgets than where excess funds are made available.

**Budgetary Control and Accountability.**

The budgetary control and accountability is maintained at the department level. The City Council has the authority to adopt the annual budget and transfer budget appropriations between individual Funds. The City Manager acting as the City’s budget officer, has the authority to transfer budget appropriations between funds, departments and individual line items.

**Unexpended Appropriations.**

Encumbrances outstanding at year-end are reported as reservations of fund balances because the commitments will be honored during the subsequent year. Unexpended appropriations cannot be used in subsequent years.

**Budget Adoption Procedures.**

Budgetary procedures for the City have been established by the City Council, which require the legal adoption of a budget for all Accounting Funds. The following are the administrative procedures followed by the City in its budgetary process. (Please also see Figure 41.)

**1. Budget Preparation.** Department heads meet with employees and prepare proposed budgets, department goals and performance standards for the coming fiscal year based on guidance provided by the City Manager and City Council. The department heads submit proposed budgets along with proposed goals and performance standards to City Manager no later than March 1. City Manager takes information prepared by department heads and prepares the proposed budget for the City Council.

<b>Figure 41 Annual Budget Calendar</b>		
Annual Budget Event	Time	Comments
Department heads submit proposed budgets, goals and performance standards	March 1	City Manager takes information prepared by department heads and prepares the proposed budget for coming fiscal year.
City Manager presents proposed budget to City Council	May	Proposed operating and capital budgets for all Accounting Funds distributed to public, press and City Council. Copies are available for public review.
City Council reviews budget in work meetings	May and June	City Council conducts reviews during work meetings.
Public Hearing	June	Public is invited to comment on budget. City Council makes final budget changes. City Manager incorporates changes into final budget document.
Budget Adoption	June 30	Final budget is adopted. Since City revenues are highly dependent upon the actions of the State Legislature, final budget adoption may be delayed in any given year until state budget is adopted.

**2. Budget Presentation.** During the month of June, the City Manager, authorized by the City Council to act as the budget officer, submits a proposed operating budget for all Governmental, Proprietary and Fiduciary Funds for the subsequent fiscal year. The budget documents illustrate proposed financing sources along with the proposed budget expenditures amounts requested by the City Manager.

**3. Budget Work Meetings.** The City Council holds a series of budget work meetings to review the budget.

**4. Budget Public Hearing.** A public hearing is held to receive comments on all aspects of the proposed budget. A notice in the local newspaper precedes the hearing. The notice is given at least ten days before the hearing and includes the time, date and place of the hearing. All budget documents are required to be available at least seven days prior to the public hearing.

**5. Budget Adoption.** A final budget is adopted for the subsequent fiscal year beginning July 1. Since city revenues are highly dependent upon the actions of the State Legislature, final budget adoption may be delayed in any given year until the Governor and State Legislature adopt a state budget.



# City of Livingston

The Last Stop



## SECTION 5

### EMPLOYEE BENEFITS SUMMARY



Livingston Bank of America--1951

# EMPLOYEE BENEFITS SUMMARY

## **Employee Health and Dental Insurance Benefits.**

The City of Livingston offers medical, dental, vision, and prescription insurance coverage, as well as group life, and long term disability insurance coverage to employees and their dependents. Additionally, the City offers an Employee Assistance Program (EAP) to assist employees and their families with problem assessment and short-term counseling needs. The City has a self-funded dental plan. This means that the City has assumed financial responsibility for claim payments up to a pre-determined limit. The City pays 100% of the employee's premiums.

Individual dental coverage is subject to a \$50 deductible per person per calendar year with a cap on claims in the amount of \$1,500 per person per year. Dental reimbursements are at 50 % for prosthetic care, 80 % of basic restorative area and 100 % for preventive care with prophylactic cleanings to be once in every six months.

Prescriptions are subject to a \$10 (Generic), \$20 (Brand) and \$45 (Non-Formulary) co-payment for a 30-day supply. The vision benefit includes a \$5 co-payment for the eye exam, lenses covered in full every 12 months, frames every 24 months up to \$120.00, plus 20% off out-of-pocket costs, and contact lens care every 12 months. Chiropractic services are provided subject to a 20% co-insurance payment per office visit with a maximum of 26 office visits per calendar year. A summary of City medical benefits is outlined in Figure 32.

## **COBRA Health Benefit Continuation.**

Full-time employees losing health coverage due to reduction in work hours, termination, leave of absence, or retirement (until age 65) may continue the same coverage for up to 18 months under the provisions of the federal COBRA Act. California's Cal-COBRA extends coverage for another 18 months under certain circumstances. Covered dependents are also eligible for COBRA continuation coverage should they lose eligibility due to the employee's death, a legal separation, marriage, divorce, or the dependent reaches age 19 and is not a full-time student. In these cases, coverage for dependents may be continued for up to 36 months under COBRA provided payment of premiums are made.

## **Health Insurance Portability.**

Employees have certain rights under the Health Insurance Portability and Accountability Act (HIPAA). At the time an employee or dependent loses health care coverage, or within 24 months, an employee can request a Certificate of Creditable Coverage from his/her health care insurer. This Certificate will show details and length of the coverage. This "creditable coverage" can then be applied to the waiting period for "pre-existing conditions" restrictions when new health coverage is received.

## **Insurance While On Approved Leave Without Pay.**

The City allows employees to continue health coverage while on leave without pay.

## **Employee Section 457 Deferred Compensation Plan.**

Effective January 1, 1998, City will pay up to \$100.00 per month per employee in deferred compensation matching an equal amount contributed by the employee. The City's match to deferred compensation is limited to a one year period beginning January 1 of the effective year. Employees must have five (5) years continuous service, effective December 31, 1997, to qualify for this benefit. Employees currently eligible to receive this benefit shall do so upon their fifth anniversary and enjoy the City match for a one year period effective January 1, following their anniversary date.

**Figure 32**  
**City of Livingston**  
**Employee Medical Benefit Summary**

<b>Medical Service Provider</b>		<b>Brief Benefit Explanation</b>
<p><b>Anthem – Blue Cross Medical:</b></p>	<p><b>CSAC EIA JPA/Anthem Blue Cross – Silver Plan \$2,000 Deductible</b></p> <p>Identification Card mailed to employee.</p> <p>Chiropractic included – 20% co-insurance 26-visits</p> <p>Prescriptions:            \$10 Co-Pay Generic            \$20 Co-Pay Brand            \$45 Co-Pay Non-Formulary</p>	<p>\$30 Co-Pay Office Visit            No Co-Pay Preventive Care Services            20% Co-Insurance Doctor ordered services (X-ray, lab work)            80% Hospitalization            20% Co-Insurance/Emergency Room (deductible waived if admitted)            Mental Health Services (Psychiatric)            Inpatient Hospital Facility Services 80%            Outpatient visits for severe mental health conditions            \$30 co-pay            Substance Abuse 20% Co-Insurance</p> <p><i>Maximum Out-of-Pocket \$3000 per individual            \$6000 per family</i></p> <p><i>Lifetime Maximums \$Unlimited</i></p>
<p><b>Health Reimbursement Plan:</b></p>	<p><b>CSAC EIA JPA/Anthem Blue Cross – HRA Plan</b></p> <p>Identification Card mailed to employee</p>	<p>Employee pays \$250 Deductible</p> <p>Employee pays 20% of the next \$1950 which = \$390</p> <p>City of Livingston pays 80% of the next \$1950 which = \$1560</p> <p>Employee pays 20% of the next \$15,000 which = \$3,000</p> <p>CSAC JPA/Anthem Blue Cross pays 80% of the next \$15,000 which = \$12,000</p> <p>CSAC JPA/Anthem Blue Cross pays 100% of all eligible claims (In Network)</p>
<b>Medical Service Provider</b>		<b>Brief Benefit Explanation</b>



<p><b>VSP: Vision</b></p>	<p><b>Vision Service Plan – Group 808801</b></p>	<p>\$5 Co-Pay Exam and Prescription Glasses Exam covered in full every 12 months Lenses covered in full every 12 months Frames every 24 months, covered up to \$120, plus 20% off any out of pocket costs. Contact Lens Care every 12 months</p>
<p><b>Dental:</b></p>	<p><b>City of Livingston (Self Funded Plan) Premier Access Administrators – Group 942</b></p> <p>Identification Card Provided</p>	<p>Preventive: 100% (Oral exams, Prophylaxis, Fluoride, X-Rays) Basic: 80% (Emergency, Space Maintainers, Restorations, Oral Surgery, Sealants) Major: 50% (Inlays and Crowns, Dentures, Bridges, Repair and other Prosthetics)</p> <p><i>Calendar Year Deductible \$50 (3 per family) Waived for Preventive</i></p> <p><i>Calendar Year Maximum \$1500</i></p>
<p><b>Life/AD&amp;D and Long Term Disability:</b></p>	<p><b>Unum Provident-Group 142145</b></p> <p>Effective Date: First of the month coincident with or next following 30 days of continuous active employment</p>	<p>\$100,000 Class I (All Other) \$50,000 Class II (Police &amp; Dispatchers) \$100,000 Guarantee Issue 100% Accelerated Death Benefit Employee Assistance Program included for employees and family members</p> <p><i>Long Term Disability:</i> Monthly Benefit - 60% to \$5000 per month Elimination period – 180 days</p>

**Life Insurance.**

The City provides employees term life insurance. For a minimal cost, employees may increase their life insurance and/or add dependents to the policy.

**State Disability Insurance (SDI).**

This program is operated by the State of California to protect an employee against loss of wages when they are unable to work because of illness or injury that is not work-related.

**Flexible Spending Account.**

Because of the financial burdens that un-reimbursed medical expenses and dependent care costs can impose on employees, the City has contracted for flexible spending accounts with All Valley Administrators. Under the Section 125 Flexible Benefit Plan, employees can set aside untaxed funds through payroll deduction for un-reimbursed disability, medical and dependent care expenses.

**Employee Assistance Program (EAP).**

The City recognizes that a wide range of personal or family problems can affect an employee's health, well-being, and job performance. In the best interest of the employee and his/her immediate family the City provides an Employee Assistance Plan (EAP) to help with such problems. EAP provides employees and their dependents confidential, voluntary, and professional assessment, short-term counseling, and/or referral services. EAP is available through Unum and PacifiCare.

**Paid Leave.**

The City of Livingston provides generous and comprehensive paid time off benefits to all full-time employees. Recognizing that most employees need time away from work for various reasons, the City has designed these benefits so employees may enjoy recreational time, attend to personal matters, and address unforeseen circumstances such as illness or the need to care for a sick family member.

**1. Holiday Leave.** Employees, except members of the Police Department are not required to work on holidays, unless the employee's services are needed and required in the interests of public health, safety, or general welfare. The following are observed paid holidays.

- Day before New Year's Day
- New Year's Day (January 1)
- Martin Luther King Day (Third Monday in January)
- Presidents' Day (Third Monday in February)
- Memorial Day (Last Monday in May)
- Independence Day (July 4)
- Labor Day (First Monday in September)
- Veterans' Day (November 11)
- Thanksgiving (Fourth Thursday in November)
- Day after Thanksgiving
- Day before Christmas Day
- Christmas Day (December 25)
- Two (2) Floating Holidays

Employees earn two (2) floating holidays on the first payday of each July, which on approval from the department/division head may be taken at any time for any reason. These floating holidays must be used during the fiscal year when earned and cannot be carried over into the following fiscal year. Employees who separate from City service shall be paid these floating holidays if earned, but not used.

**2. Vacation Leave.** Employees may take vacation leave in the amount of days accrued at the time of such leave. Full-time employees earn from two to five weeks of vacation per anniversary year. Vacation accrues upon completion of each two-week payroll period as follows.

<b>Years of Service</b>	<b>Annual Amount</b>	<b>Bi-Weekly Accrual</b>
0 – 2 Years	2 Weeks	3.08 Hours
3 – 4 Years	3 Weeks	4.62 Hours
5 – 14 Years	4 Weeks	6.15 Hours
15 plus Years	5 Weeks	7.69 Hours

While employees do not forfeit vacation time, there is a cap on the maximum amount of vacation hours employees can accrue. Once the accrual maximum is reached, employees stop earning additional vacation hours until the employee has taken enough vacation to bring his/her hours below the maximum.

Class	Hours (Number of days based upon 8-hour days unless otherwise noted)
Miscellaneous employees	240 (30 working days)
Police employees	240 (30 working days)
Public Works employees	280 (35 working days)
Management employees	300 (38 working days)

**3. Sick Leave.** Sick leave may be granted to full-time employees because of illness, injury, exposure to a contagious disease, illness or injury of a member of the employee's immediate family (kin care) or domestic partner or the child of a domestic partner requiring the employee's attendance, and medical, dental, and optical appointments for self, kin, domestic partner or the child of a domestic partner. Sick leave accrues bi-weekly at the rate of 3.69 hours or 12 days per anniversary year and continues to accrue while on paid leave. Sick leave may be accumulated without limit. Sick leave is not accrued by an employee during a leave of absence without pay, or any unauthorized absence from work. Sick leave is not granted to any employee absent from work as a result of any sickness, injury or disability purposely self-inflicted or caused by willful misconduct or from work as a result of any sickness, injury or disability from other employment. Sick leave shall be paid at time of retirement at 100% to a maximum of 1560 hours. Any additional hours will be credited toward retirement. In the event an employee terminates employment with the City; fifty percent (50%) of unused sick leave shall be paid upon termination of employment up to 50% of 1560 hours. Sick leave to be paid at 75% at time of lay off.

**A. Police.** Unused sick leave shall be accumulated at the rate of 96 hours a year. The maximum accrual rate of sick leave for any employee will be 2880 hours. Upon resignation, an employee shall receive 50% of all unused sick leave converted to cash. Upon retirement after June 30, 2002, each employee shall have 100% of their unused sick leave cashed out or placed into a special account for the sick leave conversion plan benefit for the retiree's health.

**4. Administrative Leave.** Full-time upper management, professional, and confidential employees designated by the City Manager will be granted twelve (12) days Administrative Leave each fiscal year. This includes, but is not limited to, the following job titles: Assistant City Manager/Finance Director, Community Development Director, Chief of Police, Recreation Superintendent, and Director of Public Works. Such leave is capped at 96 hours, and must be used during the fiscal year when earned. Full-time mid-management, professional, and confidential employees designated by the City Manager will be granted eight (8) days Administrative Leave each fiscal year. These are non-contract exempt employees under the Fair Labor Standards Act who are not compensated for over-time. This includes, but is not limited to, the following job titles: Accountant, Executive Assistant/Deputy City Clerk, Police Commander, Sr. Administrative Analyst, Administrative Analyst, Senior Planner and Assistant Planner. Such leave is capped at 64 hours, and must be used during the fiscal year when earned. Full-time mid-management, professional, and confidential employees designated by the City Manager will be granted ten (10) days Administrative Leave each fiscal year. This includes, but is not limited to, the following job titles: Sr. Accountant and Executive Assistant to the City Manager/City Council. Such leave is capped at 80 hours, and must be used during the fiscal year when earned.

**5. Pregnancy Disability Leave (PDL).** A pregnant full-time employee shall be entitled to a leave of absence without pay for up to four (4) months if the employee's attending physician certifies that she is physically unable to work due to pregnancy, childbirth or a related medical condition. Hourly employees are entitled to leave on a pro rata basis. Pregnancy, childbirth or related medical conditions will be treated like any other disability, and an employee on leave may be eligible for temporary disability benefits through the state disability insurance program and/or the City's Unum long-term disability program.

**6. Family Medical Leave.** The City of Livingston provides family medical leave for eligible employees. An employee is eligible for up to 12 weeks of family medical leave if the employee has more than 12 months of service and has worked at least 1,250 hours during the previous 12-month period. Leave may be taken for one or more of the following reasons:

- A. The birth of the employee's child, or placement of a child with the employee or adoption or foster care; or
- B. To care for the employee's spouse, child, domestic partner or the child of a domestic partner who has a serious health condition or a serious health condition that requires periodic visits for treatment by a health care provider; or
- C. For a serious health condition that makes the employee unable to perform his/her job for more than three consecutive work days or a serious health condition that requires periodic visits for treatment by a health care provider; or
- D. Incapacity due to pregnancy or for prenatal care. This entitles the employee to FMLA leave, but not CFRA leave. (Under state law, a pregnant employee is entitled to pregnancy disability leave (PDL).

**7. Paid Family Leave.** Employees who are covered by the State Disability Insurance (SDI) program may be eligible for up to six (6) weeks of Paid Family Leave (PFL) per year for the following purposes:

- A. To care for a seriously ill child, spouse, parent, or domestic partner or the child of a domestic partner. A medical certificate is required, supporting that the care recipient is in need of the employee's care. An employee is not eligible for Paid Family Leave benefits for any day that another family member is able and available to provide care.
- B. To bond with a new child or with a minor child in connection with the adoption or foster care placement of that child. Paid Family Leave is limited to the first year after the birth, adoption, or foster care placement of a child. Separate documentation must be completed to support a claim for bonding with a new child.
- C. Paid Family Leave is equally available to spouse, domestic partner, or parent.

**8. Bereavement Leave.** Management, mid-management, confidential group, clerical group and supervisory group receive the following: In the event of a death in the immediate family of an employee who has one (1) or more years service with the City, the employee shall, upon request, be granted such time off with pay as is necessary to make arrangements for the funeral and attend same, not to exceed seven (7) regularly scheduled work days. Only in the event that the funeral takes place at a location more than one hundred fifty (150) miles from the City of Livingston, reasonable time off for travel will be allowed, not to exceed two (2) regularly scheduled working days. Livingston Police Officers Association receives the following: In the event of a death in the immediate family of an employee who has one (1) or more years service with the City, the employee shall, upon request, be granted such time off with pay as is necessary to make arrangements for the funeral and attend same, not to exceed seven (7) regularly scheduled work days. The public works group receives the following: In the event of a death in the immediate family of an employee who has one (1) or more years service with the City, the employee shall, upon request, be granted such time off with pay as is necessary to make arrangements for the funeral and attend same, not to exceed five (5) regularly scheduled work days. Only in the event that the funeral takes place at a location more than one hundred fifty (150) miles from the City of Livingston, reasonable time off for travel will be allowed, not to exceed two (2) regularly scheduled working days. For the purposes of this provision, the immediate family shall be restricted to father, mother, brother, sister, spouse, child, grandparents, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law,

daughter-in-law, grandchildren or significant other. At the request of the City, the employee shall furnish a death certificate and proof of relationship.

**9. Military Leave.** A full-time employee required to report for active duty will be compensated at his/her regular rate of pay for the first 30 calendar days, which will be reimbursed in part to the City upon return from military leave. Under most circumstances, an employee will be reinstated to his/her original or to an equivalent position with equivalent pay, benefits, and other employment terms and conditions. However, an employee has no greater right to reinstatement than if he/she had been continuously employed. Full benefits and time in service will remain as if the employee was at work.

**10. Witness and Jury Duty Leave.** The City encourages employees to serve on jury duty. Employees that are required to serve as a juror or a witness under subpoena shall be entitled to be absent from work during the period of such service. Employees shall be paid the difference between any payment received (except travel pay) and regular salary.

**11. Voting Leave.** If an employee does not have sufficient time outside of working hours to vote in an official election, the employee will be allowed a maximum of two hours of time off without loss of pay. Such time off shall be taken at the beginning or the end of the regular working shift.

**12. Domestic Violence/Sexual Assault Leave.** An employee who is a victim of domestic violence or a victim of sexual assault may take time off work to:

- A. Seek medical attention for injuries; or
- B. Obtain services from a domestic violence shelter, or rape crisis center; or
- C. Obtain psychological counseling; or
- D. Participate in safety planning and take other actions to increase safety from future domestic violence or sexual assault, including temporary or permanent relocation.

**13. Victims of Crime Leave.** An employee who is a victim or who is the family member, domestic partner, or the child of a domestic partner of a victim of a violent or serious felony may take time off from work in order to attend judicial proceedings related to a violent or serious crime.

**14. School Activities Leave.** An employee who is the parent or guardian of a child who has been suspended from school is entitled to take time off to appear in the school of said child. The parent or guardian of a child in kindergarten or grades 1 through 12, or attending a licensed day care facility, is entitled to 40 hours each year, not exceeding eight hours in any calendar month, to participate in activities of the school or licensed day care facility. If the same department/division head employs both parents and/or guardians, the entitlement will be approved only for the employee that gives first notice.

### **Uniform Allowance.**

The City provides a uniform or a uniform allowance to full-time employees according to the following:

1. **Public Works Employees** Each employee shall receive a total of nine (9) uniforms. Employees shall receive five (5) clean uniforms each week and one for exchange.
2. **Police Department:** All police officers and dispatchers shall receive \$400 per calendar year, paid quarterly. Furthermore, employees shall receive up to 15 dry cleanings per quarter, paid by the City, for any uniform at recognized establishments. Cleaning is defined as cleaning of one shirt and pants. Cleaning of coats, sweaters hats, etc. account as individual cleanings against allowable number of

quarterly cleanings. Police Chief and Police Commander receive \$800 per calendar year, paid quarterly.

**Boot Allowance.**

The City agrees to purchase for public works employees one (1) pair of Red Wing Work Boots with steel shanks through a purchase order of \$150 once a year.



# City of Livingston

The Last Stop



## SECTION 6 LONG-TERM DEBT OBLIGATIONS

Old Livingston Railroad Station



# LONG-TERM DEBT OBLIGATIONS

Over the years, the City of Livingston and the Livingston Redevelopment Agency have issued long-term debt. This debt may be divided between debt issued and paid for by the various accounting funds of the City and debt issued directly by the Livingston Redevelopment Agency. Below is a schedule showing the beginning long-term debt balances, debt principal payments, debt interest payments and projected ending bond balances at the end of FY2011 for City long-term debt.

## City of Livingston Long-Term Debt Obligations

	Description	Beginning Balance July 1, 2011	FY2012 Debt Principal Payment	FY2012 Debt Interest Payment	Ending Balance June 30, 2012
1	1999 Police Station Construction Lease/Purchase <sup>16</sup>	261,381	83,008	11,747	178,373
2	1977 Farmers Home Administration (FHA) Drought Relief Water Loan <sup>17</sup>	102,925	12,875	5,227	90,050
3	1993 California Statewide Communities Development Authority Water Loan <sup>18</sup>	159,258	49,804	59,139	109,454
4	USDA-Wastewater Treatment Plant 92-03 <sup>19</sup>	4,561,000	67,000	272,245	4,494,000
5	USDA-Wastewater Treatment Plant 92-06 <sup>20</sup>	4,142,000	61,000	247,390	4,081,000
6	Livingston Sports Complex <sup>21</sup>	691,647	0	0	691,647

<sup>16</sup>On May 3, 1999, the City of Livingston entered into a 15-year lease purchase agreement for the construction of the 13,000 square foot Livingston Police Department station with Asset Backed Income Group, Inc. The annual principal and interest payments are at 4.874 percent through 2014. The outstanding loan balance on June 30, 2012 will be \$178,373.

<sup>17</sup>In 1977, the City entered into a water loan agreement for drought relief with the Farmers Home Administration (FHA) in the aggregate principal amount of \$308,000. The principal and interest payments at five percent are payable annually each December through 2019. The outstanding loan balance on June 30, 2012 will be \$90,050.

<sup>18</sup>In December 1993, the City received a loan from the California Statewide Communities Development Authority to refinance a loan with the State of California Department of Water Resources that was originally used for water system expansion and improvements. Principal and interest at 6.35% are payable semi-annually through June 2014. The outstanding loan balance on June 30, 2012 will be \$109,454.

<sup>19</sup>On March 25, 2003, the City issued Refunding Revenue Bonds, Series A in the amount of \$5,000,000. The proceeds of the bonds were used to refund the balance of the Installment Agreement of 1996 for previous expansion of the Domestic Wastewater Treatment Plant. Interest on the bonds accrues semi-annually on March 1 and September 1 of each year commencing March 1, 2003 at a rate of 4.5%. The outstanding bond principal balance on June 30, 2012 will be \$4,494,000.

<sup>20</sup>On March 25, 2003, the City issued Refunding Revenue Bonds, Series B in the amount of \$4,545,000. The proceeds of the bonds were used to refund the balance of the Installment Agreement of 1996 for previous expansion of the Domestic Wastewater Treatment Plant. Interest on the bonds accrues semi-annually on March 1 and September 1 of each year commencing March 1, 2003 at a rate of 4.5%. The outstanding bond principal balance on June 30, 2012 will be \$4,081,000.

<sup>21</sup>Dunmore Homes entered into a development agreement with the City to acquire 2.5 acres of land toward its Country Villas I and Country Villas II subdivision obligations for parks and two acres of land for the project obligation for expansion of the storm drainage basin system. The developer and the City agreed to include this obligation in the 12.6 acre expansion of the Livingston Sports Complex. Dunmore Homes was unsuccessful in obtaining the land and it became necessary for the City to make the purchase. To accomplish this land purchase, the development agreement required Dunmore Homes to provide three letters of credit totaling \$1,751,400. One letter of credit was for \$347,500 for its 2.5 acre park land dedication obligation; a second letter of credit was for \$278,000 for Dunmore Homes' two acre storm drainage basin obligation and a third letter of credit was for \$1,125,900 for the additional 8.1 acres needed for the entire 12.6 Livingston Sports Complex expansion. The City would reimburse Dunmore Homes for its contribution to the additional 8.1 acres of property through park impact fee credits or through cash payments directly to Dunmore Homes. The City completed the 12.6 acre land purchase in January 2007 for \$2,580,000. The financing plan included the \$1,751,400 Dunmore Homes letter of credit and \$828,600 in park impact fees.



7	2010 Street Sweeper Purchase Well Fargo Lease	172,596	46,912	5,961	125,684
	<b>Total City Debt in all Accounting Funds</b>	<b>10,090,807</b>	<b>320,599</b>	<b>601,709</b>	<b>9,770,208</b>

## Livingston Redevelopment Agency (RDA) Long-Term Debt Obligations

Description	Estimated Beginning Balance July 1, 2011	Estimated FY2012 Debt Principal Payment	Estimated FY2012 Debt Interest Payment	Estimated Ending Balance June 30, 2012
1985 Loan from the General Fund <sup>22</sup>	767,571	223,243	76,757	544,328

Dunmore Homes' required share of the purchase was \$921,424 for its 2.5 acre park obligation and two acre storm drainage basin obligation. The balance owed by the City to Dunmore Homes was \$829,976. The City is obligated to Dunmore Homes to make semiannual payments to Dunmore Homes over a three-year period in the amount of \$138,329.33 on July 30 and December 31. These payments will be made from the Storm Drain Development Impact Capital Projects Fund rather than the Park Development Impact Fee Capital Projects Fund as indicated in the development agreement because the City used the surplus letters of credit funds to expand and improve the existing storm drainage basin in the Livingston Sports Complex. The agreement only requires payment if new development has generated the funds for the reimbursement. No General Fund money is required to be used. The City's outstanding repayment obligation on June 30, 2012 will be \$691,647.

<sup>22</sup>In 1985, the City of Livingston and the Livingston Redevelopment Agency entered into an agreement in which the City would set forth activities, services and facilities, which the City would render for and make available to the Agency in furtherance of the activities and functions of the Agency. The Agency would reimburse the City for actions undertaken and costs and expenses incurred by it, for and on behalf of the Agency. There is no fixed payment schedule for this agreement. The advances are repaid to the City's General Fund periodically from surplus monies available to the Agency. The Livingston Redevelopment Agency will pay the General Fund \$300,000 in FY2012 including \$223,243 in principal and \$76,757 in interest. The balance of the General Fund loan to the Livingston Redevelopment Agency is projected to be \$544,328 on June 30, 2012.



# City of Livingston

The Last Stop



## SECTION 7

## BUDGET SUMMARIES

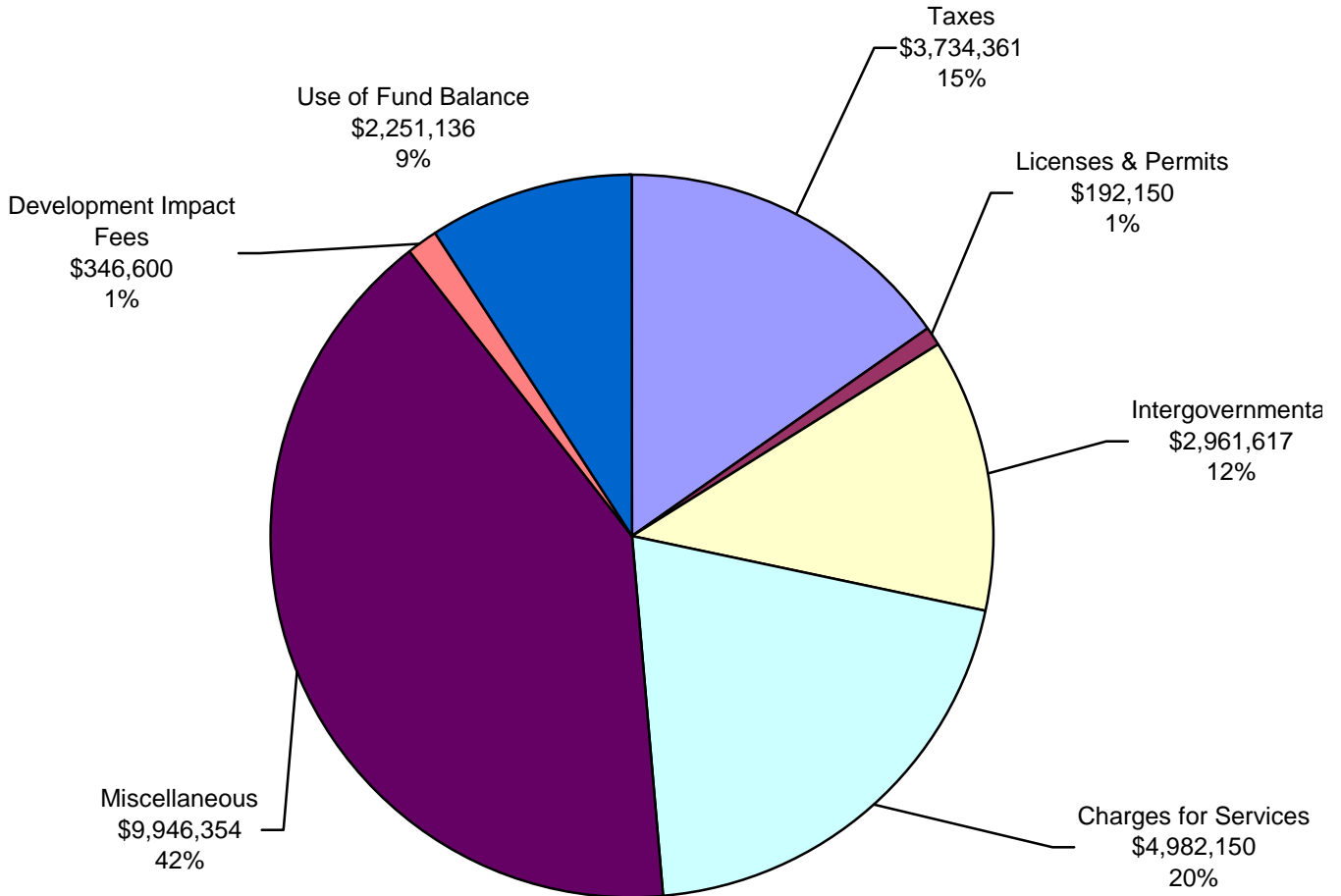


**Idan-Ha Hotel--1912**

# BUDGET REVENUE SUMMARY BY FUND REVENUE CATEGORY

Accounting Fund	Taxes	Licenses and Permits	Inter-governmental	Charges for Services	Miscellaneous	Development Impact Fees	Use of Fund Balance	Total
General Fund	2,156,400	192,150	1,348,500	332,450	596,075	0	143,980	4,769,555
Gasoline Tax Fund	0	0	350,500	0	3,000	0	95,865	449,365
Transportation Development Act Fund	0	0	0	0	2,500	0	247,500	250,000
Regional Surface Transportation Fund	0	0	131,488	0	2,000	0	0	133,488
Proposition 42 Traffic Congestion Fund	0	0	0	0	0	0	0	0
Citizen Option for Public Safety (COPS)	0	0	100,000	0	0	0	0	100,000
HOME Investment Partnership Act Fund	0	0	479,938	0	0	0	0	479,938
Department of Justice C.O.P.S. Grant Fund	0	0	187,160	0	0	0	0	187,160
Community Develop. Block Grant Fund	0	0	0	0	0	0	0	0
Amenities Fee Fund	0	0	0	0	0	0	0	0
Landscape and Lighting Districts Fund	487,080	0	0	0	1,000	0	101,196	589,276
Benefit Assessment Districts Fund	125,382	0	0	0	200	0	0	125,582
Community Facilities Districts Fund (CFD)	420,000	0	0	0	300	0	0	420,300
General (Grants) Capital Projects Fund	0	0	281,567	0	0	0	0	281,567
General (City) Capital Projects Fund	0	0	0	6,600	0	0	30,140	36,740
Fire Impact Fees Fund	0	0	0	0	1,000	10,000	0	11,000
Police Impact Fees	0	0	0	0	0	0	0	0
Municipal Facilities Impact Fees Fund	0	0	0	0	3,500	52,750	505,505	561,755
Park Impact Fees Fund	0	0	0	0	500	55,350	0	55,850
Street Impact Fees Fund	0	0	0	0	1,300	82,000	0	83,300
Storm Drainage Impact Fees Fund	0	0	0	0	0	64,500	0	64,500
Water Enterprise Operating Fund	0	0	77,464	1,675,900	15,700	0	0	1,769,064
Water Enterprise Capital Projects Fund	0	0	0	0	9,274,554	41,000	0	9,315,554
Domestic Wastewater Operating Fund	0	0	0	1,702,900	5,500	0	0	1,708,400
Domestic Wastewater Capital Projects Fund	0	0	0	0	35,225	41,000	828,775	905,000
Industrial Wastewater Enterprise Fund	0	0	0	250,000	0	0	0	250,000
Sanitation Enter. Fund	0	0	5,000	1,014,300	1,500	0	0	1,020,800
RDA Community Redevelopment Fund	437,200	0	0	0	1,000	0	160,175	598,375
RDA Low & Moderate Housing Fund	108,300	0	0	0	1,500	0	138,000	247,800
<b>Grand Total</b>	<b>3,734,362</b>	<b>192,150</b>	<b>2,961,617</b>	<b>4,982,150</b>	<b>9,946,354</b>	<b>346,600</b>	<b>2,251,136</b>	<b>24,414,369</b>

**Figure 42**  
**City of Livingston**  
**Total City Revenues For All Accounting Funds**  
**FY2012**



**This figure shows the combined projected revenue sources for all 29 City accounting funds for FY2012 and the percentage of total revenues that each revenue source contributes. Total projected revenues of all 29 accounting funds are \$24,414,369.**

# BUDGET EXPENDITURE SUMMARY BY FUND EXPENDITURE CATEGORY

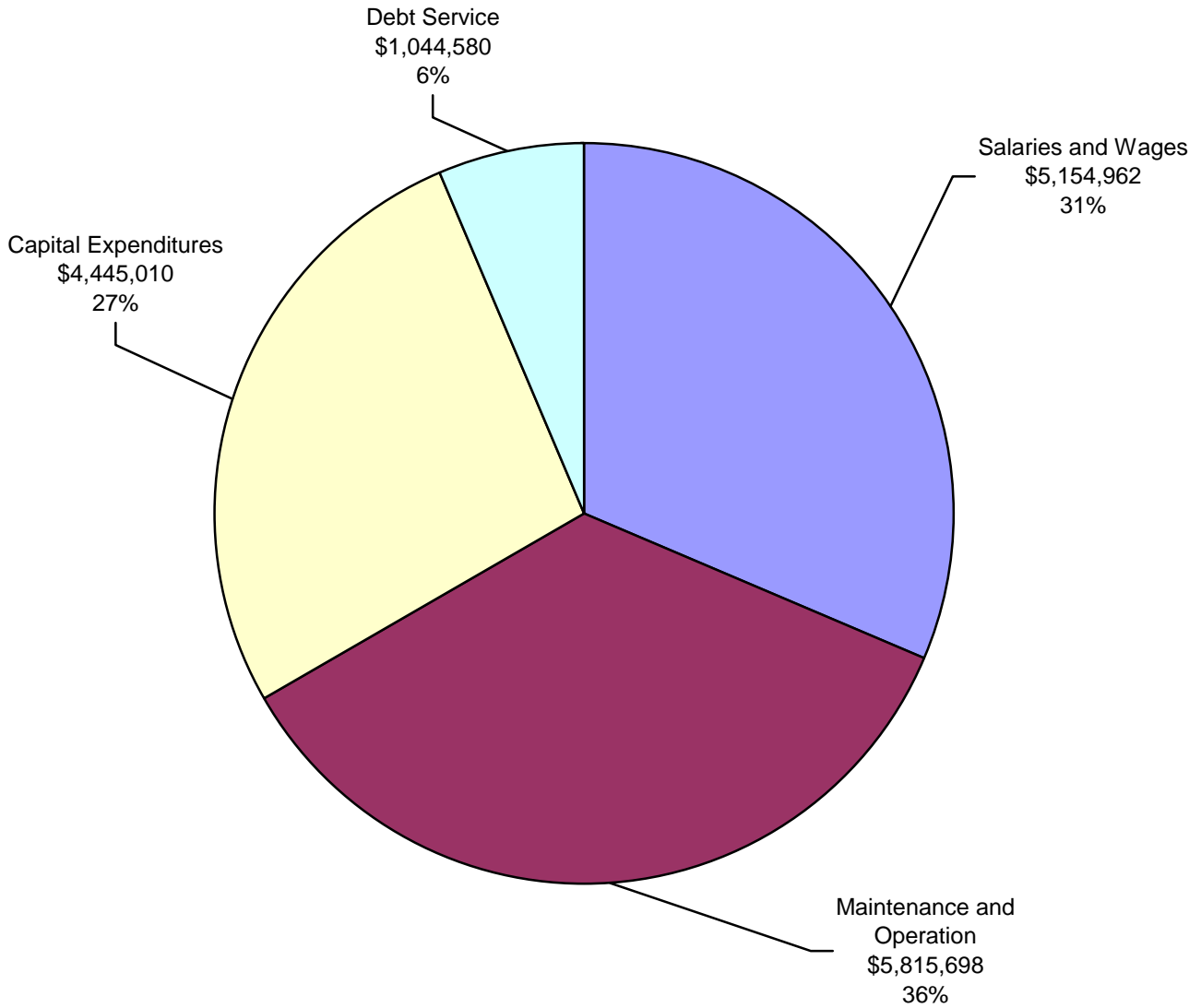
Fund	Salaries and Wages	Maintenance And Operation	Capital Expenditures	Debt Service	Total
<b>General Fund</b>					
Elected Officials Department	5,700	31,585	0	0	37,285
Administrative Services Department	210,265	279,440	8,500	0	498,205
Police Department	2,312,375	457,100	10,000	0	2,779,475
Fire Department	0	41,000	74,500	0	115,500
Public Works Department					
Streets Division	207,860	82,625	500	0	290,985
Parks Division	47,430	63,250	500	0	111,180
Recreation Department	229,825	161,250	0	0	391,075
Community Development Department					
Planning Division	217,975	122,475	500	0	340,950
Building Division	0	166,900	0	0	166,900
Engineering Department	0	38,000	0	0	38,000
Transfer to Other Funds	0	0	0	0	0
<b>Total General Fund</b>	<b>3,231,430</b>	<b>1,443,625</b>	<b>94,500</b>	<b>0</b>	<b>4,769,555</b>
<b>Gasoline Tax Special Revenue Fund</b>	<b>241,815</b>	<b>154,650</b>	<b>0</b>	<b>52,900</b>	<b>449,365</b>
<b>Transportation Development Act (TDA) Fund</b>	<b>0</b>	<b>100,000</b>	<b>150,000</b>	<b>0</b>	<b>250,000</b>
<b>Regional Surface Transportation Fund</b>	<b>0</b>	<b>0</b>	<b>89,757</b>	<b>0</b>	<b>89,757</b>
<b>Proposition 42 Traffic Congestion Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Citizen Option for Public Safety (COPS) Fund</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>
<b>HOME Investment Partnership Act Fund</b>	<b>0</b>	<b>428,057</b>	<b>0</b>	<b>0</b>	<b>428,057</b>
<b>Department of Justice C.O.P.S. Grant Fund</b>	<b>0</b>	<b>0</b>	<b>187,242</b>	<b>0</b>	<b>187,242</b>
<b>Community Development Block Grant Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Amenities Special Revenue Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Landscape and Lighting Districts Fund</b>	<b>387,710</b>	<b>149,570</b>	<b>51,996</b>	<b>0</b>	<b>589,276</b>
<b>Benefit Assessment Districts (BAD) Fund</b>	<b>30,992</b>	<b>77,156</b>	<b>0</b>	<b>0</b>	<b>108,148</b>
<b>Community Facilities District (CFD) Fund</b>	<b>307,830</b>	<b>53,700</b>	<b>0</b>	<b>0</b>	<b>361,530</b>
<b>General Capital (Grants) Projects Fund</b>					
Federal Land and Water Conservation Grant	0	0	109,166	0	109,166
State Safe Routes to Schools Cycle 8 Grant	0	0	53,978	0	53,978
Bulletproof Vest Partnership Grant	0	0	2,322	0	2,322
<b>Total General (Grants) Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>165,466</b>	<b>0</b>	<b>165,466</b>
<b>General Capital (City) Projects Fund</b>					
Skateboard Park Design and Engineering	0	0	36,740	0	36,740
<b>Total General (City) Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>36,740</b>	<b>0</b>	<b>36,740</b>
<b>Fire Impact Fees Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Fund	Salaries and Wages	Maintenance And Operation	Capital Expenditures	Debt Service	Total

<b>Police Impact Fees Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Municipal Facilities Impact Fees Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>467,000</b>	<b>94,755</b>	<b>561,755</b>
<b>Parks Impact Fees Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Streets and Bridges Impact Fees Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>45,000</b>	<b>0</b>	<b>45,000</b>
<b>Storm Drainage Impact Fees Capital Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Water Enterprise Operating Fund</b>	<b>509,410</b>	<b>952,785</b>	<b>229,584</b>	<b>77,285</b>	<b>1,769,064</b>
<b>Water Enterprise Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>1,928,500</b>	<b>0</b>	<b>1,928,500</b>
<b>Domestic Wastewater Enterprise Operating Fund</b>	<b>203,375</b>	<b>943,660</b>	<b>41,725</b>	<b>519,640</b>	<b>1,708,400</b>
<b>Domestic Wastewater Enterprise Capital Projects Fund</b>	<b>0</b>	<b>0</b>	<b>905,000</b>	<b>0</b>	<b>905,000</b>
<b>Industrial Wastewater Enterprise Fund</b>	<b>0</b>	<b>222,960</b>	<b>0</b>	<b>0</b>	<b>222,960</b>
<b>Sanitation Enterprise Fund</b>	<b>190,225</b>	<b>795,535</b>	<b>2,500</b>	<b>0</b>	<b>988,260</b>
<b>Redevelopment Agency (RDA) Community Development Fund</b>	<b>52,175</b>	<b>246,200</b>	<b>0</b>	<b>300,000</b>	<b>598,375</b>
<b>Redevelopment Agency (RDA) Low- and Moderate-Income Housing Fund</b>	<b>0</b>	<b>247,800</b>	<b>0</b>	<b>0</b>	<b>247,800</b>
<b>Grand Total All Accounting Funds</b>	<b>5,154,962</b>	<b>5,815,698</b>	<b>4,445,010</b>	<b>1,044,580</b>	<b>16,460,250</b>

## Livingston Historical Museum



**Figure 43**  
**City of Livingston**  
**Total City Expenditures For All Accounting Funds**  
**FY2012**



**This figure shows the combined projected expenditures for all City accounting funds for FY2012 and the percentage of total expenditures across all accounting funds. The total projected expenses for FY2012 from all accounting funds are \$16,460,250.**

# FY2012 PROJECTED CHANGES IN FUND BALANCES

## Governmental Accounting Funds (Tax-Supported Activities)

### Definition and Purpose.

Accountants employ the term “Fund Balance” to describe the net assets of Governmental and Fiduciary Funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning. Credit rating agencies carefully monitor levels of fund balance in a government’s General Fund to evaluate a government’s continued creditworthiness. Those interested primarily in a government’s creditworthiness or fiscal condition are more likely to favor higher levels of fund balance.

Governmental Accounting Fund	Estimated Beginning Fund Balance July 1, 2011	Estimated Increase or Decrease In Fund Balance	Estimated Ending Fund Balance June 30, 2012
General Fund	2,075,835	(143,980)	1,931,855
Gas Tax Special Revenue Fund	642,433	(95,865)	546,568
Transportation Development Act (TDA) Special Revenue Fund	837,836	(247,500)	590,336
Regional Surface Transportation (RSTP) Special Revenue Fund	356,656	43,731	400,387
Proposition 42 Traffic Congestion Relief Special Revenue Fund	19,033	0	19,033
California Citizens’ Option for Public Safety Grant (COPS) Special Revenue Fund	74,392	50,000	124,392
HOME Investment Partnership Act Special Revenue Fund	(51,881)	51,881	0
U.S. Department of Justice Community Oriented Policing in Schools (COPS) Grant Special Revenue Fund	82	(82)	0
Community Development Block Grants (CDBG) Special Revenue Fund	0	0	0
Amenities Special Revenue Fund	0	0	0
Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund	490,330	(101,196)	389,134
Benefit Assessment Districts Special Revenue Fund	157,093	17,434	174,527
Community Facility District (CFD) Special Revenue Fund	50,729	58,770	109,499
General (Grants) Capital Projects Fund	(121,258)	116,101	(5,157)
General (City) Capital Projects Fund	57,667	(30,140)	27,527
Fire Protection Development Impact Fees Capital Projects Fund	380,904	11,000	391,904
Police Development Impact Fees Capital Projects Fund	15,200	0	15,200
Municipal Facilities Impact Fees Capital Projects Fund	922,041	(505,505)	416,536
Park Development Impact Fees Capital Projects Fund	(94,153)	55,850	(38,303)
Streets and Bridges Impact Fees Capital Projects Fund	742,090	38,300	780,390
Storm Drainage Impact Fees Capital Projects Fund	20,057	64,500	84,557
Redevelopment Agency Community Redevelopment Special Revenue Fund	(733,330)	(160,175)	(893,505)
Redevelopment Agency Low- & Moderate-Income Housing Fund	840,293	(138,000)	702,293
	0	0	0
<b>Total Governmental Funds Estimated Change in Fund Balance</b>	<b>6,682,049</b>	<b>(914,876)</b>	<b>5,767,173</b>



## **Projected Significant Changes in Fund Balance (Greater than 10%).**

Total fund balance for all Governmental Funds will be decreased by \$914,876 from \$6,682,049 to \$5,767,173 during FY2012. Significant deviations, defined as a change in fund balance of more than 10 percent, are explained below:

**Gas Tax Special Revenue Fund.** The FY2012 Fund Balance in the Gas Tax Special Revenue Fund will decrease by \$95,865 from \$642,433 to \$546,568. The decrease in Fund Balance is attributed to the re-allocation of salaries and benefits for those employees that spend a portion of their time working on the City's streets, which have not been charged to this fund in the past.

**Transportation Development Act (TDA) Special Revenue Fund.** The FY2012 fund balance in the Transportation Development Act (TDA) Special Revenue Fund will decrease by \$247,500 from \$837,836 to \$590,336. The City will spend this money for future slurry seals and street maintenance projects.

**Regional Surface Transportation Program (RSTP) Special Revenue Fund.** The FY2012 fund balance in the Regional Surface Transportation Program (RSTP) Special Revenue Fund will increase by \$43,731 from \$356,659 to \$400,387. Money will be used in a future fiscal year to do a larger one-time project.

**Proposition 42 Traffic Congestion Relief Special Revenue Fund.** The FY2010 Gasoline Tax—Sales Tax swap legislation adopted by the Legislature and signed by the Governor eliminated Proposition 42 funds and replace it with an increase in gasoline excise taxes. The last payment of Proposition 42 funds from the state took place in May 2010. The City will spend all of its Proposition 42 funds in FY2012 on a one-time asphalt paving.

**California Citizens' Option for Public Safety Grant (COPS) Special Revenue Fund.** The FY2012 budget contains one-time capital expenditures including the purchase of four police vehicles, upgrading the Police Department Dispatch Center, beginning the process to obtain an 800 megahertz radio frequency, and purchasing safety equipment. The fund balance will be \$124,392. Grant funds must be spent within 24 months after being awarded by the State.

**HOME Investment Partnership Act Special Revenue Fund.** The FY2012 fund balance in the HOME Investment Partnership Act Special Revenue Fund will increase by \$51,881 from a negative \$51,881 to \$0. The City will be reimbursed in FY2012 for loans funded by the City in FY2011.

**Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund.** The fund balance in the Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund will decrease by \$101,196 from \$490,330 to \$389,134. Future funds are needed to provide payment for the additional hours dedicated to meeting the demands of our maintenance efforts in the landscape districts.

**Benefit Assessment Districts Special Revenue Fund.** The fund balance in the Benefit Assessment Districts Special Revenue Fund will increase by \$17,434 from \$157,093 to \$174,527.

**Community Facility Districts Special Revenue Fund.** The fund balance in the Community Facility District (CFD) Special Revenue Fund will increase by \$58,770 from \$50,729 to \$109,499.

**General (Grants) Capital Projects Fund.** The fund balance in the General (Grants) Capital Projects Fund will increase by \$116,101 from a negative \$121,258 to a negative \$5,157, because the City will be reimbursed in FY2012 from grant funds for expenditures paid out in FY2011.

**General (City) Capital Projects Fund.** The fund balance in the General (City) Capital Projects Fund will decrease by \$30,000 because the City will spend in FY2012 contributions from a previous fiscal year. The fund balance of the General (City) Capital Projects Fund will be \$27,527.

**Fire Protection Development Impact Fees Capital Projects Fund.** No money will be spent in FY2012 in the Fire Protection Development Impact Fees Capital Projects Fund in order to increase the positive fund balance for future capital purchases. The Fire Protection Development Impact Fees Capital Projects Fund, fund balance is projected to increase by \$11,000 from \$380,904 to \$391,904.

**Police Development Impact Fees Capital Projects Fund.** No money will be spent in FY2012 in the Police Development Impact Fees Capital Projects Fund in order to increase the positive fund balance for future capital purchases. The Police Development Impact Fees Capital Projects Fund, fund balance is projected to remain at its current total of \$15,200.

**Municipal Facilities Impact Fees Capital Projects Fund.** The fund balance in the Municipal Facilities Impact Fees Capital Projects Fund will decrease by \$505,505 from \$922,041 to \$416,536. The City will spend \$467,000 to complete the Livingston Walnut Center Facility picnic shelter. In May 1999, the City of Livingston entered into 15 year lease purchase agreement for construction of the 13,000 square foot Livingston Police Department station with Asset Backed Income Group, Inc. The annual principal and interest payments are at 4.874 percent through 2014. FY2012 the principal payment of \$83,008 and an interest payment of \$11,747 will also be spent in this fund.

**Park Development Impact Fees Capital Projects Fund.** No money will be spent in FY2012 in the Park Development Impact Fees Capital Projects fund in order to make progress toward having a positive fund balance position. The negative fund balance will be increase by \$55,850 to a negative \$38,303 by the end of the fiscal year.

**Streets and Bridges Impact Fees Capital Projects Fund.** The fund balance in the Streets and Bridges Impact Fees Capital Project Fund will increase by \$38,300 from \$742,090 to \$780,390 in FY2012. the City will spend \$45,000 for a crack sealing machine to be used for maintaining our City streets.

**Storm Drainage Impact Fees Capital Projects Fund.** No money will be spent in FY2012 in the Storm Drainage Development Impact Fees Capital Projects Fund in order to have a positive fund balance at the end of the fiscal year and provide funds for future capital projects. The Storm Drainage Impact Fees Capital Projects Fund balance will increase to \$84,557 by June 30, 2012.

**Redevelopment Agency Community Redevelopment Special Revenue.** Activity in the Community Redevelopment Special Revenue Fund of the Livingston Redevelopment Agency includes \$438,200 in revenues and \$598,375 in expenditures. The fund balance will decrease by \$160,175 by the end of the FY2012, leaving a negative fund balance in the Community Redevelopment Special Revenue Fund of the Livingston Redevelopment Agency of \$893,505 for the period ending June 30, 2012.

**Redevelopment Agency Low and Moderate-Income Housing Fund.** The fund balance in the Redevelopment Agency Low and Moderate-Income Housing Fund will decrease by \$138,000 to \$702,293 in FY2012. The Governor signed into law AB26 which provides for the suspension of redevelopment activities as of the effective date of the bill and subsequent dissolution of redevelopment agencies, and AB 27 which provides that the suspension and dissolution provisions of the legislation will not apply to individual agencies if the legislative body of the agency's sponsoring entity (the City Council) elects to participate in the "voluntary" payment program which allows for the payments to benefit schools and local entities. AB 27 also provides for payment of the "voluntary" payment program to come from Redevelopment Agency Low and Moderate-Income Housing Fund in the FY2012 **only**. The total amount the City will pay in FY2012 to participate in the "voluntary" payment program will be \$247,800.

## Proprietary (Enterprise) Accounting Funds (Business-Type Activities)

Fund	Estimated Beginning Fund Balance July 1, 2011	Increase/ Decrease In Fund Balance	Estimated Ending Fund Balance June 30, 2012
Water Enterprise Operating Fund	3,638,918	0	3,638,918
Water Enterprise Capital Projects Fund	1,264,840	7,387,054	8,651,894
Domestic Wastewater Enterprise Operating Fund	5,029,351	0	5,029,351
Domestic Wastewater Capital Projects Fund	68,042	(828,775)	(760,733)
Industrial Wastewater Enterprise Fund	(1,086,429)	27,040	(1,059,389)
Sanitation Enterprise Fund	(364,670)	32,540	(332,130)
<b>Total Proprietary (Enterprise) Funds</b>	<b>8,550,052</b>	<b>6,617,859</b>	<b>15,167,911</b>

### Projected Significant Changes in Fund Balance (Greater than 10%).

Significant deviations, defined as a change in fund balance of more than 10 percent, are explained below:

**Water Enterprise Operating Fund.** The Water Enterprise Operating Fund Cash and Investment Fund Balance will remain at \$3,638,918. The revenues are projected to cover the expenditures and generate an excess of revenue in the amount of \$134,554. This amount is proposed to be transferred to the Water Capital Fund, however, if the City Council elects to do so, it can be applied toward a deficit cash balance in the Water Enterprise Operating Fund.

**Water Enterprise Capital Fund.** The Water Enterprise Capital Fund Cash and Investment Fund Balance will increase by \$7,387,054 from \$1,264,840 to \$8,651,894. The large increase in fund balance is attributed to a recent TCP settlement for which the City was paid \$9,013,309 to cover costs associated with the City making improvements to its water system, which will provide for treatment and prevention of future potential contamination of the City's water source from TCP.

**Domestic Wastewater Enterprise Operating Fund.** The Cash and Investment Fund Balance for the Domestic Wastewater Enterprise Operating Fund will remain at \$5,029,351. The revenues are projected to cover the expenditures and generate an excess of revenue in the amount of \$35,225. This amount is proposed to be transferred to the Domestic Wastewater Enterprise Capital Fund Cash and Investment Fund, however, if the City Council elects to do so, it can be applied toward a deficit cash balance in the Domestic Wastewater Enterprise Operating Fund.

**Domestic Wastewater Enterprise Capital Fund.** The Cash and Investment Fund Balance will decrease by \$828,775 to a negative balance of \$760,733 on June 30, 2012. Improvements necessary to insure the integrity of the City's wastewater system dictate that certain improvements be made in FY2012 and paid for in FY2013 and FY2014.

**Sanitation Enterprise Fund.** Revenues are expected to be \$1,020,800 and expenditures are expected to be \$988,260. This means revenue will exceed expenditures by \$32,540. The fund balance will increase from a negative \$364,670 to a negative \$332,130 a difference of \$32,540.

# HISTORICAL REVENUE AND EXPENDITURE SUMMARY BY MAJOR FUND CATEGORY

## General Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Property Taxes	927,357	841,702	984,200
Other Taxes	1,296,714	1,082,603	1,172,200
Licenses and Permits	229,702	177,587	192,150
Intergovernmental Revenue	1,374,607	1,413,249	1,348,500
Charges for Services	364,912	339,757	332,450
Fines and Penalties	60,510	53,117	52,700
Use of Property and Money	68,938	45,001	74,800
Miscellaneous	341,870	168,641	168,575
Transfers from Other Funds	143,097	195,400	300,000
Use of General Fund Revenue Fund Balance	3,657	1,021,636	143,980
<b>Total General Fund Revenues</b>	<b>4,811,364</b>	<b>5,338,693</b>	<b>4,769,555</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
Elected Officials Department	60,525	91,773	37,285
Administrative Services Department	396,653	745,659	498,205
Police Department	3,006,524	3,047,218	2,779,475
Fire Department	39,209	40,849	115,500
Public Works Department	403,088	458,299	402,165
Recreation Department	377,057	395,213	391,075
Community Development Department	458,507	523,452	507,850
Engineering Department	69,801	36,230	38,000
<b>Total General Fund Expenditures</b>	<b>4,811,364</b>	<b>5,338,693</b>	<b>4,769,555</b>

## Gasoline Tax Special Revenue Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Gasoline Tax Revenues	224,421	343,471	350,500
Interest Earned	564	1,564	1,500
Reimbursement and Refunds	1,084	1,670	1,500
Use of Gasoline Tax Special Revenue Fund Balance	0	79,869	95,865
<b>Total Gasoline Tax Special Revenue Fund Revenues</b>	<b>226,069</b>	<b>426,574</b>	<b>449,365</b>

**Expenditures**

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Personnel Services	0	189,706	241,815
Maintenance and Operations	152,753	147,415	154,650
Street Slurry Seal Projects	0	62,411	0
Purchase Street Sweeper	0	605	0
Debt Service Expenditures	0	26,437	52,900
<b>Total Gasoline Tax Special Revenue Fund Expenditures</b>	<b>152,753</b>	<b>426,574</b>	<b>449,365</b>

**Transportation Development Act (TDA)  
Special Revenue Fund**

**Revenues**

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Article VIII LTF Fund Revenues	27,151	0	0
Interest Earned	1,732	3,182	2,500
Use of Transportation Development Act (TDA) Fund Balance	49,921	95,733	247,500
<b>Total Transportation Development Act (TDA) Special Revenue Fund Revenues</b>	<b>78,804</b>	<b>98,915</b>	<b>250,000</b>

**Expenditures**

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Street Maintenance and Repairs	0	0	100,000
Grapevine Avenue Sinkhole Paving Project	0	21,731	0
American Recovery And Reinvestment Act Grant Match Expenditures	0	40,624	0
Street Slurry Seal Projects	78,804	15,805	150,000
Federal Highways Safe Sidewalk Cycle 2 Grant Match Expenditures	0	20,755	0
<b>Total Transportation Development Act (TDA) Special Revenue Fund Expenditures</b>	<b>78,804</b>	<b>98,915</b>	<b>250,000</b>

**Regional Surface Transportation Program (RSTP)  
Special Revenue Fund**

**Revenues**

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Regional Surface Transportation Funds	115,929	111,074	131,488
Interest Earned	28	507	2,000
Use of Regional Surface Transportation Fund Balance	0	0	0
<b>Total Regional Surface Transportation Program Fund Revenues</b>	<b>115,957</b>	<b>111,581</b>	<b>133,488</b>

**Expenditures**

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Slurry Seal Projects	0	0	0
Safe Routes to School-Cycle 8 Grant Match Expenditures	0	0	89,757
<b>Total Regional Surface Transportation Program Fund Expenditures</b>	<b>0</b>	<b>0</b>	<b>89,757</b>

## Proposition 42 Traffic Congestion Relief Special Revenue Fund

**Revenues**

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Proposition 42 Traffic Congestion Relief Funds	126,339	0	0
Interest Earned	0	0	0
Use of Proposition 42 Traffic Congestion Relief Special Revenue Fund Balance	0	94,969	0
<b>Total Proposition 42 Traffic Congestion Relief Revenues</b>	<b>126,339</b>	<b>94,969</b>	<b>0</b>

**Expenditures**

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Street Repair & Maintenance	0	0	0
Street Slurry Seal Projects ("B" Street Paving & Sidewalk)	12,337	94,969	0
<b>Total Proposition 42 Traffic Congestion Relief Special Revenue Fund Expenditures</b>	<b>12,337</b>	<b>94,969</b>	<b>0</b>

## California Citizen Option for Public Safety Grant (COPS) Special Revenue Fund

**Revenues**

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
AB 1913 California COPS Grant Program Revenues	100,045	100,017	100,000
Interest Earned	0	0	0
Use of California COPS Fund Balance	0	0	0
	<b>100,045</b>	<b>100,017</b>	<b>100,000</b>

**Expenditures**

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Public Safety Camera System	0	37,032	0
Police Equipment Purchases	10,807	17,123	20,000
Police Vehicle Purchases	32,232	0	30,000

Bulletproof Vest Partnership Grant Match Expenditure	7,412	0	0
<b>Total California COPS Grant Fund Expenditures</b>	<b>50,451</b>	<b>54,155</b>	<b>50,000</b>

## HOME Investment Partnership Act Special Revenue Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
2007 HOME Investment Partnership Act Grant Revenues	123,916	16,505	0
2009 HOME Investment Partnership Act Grant Revenues	2,307	317,755	479,938
Use of California HOME Fund Balance	0	51,883	0
<b>Total HOME Investment Partnership Act Grant Revenues</b>	<b>126,223</b>	<b>386,143</b>	<b>479,938</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
2007 HOME Investment Partnership Act Grant Expenditures	123,915	16,507	0
2009 HOME Investment Partnership Act Grant Expenditures	2,307	369,636	428,057
<b>Total HOME Investment Partnership Act Grant Expenditures</b>	<b>126,222</b>	<b>386,143</b>	<b>428,057</b>

## U.S. Department of Justice Community Oriented Policing in Schools (COPS) Grant Special Revenue Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
U.S. Department of Justice COPS in Schools Grant	0	13,819	93,621
Interest Earned	0	0	0
Reimbursements/Refunds-Merced Union High School District and Livingston Union School District Contribution	0	13,901	93,539
Use of U.S. Department of Justice COPS Fund Balance	0	0	82
<b>Total COPS in Schools Grant Fund Revenues</b>	<b>0</b>	<b>27,720</b>	<b>187,242</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
Livingston Union School District Security Cameras Project	0	0	174,780
Livingston High School Security Cameras Project	0	27,638	12,462
<b>Total COPS in Schools Grant Fund Expenditures</b>	<b>0</b>	<b>27,638</b>	<b>187,242</b>

## Community Development Block Grant (CDBG) Special Revenue Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Community Development Block Grant Revenues	0	0	0
<b>Total Community Development Block Grant (CDBG) Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
No Expenditures	0	0	0
<b>Total Community Development Block Grant (CDBG) Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Amenities Special Revenue Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Court Theater (75%) Amenities Fee	0	0	0
Parks and Recreation (25%) Amenities Fee	0	0	0
Interest Income	0	0	0
<b>Total Amenities Fees Special Revenue Fund Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
No Expenditures	0	0	0
<b>Total Amenities Special Revenue Fund Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Almond Glen Zone	6,922	6,860	6,875
Country Glen Zone	2,336	2,316	2,325
Country Roads Zone	16,391	16,244	16,250
Harvest Manor Zone	11,411	11,318	11,325
Vintage West Zone	25,404	25,178	25,200
Monte Cristo Zone	6,586	6,591	6,690



Monte Cristo II Zone	12,562	12,547	12,725
Vinewood Estates Zone	6,532	6,475	6,475
Vinewood Estates II Zone	932	783	1,385
Vineyard Kensington Park Zone	3,213	3,210	3,260
Bridgeport Village Zone	29,116	26,822	27,525
Davante Villas Zone	67,872	63,541	73,840
Strawberry Fields Zone	1,980	1,987	2,025
Country Villas 1, 2, and 3 Zone	17,253	17,188	17,425
Sundance IV/Country Villas 4 Zone	8,620	8,114	7,925
Parkside Zone	24,636	22,631	31,290
Country Lanes 1 (Liberty Square) Zone	19,658	19,626	19,960
Country Lanes 2 (Kishi) Zone	106,938	104,436	105,870
La Tierra Zone	9,376	9,409	9,550
North Residential Zone	16,809	16,712	16,725
South Residential Zone	34,250	34,025	34,350
Central Residential Zone	26,920	26,740	25,650
North Commercial Zone	6,628	6,599	7,175
Downtown Commercial Zone	1,119	1,114	1,250
South Commercial Zone	516	514	550
Somerset (Sun Valley Estates) Zone	16,096	13,277	13,460
District Formation Fees: Gallo Commercial	0	0	0
Transfers from Other Funds	0	0	0
Interest Income	0	1,300	1,000
<b>Total City-Wide Consolidated Landscape Maintenance Assessment District No. 1 Revenues</b>	<b>480,076</b>	<b>465,557</b>	<b>488,080</b>

## Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Almond Glen Zone	4,248	8,374	8,405
Country Glen Zone	1,472	2,717	3,035
Country Roads Zone	13,131	19,456	19,000
Harvest Manor Zone	9,013	12,973	13,395
Vintage West Zone	17,787	30,221	29,160
Monte Cristo Zone	6,484	9,920	9,670
Monte Cristo II Zone	9,082	14,658	14,515
Vinewood Estates Zone	4,109	7,507	7,520
Vinewood Estates II Zone	868	1,574	1,760
Vineyard Kensington Park Zone	1,920	3,501	3,570
Bridgeport Village Zone	20,402	31,779	30,875
Davante Villas Zone	56,640	92,093	88,161
Strawberry Fields Zone	1,388	2,363	2,440
Country Villas 1, 2, and 3 Zone	12,808	20,708	21,435
Sundance IV/Country Villas 4 Zone	8,078	11,304	12,020
Parkside Zone	17,873	28,878	28,650
Country Lanes 1 (Liberty Square) Zone	15,575	25,550	25,295
Country Lanes 2 (Kishi) Zone	85,425	137,700	131,820
La Tierra Zone	12,565	15,529	17,895
North Residential Zone	10,476	19,171	18,905
South Residential Zone	21,395	39,219	37,915
Central Residential Zone	15,770	29,217	28,150

North Commercial Zone	5,137	8,646	10,040
Downtown Commercial Zone	1,338	2,060	2,195
South Commercial Zone	364	663	765
Somerset (Sun Valley Estates) Zone	15,874	20,161	22,685
Gallo Commercial	7,000	0	0
<b>Total City-Wide Consolidated Landscape Maintenance Assessment District No. 1 Revenues</b>	<b>376,222</b>	<b>595,942</b>	<b>589,276</b>

## Benefit Assessment Districts (BAD) Special Revenue Fund

### Revenues

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Country Glen Benefit Assessment District	1,897	1,892	1,895
Country Roads Benefit Assessment District	3,446	3,440	3,440
Vintage West Area A Benefit Assessment District	3,084	3,071	1,840
Monte Cristo Benefit Assessment District	6,395	6,430	6,518
Monte Cristo II Benefit Assessment District	6,150	6,184	6,269
Vinewood Estates Benefit Assessment District	5,494	5,483	5,485
Vinewood Estates II Benefit Assessment District	1,619	1,364	794
Vineyard/Kensington Benefit Assessment District	745	751	760
Bridgeport Village Benefit Assessment District	8,293	7,685	7,885
Davante Villas Benefit Assessment District	13,639	12,842	14,920
Strawberry Fields Benefit Assessment District	566	565	577
Country Villas 1, 2, and 3 Benefit Assessment District	16,727	16,769	16,770
Country Villas (Sundance IV) Benefit Assessment District	3,752	3,546	3,500
Parkside Benefit Assessment District	13,481	12,870	17,790
Country Lanes I (Liberty Square) Benefit Assessment District	5,349	5,388	5,461
Country Lanes II (Kishi) Benefit Assessment District	15,378	15,107	15,310
La Tierra Benefit Assessment District	1,673	1,686	1,708
Vintage West Area B Benefit Assessment District	9,803	9,783	11,015
District Formation Fees: Gallo Commercial Benefit Assessment District	0	0	0
Somerset (Sun Valley Estates) Benefit Assessment District	4,108	3,401	3,445
Interest Income	0	100	200
<b>Total Benefit Assessment District Revenues</b>	<b>121,599</b>	<b>118,357</b>	<b>125,582</b>

### Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Country Glen Benefit Assessment District	974	887	1,954
Country Roads Benefit Assessment District	1,849	2,207	3,669
Vintage West Area A Benefit Assessment District	1,364	1,518	2,237
Monte Cristo Benefit Assessment District	3,706	3,426	6,367
Monte Cristo II Benefit Assessment District	3,752	3,472	6,164
Vinewood Estates Benefit Assessment District	1,914	1,660	4,060
Vinewood Estates II Benefit Assessment District	326	297	989
Vineyard/Kensington Benefit Assessment District	613	585	874
Bridgeport Village Benefit Assessment District	4,213	3,867	6,879

Davante Villas Benefit Assessment District	7,664	7,683	12,225
Strawberry Fields Benefit Assessment District	299	271	678
Country Villas 1, 2, and 3 Benefit Assessment District	8,305	8,381	15,889
Country Villas (Sundance IV) Benefit Assessment District	2,444	2,277	3,600
Parkside Benefit Assessment District	6,966	7,516	11,230
Country Lanes I (Liberty Square) Benefit Assessment District	2,693	2,456	4,950
Country Lanes II (Kishi) Benefit Assessment District	8,517	7,824	12,435
La Tierra Benefit Assessment District	2,306	2,226	2,745
Vintage West Area B Benefit Assessment District	3,852	3,336	7,090
Gallo Commercial Benefit Assessment District	7,000	0	0
Somerset (Sun Valley Estates) Benefit Assessment District	3,101	2,990	4,113
<b>Total Benefit Assessment District Expenditures</b>	<b>71,858</b>	<b>62,879</b>	<b>108,148</b>

## Community Facilities District (CFD) Special Revenue Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Community Facilities District Special Taxes	460,596	416,655	420,000
District Formation Fees	0	0	0
Interest Earned	583	418	300
Reimbursements and Refunds	21,889	10,832	0
Use of Community Facilities District Fund Balance	0	13,689	0
<b>Total Community Facilities District Fund Revenues</b>	<b>483,068</b>	<b>441,594</b>	<b>420,300</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
Personnel Services	401,188	388,358	307,830
Maintenance and Operations	43,768	53,236	53,700
<b>Total Community Facilities District Fund Expenditures</b>	<b>444,956</b>	<b>441,594</b>	<b>361,530</b>

## General (Grants) Capital Projects Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Federal Land and Water Conservation Grant (Picnic Shelter)	0	23,490	137,010
American Recovery and Reinvestment Act Street Grant	499,775	51,028	0
U.S. Department of Justice Bullet-Proof Vest Grant	7,412	2,121	2,322
USDA Rural Emergency Responders Grant	12,045	0	0
Federal Land and Water Conservation Grant (Basketball)	10,657	30,701	0
CMAQ Bicycle Program Grant	5,000	0	0
Federal Highways Safe Sidewalks to Schools Cycle 2 Grant	77,041	688,867	0
State Safe Routes to Schools Sidewalk Cycle 8 Grant	39,019	626,045	142,235
Edward Byrne Memorial Justice Assistance Grant	37,032	0	0
Transfer from Municipal Impact Fees Capital Projects Fund	0	94,809	0

Use of General (Grants) Capital Projects Fund Balance	169,871	0	0
<b>Total General (Grants) Capital Projects Fund Revenues</b>	<b>857,852</b>	<b>1,517,061</b>	<b>281,567</b>

## Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
State Safe Routes to School Sidewalk Cycle 8 Grant	65,901	675,966	53,978
Edward Byrne Memorial Justice Assistance Grant	37,032	0	0
Federal Land and Water Conservation Grant (Picnic Shelter)	3,995	47,338	109,166
CMAQ Bicycle Program Grant Expenditure	4,986	14	0
American Recovery and Reinvestment Act Grant Expenditure	502,445	15,013	0
2009 Proposition 1B State Street Grant	15,490	0	0
USDA Rural Emergency Responders Initiative Grant	12,045	0	0
U.S. Department of Justice Bullet-Proof Vest Grant	7,412	2,121	2,322
Court Theater Renovation Project	0	3,765	0
Federal Land and Water Conservation Grant (Basketball)	126,549	0	0
Federal Highways Safe Routes to School Cycle 2 Grant	81,997	660,735	0
<b>Total General (Grants) Capital Projects Fund Expense</b>	<b>857,852</b>	<b>1,404,952</b>	<b>165,466</b>

## General (City) Capital Projects Fund

### Revenues

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Skate Park Donations	100,000	0	0
Interest Income	9	0	0
Rental Income	6,600	6,200	6,600
Reimbursements and Refunds	853	0	0
Memorial Park Improvements Revenue	0	0	0
Use of General Capital Projects Fund Balance	79,181	72,400	30,140
<b>Total General (City) Capital Projects Fund Revenues</b>	<b>186,643</b>	<b>78,600</b>	<b>36,740</b>

### Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Skate Board Park Design and Engineering	77	63,185	36,740
USDA Rural Emergency Responders Initiative Grant Match	9,855	0	0
Arakelian Park Improvements	0	11,243	0
Livingston Sports Complex Project	16,670	4,172	0
Memorial Park Improvements	41	0	0
City House Repairs	0	0	0
Bad Debt Write Offs	160,000	0	0
<b>Total General (City) Capital Projects Fund Expenditures</b>	<b>186,643</b>	<b>78,600</b>	<b>36,740</b>

## Fire Protection Development Impact Fees Capital Projects Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Fire Protection Development Impact Fees	17,334	11,018	10,000
Interest Earned	1,210	904	1,000
<b>Total Fire Protection Development Impact Fees Revenue</b>	<b>18,544</b>	<b>11,922</b>	<b>11,000</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
No Expenditures	0	0	0
<b>Total Fire Protection Development Impact Fees Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Police Development Impact Fees Capital Projects Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Police Development Impact Fees	0	0	0
Interest Earned	1	0	0
<b>Total Police Development Impact Fees Revenue</b>	<b>1</b>	<b>0</b>	<b>0</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
No Expenditures	0	0	0
<b>Total Police Development Impact Fees Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Municipal Facilities Development Impact Fees Capital Projects Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Municipal Facilities Development Impact Fees	77,503	52,746	52,750
Interest Earned	5,444	3,377	3,500
Use of Municipal Facility Development Impact Fees Fund Balance	269,372	136,215	505,505
<b>Total Municipal Facilities Development Impact Fees Revenue</b>	<b>352,319</b>	<b>192,338</b>	<b>561,755</b>

## Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
City Council Televising System			
Recreation Modular Building	168,852	0	0
Police Station Debt Service Payment Expense	94,755	94,754	94,755
Livingston Sports Complex Basketball Courts	88,712	2,775	0
Livingston Sports Complex Restroom and Picnic Shelter	0	0	467,000
Transfers to Other Funds	0	94,809	0
<b>Total Municipal Facilities Development Impact Fees Expenditures</b>	<b>352,319</b>	<b>192,338</b>	<b>561,755</b>

## Park Development Impact Fees Capital Projects Fund

### Revenues

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Park Development Impact Fees	77,689	30,600	55,350
Interest Earned	665	467	500
<b>Total Park Development Impact Fees Revenue</b>	<b>78,354</b>	<b>31,067</b>	<b>55,850</b>

### Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
No Expenditures	0	0	0
<b>Total Park Development Impact Fees Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Streets and Bridges Development Impact Fees Capital Projects Fund

### Revenues

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Streets and Bridges Development Impact Fees	143,500	98,400	82,000
Interest Earned	328	1,227	1,300
<b>Total Streets and Bridges Development Impact Fees Revenue</b>	<b>143,828</b>	<b>99,627</b>	<b>83,300</b>

### Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Equipment Purchases (Crack Sealing Machine)	0	0	45,000
<b>Total Streets and Bridges Development Impact Fees Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>45,000</b>

## Storm Drainage Development Impact Fees Capital Projects Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Storm Drainage Development Impact Fees	93,484	25,800	64,500
Interest Earned	0	0	0
Peach Avenue Storm Drainage Basin Revenue	0	0	0
<b>Total Storm Drainage Development Impact Fees Revenue</b>	<b>93,484</b>	<b>25,800</b>	<b>64,500</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
Country Roads Storm Drain Project	0	9,250	0
Vintage West (Peach Avenue) Drainage Basin Project	622	0	0
<b>Total Storm Drainage Development Impact Fees Expenditures</b>	<b>622</b>	<b>9,250</b>	<b>0</b>

## Water Enterprise Operating Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Water User Fees	1,851,491	1,663,319	1,660,000
Water Connection Fees	0	0	0
Meter Installation Fees	0	0	0
Penalty Fees	10,638	14,340	14,000
Shut Off Fees	1,715	2,215	1,900
Credit Check Fees	850	675	700
2009 EECBG Water Well Motors Grant Revenue	0	0	77,464
Reimbursements/Refunds	39,896	22,031	15,000
Other Revenue	0	12,520	0
<b>Total Water Enterprise Fund Revenue</b>	<b>1,904,590</b>	<b>1,715,100</b>	<b>1,769,064</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
Personnel Services	719,594	579,790	509,410
Maintenance and Operations	964,442	721,237	952,785
Equipment Purchases	818	4,997	10,000
Water Meter Purchases	24,093	11,515	20,000
2009 EECBG Water Well Motors Grant Expenditures	0	12,434	65,030
Debt Service	75,812	77,241	77,285
Transfer to Water Enterprise Capital Projects Fund	280,000	0	134,554
<b>Total Water Enterprise Fund Expenditures</b>	<b>2,064,759</b>	<b>1,407,214</b>	<b>1,769,064</b>

## Water Enterprise Capital Projects Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Developer Impact Fees	150,584	98,400	41,000
Interest Earned	4,769	3,938	40,000
Foster Farms TCP Well-Head Protection Project Reimbursement	0	28,610	9,100,000
Transfers from Water Enterprise Operating Fund	280,000	0	134,554
Use of Water Enterprise Capital Projects Fund Restricted Cash and Investment Fund Balance – Water Impact Fees	0	0	0
<b>Total Water Enterprise Capital Projects Fund Revenue</b>	<b>435,353</b>	<b>130,948</b>	<b>9,315,554</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012
Equipment Purchases			
Water Meter Purchase	0	7,791	40,000
Repair, Replacement and Refurbishment	168,817	68,362	200,000
Well #13 Capital Project (Parkside)	0	9,880	60,000
LHS Peach Avenue Water Line Replacement Reimbursement	0	56,976	28,500
Pipeline Improvement/Replacement	0	0	1,500,000
Wellhead Filtering Well #15	0	0	100,000
Alley Water Line Phase 2	664	0	0
Water Line Installations	5,425	0	0
Well #8 TCP Well-Head Treatment Project	0	2,924	0
<b>Total Water Enterprise Capital Projects Fund Expenditures</b>	<b>174,906</b>	<b>145,933</b>	<b>1,928,500</b>

## Domestic Wastewater Enterprise Operating Fund

### Revenues

	Actual 2010	Estimated 2011	Proposed 2012
Domestic Wastewater User Fees	2,353,315	1,670,143	1,665,000
Domestic Wastewater Connection Fees	0	0	0
Domestic Wastewater Penalty Fees	25,074	19,806	20,000
Interest Income	1,599	1,122	1,000
Rental Income	3,000	15,500	15,000
Domestic Wastewater Land Lease Agreement Martin	0	0	2,900
Reimbursement/Refunds	11,498	4,926	4,500
Transfers from Wastewater Enterprise Capital Fund	0	100,000	0
<b>Total Domestic Wastewater Enterprise Operating Fund Revenue</b>	<b>2,394,486</b>	<b>1,811,497</b>	<b>1,708,400</b>

### Expenditures

	Actual 2010	Estimated 2011	Proposed 2012



Personnel Services	478,431	239,397	203,375
Maintenance and Operations	790,142	891,508	943,660
Capital Expenditures	818	4,997	6,500
Debt Service	516,000	520,170	519,640
Transfers to the Domestic Wastewater Capital Projects Fund	172,843	0	35,225
<b>Total Domestic Wastewater Enterprise Operating Fund Expenditures</b>	<b>1,958,234</b>	<b>1,656,072</b>	<b>1,708,400</b>

## Domestic Wastewater Enterprise Capital Projects Fund

### Revenues

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Developer Impact Fees	145,612	100,292	41,000
Interest Earned	1	0	0
Transfers in from Other Funds	172,843	0	35,225
Use of Domestic Wastewater Capital Projects Fund Balance	0	61,189	828,775
<b>Total Domestic Wastewater Enterprise Capital Projects Fund Revenue</b>	<b>318,456</b>	<b>161,481</b>	<b>905,000</b>

### Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Repair, Replacement and Refurbishment	0	0	200,000
Sewer Collection System Video Inspection	0	0	45,000
Domestic Wastewater Treatment Plant Camera System	0	22,194	0
Domestic Wastewater Treatment Plant Pond Study	0	39,287	0
Domestic Wastewater Treatment Plant Fencing Project	0	0	150,000
Domestic Wastewater Treatment Plant Levee Break Repair	0	0	250,000
SKADA Lift Station Project	0	0	60,000
Solids Handling	0	0	100,000
Briarwood Lift Station Rehabilitation	0	0	100,000
Transfer to Domestic Wastewater Operating Fund	0	100,000	0
<b>Total Domestic Wastewater Capital Enterprise Fund Expenditures</b>	<b>0</b>	<b>161,481</b>	<b>905,000</b>

## Industrial Wastewater Enterprise Fund

### Revenues

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Industrial Wastewater User Fees	506,076	307,544	250,000
Reimbursements/Refunds	267	0	0
Foster Farms New Industrial Wastewater Plan Project Reimbursement	18,941	1,310	0
<b>Total Industrial Wastewater Enterprise Fund Revenue</b>	<b>525,284</b>	<b>308,854</b>	<b>250,000</b>

## Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Personnel Services	48,372	27,515	0
Maintenance and Operations	288,708	204,121	222,960
Foster Farms New Industrial Wastewater Plant	5,706	3,838	0
<b>Total Industrial Wastewater Enterprise Fund Expenditures</b>	<b>342,786</b>	<b>235,474</b>	<b>222,960</b>

## Sanitation Enterprise Fund

### Revenues

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Sanitation User Fees	1,242,918	1,001,586	1,000,000
Late Charges and Penalties	15,252	12,038	12,000
Interest Income	0	0	0
Parking Lot Maintenance	2,347	2,388	2,300
Reimbursements and Refunds	1,615	1,585	1,500
Beverage Container Recycling Grant	5,000	5,000	5,000
<b>Total Sanitation Enterprise Fund Revenues</b>	<b>1,267,132</b>	<b>1,022,597</b>	<b>1,020,800</b>

### Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Personnel Services	351,210	205,568	190,225
Maintenance and Operation	750,555	745,601	795,535
Capital Expenditures	818	4,997	2,500
<b>Total Sanitation Enterprise Fund Expenditures</b>	<b>1,102,583</b>	<b>956,166</b>	<b>988,260</b>

## City of Livingston Redevelopment Agency Community Redevelopment Fund

### Revenues

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Current Secured Taxes	228,901	203,324	203,000
Current Secured Taxes – Area 2	191,098	202,248	202,000
Current Unsecured Taxes	16,772	18,226	18,000
Current Unsecured Taxes – Area 2	14,400	1,145	1,500
Delinquent Secured Taxes	0	104	0
Delinquent Secured Taxes-Area 2	0	0	0
Delinquent Unsecured Taxes	555	1,039	100
Delinquent Unsecured Taxes-Area 2	482	906	1,000
Home Owners Property Tax Relief (HOPTR)	3,748	3,706	3,500
Home Owners Property Tax Relief (HOPTR) – Area 2	3,070	3,024	3,000
Supplemental Property Taxes – SB813	-4,812	-767	600
Supplemental Property Taxes – SB813 – Area 2	4,096	4,612	4,500

Property Tax Penalties and Fines	0	0	0
Interest Earned	3,449	1,964	1,000
Lot Lease/Rental Income	0	0	0
Reimbursements/Refunds	95	8	0
Use of Community Redevelopment Fund Balance	67,648	99,295	160,175
<b>Total Community Redevelopment Fund Revenues</b>	<b>529,502</b>	<b>538,834</b>	<b>598,375</b>

## Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Personnel Services	58,358	96,382	52,175
Maintenance and Operations	353,796	245,015	246,200
Court Theater Project	178	2,239	0
Transfer to General Fund to Repay Loan to Redevelopment Agency	117,170	195,198	300,000
<b>Total Community Redevelopment Fund Expenditures</b>	<b>529,502</b>	<b>538,834</b>	<b>598,375</b>

## City of Livingston Redevelopment Agency Low- and Moderate-Income Housing Fund

### Revenues

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Current Secured Taxes	57,225	50,831	51,000
Current Secured Taxes – Area 2	47,774	50,562	51,000
Current Unsecured Taxes	4,193	4,556	1,800
Current Unsecured Taxes – Area 2	3,600	286	1,100
Delinquent Secured Property Tax	0	26	0
Delinquent Secured Property Tax-Area 2	0	0	0
Delinquent Unsecured Property Tax	139	260	300
Delinquent Unsecured Property Tax – Area 2	120	227	250
Home Owners Property Tax Relief (HOPTR)	937	926	925
Home Owners Property Tax Relief (HOPTR) – Area 2	767	756	775
Supplemental Property Taxes – SB813	-1,203	-192	0
Supplemental Property Taxes – SB813 – Area 2	1,024	1,153	1,150
Interest Earned	2,118	1,893	1,500
Use of Low and Moderate Housing Fund Balance	0	0	138,000
<b>Total Low- and Moderate-Income Housing Fund Revenues</b>	<b>116,694</b>	<b>111,284</b>	<b>247,800</b>

### Expenditures

	<b>Actual 2010</b>	<b>Estimated 2011</b>	<b>Proposed 2012</b>
Merced County Property Tax Administrative Fee	2,877	0	0
AB26 Agency Obligation Payment	0	0	247,800
<b>Total Low and Moderate Income Housing Fund Expenditures</b>	<b>2,877</b>	<b>0</b>	<b>247,800</b>

# SUMMARY OF MAJOR CAPITAL PROJECTS AND CAPITAL PURCHASES IMPACT ON FUTURE OPERATING BUDGETS

## Summary of Major Capital Projects and Capital Purchases

		Proposed FY2012
1	California Department of Transportation Safe Routes to Schools Sidewalk Grant Project	\$ 143,735
2	American Recovery and Reinvestment Act (ARRA) Energy Efficiency Block Grant	65,030
3	U.S. Department of Justice COPS Secure Our Schools Grant for Cameras & Lights Project	187,242
4	Sports Complex Restrooms & Picnic Shelter Land & Water Conservation Grant Project	576,166
5	Skateboard Park Design and Engineering Project	36,740
6	Water System Repair, Replacement and Refurbishment Projects	1,800,000
7	Water Meter Purchase	40,000
8	Water Well #13 Capital Project (Parkside)	60,000
9	Domestic Wastewater Repair, Replacement and Refurbishment Projects	905,000
10	Street Sweeper Lease Purchase	52,900
11	Chipper Machine Purchase	40,000
12	Police Department California COPS Grant Vehicle and Equipment Purchase	112,000
13	Street Crack Sealing Machine Purchase	45,000
	<b>Total</b>	<b>\$4,063,813</b>

1. During FY2010, Livingston was awarded a California Department of Transportation grant to construct new sidewalks within the community. Grant funds were spent during FY2010 on engineering and environmental work. The City spent \$11,455 in FY2009, \$65,901 in FY2010, \$675,966 in FY2011, and will spend \$53,978 in FY2012 of the grant and \$89,757 in matching funds from the City's Regional Surface Transportation Program (RSTP) Special Revenue Fund to construct the project. Total funds committed to this project during FY2012 are \$143,735. **The new sidewalk will require virtually no maintenance and will not have any appreciable impact on Public Works Department operating and capital budgets.**

2. City has received a \$77,464 Energy Efficiency and Conservation Block Grant from the U.S. Department of Energy as part of the American Recovery and Reinvestment Act (ARRA) stimulus money to replace the motors on Water Well #8, Water Well #9, Water Well #11, and Water Well #13. **The new motors are more efficient and will reduce electrical costs by 12 percent.**

3. Public safety will be enhanced in the Police Department with a \$107,440 U.S. Department of Justice COPS Secure Our Schools grant to install 37 exterior lights at Livingston High School and 28 exterior lights and 31 cameras at Livingston's three elementary schools. These lights and cameras will transmit real-time video from school campuses to video screens in the City's Police Department Dispatch Center and to Mobile Digital Terminals (MDT) in police vehicles. Merced Union High School District and Livingston Union School District will provide matching funds of \$107,440 for this project. Total funding for this project from

the U.S. Department of Justice and the school districts is \$214,880. **All future maintenance costs will be borne by Merced Union High School District and Livingston Union School District.**

4. Development of recreation amenities at the Livingston Sports Complex will continue to be a priority for Livingston. The City will spend \$627,500 to construct restrooms and a picnic shelter at the Livingston Sports Complex. The National Parks Service through the Land and Water Conservation Fund will provide \$160,500. The City of Livingston will provide \$467,000 in local matching funds from the Municipal Facilities Development Impact Fees Capital Projects Fund. The National Parks Service administers a Land and Water Conservation Parks and Recreation grant program through the California Department of Parks and Recreation. These funds are awarded competitively and come from the sale of federal oil and gas leases under Public Law 88-578. The City of Livingston submitted a grant application on May 9, 2008, for grant funds in the amount of \$150,000. However, due to the inability of other grantees to perform, the City has been given an opportunity to receive additional grant funds of \$10,500. The City was notified of the grant award on December 8, 2009, in the amount of \$160,500.

5. Design and engineering for a skateboard park will begin in FY2012 as the result of a \$100,000 contribution from a developer. The City will need to operate and maintain the new skateboard park once it is built. **Maintenance is estimated to be approximately \$8,000 per year once the project is completed and the skateboard park is in operation.**

6. Water system capital improvements include \$1,800,000 for repair, replacement and refurbishment of the City's water system during FY2012. These projects include wellhead filtering (well#15) \$100,000, pipeline improvement/replacement \$1,500,000, and miscellaneous repairs, replacements and refurbishing of the City's water system \$200,000. **These projects will reduce costs of maintenance for the City's water system significantly. It is unknown at this time exactly what that cost reduction will be.**

7. The City will continue its aggressive efforts to install water. There are only approximately 80 connections out of about 3,314 accounts that are not currently metered. The goal is to have all customers metered by the end of FY2013. **Once these meters have been installed, the City can more accurately measure the consumption of water within our community and charge accordingly. Installation of the remaining meters will generated additional revenue, but that amount cannot be determined at this time.**

The City will continue its program to retrofit its old water meters with radio-read meters. Radio-read meters can be automatically read via a signal from a water meter transmitter. This allows the meter to be read from a vehicle rather than opening the box and manually reading the meter. Approximately 62 percent of the water connections currently have radio-read meters. The installation of additional meters will not result in any significant increase in maintenance costs because the new meters will be radio-read meters. The retrofitting of old water meters with radio-read meters will reduce operating costs because meters will no longer have to be manually read. **The City estimates that it will save \$25,000 per year in meter reading costs once the entire City has radio-read meters installed.**

8. Water Well #13 (Parkside) Capital Project. The City will spend \$60,000 to rebuild well #13. **This capital project will not have any impact on the City's maintenance cost, however, by converting the well from an oil lube to water lube it will be more energy efficient and cost effect to operate.**

9. The Domestic Wastewater repair, replace and refurbish projects. In addition to the wastewater system improvements, such as solids handling, sewer system video inspections, the Briarwood Lift Station rehabilitation, and SCADA installation at the lift stations, **the City will reduce vandalism, combat break-ins, protect expensive equipment and reduce liability at the domestic wastewater plant by installing additional security fencing.** An other capital project will include the designing and engineering to repair the levee break at Pond #2. **These projects will reduce costs of maintenance for the City's wastewater system significantly. It is unknown at this time exactly what that cost reduction will be.**

10. A new street sweeper was acquired using a lease-purchase financing system. The street sweeper was at the end of its useful life and was needing to undergo expensive improvements to meet new air quality standards. The City is budgeting \$52,900 during FY2012 for principal and interest payments. **The purchase of a new street sweeper will reduce maintenance costs by at least \$10,000 per year.**

11. A new Bob Cat with a chipper attachment will be purchased for \$40,000. **The purchase of a chipper will allow maintenance crews to chip tree trimmings, which can then be used in place of purchasing bark to meet the City's landscaping needs. Annual savings to be determined.**

12. The Police Department will spend \$112,000 from a state law enforcement COPS grant for police vehicles and equipment. This includes \$102,000 to replace three police vehicles, \$7,000 to upgrade the Police Department Dispatch Center and \$3,000 to acquire its own 800 megahertz police radio frequency. **Once the City acquires its own radio 800 megahertz frequency, it will no longer need to pay the County \$8,100 to use their radio frequency.** City police radios and radio frequencies are and will continue to be fully compatible and able to communicate with Merced County Sheriff Department radios. **The replacement of the vehicles will reduce maintenance costs by \$2,000 per vehicle annually.** In addition to the carry overs from FY2011 the department will spend \$50,000. This amount includes \$30,000 for replacement of another police vehicle and \$10,000 for equipment to be mounted on and in the vehicle, and \$10,000 for safety equipment.

13. A street crack sealing machine will be purchased for \$45,000 using street and bridge development impact fees. This machine will allow City crews to seal street cracks to prevent water from undermining the integrity of roads, increasing the street life and avoid more costly contracting out for this work. **The City feels that it can save at least \$25,000 per year using its own street crack sealing machine.**



# City of Livingston

The Last Stop



## SECTION 8 FUND BUDGETS

**Livingston Boy Scout Troop Ready to Leave for Camp  
At Strawberry Lake—1930's**



# GENERAL FUND

(Fund No. 1100)

## Fund Mission

The mission of the General Fund is to provide an accounting of all assets, liabilities, revenues and expenditures for the delivery of most tax-supported general government municipal services in the City of Livingston.

## Fund Description

The General Fund is the primary operating fund of the City. It is used to account for all financial transactions and resources of the general government except those required by law or regulation to be accounted for in another fund. The City of Livingston only operates one General Fund and it is used to account for most tax-supported activities of the City of Livingston. Expenditures for such functions as police, fire, community development, administration, building inspection, code enforcement and some public works and economic development activities are financed by the General Fund

## Revenue Assumptions

The City's General Fund will require careful management in the coming year. General Fund revenues are declining due to the collapse in housing construction, large number of home foreclosures, and economic recession. Total General Fund revenues are projected to be \$4,769,555. This is a \$704,515 reduction from FY2008 General Fund revenues of \$5,474,070. Total current year secured property taxes are expected to be reduced 15.66 percent from a high of \$1,067,090 in FY2008 to a projected \$900,000 in FY2012 due to reductions in assessed valuations caused by home foreclosures and the recession. Unsecured property taxes will remain flat at a projected collection of \$64,000 during FY2012. Senate Bill 813 supplemental property taxes will be reduced from a high of \$61,894 in FY2008 to \$1,000 collections in FY2012. Property taxes in-lieu of vehicle license fees (VLF) are projected to decline from \$1,275,867 in FY2008 to \$1,044,000 in FY2012. Property taxes in lieu of sales taxes are also projected to decline due to the recession from a high of \$384,792 in FY2009 to a projected \$287,000 in FY2012.

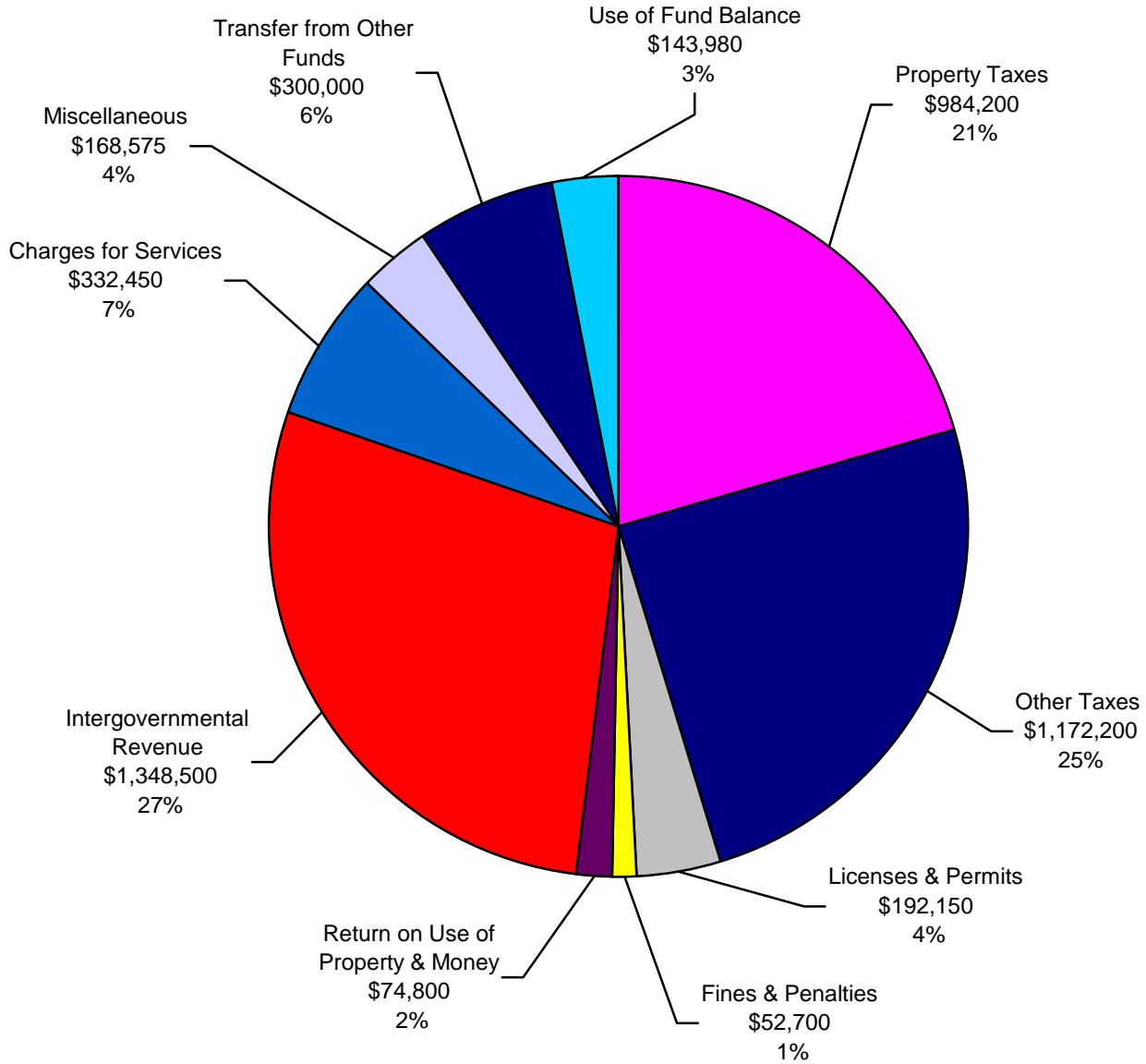
Sales taxes have declined 11.04 percent from a high of \$944,244 in FY2010 to a projected \$840,000 in FY2012 due to the economic recession and falling gasoline and diesel prices. Most City sales taxes come from businesses near the freeway with gasoline and diesel sales. Most people do not realize that there is a City sales tax on every gallon of gasoline sold in Livingston, and falling gasoline prices means lower sales tax revenues. Franchise taxes from the sale of power and cable television services are projected to be at approximately the same level as FY2011 at \$300,000. The customer base of Pacific Gas and Electric, Merced Irrigation District and Charter Communications will not increase significantly due to the small number of homes that are projected to be constructed in the City of Livingston during FY2012.

City revenues from building permits are down from \$280,603 in FY2008 to a projected \$120,000 in FY2012 due to the recession and collapse of the housing market. City building permit revenue is estimated based on the City issuing 20 commercial and single-family residential building permits. Business licenses are projected to decline to \$30,000 during FY2012.

No booking fees are projected in FY2012 due to the State budget crisis and cuts by the State Legislature. Administrative fees charged to the City's Landscape and Lighting District (\$61,500), Benefit Assessment Districts (\$21,975) and Community Facilities District (\$36,700) during FY2012 will be at approximately the same level as FY2011. The City anticipates no revenue from annexation and zoning fees, inspection improvement agreement fees, development agreement fees or subdivision improvement fees. Fees charged for recreation programs will remain at historic levels. Motor vehicle fines are projected to be \$26,500 and parking violation

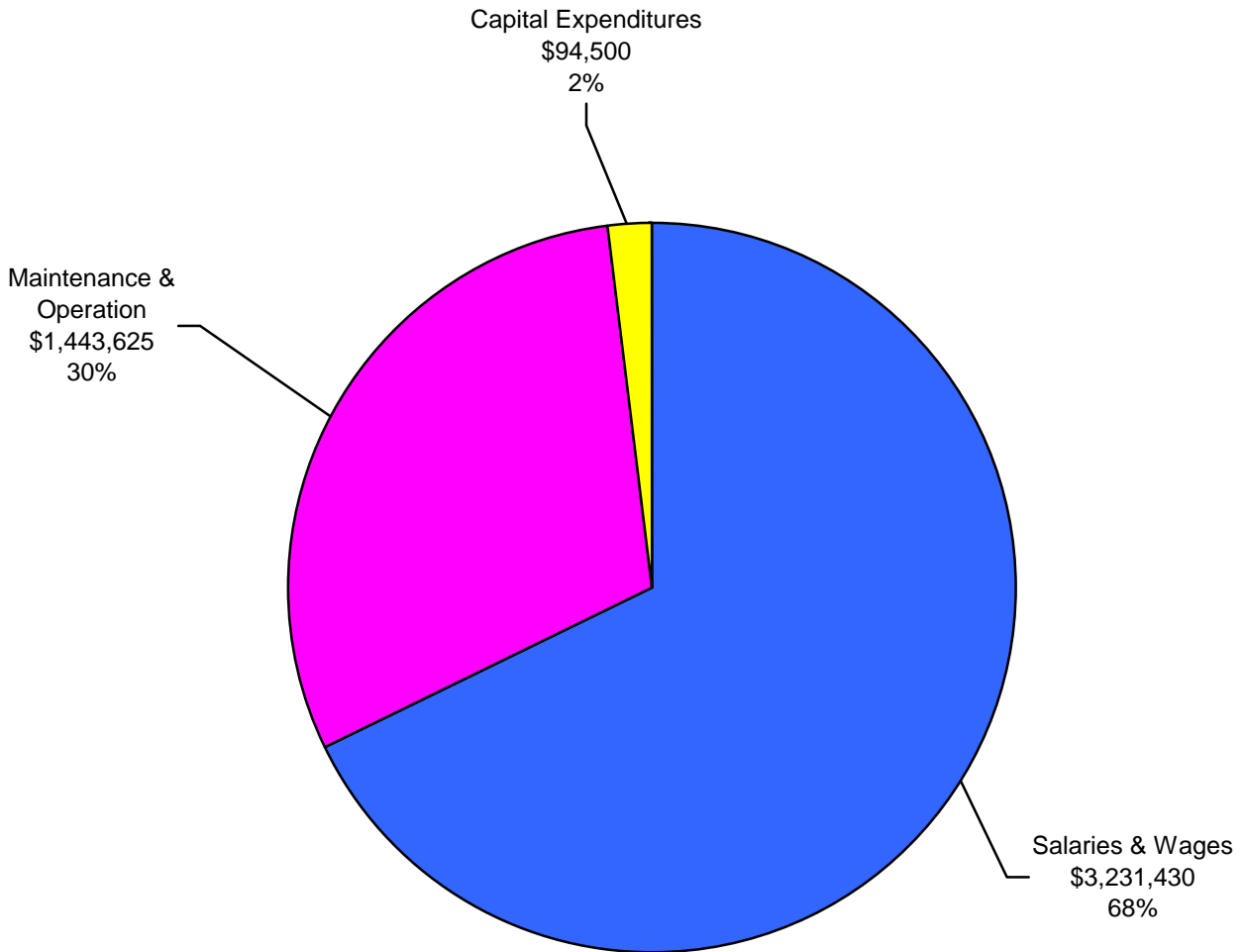


**Figure 44  
City of Livingston  
Total General Fund Revenue Sources  
FY2012**



**This figure shows (1) the projected FY2012 General Fund revenues and (2) the percentage of total General Fund revenues that each revenue source contributes. Total projected revenues are \$4,769,555.**

**Figure 45**  
**City of Livingston**  
**Total General Fund Expenditures**  
**FY2012**



**This figure shows (1) the projected FY2012 General Fund expenditures and (2) the percentage of total General Fund expenses that each expenditure category contributes to total spending. Total projected expenditures during FY2012 are \$4,769,555.**

programs will remain at historic levels. Motor vehicle fines are projected to be \$26,500 and parking violation fees are expected to be \$8,800 in FY2012. Principal and interest payments from the Livingston Redevelopment Agency to the General Fund are expected to total \$300,000. (See Figure 44.)

**This General Fund budget will provide the same level of municipal services while still holding down operating costs. Due to the slowdown in housing construction, the increase in operating costs in many areas and the unknown impact the State budget crisis will have on Livingston, the FY2012 budget year will be conservative and cautious.**

Most department expenditures will remain flat or be reduced during the coming fiscal year. Capital spending will be minimal during FY2012 and limited primarily to the maintenance and replacement of critical assets. Total General Fund spending exceeded revenues at \$4,769,555. (See Figure 45.) The General Fund Unrestricted Fund Balance is projected to be reduced to \$2,236,455 on June 30, 2012. This Unrestricted Fund Balance is 46.9 percent of total General Fund expenses.

## General Fund Revenues

### Taxes

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3111	Current Year Secured Property Taxes <sup>23</sup>	1,067,090	982,384	630,997	761,250	900,000

<sup>23</sup>**Property Tax Explanation.** The property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (moveable property) located within the state. The California property tax is ad valorem, based on the value of the property rather than on a fixed amount or benefit to the property or persons. Intangible assets and rights are not subject to taxation except to the extent that they are necessary to put real property interests to beneficial or productive use. Taxable property includes land, improvements, and other properties that are accounted for on the property tax rolls, which are primarily maintained by the Merced County Assessor. Tax rolls contain an entry for each parcel of land, including parcel number, owner’s name and value.

The amount of the tax is based on an annually determined assessed valuation. The property tax is paid to the county tax collector and allocated to local tax agencies. The property tax is guaranteed by placing a lien on the real property. For this reason, types of properties are distinguished as secured or unsecured.

**Secured Property.** Secured property includes real property and personal property located upon that property of the same owner. Personal property not located upon the real property of the same owner may additionally be classified as secured if: (1) it is located in the same county, and (2) the taxpayer certifies the real property is sufficient to secure the payment of the tax. Secured roll taxes are paid in two installments, due on December 10 and April 10.

**Full or Partially Exempt Properties.** Certain special exemptions to the standard assessment rules are provided in the State Constitution and state law. The following kinds of property are generally exempt from the ad valorem property tax:

- **Federal and State owned property.**
- **Municipal owned property except property outside the legal boundaries of the agency.**
- **Homeowners property tax exemption.** The California Constitution provides for a partial property tax exemption of \$7,000 of the assessed valuation for every owner-occupied residence.
- **Property owned, irrevocably dedicated to, and used for religious, hospital, scientific, and/or charitable purposes.** This exemption includes libraries, museums, hospitals, cemeteries and schools and the California Air Patrol.
- **Williamson Act.** Under the Williamson Act land owners may enter into contracts with participating cities and counties to restrict their lands to agricultural or open-space uses in return for reduced property tax assessments. The contract must be for a minimum term of 10 years, and contracts are automatically renewed each year unless action is taken to terminate the contract. In exchange for a land owner’s commitment to open-space use of his or her land, the

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land and any living improvements (trees and vines) are valued according to their income-earning ability. The law provides that each year, the property will be assessed at the lowest of the factored base year value, the Williamson Act value or the current fair market value. The state reimburses local agencies for property tax revenues lost due to Williamson Act reductions.

- **Disabled Veterans.** Veterans with specified disabilities or, if deceased, their unmarried surviving spouses are entitled to a basic exemption of \$100,000 (inflation adjusted) on the principal place of residence. This exemption may be raised to \$150,000 (inflation adjusted) if the veteran meets the income limit of \$40,000, adjusted annually for inflation.
- **Other Exemptions.** Other exemptions include household furniture and other personal effects; business inventories; intangible property (such as intellectual property like copyrights and patents); timber, motor vehicles, freight and passenger vessels over a certain size; private railroad cars; growing crops and orchards for the first four years after planting and vineyards for the first three years after planting; and low-value property (generating a tax amount of less than \$25, or \$50 in the case of certain mobile home accessories).

**Proposition 13.** Proposition 13 (Article XIII A of the State Constitution) limits the real property tax rate to one percent of a property's assessed value, plus rates imposed to fund indebtedness approved by the voters. Article XIII A also prohibits the enactment of any additional ad valorem property tax, transaction tax or sales tax on the sale of real property.

**Change in Ownership.** Property is reassessed to current full value immediately upon a change in ownership. Thereafter, the assessed value increased annually by the change in the Consumer Price Index (CPI) not to exceed 2%. However, state law and various voter approved Constitutional amendments provide exemptions to this rule. Revaluation of real property is not required for:

- **Transfer of Bare Legal Title.** Transfer of bare legal title takes place in a situation where a property owner pays off the mortgage held by a bank.
- **Leases of Less than 35 Years.**
- **Transfers of Partnership Interests.** Transfer of partnership interest is exempt from property reevaluation unless a controlling interest in acquired.
- **Transfer into a Trust if the Transferor is the Beneficiary or the Trust is Revocable.**
- **Joint Tenancies.** Transfers of joint tenancies that do not result in changes of beneficial ownership.
- **Intra-Family Transfers.** Transfers between spouses including those made in divorce settlements. Transfers of a principal residence plus up to \$1 million of other property between parents and children. Transfers between grandparents and grandchildren if the parents of those grandchildren are deceased.
- **Mobile Home Conversion to Tenant Ownership.**

**Education Revenue Augmentation Fund (ERAF).** In 1992, struggling to balance its budget, the State of California instructed county auditors to shift local property tax revenues from cities, counties and non-education special districts to the Educational Revenue Augmentation Fund (ERAF) to support schools. By ordering these property tax transfers to schools, the State saved many billions of dollars per year in State General Fund payments and did so at local governments' expense.

The State Legislature adopted and the Governor signed Senate Bill 1096 in FY2005. This legislation shifted for a third time property taxes from cities and counties to the Education Revenue Augmentation Fund (ERAF) for schools and community colleges. This property tax shift was commonly called "ERAF III." This property tax shift only occurred in FY2005 and FY2006. The total amount of ERAF shift state-wide for each year was \$350 million to be paid in two installments annually to the State. Each county's property tax loss to the State was identified in Senate Bill 1096. Each jurisdiction's loss in the county was determined using VLF/Sales Tax/Property Tax weights to develop a percentage for each jurisdiction. It was determined that supplemental taxes were not to be offset by ERAF III due to the fact that the shift was a fixed amount annually for each jurisdiction, and did not require additional shifts from supplemental payments. The calculation does take into account ERAF I and ERAF II calculations since they are currently considered in developing the apportionment factors. The formula also uses the Property Tax for vehicle license fee (VLF) swap, which is considered to be an increase in property taxes. ERAF III resulted in a reduced amount of property tax growth between FY2005 and FY2006. The FY2007 eliminated

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3112	Current Year Unsecured Property Taxes <sup>24</sup>	56,497	58,634	63,140	61,138	64,000
1100-000-3113	SB 813 Supplemental Property Taxes <sup>25</sup>	61,894	12,581	-395	-29	1,000
1100-000-3115	Delinquent Unsecured Taxes <sup>26</sup>	2,870	841	2,119	3,746	3,700
1100-000-3120	Property Transfer Document Taxes <sup>27</sup>	40,730	25,122	18,639	15,597	15,500
1100-000-3121	CSCDA 2009 Prop 1A	0	0	212,857	0	0
1100-000-3130	Sales and Use Tax <sup>28</sup>	916,351	856,963	944,244	752,760	840,000

the ERAF III, resulting in a projected estimated secured property tax increase from \$641,131 in FY2006 to \$896,696 in FY2007 and to \$1,067,090 in FY2008. **Livingston's secured property taxes are projected to decrease to \$900,000 in FY2012 due to the recession and reductions in assessed valuations caused by home foreclosures.**

<sup>24</sup>**Unsecured Property Taxes.** Unsecured property taxes are taxes on property that, in the opinion of the assessor, do not constitute sufficient "permanence" or have other intrinsic qualities to guarantee payment of taxes levied against it. **Unsecured property tax will remain flat at approximately \$64,000 because it is less subject to downward re-evaluations.**

<sup>25</sup>**SB813 Supplemental Property Taxes.** State law requires the County Assessor to reappraise property upon change in ownership and completion of new construction. The SB813 supplemental property tax assessment reflects the difference between the new value and the old value. The County Auditor-Controller calculates the supplemental property tax and then prorates it, based upon the number of months remaining in the fiscal year in which the event occurred. As the number of home sales has declined since FY2006, the amount of SB813 supplemental property tax declined from \$185,191 in FY2006 to \$136,276 in FY2007. SB813 supplemental property taxes declined to \$61,894 in FY2008, \$12,581 in FY2009 and (\$395) in FY2010 and (\$29) in FY2011. **\$1,000 SB813 supplemental property tax revenue is budgeted during FY2012 because housing foreclosures are slowing down.**

<sup>26</sup>**Delinquent Property Taxes—Teeter Plan.** Delinquent property tax collections are low because the City of Livingston receives almost all of its property tax due because it is participating in the Teeter Plan. The standard method for distributing property tax receipts to all participating agencies was based on actual collections. In 1949 the Teeter Plan was enacted. The plan was designated to streamline the process by allowing counties to calculate and distribute the actual amount of property tax revenues due each participating agency during the current fiscal period. The county then retains the late payments and penalties on delinquent tax assessments. Teeter Plan participation may be revoked in any year by a vote of the Board of Supervisors (BOS) or by resolution from two-thirds of the governing bodies of the participating agencies.

<sup>27</sup>**Documentary Transfer Tax.** The documentary transfer tax is an excise tax imposed on documents recorded in the transfer of ownership of real estate. The tax is in proportion to the consideration or value of the property or interest conveyed. The Documentary Transfer Tax Act (Revenue and Tax Code Section 11911 et. seq.) authorizes cities and counties to impose a tax based on the transfer of ownership in real estate with a value exceeding \$100. Counties are authorized to levy the tax at a rate of 55 cents per \$500 of the property value, exclusive of any lien or encumbrance remaining at the time of sale. Once a county has enacted the tax, a city is authorized to levy a tax at one-half the county rate. The tax does not apply to furnishings, personal effects, business inventories, etc. transferred with the property.

- **Exemptions.** Exemptions to this tax include most government-owned property; properties of non-profit organizations; cemetery lots; transfers of certain partnership properties; certain reorganizations of corporations under the Federal Bankruptcy Act; recipients of foreclosed properties; the division of property between spouses under dissolution of marriage; transfers between entities where the "underlying" ownership remains unchanged. Cities are exempt from documentary transfer taxes when acquiring real property.
- **Documentary Transfer Tax Rate.** The documentary transfer tax is collected at a rate of \$1.10 per \$1,000 by Merced County. Livingston's documentary transfer tax rate is \$0.275 per \$500 and is levied pursuant to Title 1 Chapter 10 of the Livingston Municipal Code. The documentary transfer tax increased \$23,515 from \$56,593 in FY2005 to \$80,108 in FY2006. **The slowdown in residential construction and sales of existing homes reduced the transfer document tax to \$25,122 in FY2009, \$18,638 in FY2010 and \$15,597 in FY2011. The City projects that property transfer document tax collections will be further reduced to \$15,500 during FY2012.**

<sup>28</sup>**Sales Taxes.** California sales tax is imposed on retailers for the privilege of selling tangible personal property. A portion of the tax is a state tax and a portion is locally imposed. The tax base for the sales tax is the retail price of tangible personal property. Tangible personal property is any material asset, such as household goods and business equipment, which is readily movable and not permanently attached to real property. Sales tax applies to a transaction if (1) the seller's registered

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place of business in California participates in the sale and (2) title to the goods passes to the customer within the state. If both conditions are not met, the applicable tax is the use tax.

- **Constitutional Protection:** Proposition 1A of 2004: Proposition 1A prohibits the state from reducing sales tax rate or changing the method in which sales tax revenues are distributed. The measure prevents the state from restricting city or county authority to impose optional transactions and use taxes as provided in state law as of November 3, 2004.
- **Internet, Telephone and Mail-Order Sales.** Retailers located in California are required to pay sales tax for transactions made over the internet, telephone or mail-order sales just as other taxable sales.
- **Allocations.** Under the Bradley-Burns Uniform Local Sales and Use Tax Law, most retail sales are deemed to occur at the seller's California place of business where the sale is negotiated, regardless of the physical location of the property that is sold. (Exceptions may include auctioneers, vending machine operators and construction contractors). If the retailer has more than one place of business in California, the sale is deemed to occur at the location where the principal negotiations take place. Generally, the local sales tax portion of the statewide 7.25 percent sales and use tax is allocated to the jurisdiction where the retailer's place of business is located.

**Sales Tax exemptions include:**

- **Real Property Sales.** Sales of real property, such as land and buildings, are not subject to the sales tax. Since the sales tax is imposed on retail transactions, resale and wholesale sales are excluded from the tax. Also exempt are the following, which are not considered tangible personal property.
- **Food Sales.** Food sold for human consumption except prepared foods and food consumed at or on the seller's facilities. Candy and confectionery, snack foods and bottled water. Food sold through vending machines (partial exemption). Animal life, feed, seeds, plants, fertilizer, drugs, medicines and purchases paid with food stamps.
- **Health Related Sales.** Food products served to residents and patients of a health care or retirement facility including blood storage units. Other exemptions include prescription medicines, vehicle modifications for handicapped persons, medical oxygen delivery systems, medical identification tags, health and safety education materials and various medical supplies, appliances and devices including wheelchairs, crutches, canes and walkers.
- **Household Related Sales.** Gas, electricity and water are exempt from sales taxes if delivered through mains, lines or pipes. Telephone and telegraph lines, electrical transmission and distribution lines, and the related poles, towers and conduit.
- **Alternative Energy Sales.** Cogeneration technology and fuel from organic products and waste by-products.
- **Museums and Public Art Sales.** Original works of art, if such works of art are purchased to become a part of a permanent collection of a museum.
- **Transportation Industry Related Sales.** Interstate sales of vessels and aircraft, aircraft fuel used during international flights and hot prepared food sold to air carriers for passenger consumption. This exemption also includes component parts of railroad equipment.
- **Lease of Motion Pictures Sales.** Leases of motion pictures and television films and tapes.
- **Manufactured Housing and Buildings Sales.**
- **Custom Computer Programs Sales.**

**Use Taxes.** The use tax complements the sales tax. It is imposed on the storage or use, or other consumption in California of property purchased from a retailer in cases where the sales tax is not collected. While the sales tax is imposed on the seller, the use tax is imposed on the purchaser and at the same rates as the sales tax. The common example of use tax is the purchase of goods from an out-of-state retailer for use in California. If the retailer has a physical presence (nexus) in California, they are considered to be engaged in business in this state and must collect the use tax when goods are delivered to purchasers in this state.

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Historically, the state's use tax collection efforts focused on purchases of goods by California businesses and on purchases of vehicles, with no attempt to collect use tax on most out-of-state purchases by individual customers. However, many out-of-state mail-order houses are now required to collect use tax on purchases by Californians. In addition, the Board of Equalization now bills many returning travelers for use tax on foreign purchases identified on their customs declarations.

Out-of-state retailers doing business in California are now required to report to the Board of Equalization the jurisdiction to which sold items were delivered. However, out-of-state retailers who earn less than \$10,000 in less than seven days at a convention or trade show are exempt from sales and use tax as long as they have no other nexus within California.

- **Constitutional Protection**: Proposition 1A of 2004: Proposition 1A prohibits the state from reducing use tax rate or changing the method in which use tax revenues are distributed. The measure prevents the state from restricting city or county authority to impose optional transactions and use taxes as provided in state law as of November 3, 2004.
- **Internet, Telephone and Mail-Order Sales**. Use tax applies to purchases over the Internet and from telephone or mail-order sales from out-of-state retailers.
- **Allocations**. Use taxes are not allocated to the "point of sale" but to the place of use. For most retail transactions occurring in California, this is the location of the retail transaction. But if the item is delivered, the place of use is the jurisdiction where the product is shipped. A substantial portion of local use tax collections are allocated through a countywide pool to the local jurisdictions in the county where the property is put to its first functional use. Under the pool system, the tax is reported by the taxpayer to the countywide pool of use and then distributed to each jurisdiction in that county on a pro-rata share of taxable sales.

State law provides various special allocation procedures for use taxes collected on certain products. Generally, these special allocation rules allow use tax revenue that would otherwise be shared via the countywide and statewide pools to be directly allocated to the jurisdiction of use. These include:

1. **Jet Fuel**. If both of the following conditions are met, the place of sale or purchase of jet fuel is the city, county or city and county where the fuel is delivered to the aircraft (wing-tip): (1) the principal negotiations of jet fuel are conducted in this state, and (2) the retailer has more than one place of business in this state. Regulation 1802 provides specific details regarding the proper allocation of the sales tax on jet fuel.
2. **Long Term Leases of Motor Vehicles (Greater than Four Months)**. Where the vehicle is either purchased from a California dealer or is leased by a California dealer-lessor, the tax is allocated to the place of business of the dealer or lesser. Where the lease is from someone other than a California new motor vehicle dealer, the revenues are allocated to the lessee's place of registration.
3. **Auctioneers Conducting Auction Events at Locations Other than their regular place of Businesses when the Taxable Sales total \$500,000 or more**. The local tax is to be allocated to the jurisdiction in which the auction occurs.
4. **Construction Contracts Equal to or Greater than \$5,000,000**. The local tax on materials consumed and fixtures furnished and installed to the local jurisdiction of the construction site may be allocated directly to the jurisdiction in which the jobsite is located rather than an indirect allocation through the countywide pool.
5. **Sales and Purchases of \$500,000 or More Subject to Use Tax**. Use tax from transactions by out-of-state retailers who are engaged in business in California is allocated to the jurisdiction in which the first functional use of the property occurs. This generally is deemed to be the jurisdiction to which the goods are shipped.

**Livingston had a steady increase in sales tax collections from FY2002 through FY2008. Sales tax collections rose 29.66 percent from \$506,435 in FY2002 to \$604,042 in FY2004. Sales tax dipped to \$508,318 in FY2005 due to the sales tax triple flip; and then rose again to \$622,422 in FY2006 and \$916,351 in FY2008. After FY2008, sales tax collections declined. Sales tax collections went down 6.5 percent to \$856,962 in FY2009, but rose again in FY2010 to**

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3160	Transient Occupancy Tax <sup>29</sup>	3,671	3,535	3,344	3,021	3,200
1100-000-3182	Franchise Tax <sup>30</sup>	282,948	326,091	300,757	275,854	278,000
1100-000-3350	Public Safety Sales Tax—Proposition 172 <sup>31</sup>	61,454	53,380	48,639	50,968	51,000

**\$944,244. Due to the current recession FY 2011 collections went down by 20.30% to \$752,760. The City projects sales tax collections to be at \$840,000 in FY2012.**

<sup>29</sup>**Transient Occupancy Tax (TOT).** Cities may impose the transient occupancy tax (TOT) on persons staying 30 days or less in a hotel, inn, motel, tourist home, non-membership campground or their lodging facility. Cities may also levy a tax on the privilege of renting a mobile home located outside a mobile home park, unless such occupancy is for more than 30 days or unless the tenant is an employee of the owner. Under certain conditions a redevelopment agency may impose the tax. Rates are set at the city’s discretion and may include a specific amount as well as a percentage.

Exemptions include owners of timeshare property and owners of membership camping contracts. Some cities provide exemptions for federal and state government employees traveling on official business; this exemption is not required for Amtrak employees. If a facility provides a complimentary meal as part of the price of lodging, the transient occupancy tax may not be imposed on the cost of the meal as long as the meal is subject to sales tax. It is the responsibility of the hotel/motel to provide the breakdown of lodging and food costs. If that data is not provided, a city or county can impose the TOT on the entire cost of the lodging. In August 1996, the Board of Equalization ruled that meals that do not exceed 10% of the price of lodging are not subject to sales tax. Cities can impose a transient occupancy tax (TOT) on complimentary meals that do not exceed 10 percent of the price of lodging.

The City’s transient occupancy tax (TOT) (hotel/motel room tax) established by a vote of the people is nine percent. (Title 3 Chapter 15 of the Livingston Municipal Code). **Transient occupancy tax (TOT) collections are projected to be at levels of about \$3,200 per year.**

<sup>30</sup>**Electric Franchise Fees.** On March 14, 1938, the Livingston City Council approved Ordinance No. 46 and Ordinance No. 47. With these two ordinances the City entered into a franchise agreement with San Joaquin Light and Power to permit the company to install its power lines and natural gas lines within the public right-of-way. In return, the company agreed to pay “two percent of the gross annual receipts of said grantee [company] arising from the use, operation or possession of said franchise; provided, however, that such payment shall in no event be less than one percent of the gross annual receipts derived by grantee...”

On March 24, 1997, the Livingston City Council entered into a franchise agreement with the Merced Irrigation District (MID) to pay the City “one and one-half percent (1.5%) of the gross annual receipts derived by MID from the sale of electricity within the first five (5) years after the date hereof and, thereafter, from gross receipts from any source by virtue of the permission agreement herein) within the limits of said City...”

**Cable Television Franchise Fees.** On April 15, 1997, the Livingston City Council entered into a franchise agreement with Sonic Cable Television of Northern California, now Charter Communications, to pay a franchise fee. Section 15 of the agreement states: “Upon issuance to and acceptance of the Franchise by Sonic, Sonic agrees to pay the City a Franchise Fee in the amount of five (5) percent of its gross annual receipts. Gross annual receipts shall mean the annual gross receipts received by Sonic during the calendar year from all sources of operations of the cable television system within the City utilizing the public streets and rights-of-way for which a franchise is required in order to deliver such cable services...”

**Franchise taxes from the sale of power and cable television services are projected to be \$278,000. The customer base of Pacific Gas and Electric, Merced Irrigation District and Charter Communications will not increase significantly due to the small number of homes that are projected to be constructed in the City of Livingston during FY2012.**

<sup>31</sup>**Proposition 172.** Proposition 172, approved by the California voters in November 1993, permanently extended a one-half percent sales and use tax imposed on the total retail price of any tangible personal property for public safety services as partial mitigation for the Education Revenue Augmentation Fund (ERAF) property tax shifts from cities and counties. The revenue from this tax is allocated to each county based on their proportionate share of statewide taxable sales and is disbursed each month by the State Controller. Each county is required to deposit the revenue in a Public Safety Augmentation Fund from which it is then allocated by the County Auditor-Controller to the county and its cities. The enabling legislation (SB509) provides that public safety services include, but are not limited to, sheriffs, police, fire protection, county district attorneys, county corrections and ocean life guards.



Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Taxes</b>	<b>2,493,505</b>	<b>2,319,531</b>	<b>2,224,341</b>	<b>1,924,305</b>	<b>2,156,400</b>

## Licenses and Permits

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3201	Building Permits <sup>32</sup>	280,603	193,103	127,597	106,446	120,000
1100-000-3202	Encroachment Permits	14,628	9,668	5,218	665	1,000
1100-000-3203	Grading Permits	3,038	10,598	0	1,150	1,000
1100-000-3210	Business Licenses <sup>33</sup>	91,909	84,198	50,668	29,626	30,000

Each county's allocation is determined by its proportion of taxable sales for all counties in the preceding calendar year. The Board of Equalization provides the State Controller with a table of taxable sales for the 58 counties. The State Controller calculates each county's percentage of total statewide taxable sales and applies this percentage to monthly collections.

The allocation factor for each city is based upon city and county property tax revenue shifts to the Education Revenue Augmentation Fund (ERAF) in the 1993-94 fiscal year. Prior to 1997-98, vehicle license monies received by cities were deducted from the formula to derive a net 1993-94 property tax loss. Two subsequent amendments affected the allocation formula:

1. Cities and counties share equally in revenue growth commencing with the 1997-98 fiscal year with no cap for city allocations.
2. A "maintenance of effort" provision requires cities and counties to fund public safety at the 1992-1993 levels, adjusted annually by a cost-of-living factor commencing with the 1994-95 fiscal year.

Because counties were the primary losers of property tax shift to the State under the Education Revenue Augmentation Fund (ERAF), the formula results in counties being the primary beneficiaries of Proposition 172. Cities in Merced County under Government Code Section 30055[b] currently receive 5 percent of the Proposition 172 funds allocated to Merced County.

**The City projects that it will receive \$51,000 in Proposition 172 funds during FY2012.**

<sup>32</sup>**Building Permit Fees.** Building permit fees are established in Table 3-A of the Uniform Administrative Code adopted by the City Council. Building valuations for building permit fees are established by the International Conference of Building Officials (ICBO). All plan reviews and building inspections cover one or more of the following disciplines: structural, fire and life safety, disabled access, mechanical, plumbing, electrical, and energy conservation requirements. **City building permit revenue is estimated based on the City issuing 20 commercial and single-family residential building permits.**

<sup>33</sup>**Business License Fees.** With certain exceptions, cities may license, for revenue and regulation, every kind of lawful business transacted in the city. Limitations on local government regulatory licensing include:

1. **License Taxes Versus Regulatory Licenses.** Although Government Code Section 37101 authorizes business licensing for "revenue-raising" as well as "regulatory" purposes, the distinction between the two is important. Local governments may not use the guise of revenue-raising to regulate an area pre-empted by state law.
2. **Regulatory Fees Limited to Costs.** When a business license is imposed as a regulatory fee, the rate is limited to covering the cost of the regulatory program. It does not matter if a fee does not benefit those charged as long as the fee is commensurate with the burden imposed by the activity of those charged.
3. **Commerce Clause.** U.S. Constitution Article 1 Section 8 Clause 3 stipulates that only Congress has the power to "regulate commerce with foreign nations, and among the several states, and with the Indian tribes." In addition to being an affirmative grant of authority to Congress, the commerce clause also prohibits state and local regulations that unduly interfere with interstate commerce.
4. **First Amendment.** Certain businesses have First Amendment protection and therefore cannot be singled out for regulation or taxation.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3211	Business Gross Receipts	0	0	30,744	30,738	31,000
1100-000-3224	Animal Control Civil Penalties	0	0	15	70	100
1100-000-3225	Animal Vaccinations	0	0	1,720	95	100
1100-000-3226	Animal Licenses <sup>34</sup>	7,677	10,983	8,465	2,186	2,100
1100-000-3227	Bicycle Licenses <sup>35</sup>	90	105	10	110	100
1100-000-3228	Sign Permits	357	869	735	288	300
1100-000-3229	Yard Sale Permits <sup>36</sup>	950	1,070	1,030	1,495	1,450
1100-000-3230	Dance Permits <sup>37</sup>	5,400	5,800	3,500	2,500	2,800
1100-000-3231	Other Licenses and Permits	207	57	0	0	0
1100-000-3232	Mobile Home & Special Occupancy Permits	1,294	1,109	0	2,218	2,200
	<b>Total Licenses and Permits</b>	<b>406,153</b>	<b>317,560</b>	<b>229,702</b>	<b>177,587</b>	<b>192,150</b>

## Intergovernmental Revenue

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3301	State P.O.S.T. Reimbursement <sup>38</sup>	15,779	11,843	5,227	1,877	2,000
1100-000-3302	State Mandated Cost Reimbursement <sup>39</sup>	11,164	905	4,340	4,779	5,000

### 5. **Exemption and Pre-Emptions in State Law.** Cities and counties are limited in their ability to regulate certain categories of business.

Livingston's current business license fee ordinance and schedule is outdated. However, Proposition 218 prohibits the City from raising or adjusting business license fees without a vote of the people, even though there are a number of inequalities in the current business license fee structure. **Business license fee revenues were \$50,668 in FY2010. However, due to the recession, the City estimates that business license revenues will be down to \$30,000 during FY2012.**

<sup>34</sup>**Animal Licenses.** A city's police power allows it to regulate animals in accordance with the health, safety and welfare of the general public. This include maintaining sanitary conditions within the city and collecting fees sufficient to continue providing animal control services. State law governs the regulation and licensing of animals and mandates certain holding periods and procedural requirements related to strays. Fees charged for animal licensing are limited to covering the cost of the regulatory program (including animal shelters and control programs). The City of Livingston charges \$15 for a dog license. The license fee is reduced to \$5 if the owner obtains a Spay/Neuter Certificate. The following impound fees have been adopted:

Number of Impounds	Impound Fee	Feeding Cost Per Day	Spay and Neuter Fee
First Impound	\$20	\$4	\$ 35
Second Impound within 12 Months	\$30	\$4	\$ 50
Third Impound within 12 Months	\$40	\$4	\$100

<sup>35</sup>**Bicycle Licenses.** Livingston charges \$5 for a bicycle license.

<sup>36</sup>**Yard Sales.** Livingston requires a permit for yard sales. There is no charge for the first yard sale during the year. A \$10 permit fee is charged on all three subsequent yard sales during any 12-month period.

<sup>37</sup>**Dance Permits.** Livingston charges \$100 for a dance permit.

<sup>38</sup>**State P.O.S.T. Reimbursements.** Police Officer Standards and Training (POST) reimbursements are State reimbursements to the City of Livingston to cover the cost of training police officers. **Reimbursements for FY2012 are projected to be \$2,000.**

<sup>39</sup>**State Mandated Cost Reimbursement.** Article XIII, Section 6 of the California Constitution requires the state to reimburse local agencies for the costs of new programs or higher levels of service mandated by the state. This amendment to the Constitution was added by Proposition 4 on the 1980 general election ballot, the Gann Initiative, to provide financial protection to local agencies from state government, which had a history of both mandating programs and services on local governments without providing funding, and of shifting the costs of state programs or higher level of state programs to cities,

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3307	County Booking Fees	0	166	229	2,291	0
1100-000-3351	Homeowners Property Tax Relief Reimbursement <sup>40</sup>	12,132	12,703	12,705	10,635	10,500
1100-000-3361	Property Tax In-Lieu of Sales Tax (Triple Flip) <sup>41</sup>	241,668	384,792	232,866	286,898	287,000

counties and special districts. A mandated new program or higher level of services includes a transfer by the Legislature from the state, to cities, counties or special districts of complete or partial financial responsibility.

- **Reimbursement Process.** The reimbursement process is commonly referred to as “SB 90” after the original 1972 legislation requiring the state to provide cost reimbursement for state mandates. SB 90 requires that the state appropriation accompany legislation which contains mandated costs. If the Legislature does pass a mandate containing an appropriation, the State Controllers’ Office is required to process and pay local agencies’ reimbursement claims. However, the State Legislature frequently passes laws which contain mandates but include no appropriation. In this case, local agencies may pursue their reimbursement claims through the Commission on State Mandates (COSM). The commission is a quasi-judicial body which was created in 1985 to resolve disputes over the existence of state-mandated local programs. In response to a claim filed by a local agency, the commission determines whether or not the higher level of service or new program requires state reimbursement. If the claim results in a finding of reimbursable mandate, the Commission on State Mandates (COSM) adopts guidelines for pursuing reimbursement.
- **Proposition 1A.** Proposition 1A, approved by the voters in November 2004, contains provisions regarding local mandate funding. The measure requires the Legislature to:
  1. Either suspend a mandate or appropriate the necessary funds in the budget to reimburse local governments for all costs of complying with the mandate, including those in prior years;
  2. Reimburse local governments when the state mandates that local government assume a greater percentage of the financial responsibility for a program or service previously shared with the state; and
  3. Begin repaying amounts owed to local governments for mandate costs incurred prior to FY2005.

Proposition 1A does not apply to mandates affecting local schools or mandates related to employee relations and collective bargaining.

The State paid the City \$66,747 during FY2007 for the backlog in state-mandated expenses incurred by Livingston. **Revenues for FY2011 were \$4,779 and are projected to be \$5,000 in FY2012.**

<sup>40</sup>**The Homeowners Property Tax Relief Reimbursement.** The Homeowners Property Tax Relief Reimbursement is revenue to offset city loss of property tax for state imposed \$7,000 per dwelling homeowner exemption. California Constitution Article XIII Section 3(k) state grants homeowners an exemption of \$7,000 from the taxable assessed value of their owner-occupied principal resident. Pursuant to Article XIII, Section 25 of the State Constitution, the state must reimburse local governments for their revenue loss due to this exemption.

The homeowners’ exemption includes single family dwellings, condominiums, cooperatives and multiple residence dwellings. The exemption does not extend to property that is rented, vacant or under construction on the January 1 lien date, nor does it apply to vacation or second homes, or to a dwelling on which an owner receives a veterans’ exemption. Nearly 5.5 million California homeowners receive this exemption.

The California Constitution allows the Legislature to increase the amount of the homeowners’ exemption with the following conditions:

1. The Legislature must also increase the rate of state taxes in an amount sufficient to pay for the increased cost of state subventions to local governments; and
2. The Legislature must provide a comparable increase in benefits to renters (i.e. the renters’ income tax credit).

<sup>41</sup>**Property Tax In-Lieu of Sales Tax (Triple Flip).** **The City projects it will receive \$287,000 in property tax in-lieu of sales tax during FY2012, slightly up from \$286,898 in FY2011.**

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3362	Property Tax In-Lieu of Vehicle License Fees <sup>42</sup>	1,275,867	1,224,096	1,078,097	1,043,058	1,044,000
1100-000-3363	Motor Vehicle License Fees (VLF) <sup>43</sup>	59,220	47,179	41,143	63,711	0

Beginning in FY2005, the Governor and State Legislature began a quarter cent swap of Livingston sales tax revenue for an equal amount of property tax revenue to provide a dedicated funding source for Proposition 57 (California Economic Recovery Bond Act) repayment approved by the voters on March 2, 2004. The quarter cent sales tax loss (called the triple flip) at the local level is then reenacted at the State level. The State did this for two reasons. First, the State can dedicate to the satisfaction of the private bankers a “new” State enacted, one-quarter cent sales tax, to fund the deficit reduction bonds for a period of nine years. Secondly, and most importantly for the Republican caucuses in the State Legislature, it does not raise the overall State tax burden. The State deposits revenue from the 0.25 percent state tax increase into the newly created Fiscal Recovery Fund to pay for bonds issued for deficit reduction. This sales and use tax triple flip will end when the State of California Director of Finance notifies the Board of Equalization that the state’s obligations for the bonds have been satisfied. Proposition 1A of 2004 prohibits the Legislature from extending the sales and use triple flip tax beyond the period necessary to repay the Proposition 57 bonds. In addition, it Constitutionally protects the state reimbursement to cities and counties under the triple flip. The “Triple Flip” works as follows:

1. On August 15 of each year that the “triple flip” is in effect, the State Board of Equalization will give the Director of Finance (DOF) an estimate, based on the prior fiscal year, of what the “countywide adjustment amount” should be. **“Countywide adjustment amount” means the combined total sales tax revenue loss of the county and each city in the county for the year.**
2. On September 1, the Director of Finance (DOF) notifies the county auditor of the portion of the “countywide adjustment amount” to be allocated for each city and county.
3. In January and May (date not specific)—the county auditor allocates one-half of the amount identified on September 1 to cities and counties.
4. At the end of the fiscal year (no date specified) for which an adjustment amount was determined, the Director of Finance (DOF) recalculates adjustment amounts (combined total sales tax revenue loss of the county and each city) based on actual collections and notifies the county auditor of the recalculated amount.
5. In the fiscal year following the year in which a recalculation was made (no date specified) the county auditor shall allocate the excess amount, or for overpaid amounts, transfer it back to the Education Revenue Augmentation Fund (ERAF).

<sup>42</sup>**Property Tax in Lieu of Vehicle License Fees (VLF).** In FY2005 the State Legislature permanently reduced the vehicle license fees (VLF), commonly called the “car tax” from 2 percent to 0.65% of the vehicle’s value. The vehicle license fee (VLF) backfill to cities and counties (approximately \$4.4 billion annually) was eliminated and replaced with a like amount of property taxes, dollar for dollar. Subsequent to the FY2003-2004 base year, each city’s and county’s property tax in lieu of the vehicle license fee (VLF) or “VLF adjustment amount” increases annually in proportion to the growth in gross assessed valuation. The 0.65 percent vehicle license fee (VLF) dedicated to local governments became constitutionally protected when Proposition 1A passed on November 2, 2004. The State of California promised to replace City vehicle license fees (VLF) with property taxes, less Livingston’s share of the \$1.3 billion contribution by city governments to state government for FY2005 and FY2006. This exchange of vehicle license fees for property tax is commonly called the “VLF Swap.”

**Livingston’s property taxes under the vehicle license (VLF) property tax “swap” grew steadily to \$624,246 in FY2005, \$858,785 in FY2006, \$1,072,037 in FY2007 and \$1,275,867 in FY2008. As the recession continued to get worst, Property Tax In-Lieu of Vehicle License Fees (VLF) decreased to \$1,224,096 in FY2009, and further declined to \$1,078,096 in FY2010. FY2011 collections of Property Taxes In-Lieu of Vehicle License Fees (VLF) continued to slide to \$1,043,058 in FY2011. FY2012 collections of Property Tax In-Lieu of Vehicle License Fees (VLF) is projected to be \$1,044,000.**

<sup>43</sup>**Motor Vehicle License Fees (VLF) (Motor Vehicle In-Lieu Taxes).** The vehicle license fee (VLF), also called the “motor vehicle in-lieu tax,” is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. The VLF is paid annually upon vehicle registration in addition to other fees, such as the vehicle registration fee, air quality fee and commercial vehicle weight fees all of which fund specific state programs. The vehicle license fee funds city and county services. The vehicle license fee (VLF) is applied based on the current value of a vehicle as estimated by a depreciation schedule set in state law.

- **Exempt Vehicles.** Vehicles required to register, but that are exempt from the vehicle license fees (VLF) include government-owned, diplomatic, civil air patrol, farm vehicles, privately owned school buses and vehicles owned by blind or amputee veterans. Various classes of specialized vehicles are exempt from the vehicle registration fee and the vehicle license fee (VLF), but are instead subject to the property tax. These include farm trailers, privately-owned firefighting vehicles and forklifts.
- **Vehicle Registration Fees.** In addition to the vehicle license fees (VLF), the state imposes a variety of regulatory fees to support various state programs and services including state highways, the California Department of Motor Vehicles (DMV) and the California Highway Patrol. In fact, less than one third of the fees and taxes paid with annual vehicle registration are allocated to cities and counties through the vehicle license fee (VLF).
- **Constitutional Protection.** Proposition 47 of 1986 requires that the vehicle license fee (VLF) be allocated to cities and counties. However, the Legislature may alter the tax rate and the allocation among cities and counties.
- **Vehicle License Fee Rate.** From 1948 through 2004, the vehicle license fee (VLF) rate was 2 percent. In 1998, Governor Pete Wilson signed a bill that began offsetting vehicle license fees and backfilling them with state General Fund revenue. Since its inception in 1998, the reduction in the vehicle license fees (VLF) rate and backing filling it with state General Fund revenues was structured as a local tax reduction, made possible by a state General Fund subsidy to local governments. Under the law, local governments were “backfilled” by the state General Fund for any loss of revenue due to vehicle license fee reductions. In 2004–2005, the backfill amounted to \$3.9 billion. From the initial vehicle license rate reductions in 1998, the law contained provisions that if state General Fund revenues are insufficient to fund the offsets, then they would be removed and the effective taxpayer rate would return to its 2 percent 1998 level. This provision was known as the “Trigger.” But ambiguities in the law led to sharp disagreements as to the process and conditions necessary for such action.

On June 19, 2003, the California State Controller’s Office and Director of Finance made findings of insufficient revenues and the effective vehicle license rate went from 0.65 percent to 2 percent. Due to administrative changes and notifications of taxpayers by the Department of Motor Vehicles, the new rate went into effect for taxpayers in October of 2003.

The FY2004 State budget deleted all funding for the vehicle license fee (VLF) backfill effective with the pulling of the trigger. Consequently, during the period June 20 through October 1, 2003, the reduced rate remained, but the backfill to local governments for the reduction was not funded. The “VLF backfill gap” totaled \$1.25 billion and was paid by the state in the FY2006 budget year.

Governor Gray Davis was recalled in a special election on October 7, 2003, proponents of the recall had characterized the vehicle license fee (VLF) rate increase as a tax hike. Following his inauguration in November 2003, as his first official act, Governor Arnold Schwarzenegger issued an executive order repealing the “VLF trigger,” restoring the reduction of the vehicle license fee from 2 percent to 0.65 percent and instructing that refunds be paid to anyone who had paid the higher rate. On December 17, 2003, Governor Schwarzenegger issued an executive order appropriating \$2.625 billion to provide backfill funding for city and county vehicle license fees (VLF). The \$2.625 billion covered the lost revenues to cities and counties for the FY2003-2004 fiscal year, except the “backfill gap.”

**Vehicle License Fee for Property Tax Swap.** In FY2005 the State Legislature permanently reduced the vehicle license fees (VLF), commonly called the “car tax” from 2 percent to 0.65 percent of the vehicle’s value. The vehicle license fee (VLF) backfill to cities and counties (approximately \$4.4 billion) was eliminated and replaced with a like amount of property taxes, dollar for dollar. Subsequent to the FY2003-2004 base year, each city’s and county’s property tax in lieu of the vehicle license fee (VLF) or “VLF adjustment amount” increases annually in proportion to the growth in gross assessed valuation. The 0.65 percent vehicle license fee (VLF) dedicated to local governments became constitutionally protected when Proposition 1A passed on November 2, 2004. The State of California promised to replace City vehicle license fees (VLF) with property taxes, less Livingston’s share of the \$1.3 billion contribution by city governments to state government for FY2005 and FY2006. This exchange of vehicle license fees for property tax is commonly called the “VLF Swap.”

**Motor Vehicle License Fees (VLF) (Motor Vehicle In-Lieu Taxes).** Californians have paid the vehicle license fee (VLF), also called the “motor vehicle in-lieu tax,” with their vehicle registrations since 1935. The California

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Constitution requires the proceeds of the 0.65% VLF to go to cities and counties only and prohibits the Legislature from directing that the funds be used to pay for new State mandates on local government after 2010.

Seventy-five percent of revenues from the 0.65% VLF are transferred to the State's Local Revenue Fund to pay counties for various health and welfare services. Under the law through FY2010-11, the State Department of Motor Vehicles takes about 65% (Over \$325 million) of the remaining funds for administrative charges, leaving just over \$180 million for cities and counties. Through FY2010-11, the funds were allocated as follows:

- \$49 million to Orange County. When VLF allocations were restructured in 2004, the County continued to receive these revenues from VLF rather than receiving this amount in the form of additional property tax share. The payments are first dedicated to the repayment of bankruptcy debt and then as a general county revenue.
- Special allocations to newly incorporated cities (would have been \$14 million in FY2011-12). These special allocations compensate cities that have incorporated since 2004 due to an inequity resulting from the VLF-Property Tax Swap of 2004.
- Special allocations to inhabited annexations (would have been \$4 million in 2011-12). These special allocations balance the fiscal disincentive of cities annexing inhabited areas as a result of the VLF-Property Tax Swap of 2004 due to an inequity resulting from the VLF-Property Tax Swap of 2004.
- Remainder on a per capita basis to city general funds (about \$119 million in 2011-12).

As a part of the 2009 State budget agreement, a number of law enforcement grant programs heretofore funded by the State general fund were instead funded in FY2009-10 and FY2010-11 by a 0.15% State VLF increase. This temporary tax ended on June 30, 2011. The 0.15 VLF rate was intended to generate around \$500 million, the approximate level of total funding of the grant programs in prior years. But the tax garnered just \$414 million in FY2009-10 and \$442 million in FY2010-11.

Most of the funding for these programs goes to county sheriffs, but two are of particular importance to cities:

- Citizens Option for Public Safety Frontline Law Enforcement grants.
- Jail Detention Facility Grants to Sheriffs which, if funded, preempt county booking fee charges to cities and other local agencies.

### **SB89 City Motor Vehicle License Fees Shifted to Fund State Law Enforcement Grants.**

As the 2011-12 Fiscal Year approached, the Governor signed SB89. Provisions in SB89, made public just hours before the legislative floor votes, shift hundreds of millions of

Vehicle License Fee revenues to fund the State law enforcement grants beginning FY2011-12. The scheme works as follows:

- The "Vehicle License Registration Fee" is increased by \$12 to produce approximately \$300 million in FY2011-12. This is a true fee that funds State DMV vehicle license registration operations. This new funding source "frees up" \$300 million of Motor Vehicle License Fee (MVLF) revenue that had been used to fund DMV operations. This money is transferred to a new Local Law Enforcement Services Account (LLESA) to fund the law enforcement grants. This portion of the scheme was included in the early June budget that was vetoed by Governor Brown.
- In addition, beginning July 1, 2011, SB89 transfers the remaining MVLF revenue (about \$190 million after the Local Revenue Fund allocation for county health and welfare programs) previously allocated to cities and the County of Orange to the LLESA.

Impacts of SB89

#### 1. the SB89 VLF Shift Impact Public Safety Services

MVLF revenues go to city general funds. An average of over 60% - and often 2/3 or more—of City general fund revenues are spent on police and fire services. The recent economic downturn has forced most cities to make significant budget reductions. Having already made substantial reductions in non-safety programs (parks, streets etc.), cities throughout California are now cutting police and fire staffing and service levels.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Intergovernmental Revenue</b>	<b>1,615,830</b>	<b>1,681,684</b>	<b>1,374,607</b>	<b>1,413,249</b>	<b>1,348,500</b>

## Charges for Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3401	Sale of City Publications/Maps	782	75	0	75	200
1100-000-3402	Live Scan/Finger Printing	13,830	13,267	18,231	18,364	18,000
1100-000-3403	Police Reports	1,558	30	1	32	25
1100-000-3404	Vehicle Release	15,235	18,545	14,210	14,130	14,000
1100-000-3408	Conditional Use Permits	2,070	3,450	2,185	1,380	1,300
1100-000-3411	Lot Line Adjustments	1,320	0	0	0	0
1100-000-3412	Parcel Map	490	460	0	0	0
1100-000-3414	Tentative Subdivision Map	632	0	0	0	0
1100-000-3416	Zone Change	2,200	-1,100	0	200	100
1100-000-3417	Site Plan Review	7,451	5,464	11,550	6,235	6,100
1100-000-3418	Design Review	0	0	0	0	0
1100-000-3419	Environmental Review	0	172	150	173	150
1100-000-3420	General Plan Amendments	1,800	-900	0	0	0
1100-000-3421	Special Police Services	606	688	17,531	480	500
1100-000-3422	Administrative Development Fee	45,908	16,532	25,296	27,242	27,000
1100-000-3423	Engineer Development Plan Review Fee	-1,540	0	0	0	0
1100-000-3424	Photocopy/Fax Fee	412	1,220	2,364	281	300
1100-000-3433	Landscape Maintenance Assessment District Administrative Fees <sup>44</sup>	51,775	49,198	61,407	61,407	61,500
1100-000-3434	Benefit Assessment District Administrative Fees <sup>45</sup>	23,500	10,141	21,974	21,974	21,975
1100-000-3435	Community Facilities District Administrative Fees <sup>46</sup>	0	31,000	36,685	36,685	36,700

SB89 takes \$130 million of city general revenue (VLF) and shifts it to save state law enforcement grant programs. Less than \$100 million of these grant funds will come back to cities, earmarked for police services. But these funds will be entirely offset by the loss of City VLF.

**Livingston's vehicle license fees (VLF) under the vehicle license fee (VLF) property tax "swap" are projected to be down from \$63,711 in FY2011 to \$0 in FY2012.**

<sup>44</sup>**Citywide Consolidated Landscape Maintenance Assessment District No. 1 Administrative Fees.** The Citywide Consolidated Landscape Maintenance Assessment District No. 1 administrative costs are for all General Fund expenditures by all City departments and staff for (1) providing the coordination of services, operations and maintenance of each district; and (2) respond to public concerns, education, and procedures associated with the levy and collection of assessments. It also includes the costs of contracting with professionals to provide any additional administrative, legal or engineering services specific to each district by the General Fund. **\$61,500 is projected to be transferred from the Landscape and Maintenance Assessment District to the General Fund to cover administrative costs during FY2012.**

<sup>45</sup>**Benefit Assessment Districts (BAD) Administrative Fees.** The Benefit Assessment Districts (BAD) administrative costs are for all General Fund expenditures by all City departments and staff for (1) providing the coordination of services, operations and maintenance of each district; and (2) respond to public concerns, education, and procedures associated with the levy and collection of assessments. It also includes the costs of contracting with professionals to provide any additional administrative, legal or engineering services specific to each district by the General Fund. **\$21,975 is projected to be transferred from the Benefit Assessment Districts to the General Fund during FY2012.**

<sup>46</sup>**Community Facilities District (CFD) Administrative Fees.** City administrative expenses include the actual expense incurred by the City as administrator of the Community Facilities District (CFD) to determine the levy and collect the Special Taxes, including salaries and benefits of City employees whose duties are directly related to administration of the Community Facilities District (CFD) and fees of consultants, legal counsel, the costs of collecting installments of the Special Taxes upon the General rolls, preparation of required reports; and any other costs required to administer the Community Facilities District (CFD) as determined by the City. The FY2008 City administrative expenses include 10 percent of the salary and benefits of the Livingston Assistant City Manager and 25 percent of the salary and benefits of the Senior Accountant. **The City has designated the Senior Accountant as the Community Facilities District (CFD)**

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3436	California Building Standards Commission Administrative Fee	0	1	80	65	0
1100-000-3455	Animal Control Fees	155	0	0	0	0
1100-000-3471	Baseball Program Revenue <sup>47</sup>	24,653	25,283	27,720	26,830	27,000
1100-000-3472	Swimming Pool Revenue <sup>48</sup>	7,865	6,884	9,342	7,721	7,800
1100-000-3473	Basketball Program Revenue <sup>49</sup>	11,263	10,568	9,446	12,422	12,500
1100-000-3474	Youth Program Revenue	2,690	3,732	5,067	1,554	1,500
1100-000-3475	Adult Sports Program Revenue <sup>50</sup>	12,302	9,392	17,550	17,475	17,500

**Administrator. \$36,700 is projected to be transferred from the Community Facilities District to the General fund during FY2012.**

<sup>47</sup>**Livingston charges \$65 per player for its baseball and softball programs. \$35 per player is charged for the Mite Giants team. Livingston projects that it will receive \$27,000 from baseball programs during FY2012.**

<sup>48</sup>Livingston charges \$1 per child and \$2 per adult for swimming. \$25 is charged for swimming lessons. **Swimming revenues are projected to be \$7,800 during FY2012.**

<sup>48</sup>**Swimming Pool.** On October 25, 1961, the City of Livingston and the Merced Union High School District entered into an agreement to jointly construct and operate a swimming pool on School District property. Under the agreement once construction was completed, Merced Union High School District will:

- “1. Grant use of existing High School District locker—shower facilities and restroom facilities to City, for use by all persons using the swimming pool, during the period when school is not in regular session and when the City shall have the use and operation of the pool and its facilities.
- “2. Pay architectural costs, state fees, and inspection costs for the construction of the pool.
- “3. Provide fencing, and in addition thereto such other minor additions to the pool as can, in the judgment of the High School District, be reasonably accomplished by the employees of the High School District.
- “4. On a calendar year basis, assume costs of repairs of pool and repairs and replacement of equipment made necessary by normal and natural wear.
- “5. Assume all operating costs of the pool during the regular school year when school is in regular session and when the High School District shall have the use and operation of the pool facilities.
- “6. In the summer time, shall permit persons using the pool to park their automobiles and other vehicles in the parking areas now in existence on the Livingston High School campus, and in parking areas which may be established in the future.”

Under the Agreement, the City has the responsibility to:

- “1. Pay operating costs of the pool in the summer interval when school is not in regular session, i.e., costs of chemicals, power, labor and other items deemed essential for the satisfactory functioning of the pool and dressing rooms. A qualified life guard, and if necessary, one locker room attendant in each dressing area, shall be on duty at all times when the pool is being operated by the City.
- “2. Set admission charges and collect and retain such admission charges, and retain any rent or profit from the concession stand, if one is established, when the City has control and operation of the swimming pool during the summer interval.”

<sup>49</sup>**Basketball. Basketball revenues are projected to be \$12,500 during FY2012.** Livingston charges \$47 for participation in youth basketball. \$37 is charged for the Kinder Basketball Clinic.

<sup>50</sup>**Adult Sports. Adult Sports Program revenues are projected to be \$17,500 during FY2012.** Livingston charges the following amounts to participate in its Adult Sports Program:

Program	Cost per Team
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Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3476	Contract Classes Revenue	21,322	21,755	24,297	18,295	19,000
1100-000-3477	Special Events Revenue <sup>51</sup>	996	1,571	1,563	2,578	2,500
1100-000-3479	Soccer Program Revenue	9,979	16,434	14,230	21,337	21,000
1100-000-3481	Swim Team Revenue	0	0	3,594	5,634	5,600
1100-000-3482	Youth Volleyball Revenue	0	0	0	270	200
1100-000-3554	General Plan Update Fee <sup>52</sup>	112,243	75,287	40,439	36,918	30,000
1100-000-3555	Master Plan Update Fee <sup>53</sup>	0	0	0	0	0
1100-000-3556	Master Plan Update MEIR Fee <sup>54</sup>	0	0	0	0	0
	<b>Total Charges for Services</b>	<b>371,497</b>	<b>319,149</b>	<b>364,912</b>	<b>339,757</b>	<b>332,450</b>

## Fines & Forfeitures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3190	Penalties/Interest Delinquent Tax	0	0	0	0	0
1100-000-3191	Penalties/Fines	449	962	4,178	5,858	6,000
1100-000-3510	Traffic Safety	13,065	11,299	3,929	5,096	5,000
1100-000-3511	Motor Vehicle Fines	31,156	27,553	29,009	26,773	26,500
1100-000-3512	Criminal Fines	1,520	4,315	3,381	2,585	2,500
1100-000-3513	Parking Violations	24,189	8,988	8,413	8,905	8,800
1100-000-3517	Code Enforcement Citations	0	0	11,600	3,900	3,900
	<b>Total Fines &amp; Forfeitures</b>	<b>70,379</b>	<b>53,117</b>	<b>60,510</b>	<b>53,117</b>	<b>52,700</b>

## Use of Property and Money

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3610	Interest Income <sup>55</sup>	32,647	19,555	8,672	5,215	5,100

Men's Fall Baseball	\$350 per Team
Men's Spring Baseball	\$350 per Team
Fall Coed Softball	\$452.50 per Team
Summer Coed Softball	\$452.50 per Team

<sup>51</sup>Special events include the Fall Street Fair and the Easter Egg Hunt. A description of both events is below:

**Fall Street Fair.** The City of Livingston hosts an annual street fair every Thursday evening in September and October. Main Street in downtown Livingston is closed off from "B" Street to "D" Street from 6:00 p.m. to 9:00 p.m. Food, game, informational, and craft booths are set up by local vendors, churches and non-profit organizations. Vendors are charged \$15 per week or \$40 for all four weeks

**Easter Egg Hunt.** The Annual Livingston Easter Egg Hunt co-sponsored by the City, the Kiwanis Club and the Livingston Key Club will take place at the Livingston Sports Complex. Any child between the ages of 2 and 10 may participate in the Easter Egg hunt. Over 6,000 Easter eggs are hidden all over the park. The hunt begins at 10:00 a.m. Every participant will receive a drawing to win Easter baskets. There will be activities in the park that include pictures with the Easter Bunny, Bounce House, Bounce Super Slide, face painting and concessions.

<sup>52</sup>**General Plan Update Fee.** The City collects a fee equal to .00005 percent of the building valuation on the building permit to cover the cost of General Plan updates and master plan updates. **The City estimates that it will collect \$0 from this fee during FY2012.**

<sup>53</sup>**Master Plans Update Fee.** The City has entered into agreements with various developers to cover the cost of master plan updates in order for their projects to be considered by the Planning Commission and City Council.

<sup>54</sup>**Master Environmental Impact Report (EIR) Fee.** The City has entered into agreements with various developers to cover the cost of the Master Environmental Impact Report (MEIR) for the General Plan update in order for their projects to be considered by the Planning Commission and City Council.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3620	Rents/Concessions	10,230	7,350	9,000	9,000	9,000
1100-000-3621	Recreation Concessions	24,515	28,114	26,589	28,601	28,500
1100-000-3622	Recreation Center/Facility Rentals <sup>56</sup>	18,211	17,388	18,646	-12,611	17,000
1100-000-3623	July 4 Celebration—Booth Rentals	17,300	7,439	1,315	1,250	1,200
1100-000-3624	Soccer Fields Rentals	3,165	3,202	4,716	6,008	6,000
1100-000-3660	Gain-Sale of Asset	25,513	0	0	7,538	8,000
	<b>Total Use of Property and Money</b>	<b>131,581</b>	<b>83,048</b>	<b>68,938</b>	<b>45,001</b>	<b>74,800</b>

## Miscellaneous

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3640	Donations	100	370	1,600	1,000	500
1100-000-3641	Special Events Donations	558	15,926	168	10	0
1100-000-3642	Christmas Fund Raiser <sup>57</sup>	15	0	25	0	0
1100-000-3645	Wild Flower Project Donations	0	929	606	0	200
1100-000-3951	High School Campus Resource Officer Reimbursement <sup>58</sup>	31,021	29,240	12,681	25,605	28,000
1100-000-3952	After School Program Reimbursement	233	0	0	0	0
1100-000-3953	Police Range Revenue <sup>59</sup>	3,500	4,000	5,000	1,275	1,500
1100-000-3954	Reimbursements/Refunds	87,187	115,918	191,369	137,334	135,000
1100-000-3955	Other Revenue	993	1,052	127,656	1,259	1,000

<sup>55</sup> **Interest Revenue.** State law permits a city idle cash in its treasury to make investments. Earnings from the prudent investment of idle cash can be an important source of municipal revenue. In authorizing cities to invest funds, the California Government Code also limits the type of investments that can be made, primarily to protect the safety of taxpayer's money.

<sup>56</sup> **Recreation Center/Facility Rentals.** This line item includes park rentals at Arakelian Park and Memorial Park. These fees charged do not include dance permits or alcohol permits.

<sup>57</sup> The Livingston Annual Lighted Christmas Parade and Gift Fair takes place the first Friday of December. The event kicks off the Christmas season with a parade full of lighted floats and cars. Even the Livingston High School Band has lights sewed into their uniforms. Floats and cars are expected to be filled with color and lights. While waiting for the parade, spectators can visit the downtown and enjoy Christmas carols, entertainment, holiday goodies and start their Christmas shopping at the Gift Fair. Festivities begin in the downtown area at 5:00 p.m. The parade begins at 7:30 p.m. at Memorial Park and ends at "D" Street.

<sup>58</sup> **High School Resource Officer Reimbursement.** For many years, the City of Livingston and the Merced Union High School District have had an agreement to provide a School Resource Officer (SRO) at Livingston High School. Under the terms of the agreement, Merced Union High School District each pays 100 percent of the cost of the officer. The goals and objectives of the agreement are:

1. To foster educational programs and activities that will increase students' knowledge of and respect for the law and the function of the law enforcement agencies;
2. To encourage the SRO to attend extra-curricular activities held at school, such as parent meetings, athletic events and concerts;
3. To act swiftly and cooperatively when responding to major disruptions and flagrant criminal offenses at school such as: disorderly conduct by trespassers, the possession and use of weapons on campus, the illegal sales and/or distribution of controlled substances, and riots;
4. To report serious crimes that occur on campus and to cooperate with the law enforcement officials in their investigation of crimes that occur at school;
5. To cooperate with law enforcement officials in their investigation of criminal offenses which occur off campus?

<sup>59</sup>The range is currently used by two law enforcement departments on a routine (monthly) basis. The number of people at the range varies from eight (8) to thirty (30) at any given time.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3957	NSF Check Fees	1,925	1,675	1,100	1,425	1,500
1100-000-3959	Cash Over/Short	-88	82	-275	-42	25
1100-000-3989	Project Bid Packages Revenue	0	1,800	1,940	775	850
	<b>Total Miscellaneous Revenue</b>	<b>125,444</b>	<b>170,992</b>	<b>341,870</b>	<b>168,641</b>	<b>168,575</b>

## Transfers from Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-000-3990	Transfer from the Redevelopment Agency <sup>60</sup>	170,065	139,246	143,097	195,400	300,000
	<b>Total Transfers from Other Funds</b>	<b>170,065</b>	<b>139,246</b>	<b>143,097</b>	<b>195,400</b>	<b>300,000</b>

## Use of General Fund Revenue Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of General Fund Revenue Fund Balance	89,616	97,925	3,657	1,021,636	143,980
	<b>Total Use of General Fund Revenue Fund Balance</b>	<b>89,616</b>	<b>97,925</b>	<b>3,657</b>	<b>1,021,636</b>	<b>143,980</b>

## Total General Fund Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total General Fund Revenues and Use of Fund Balance</b>	<b>5,474,070</b>	<b>5,182,252</b>	<b>4,811,634</b>	<b>5,338,693</b>	<b>4,769,555</b>

<sup>60</sup>In 1985, the City of Livingston and the Livingston Redevelopment Agency entered into an agreement in which the City would set forth activities, services and facilities, which the City would render for and make available to the Agency in furtherance of the activities and functions of the Agency. The Agency would reimburse the City for actions undertaken and costs and expenses incurred by it, for and on behalf of the Agency. There is no fixed payment schedule for this agreement. The advances are repaid to the City's General Fund periodically from surplus monies available to the Agency. The Livingston Redevelopment Agency will pay the General Fund \$300,000 in FY2012 including \$223,243 in principal and \$76,757 in interest. The balance of the General Fund loan to the Livingston Redevelopment Agency is projected to be \$544,328 on June 30, 2012.

# General Fund Expenditures Elected Officials Department

## Department Mission

The mission of the City Council is to (1) protect the health, safety and welfare of the residents and (2) maintain, promote and improve the quality of life for Livingston residents by adopting legislation and providing policy direction for the City organization through the City Manager.

## Department Description

The City of Livingston was incorporated in 1922 under the laws of the State of California. The City is a general law City and draws its authority from the California Constitution and the laws of the State of California. The City has a Council/Manager form of government. Under this municipal governmental form, the citizens elect a five-member City Council for overlapping terms. The term of the Mayor is two years and the term of the City Council is four years. The Mayor presides at meetings of the City Council, signs documents, executes agreements and acts as the official representative of the City.



Regular meetings of the City Council are held at 7:00 p.m. on the first and third Tuesday of the month in the City Council Chambers. All meetings of the City Council are open to the public, except closed sessions as needed and allowed by State law.

The City Council is responsible for strategic planning, City legislation, policy development and legislative oversight over the City Manager, department heads, professional staff, consultants, public advisory committees and all other employees, volunteers and officers appointed or retained by the City. It adopts the annual City budget and establishes goals, objectives and performance measures for the City Manager and City departments. The City Council also appoints citizens to serve on boards and commissions that operate in an advisory capacity to the City Council.

The City Council takes the primary lead in intergovernmental relations and sits on regional boards, commissions and committees to advance and protect the interests of the City of Livingston. They represent the City at community ceremonies, meetings, and other functions. The Mayor and members of the City Council attempt to be responsive to citizen concerns and to enact legislation that reflects the needs, wishes and priorities of the residents of Livingston.

The City Manager is appointed by the City Council and serves at the “pleasure” of the governing body. He acts as the City’s Chief Executive Officer as well as its budget and financial officer. He oversees the implementation and administration of City Council policies, supervises the activities of all departments, enforces City ordinances, prepares annual City budget and performs other such duties and responsibilities as may be assigned by the City Council.

The City provides police, fire, water, sewer, sanitation, street construction and maintenance, parks and recreation, community development, economic development and general administrative services. The City Council also acts as the board of trustees for the Livingston Redevelopment Agency.

# Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Review and approve changes to the General Plan and Environmental Impact Report (EIR) to correct the shortcomings cited by the judge in the Merced Farm Bureau v. City of Livingston case.  
**Performance Measure:** The City Council reviews and approves changes to the General Plan and Environmental Impact Report (EIR) to correct the shortcomings cited by the judge in the Merced Farm Bureau v. City of Livingston case.
- 2. Goal:** Review and approve update to the five-year Urban Water Management Plan (UWMP).  
**Performance Measure:** City Council reviews and approves five-year update of the Urban Water Management Plan (UWMP).
- 3. Goal:** Review and approve the update to the Livingston Redevelopment Agency Five-Year Implementation Plan.  
**Performance Measure:** City Council reviews and approves the update to the Livingston Redevelopment Agency Five-Year Implementation Plan.
- 4. Goal:** Review and approve final changes to the Housing Element of the General Plan requested by the Department of Housing and Community Development.  
**Performance Measure:** The City Council reviews and final approves changes to the Housing Element of the General Plan requested by the Department of Housing and Community Development.
- 5. Goal:** Review and Approve the Domestic Wastewater Treatment Plant Evaporation Pond layout and capacity study to determine the most cost-effective and efficient way to use the current property at the domestic wastewater treatment plant.  
**Performance Measure:** Domestic Wastewater Treatment Plant Evaporation Pond Layout and capacity study is reviewed to determine the most cost-effective and efficient way to use the current property at the domestic wastewater treatment plant.
- 6. Goal:** Review and approve Environmental Impact Report (EIR) for the expansion of the domestic wastewater treatment plant.  
**Performance Measure:** City Council reviews and approves domestic wastewater treatment plant expansion Environmental Impact Report (EIR).
- 7. Goal:** Review and approve site plan, tentative map, development agreement, use permits and environmental document for the proposed Blueberry Crossing commercial development.  
**Performance Measure:** City Council reviews and approves site plan, tentative map, development agreement, use permits, and environmental document and development agreement for the proposed Blueberry Crossing commercial development.
- 8. Goal:** Review and approve environmental document for the new Foster Farms rendering plant.  
**Performance Measure:** City Council reviews environmental document for the new Foster Farms rendering plant.
- 9. Goal:** Review and approve the environmental document for the Water Distribution System Master Plan.  
**Performance Measure:** City Council approves the environmental document and the Water Distribution System Master Plan and is presented for adoption to the City Council.
- 10. Goal:** Review and approve the environmental document for the Wastewater Collection System Master Plan.  
**Performance Measure:** City Council approves the environmental document and the Wastewater Collection System Master Plan.

- 11. Goal:** Review and approve zoning ordinance amendments to implement the Land-Use Element, Traffic/Circulation Element and other elements of the General Plan.  
**Performance Measure:** City Council reviews and approves zoning ordinance amendments to implement the Land-Use Element, Traffic/Circulation Element and other elements of the General Plan.
- 12. Goal:** Review and approve new subdivision ordinance that meets all of the requirements of State law and implements the Land-Use Element of the General Plan and other applicable elements of the General Plan.  
**Performance Measure:** City Council reviews and approves new subdivision ordinance that meets all of the requirements of State law and implements the Land-Use Element of the General Plan.
- 13. Goal:** Review and approve annual budget for the City of Livingston.  
**Performance Measure:** City Council reviews and approves annual budget for the City of Livingston.
- 14. Goal:** Review and approve all City warrants.  
**Performance Measure:** Review and approve all City warrants.
- 15. Goal:** Review and approve a joint-use agreement for the use of the modular building jointly purchased with Livingston Union School District for school activities and City recreation programs.  
**Performance Measure:** City Council and Board of Trustees of the Livingston Union School District approve a joint-use agreement for the use of the modular building.
- 16. Goal:** Review and approve a Senior Citizen Center use policy.  
**Performance Measure:** Senior Citizen Center use policy is approved by the City Council.
- 17. Goal:** Review solid waste ordinance and approve appropriate amendments.  
**Performance Measure:** City Council reviews water system ordinance and approves appropriate amendments.
- 18. Goal:** Review domestic wastewater system ordinance and approve appropriate amendments.  
**Performance Measure:** City Council reviews domestic wastewater system ordinance and approves appropriate amendments.
- 19. Goal:** Review and approve site plan, environmental document and development agreement for proposed hotel development at the Winton Parkway Highway 99 Interchange.  
**Performance Measure:** City Council approves site plan, environmental document and development agreement for proposed hotel at the Winton Parkway Highway 99 Interchange.
- 20. Goal:** Review and approve site plan, environmental document and development agreement for proposed B Street Sikh Temple expansion.  
**Performance Measure:** City Council approves the B Street Sikh Temple site plan, environmental document and development agreement.
- 21. Goal:** Approve the annexation into the City of the Horta property next to the domestic wastewater treatment plant.  
**Performance Measure:** The Horta property is still pending annexation into the City of Livingston.
- 22. Goal:** Review and make appropriate changes to City policies relating to the use of the Senior Citizens Center.  
**Performance Measure:** City policies relating to the use of the Senior Citizens Center are reviewed and appropriate changes are made by the City Council.
- 23. Goal:** Review the City logo and make appropriate changes.  
**Performance Measure:** City Council reviews the City logo and makes appropriate changes.
- 24. Goal:** Study City options to deal with substandard apartments in the City of Livingston

**Performance Measure:** City Council will study the options and makes decisions regarding dealing with substandard apartments within the City of Livingston.

**25. Goal:** Review and approve master agreement for the use of the Livingston Police Department Range by other law enforcement agencies.

**Performance Measure:** City Council reviews and approves master agreement for the use of the Livingston Police Department Range by other law enforcement agencies.

**26. Goal:** Review and approve amendments to the Memorandums of Understanding (MOUs) between the City of Livingston and the employee bargaining units.

**Performance Measure:** Amendments to the Memorandums of Understanding (MOUs) between the City of Livingston and the employee bargaining units.

**27. Goal:** Monitor legislation during U.S. Congressional session and the California State Legislative session. Take appropriate actions to contact by letter and phone the City’s federal and state legislative delegations.

**Performance Measure:** Report by City Council.

**28. Goal:** Participate in regional boards and commissions to address regional issues and promote and protect the interests of the City of Livingston.

**Performance Measure:** City Council Members participate in regional boards and commission to address regional issues and promote and protect the interests of the City of Livingston.

**29. Goal:** Participate in the League of California Cities meetings, activities and events.

**Performance Measure:** City Council Members participate in League of California Cities meetings, activities and events.

## Elected Officials Department Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-100-4110	Salaries and Wages—Part Time <sup>61</sup>	5,100	4,844	4,575	4,688	5,000

<sup>61</sup>City Council salaries are established by state law or by election of the voters. Section 36516 of the California Government Code states:

“(a) A city council may enact an ordinance providing that each member of the city council shall receive a salary, the amount of which shall be determined by the following schedule: (1) In cities up to and including 35,000 in population, up to and including three hundred dollars (\$300) per month....

“(b) At any municipal election, the question of whether the city council shall receive compensation for services, and the amount of compensation, may be submitted to the electors.” If a majority of the electors voting at the election favor it, all of the council members shall receive the compensation specified in the election call. Compensation of council members may be increased beyond the amount provided in this section or decreased below the amount in the same manner.

“(c) Compensation of council members may be increased beyond the amount provided in this section by an ordinance or by an amendment to an ordinance, but the amount of the increase may not exceed an amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted.” No salary ordinance shall be enacted or amended which provides for automatic future increases in salary.

“(d) Any amounts paid by a city for retirement, health and welfare, and federal social security benefits shall not be included for purposes of determining salary under this section provided the same benefits are available and paid by the city for its employees.”

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-100-4220	Social Security	316	300	284	291	310
1100-100-4221	Medicare Insurance	74	70	66	68	80
1100-100-4250	Unemployment Insurance <sup>62</sup>	194	201	243	291	310
	<b>Total Personnel Services</b>	<b>5,684</b>	<b>5,415</b>	<b>5,168</b>	<b>5,338</b>	<b>5,700</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-100-4300	Professional Services	26,483	73,089	43,370	19,215	11,285
1100-100-4340	Computer Support Agreements	0	0	2,340	6,736	7,000
1100-100-4530	Communications/Cell Phones/Telephones	2,363	2,662	1,618	917	1,100
1100-100-4540	Advertising	0	197	0	0	0
1100-100-4580	Travel/Conferences/Meetings	4,446	12,113	6,672	9,874	10,000
1100-100-4610	General Supplies	1,741	554	0	32	100
1100-100-4619	Miscellaneous Expenditures	3,535	1,203	1,257	1,960	2,100
1100-100-4641	Dues/Memberships/Fees	0	46	100	0	0
1100-100-4964	County Administrative Fee Recall Election	0	0	0	47,701	0
	<b>Total Maintenance and Operation</b>	<b>38,568</b>	<b>89,864</b>	<b>55,357</b>	<b>86,435</b>	<b>31,585</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-100-7410	Equipment Purchase	0	0	0	0	0
1100-100-7430	Furniture/Fixtures	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Elected Officials Department Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Elected Officials Department Expenditures</b>	<b>44,252</b>	<b>95,279</b>	<b>60,525</b>	<b>91,773</b>	<b>37,285</b>

Section 36516.6 states: "A change in compensation does not apply to a councilman during his term of office; however, the prohibition herein expressed shall not prevent the adjustment of the compensation of all members of a council serving staggered terms whenever one or more members of such council becomes eligible for a salary increase by virtue of his beginning a new term of office."

<sup>62</sup>The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.



# **Administrative Services Department**

## **Department Mission**

The mission of the Administrative Services Department is to (1) provide leadership, support, coordination and oversight for the various City departments; (2) provide policy recommendations to the Mayor and City Council; (3) provide City Council, staff and public with timely and accurate financial and other information pertaining to official City business.

## **Department Description**

The Administrative Services Department provides management support to the Mayor, City Council, other City departments and citizens. This department maintains the City's financial records in conformity with Generally Accepted Accounting Principles (GAAP) as published by the Governmental Accounting Standards Board (GASB) and state and federal laws. It handles the City's fixed-asset records, internal financial control system, City insurance and coordination of the City's risk management program. The department receives all money payable to the City and is responsible for the investment of the City's idle cash.

The Administrative Services Department is responsible for budgeting, payroll, purchasing, information systems, records maintenance, personnel administration, contract administration and the administration of state and federal funds. This department also coordinates the services of the City Attorney. The City Manager's Office within the department is charged to implement the ordinances, resolutions, policies, rules and regulations adopted by the City Council. The day-to-day functions of operating the City's business are coordinated, administered and managed by the City Manager under the direction of the Mayor and City Council, using personnel and financial resources approved by the City Council.

The Administrative Services Department has an Administration Division and a Finance Division.

### **Administration Division**

The Administration Division provides overall coordination of City functions within the policy and budgetary framework established by the City Council. The City Manager's Office has the responsibility to carry out the policies of the City Council, manage the day to day operations of the City, provide high levels of municipal service for the least possible cost, ensure that the needs and concerns of the community are properly addressed so that Livingston is an excellent place to live and conduct business. To accomplish this, the City Manager is involved in community, county, regional and state issues, as well as guiding the City organization. This division also has the responsibility to prepare City Council agenda packets, review staff reports and maintain minutes for all City Council and City of Livingston Redevelopment Agency meetings.

This division also coordinates the City's risk management program and is responsible for the management of the City's liability insurance, property insurance and other insurance programs. The Administration Division provides legal advice to the staff, City Manager and City Council and provides oversight and coordination for all claims and lawsuits.

The Administration Division is responsible for all personnel functions including recruitment, selection, classification, compensation, labor relations, and training development. This division administers the City's workers' compensation program, short-term disability program, long-term disability program, employee health insurance program, and deferred compensation and retirement programs for the City. This division is responsible to develop and recommend appropriate personnel policies and guidelines to the City Manager and City Council.

The Deputy City Clerk is responsible to serve as the filing officer for Fair Political Practices Commission forms and preparation of City Council meeting materials, public notices, etc. The Deputy City Clerk coordinates the flow of business and documents to and from the City Council, department heads, and senior City staff. She also

maintains the City's official records (including maintenance and update of the Livingston Code), administers the City records retention program, and provides support services to the City Manager and City Council.

## **Finance Division**

The Finance Division is responsible for providing trustworthy financial services and accurate financial information. It plans, directs, monitors and improves the fiscal operations of the City of Livingston. Division employees prepare financial statements for the annual financial audit and provide information support for the preparation by the City Manager's Office of the annual budget. Personnel perform various accounting functions including accounts receivable, accounts payable, utility billing, general ledger and other general accounting functions. The division collects City business license fees and is responsible for billing and collection of monthly utility bills. The Finance Division makes debt-service payments, invests the City's idle cash, and prepares financial statements for the City Council, City Manager and department heads.

## **Goals and Performance Measures**

**(To Be Completed by June 30, 2012)**

- 1. Goal:** Relocate City computer servers from City Hall to Police Department 911 computer room behind the Police Department Dispatch Center. This relocation will place the City's computer servers in a more physically secure and a better climate-controlled environment.  
**Performance Measure:** City computer servers have been relocated from City Hall to Police Department 911 computer room behind the Police Department Dispatch Center.
- 2. Goal:** Work with the City Engineer and consultants to prepare an update to the five-year Urban Water Management Plan (UWMP) for City Council review and approval.  
**Performance Measure:** Updated five-year Urban Water Management Plan UWMP) is sent to the City Council for review and approval.
- 3. Goal:** Work with the consultants to update to the Livingston Redevelopment Agency Five-Year Implementation Plan for City Council review and approval.  
**Performance Measure:** Updated Livingston Redevelopment Agency Five-Year Implementation Plan is sent to the City Council for review and approval.
- 4. Goal:** Work with City Engineer and developer of Parkside Subdivision to ensure completion of the Parkside park and detention basin.  
**Performance Measure:** Parkside Subdivision park and detention basin are completed.
- 5. Goal:** Prepare final agreement between the City of Livingston and the Merced Union High School District regarding the construction of the pedestrian overpass in conjunction with the Livingston High School Expansion.  
**Performance Measure:** Final agreement between the City of Livingston and the Merced Union High School District is approved by the Livingston City Council and the Merced Union High School District Board of Trustees.
- 6. Goal:** Monitor and oversee City revenues and expenditures to be sure that the City continues to be financially sound.  
**Performance Measures:** City revenues and expenditures are monitored and overseen to be sure that the City continues to be fiscally sound.
- 7. Goal:** Review capitalization of all general fixed assets over \$5,000 to ensure City's compliance with Governmental Accounting Standards Board (GASB) Statement No. 34.  
**Performance Measure:** Report to City Council and report by independent certified public accountants.
- 8. Goal:** Aggressively seek cost reimbursements from the State of California under California Government Code Section 17550 et. seq. for non-funded state mandates.  
**Performance Measure:** Cost reimbursement claims are submitted to State of California.

- 9. Goal:** Conduct property tax audit using an independent auditor to ensure City is receiving all property taxes from Merced County.  
**Performance Measure:** City conducts property tax audit using an independent auditor.
- 10. Goal:** Conduct audit of the Livingston Redevelopment Agency revenues using an independent auditor to ensure City is receiving all required revenues from Merced County.  
**Performance Measure:** City conducts audit of Livingston Redevelopment Agency revenues using an independent auditor to ensure City is receiving all required revenues from Merced County.
- 11. Goal:** Conduct sales tax audit using an independent auditor to ensure City is receiving all sales taxes from the State of California.  
**Performance Measure:** City completes sales tax audit using an independent auditor.
- 12. Goal:** Update and revise City business license ordinance. Business license fees cannot be adjusted due to Proposition 218 without a vote of the people.  
**Performance Measure:** City business license ordinance is revised and presented to the City Council.
- 13. Goal:** Prepare the proposed annual budget for review and approval by the City Council.  
**Performance Measure:** Proposed annual budget is prepared and submitted to the City Council for review and approval.
- 14. Goal:** Send out business license renewals by June 1, 2012. Follow up with delinquent notices.  
**Performance Measure:** Business License renewals have been sent.
- 15. Goal:** Continue to update the City website with current information for residents, businesses and people interested in the City of Livingston.  
**Performance Measure:** City continues to update the City Website with current information for residents, businesses and people interested in the City of Livingston.
- 16. Goal:** Negotiate amendments to the Memorandums of Understanding (MOUs) between the City of Livingston and the employee bargaining units and submit them to the City Council for approval.  
**Performance Measure:** Amendments to the Memorandums of Understanding (MOUs) between the City of Livingston and the employee bargaining units are negotiated and submitted to the City Council for final approval.
- 17. Goal:** Continue to review all City functions for simplification and increased efficiencies.  
**Performance Measure:** Report to City Council.
- 18. Goal:** Implement organizational changes to provide better use of resources to handle the increased workload, improve customer service and provide higher level of municipal services.  
**Performance Measure:** Report to Mayor and City Council.
- 19. Goal:** Maintain accounting and cash management reporting systems in accordance with Generally Accepted Accounting Principles (GAAP) as established by the Governmental Accounting Standards Board (GASB).  
**Performance Measure:** Annual audit by independent certified public accountants.
- 20. Goal:** Invest City's idle cash in investments approved in the City's investment policy and in accordance with the City's investment policy and State law.  
**Performance Measure:** Annual audit by independent certified public accountants.
- 21. Goal:** Process cash receipts, accounts payable and payroll and issue petty cash in accordance with Generally Accepted Accounting Principles (GAAP) and the City's written financial policies and procedures.  
**Performance Measure:** Annual audit by independent certified public accountants.
- 22. Goal:** Meet deadlines for state-required reports.  
**Performance Measure:** Report to City Council.

- 23. Goal:** Develop a records retention policy and prepare records retention schedules for adoption by the City Council.  
**Performance Measure:** Records retention policy to be adopted by the City Council.
- 24. Goal:** Develop an Internet and computer-use policy for presentation to the City Council.  
**Performance Measure:** Internet and computer-use policy to be presented to the City Council for action.
- 25. Goal:** Complete the update of the Livingston Municipal Code so that it can be posted internally on the City's intranet and externally on the City's website.  
**Performance Measure:** Updated Livingston Municipal Code is posted internally on the City's intranet and externally on the City's website.
- 26. Goal:** Record all old minute tapes of the City Council and Planning Commission onto the City's computer network to protect the recordings and provide easy access to them.  
**Performance Measure:** Old minute tapes of the City Council and the Planning Commission are recorded to protect the recordings and provide easy access to them.
- 27. Goal:** Update current City of Livingston Personnel Rules and Regulations Manual with changes adopted by the City Council and distribute it to employees.  
**Performance Measure:** City of Livingston Personnel Rules and Regulations Manual with changes to be adopted by the City Council and distributed to employees.
- 28. Goal:** Review and update City employer-employee relations policy as required by State law.  
**Performance Measure:** City employer-employee relations policy is updated as required by State law.
- 29. Goal:** Prepare new City drug and alcohol policy that includes random testing.  
**Performance Measure:** New City drug and alcohol policy is prepared and presented to the City Council.
- 30. Goal:** Review City employee nepotism policy and make appropriate recommendations to the City Council.  
**Performance Measure:** City nepotism policy is reviewed and appropriate changes are recommended to the City Council.
- 31. Goal:** Recruit, select and appoint City employees in accordance with state laws, City ordinances and Livingston Personnel Rules and Regulations.  
**Performance Measure:** Report to the City Council.
- 32. Goal:** Review the City's solid waste ordinance and suggest amendments to the City Council.  
**Performance Measure:** City's solid waste ordinance is reviewed and potential amendments are sent to the City Council.
- 33. Goal:** Continue to evaluate and upgrade City hardware and software systems.  
**Performance Measure:** City hardware and software systems are evaluated and appropriate hardware and software is purchased.
- 34. Goal:** Continue to review, categorize, and organize old City records.  
**Performance Measure:** Report to the City Council.
- 35. Goal:** Implement risk management programs required by the City's liability insurance carrier.  
**Performance Measure:** Risk management programs required by the City's liability insurance carrier are implemented.
- 36. Goal:** Monitor legislation during U.S. Congressional sessions and the California State Legislative sessions. Take appropriate actions to contact by letter, phone and personal visits the City's federal and state legislative delegations on legislative items of importance to the City.  
**Performance Measure:** Report to the Mayor and City Council.

# Administrative Services Department Expenditures

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-101-4110	Salaries and Wages—Regular <sup>63</sup>	131,891	58,814	54,925	230,393	100,900
1100-101-4120	Salaries and Wages—Part-Time	10,227	4,148	5,572	5,627	6,150
1100-101-4130	Salaries and Wages—Overtime	322	0	0	0	0
1100-101-4210	Group Medical Insurance <sup>64</sup>	22,808	26,436	27,540	55,903	57,175
1100-101-4220	Social Security	274	11	11	21	0
1100-101-4221	Medicare Insurance	1,856	716	709	3,054	1,215
1100-101-4230	PERS—Retirement Employer Contribution	11,559	5,330	5,783	21,866	19,425
1100-101-4231	PERS—Employee Contribution	8,560	3,423	3,510	13,727	10,925
1100-101-4250	Unemployment Insurance <sup>65</sup>	721	521	551	520	850
1100-101-4260	Workers' Compensation <sup>66</sup>	3,319	6,615	2,746	7,899	12,875
1100-101-4290	Physical Examinations	0	0	0	0	500
1100-101-4291	Uniform Expense	140	256	189	194	250
	<b>Total Personnel Services</b>	<b>191,677</b>	<b>106,270</b>	<b>101,536</b>	<b>339,204</b>	<b>210,265</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-101-4300	Professional Services	33,644	19,956	39,249	145,095	10,000
1100-101-4310	Contract Services	20,854	23,063	13,537	13,267	14,000
1100-101-4315	AB1600 Rate Study Contract	7,059	0	0	0	0
1100-101-4320	Registration/Tuition/Training	2,761	1,484	887	0	100
1100-101-4330	City Attorney <sup>67</sup>	4,400	0	0	0	0
1100-101-4331	City Auditor	6,625	6,833	7,000	6,850	7,000
1100-101-4340	Computer Support Agreements	8,825	16,369	27,712	39,787	42,500
1100-101-4410	Utilities	14,702	15,840	15,460	14,130	15,500

<sup>63</sup>On April 2, 2003, the City Council commissioned a Classification and Compensation study by CPS Human Resource Services for all positions in the City. The study showed that the City was below the market rate for comparable positions. The City Council voted to make 50 percent of the proposed adjustments on July 1, 2004 for FY2005. On February 8, 2005, the City Council granted the second portion of the proposed wage and salary adjustments retroactive to November 1, 2003 for FY2005. City Council granted all City employees a 2.74% cost-of-living increase in FY2006 and a 3.1% cost-of-living increase for FY2007. No cost-of-living increase was given in FY2008. However, the City Council decided to pay employees a one-time payment of 4 percent effective on July 1, 2007 and a second one-time payment of 3.5 percent later in the year in-lieu of City Council health insurance benefits. These one-time payments did not increase the employees' base salary. The FY2010, FY2011, and FY2012 budgets contain no employee cost-of-living or benefit increases.

<sup>64</sup>The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006.

FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024.00 savings in premiums for FY2012. The City is currently requiring employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>65</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>66</sup>Livingston's Workers' Compensation premium is based on the City's total payroll. The Administrative Services Department's FY2012 share of the total premium is \$12,875.

<sup>67</sup>The City contracts with the law firm of Meyers/Nave for City Attorney and legal services. Jose Sanchez is currently the City Attorney.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-101-4430	Vehicle Maintenance and Operations	844	425	755	860	1,000
1100-101-4431	Equipment Maintenance and Operations	1,190	4,958	3,037	1,349	1,500
1100-101-4432	Facilities Maintenance and Operations	8,292	8,213	9,556	16,540	17,000
1100-101-4520	Insurance	33,384	41,319	38,922	37,101	43,290
1100-101-4530	Communications/Cell Phones/Telephones	9,118	8,008	6,772	8,190	8,200
1100-101-4540	Advertising	1,123	7,351	294	343	500
1100-101-4550	Printing	371	1,240	1,549	1,421	1,700
1100-101-4560	Bank Service Fee Agreements	86	60	1,719	2,475	2,500
1100-101-4562	Merced County Administrative Fee	43,823	52,009	54,740	62,244	62,400
1100-101-4580	Travel/Conferences/Meetings	2,516	1,549	3,196	1,079	1,300
1100-101-4610	General Supplies	289	2	756	496	600
1100-101-4611	Office Supplies	25,273	19,128	23,425	15,653	16,500
1100-101-4612	Postage	16,863	17,171	21,686	11,130	11,200
1100-101-4618	Reimbursements/Refunds	2,057	300	1,330	9,910	10,000
1100-101-4619	Miscellaneous Expenditures	4,573	2,039	2,280	2,377	2,500
1100-101-4640	Books/Subscriptions/Periodicals	5,672	6,427	4,724	610	650
1100-101-4641	Dues/Memberships/Fees	7,911	8,496	8,811	7,064	7,300
1100-101-4962	Volunteer Recognition Dinner Expense	0	0	2,021	0	2,200
	<b>Total Maintenance and Operations</b>	<b>262,255</b>	<b>262,240</b>	<b>289,418</b>	<b>397,971</b>	<b>279,440</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-101-7410	Equipment Purchase <sup>68</sup>	6,878	3,551	5,699	8,484	8,500
	<b>Total Capital Expenditures</b>	<b>6,878</b>	<b>3,551</b>	<b>5,699</b>	<b>8,484</b>	<b>8,500</b>

## Transfers to Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-101-7990	Transfers Out	0	0	0	0	0
	<b>Total Transfers to Other Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Administrative Services Department Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Administrative Services Department Expenditures</b>	<b>460,810</b>	<b>372,061</b>	<b>396,653</b>	<b>745,659</b>	<b>498,205</b>

<sup>68</sup>In FY2011, the City spent \$4,996.52 to upgrade main server and \$3,487.97 for Card I.D. system. The FY2012 budget includes \$8,500 for replacement of computer equipment when it is no longer functional.

# Police Department

## Department Mission

The mission of the Livingston Police Department is to maintain a high quality of life along with providing a professional police service to the citizens of the City of Livingston.

## Department Description

The Livingston Police Department has the responsibility of preserving the peace, responding to law enforcement service requests and protecting life and property within the City limits. Police officers are available 24 hours a day, seven days a week to respond to calls for service, prevention of crimes, investigate criminal activity, apprehend suspects, investigate traffic collisions, and provide animal services. Officers conduct special investigations, gang suppression, and training.

These activities are supported by the professional staff that perform dispatch services, crime analysis, effective records and evidence management and storage. The dispatch center is operated around the clock 365 days a year. On September 6, 2005, the City Council adopted Resolution 2005-98 establishing a policy of maintaining 1.5 officers per 1,000 residents.

The Livingston Police Department seeks to improve its relationship with the community through better communication and sharing its commitment to community policing. We look forward to providing proactive and innovative approaches to community problems. We value our employees and understand that they are the cornerstone of our department's success. We recognize the diverse and unique contributions made by our businesses, residents and police employees in helping us to provide a proactive approach to public safety.



The department has built a strong relationship with the schools within our community. Officers provide education programs at Livingston High School and Livingston Middle School. We currently have a School Resource Officer assigned to the high school.

The Police Department is the largest General Fund department in the City, employing 28 full-time sworn and professional staff personnel. In addition to the full time employees, there is a part-time dispatcher, seven reserve officers and one volunteer. The department has a full-time chief, one lieutenant, three sergeants, two corporals, one detective, one

Task Force officer, and nine patrol officers. Full-time professional staff consists of five dispatchers, one animal services officer, one police services assistant, one public services officer, one director of professional services and one executive assistant to the Chief of Police.

The Police Department is divided into an Operations Division and Administrative Division as explained below:

**1. Operations Division.** This division is the largest division in the Police Department and has 15 full-time officers assigned to it with the operations lieutenant overseeing the division. It is responsible for patrol (crime suppression and calls for service), school resource officer, animal services, police reserves, detective bureau, gang suppression, narcotics enforcement and intelligence.

**2. Administrative Division.** This division has 14 officers and professional staff assigned to it. It is divided into three bureaus:

- **Administrative Bureau**. This bureau is led by the administrative lieutenant and is responsible for ethics and standards, policy development, training, budget projections, special projects, evidence and public information officer.
- **Records and Dispatch Bureau**. This bureau is led by the director of professional services and oversees the dispatch center, records management, CAD system and 911 protocols. There are seven professional staff assigned to this bureau.
- **Chief's Office**. This bureau consists of the chief of police and the executive assistant to the chief of police. The executive assistant position currently is responsible for all correspondence from the chief, personnel and recruitment services, crime analysis, in-car camera system and police computer system.

## **Goals and Performance Measures**

**(To Be Completed by June 30, 2012)**

- 1. Goal:** Suppress gang activity in the City of Livingston by increasing information in the Cal Gang data base, increasing the number of field contacts and increasing the number of arrests for gang activity.  
**Performance Measure:** Gang activity is suppressed in the City of Livingston. Report to City Council.
- 2. Goal:** Reduce the number of burglaries in the City of Livingston by increasing the number of field contacts during early morning hours, increasing the number of contacts during non-school hours, aggressively seeking out truants and returning them to school or probation.  
**Performance Measure:** Burglaries are reduced in the City of Livingston. Report to the City Council.
- 3. Goal:** Reduce the flow of narcotics in the City of Livingston by placing an officer in the Narcotic Task Force, allowing the officer freedom of shift to develop intelligence and increasing the number of narcotic arrests.  
**Performance Measure:** Flow of narcotics is reduced in the City of Livingston.
- 4. Goal:** Reduce graffiti related problems in the City by installing cameras around the City in strategic locations.  
**Performance Measure:** Graffiti is reduced in the City of Livingston.
- 5. Goal:** Conduct environmental analysis and develop the police firearms range to make it a regional shooting range for the six-county area by implementing a 100-yard rifle range, implementing a Hogan's Alley area, implementing a FOTS simulator at the range and putting an additional classroom at the range.  
**Performance Measure:** Departments from the six-county area use the Livingston firearms range.
- 6. Goal:** Train Livingston officers to become instructors at the range and have them teach officers from other agencies. This will be done by training officers to become baton tactics instructors, defensive tactics instructors, firearms instructors, EVOG instructor and taser instructors.  
**Performance Measure:** Livingston officers are qualified to teach at the range and other agencies use the facility and Livingston officers as instructors.
- 7. Goal:** Increase the number of reserve officers within the Livingston Police Department by actively recruiting individuals recently graduated from area academies, actively recruiting officers from other agencies, assigning a reserve coordinator to oversee the bureau and developing a squad-based system for deployment of reserve officers.  
**Performance Measure:** Livingston has 7 reserve officers by the end of the fiscal year.
- 8. Goal:** Use U.S. Department of Justice COPS Secure Our Schools grant to install 37 exterior lights at Livingston High School and 28 exterior lights and 31 cameras at Livingston's three elementary schools.  
**Performance Measure:** Lights and cameras are installed at the three elementary schools, Livingston Middle School and Livingston High School.



**9. Goal:** Purchase four police vehicles using a State COPS grant.  
**Performance Measure:** Vehicles are purchased and put into service.

**10. Goal:** Upgrade the Police Department Dispatch Center using a State COPS grant to make it more serviceable to the dispatchers and officers.  
**Performance Measure:** Police Department Dispatch Center is upgraded using State 911 monies.

## Police Department Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-102-4110	Salaries and Wages—Regular <sup>69</sup>	1,555,178	1,443,920	1,508,582	1,537,737	1,350,875
1100-102-4120	Salaries and Wages—Part-Time	77,704	57,170	61,869	58,156	60,000
1100-102-4130	Salaries and Wages—Overtime	98,650	108,500	80,627	95,966	90,000
1100-102-4210	Group Medical Insurance <sup>70</sup>	379,112	437,745	479,828	484,887	392,585
1100-102-4220	Social Security	2,143	1,437	1,457	1,243	1,500
1100-102-4221	Medicare Insurance	23,662	22,839	23,792	24,558	22,290
1100-102-4230	PERS—Retirement Employer Contribution	142,294	155,748	157,792	165,430	181,900
1100-102-4231	PERS—Employee Contribution	91,922	92,875	92,651	92,325	98,550
1100-102-4250	Unemployment Insurance <sup>71</sup>	9,561	9,322	13,875	12,725	12,800
1100-102-4260	Workers' Compensation <sup>72</sup>	55,525	73,021	63,732	66,523	75,675
1100-102-4290	Physical Examinations	8,191	3,392	4,092	9,136	5,500
1100-102-4291	Uniform Expense	14,721	12,784	10,421	7,597	7,800
1100-102-4292	Uniform Dry Cleanings Expense	0	0	0	5,177	12,900
	<b>Total Personnel Services</b>	<b>2,458,663</b>	<b>2,418,753</b>	<b>2,498,718</b>	<b>2,561,460</b>	<b>2,312,375</b>

<sup>69</sup> On April 2, 2003, the City Council commissioned a Classification and Compensation study by CPS Human Resource Services for all positions in the City. The study showed that the City was below the market rate for comparable positions. The City Council voted to make 50 percent of the proposed adjustments on July 1, 2004 for FY2005. On February 8, 2005, the City Council granted the second portion of the proposed wage and salary adjustments retroactive to November 1, 2003 for FY2005. City Council granted all City employees a 2.74% cost-of-living increase in FY2006 and a 3.1% cost-of-living increase for FY2007. No cost-of-living increase was given in FY2007. However, the City Council decided to pay employees a one-time payment of 4 percent effective on July 1, 2007 and a second one-time payment of 3.5 percent later in the year in-lieu of City Council health insurance benefits. These one-time payments did not increase the employees' base salary. The FY2010, FY2011, and FY2012 budgets contain no employee cost-of-living or benefit increases.

On September 6, 2006, the City Council voted in Resolution 2005-98 to establish a policy of maintaining 1.5 officers per 1,000 residents.

<sup>70</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006.

FY 2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024.00 savings in premiums for FY2012. The City is currently requiring employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>71</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>72</sup> Livingston's Workers' Compensation premium is based on the City's total payroll. The Police Department's share of the total premium based on payroll is \$75,675.

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-102-4300	Professional Services	12,170	36,043	68,369	78,112	40,000
1100-102-4310	Contract Services	40,063	4,743	13,256	19,857	21,000
1100-102-4320	Registration/Tuition/Training	14,709	30,448	18,246	19,969	20,000
1100-102-4340	Computer Support Agreements	58,702	143,013	101,495	101,442	105,000
1100-102-4410	Utilities	25,821	29,784	24,915	24,685	25,000
1100-102-4430	Vehicle Maintenance and Operations	110,678	92,037	94,493	85,220	86,500
1100-102-4431	Equipment Maintenance and Operations	3,795	5,590	7,176	6,621	8,000
1100-102-4432	Facilities Maintenance and Operations	14,408	16,575	15,103	15,532	15,800
1100-102-4433	Range Maintenance and Operations	4,241	4,315	1,725	7,116	7,500
1100-102-4440	Rents/Leases	4,592	4,106	3,789	4,158	4,500
1100-102-4530	Communications/Cell Phones/Telephones	32,368	51,026	47,598	49,870	51,000
1100-102-4540	Advertising	21,975	1,790	459	1,602	2,500
1100-102-4550	Printing	3,239	4,636	4,638	1,953	2,300
1100-102-4580	Travel/Conferences/Meetings	17,140	4,782	2,190	580	1,800
1100-102-4601	Ammunition	16,050	13,330	13,280	5,927	6,200
1100-102-4602	Live Scan Expense	16,325	8,465	16,278	10,213	10,500
1100-102-4604	Medical/Testing Supplies	1,824	1,976	819	866	1,100
1100-102-4605	Lab Processing Expense	4,135	592	167	68	400
1100-102-4606	Small Tools and Equipment	2,975	2,804	2,188	2,098	2,500
1100-102-4611	Office Supplies	10,436	9,940	9,380	7,158	7,500
1100-102-4612	Postage	2,441	1,100	1,371	1,525	1,800
1100-102-4617	Informant/Drug Expenditure	0	44	0	0	500
1100-102-4618	Reimbursements/Refunds	161	1,135	500	0	0
1100-102-4619	Miscellaneous Expenditures	10,420	9,828	9,161	3,590	3,700
1100-102-4621	Animal Control Expenditures	14,377	21,974	24,998	23,491	25,000
1100-102-4640	Books/Subscriptions/Periodicals	706	1,278	796	569	1,000
1100-102-4641	Dues/Memberships/Fees	1,683	1,433	1,423	1,350	1,500
1100-102-4965	Special Projects	4,262	5,880	4,705	2,811	3,000
1100-102-4966	Awards	6,616	4,030	2,169	1,373	1,500
	<b>Total Maintenance and Operations</b>	<b>456,312</b>	<b>512,697</b>	<b>490,687</b>	<b>477,756</b>	<b>457,100</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-102-7410	Equipment Purchase <sup>73</sup>	20,246	1,263	17,119	8,002	10,000
	<b>Total Police Department Capital Expenditures</b>	<b>20,246</b>	<b>1,263</b>	<b>17,119</b>	<b>8,002</b>	<b>10,000</b>

## Total Police Department Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Police Department Expenditures</b>	<b>2,935,221</b>	<b>2,932,713</b>	<b>3,006,524</b>	<b>3,047,218</b>	<b>2,779,475</b>

<sup>73</sup>In FY2011 the Police Department spent \$3,010 for duty gear, \$1,662 to purchase expandable batons, \$1,581 to upgrade to a digital transcriber, \$804 for a laptop to be used in conjunction with ID Cards, and \$945 for an alarm panic button. FY2012 Budget includes \$10,000 for replacement of broken or non-functional equipment when necessary.

# Fire Department

## Department Mission

The mission of the Livingston Fire Department is to protect the lives and property of the citizens of Livingston by providing fire protection, fire suppression and pre-hospital emergency medical services.

## Department Description

The Livingston Fire Department provides fire and life safety services to the residents and businesses of the City of Livingston. The department responds to fire, vehicle accidents, hazardous materials releases, medical emergencies and other incidents requiring immediate action to reduce loss of life and property. The City has a volunteer Fire Chief and 16 volunteer firefighters. City's Fire Department is under the administration of the Merced County Fire Chief. Merced County contracts with the California Department of Forestry to provide fire protection services in the County and a Fire Captain for Livingston. The City provides a fire station for Merced County and the California Department of Forestry in return for the management of the City's Fire Department.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Provide high levels of emergency medical and fire suppression services to the residents of Livingston.  
**Performance Measure:** Trained personnel respond to all emergency medical and fire suppression calls.

**2. Goal:** Continually recruit and integrate volunteer firefighters and emergency medical technicians to provide adequate fire protection and emergency medical coverage.

**Performance Measure:** Volunteer firefighters and emergency medical technicians are recruited and trained to provide fire coverage.

**3. Goal:** Conduct an organized, professional training program for all volunteer firefighters and emergency medical technicians. Training is documented in training records.

**Performance Measure:** An organized, professional training program for all volunteer firefighters and emergency medical technicians is conducted. Training is documented in training records.

**4. Goal:** Make recommendations to the City Council regarding the location to construct a new fire station.

**Performance Measure:** Recommendations regarding the location of a new fire station are made to the City Council.

**5. Goal:** Review the Livingston Municipal Code sections relating to fire and emergency management and recommend appropriate amendments.

**Performance Measure:** The Livingston Municipal Code is reviewed and recommended amendments have been submitted to the City Council.

**6. Goal:** Work with the Police Department and City Administration to develop community emergency preparedness programs.

**Performance Measure:** The Fire Department, Police Department and City Administration work together to develop community emergency preparedness programs.



# Fire Department Expenditures

## Maintenance and Operation

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-103-4310	Contract Services	0	576	0	0	0
1100-103-4320	Registration/Tuition/Training	0	0	440	300	1,000
1100-103-4410	Utilities	8,459	8,368	8,080	9,035	9,400
1100-103-4430	Vehicle Maintenance and Operations	18,487	10,608	10,056	1,870	4,800
1100-103-4431	Equipment Maintenance and Operations	3,907	7,104	4,005	10,340	12,500
1100-103-4432	Facilities Maintenance and Operations	8,822	10,503	9,563	7,120	8,000
1100-103-4440	Rents/Leases	576	0	576	0	0
1100-103-4530	Communications/Cell Phones/Telephone	894	836	1,050	1,192	1,300
1100-103-4606	Small Tools and Equipment	1,658	3,633	405	639	800
1100-103-4619	Miscellaneous Expenditures	3,300	3,894	3,713	3,113	3,200
1100-103-4630	Fire Prevention Handouts	0	1,999	1,321	0	0
	<b>Total Maintenance and Operations</b>	<b>46,103</b>	<b>47,521</b>	<b>39,209</b>	<b>33,609</b>	<b>41,000</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-103-7410	Equipment Purchase <sup>74</sup>	0	1,892	0	844	1,500
1100-103-7570	Fire Department Exhaust Removal Project <sup>75</sup>	0	0	0	6,396	73,000
	<b>Total Fire Department Capital Expenditures</b>	<b>0</b>	<b>1,892</b>	<b>0</b>	<b>7,240</b>	<b>74,500</b>

## Total Fire Department Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Fire Department Expenditures</b>	<b>46,103</b>	<b>49,413</b>	<b>39,209</b>	<b>40,849</b>	<b>115,500</b>

<sup>74</sup> The City spent \$844 for a new heavy duty rescue chain saw in FY2011.

<sup>75</sup> The City is installing a turn-key system of an Air Vacuum system for the removal of exhaust emissions by the fire truck equipment at the City of Livingston Station #96. In FY2011 the City spent \$6,396 for engineering services related to the project and anticipates spending an additional \$73,000 in FY2012 to complete the project.

# Public Works Department

## Department Mission

The mission of the Livingston Public Works Department is to (1) expand, construct, improve, maintain and repair Livingston's public infrastructure including the City's water system, wastewater system, storm drain system, parks system, streets and road system, municipal buildings and facilities and all City public landscaped areas in the City; (2) maintain City vehicles and equipment and (3) oversee the collection of solid waste and recyclable materials.

## Department Description

The Public Works Department is responsible for the City's water system, wastewater system, storm drain system, parks system, storm drainage system, streets, landscaped areas, municipal buildings and City vehicles and heavy equipment. The Department also oversees the City's contract with Gilton Solid Waste Management, Inc. for the collection of garbage and recycling materials from residential, commercial and industrial customers and the City's contract with Environmental Management Services (EMS) for the operation of the City's domestic wastewater treatment plant and industrial wastewater treatment plant. This Department works closely with the City's contract Engineer, SNG Associates, during the development review process for all subdivisions and commercial and industrial site plans. SNG Associates, under the direction of the Public Works Department, oversees the inspection and approval of all new public infrastructure including water lines, sewer lines, storm drain lines, curb, gutter, sidewalk, street lights, street signs, traffic lights and other public infrastructure improvements.

The Public Works Department is responsible for the maintenance functions of all municipal buildings and the fleet and equipment maintenance functions for all City departments. Department personnel provide preventative maintenance, equipment repair and trouble shooting on a wide range of vehicles and pieces of equipment. They are responsible for special projects and for the care and maintenance of all City-owned property, including parks, green spaces, parking lots, landscaped areas and other open space areas owned by the City.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Work with City Engineer and developer of Parkside Subdivision to ensure completion of the Parkside park and detention basin.

**Performance Measure:** Parkside Subdivision park and detention basin are completed.

**2. Goal:** Work with City Engineer, SNG Associates and developers to input City infrastructure data into the City's Geographic Information System (GIS).

**Performance Measure:** Infrastructure data is entered into City Geographic Information System (GIS).

**3. Goal:** Work with the consultants to prepare an update to the five-year Urban Water Management Plan (UWMP) for City Council review and approval.

**Performance Measure:** Updated five-year Urban Water Management Plan (UWMP) is sent to the City Council for review and approval.

**4. Goal:** Work with developer to install SKADA system on Well #13 to regulate chlorine injections into the water system to eliminate many of the odor, smell and color problems for residents living in the southwest section of the City.

**Performance Measure:** SKADA system is installed on Well #13 to regulate chlorine injections into the water system.

- 5. Goal:** Work with the City Engineer and the contractor to remove and rebuild Well #13.  
**Performance Measure:** Well #13 is removed and rebuilt.
- 6. Goal:** Install new camera system at the Public Works Corporation Yard to monitor activities at this location.  
**Performance Measure:** New camera system is installed at the Public Works Department Corporation Yard.
- 7. Goal:** Remove any graffiti in the City of Livingston within 24 hours.  
**Performance Measure:** Any graffiti in the City of Livingston is removed within 24 hours.
- 8. Goal:** Complete the replacement of motors on City water wells using an Energy Efficiency and Conservation Block Grant.  
**Performance Measure:** The motors on City water wells are replaced using an Energy Efficiency and Conservation Block Grant.
- 9. Goal:** Complete Hazardous Materials Business Plan and submit it to the Merced County Department of Health.  
**Performance Measure:** Hazardous Materials Business Plan is completed and submitted to the Merced County Department of Health.
- 10. Goal:** Complete all goals approved for the Water Enterprise Operating Fund.  
**Performance Measure:** All goals listed in the Water Operating Fund are ongoing and in process.
- 11. Goal:** Complete all goals approved for the Water Enterprise Capital Projects Fund.  
**Performance Measure:** Goals approved for the Water Enterprise Capital Projects Fund are ongoing and in process.
- 12. Goal:** Complete all goals approved for the Domestic Wastewater Operating Enterprise Fund.  
**Performance Measure:** Goals approved for the Domestic Wastewater Enterprise Operating Fund are ongoing and in process.
- 13. Goal:** Complete all goals approved for the Domestic Wastewater Capital Projects Enterprise Fund.  
**Performance Measure:** Goals approved for the Domestic Wastewater Capital Projects Enterprise Fund are ongoing and in process.
- 14. Goal:** Complete all goals approved for the Industrial Wastewater Enterprise Fund.  
**Performance Measure:** Goals approved for the Industrial Wastewater Enterprise Fund are ongoing and in process.
- 15. Goal:** Complete all goals approved for the Sanitation Enterprise Fund.  
**Performance Measure:** Goals approved for the Sanitation Enterprise Fund are ongoing and in process.
- 16. Goal:** Purchase a new street sweeper using a lease-purchase financing instrument.  
**Performance Measure:** New street sweeper is purchased using a lease-purchase financing system.
- 17. Goal:** Purchase new street crack sealing machine.  
**Performance Measure:** Street crack sealing machine will be purchased.
- 18. Goal:** Complete all goals approved for the Gasoline Tax Special Revenue Fund.  
**Performance Measure:** Goals approved for the Gasoline Tax Special Revenue Fund are ongoing and in process .
- 19. Goal:** Work with City consultants to complete the environmental document for the Water Distribution System Master Plan.  
**Performance Measure:** Environmental document is completed for the Water Distribution System Master Plan and is presented for adoption to the City Council.

- 20. Goal:** Work with City consultants to complete the environmental document for the Wastewater Collection System Master Plan.  
**Performance Measure:** Wastewater Collection System Master Plan environmental document is completed and presented for adoption to the City Council.
- 21. Goal:** Complete all goals approved for the Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund.  
**Performance Measure:** Goals approved for the Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund are ongoing and in process.
- 22. Goal:** Complete all goals approved for the Benefit Assessment Districts (BAD) Special Revenue Fund.  
**Performance Measure:** Goals approved for the Benefit Assessment Districts (BAD) Special Revenue Fund are ongoing and in process.
- 23. Goal:** Complete all goals approved for the General (City) Capital Projects Fund.  
**Performance Measure:** Goals approved for the General (City) Capital Projects Fund are in process.
- 24. Goal:** Complete all goals approved for the General (Grants) Capital Projects Fund.  
**Performance Measure:** Goals approved for the General (Grants) Capital Projects Fund are in process.
- 25. Goal:** Complete all goals approved for the Streets and Bridges Development Impact Fees Capital Projects Fund.  
**Performance Measure:** Goals approved for the Streets and Bridges Development Impact Fees Capital Projects Fund are ongoing and in process.
- 26. Goal:** Maintain all buildings and green spaces in accordance with the highest professional standards.  
**Performance Measure:** Visual observation. Report to the City Council.
- 27. Goal:** Repair all malfunctioning street lights within 72 hours of being reported to the Public Works Department.  
**Performance Measure:** All malfunctioning street lights are repaired within 72 hours of being reported to the Public Works Department.
- 28. Goal:** Perform all scheduled maintenance within the time parameters recommended by vehicle and equipment manufacturers.  
**Performance Measure:** Vehicle and equipment maintenance records show that scheduled maintenance has been completed. Report to City Council.
- 29. Goal:** Test vehicles for emission compliance and make any necessary repairs to achieve compliance.  
**Performance Measure:** Written records show that all vehicles were tested for emission compliance. Report to the City Council.
- 30. Goal:** Carry out regularly scheduled terminal inspection and maintenance of certain heavy-duty trucks to comply with California Highway Patrol requirements.  
**Performance Measure:** Written maintenance records show terminal inspection and maintenance of certain heavy-duty trucks. Report to the City Council.
- 31. Goal:** Conduct annual green waste collection and cleanup day.  
**Performance Measure:** Green waste collection and clean up day is conducted.

## Parks Division Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-104-4110	Salaries and Wages—Regular	59,732	55,644	56,596	37,591	26,375
1100-104-4120	Salaries and Wages—Part-Time	28,636	4,623	4,190	0	0
1100-104-4130	Salaries and Wages—Overtime	1,625	1,974	2,257	735	1,100
1100-104-4210	Group Medical Insurance <sup>76</sup>	7,726	19,782	18,646	12,217	11,450
1100-104-4220	Social Security	1,197	0	10	0	0
1100-104-4221	Medicare Insurance	718	355	354	143	425
1100-104-4230	PERS—Retirement Employer Contribution	5,869	5,857	5,865	3,912	3,200
1100-104-4231	PERS—Employee Contribution	3,853	3,755	3,735	2,575	1,880
1100-104-4250	Unemployment Insurance <sup>77</sup>	768	636	717	576	800
1100-104-4260	Workers' Compensation <sup>78</sup>	1,209	2,825	2,406	1,764	1,500
1100-104-4291	Uniform Expense	504	1,508	699	604	700
	<b>Total Personnel Services</b>	<b>111,837</b>	<b>96,959</b>	<b>95,475</b>	<b>60,117</b>	<b>47,430</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-104-4320	Registration/Tuition/Training	103	220	160	379	500
1100-104-4355	Soccer Field Maintenance and Operations	410	673	159	280	350
1100-104-4410	Utilities	9,456	12,339	12,439	11,715	12,000
1100-104-4411	Soccer Field Utilities	8,689	7,281	6,784	10,949	11,500
1100-104-4430	Vehicle Maintenance and Operations	8,364	7,229	7,371	8,898	9,000
1100-104-4431	Equipment Maintenance and Operations	3,772	6,513	8,638	5,483	5,500
1100-104-4432	Facilities Maintenance and Operations	9,045	7,441	6,002	7,335	7,400
1100-104-4434	Child Care Facility Maintenance and Operations	2,495	4,002	6,062	6,600	5,000
1100-104-4435	Parks Maintenance and Operations	15,993	19,766	11,248	6,146	6,150
1100-104-4440	Rents/Leases	0	58	518	0	400
1100-104-4530	Communications/Cell Phones/Telephones	1,686	2,333	1,843	1,940	2,200
1100-104-4540	Advertisement	0	0	141	0	0
1100-104-4580	Travel/Conferences/Meetings	1,471	7	0	0	0
1100-104-4606	Small Tools and Equipment	637	4,566	2,161	2,087	2,500
1100-104-4618	Reimbursements/Refunds	45	0	0	0	0
1100-104-4619	Miscellaneous Expenditures	367	268	600	656	750
1100-104-4640	Books/Subscriptions/Periodicals	11	103	0	0	0
1100-104-4641	Dues/Memberships/Fees	157	248	66	0	0
	<b>Total Maintenance and Operations</b>	<b>62,701</b>	<b>73,047</b>	<b>64,192</b>	<b>62,468</b>	<b>63,250</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
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<sup>76</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY 2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024.00 savings in premiums for FY2012. The City is currently requiring employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>77</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>78</sup> Livingston's Workers' Compensation premium is based on the City's total payroll. The Parks Division's share of the total premium based on payroll is \$1,500.



Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-104-7410	Equipment Purchase	0	0	0	0	500
	<b>Total Parks Division Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>

## Total Parks Division Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Parks Division Expenditures</b>	<b>174,538</b>	<b>170,006</b>	<b>159,667</b>	<b>122,585</b>	<b>111,180</b>

## Streets Division Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-105-4110	Salaries and Wages—Regular	181,182	76,940	80,054	143,711	117,175
1100-105-4120	Salaries and Wages—Part-Time	17,182	14,512	12,570	0	6,200
1100-105-4130	Salaries and Wages—Overtime	3,231	3,871	1,729	3,236	3,500
1100-105-4210	Group Medical Insurance <sup>79</sup>	30,990	45,157	46,029	65,672	46,560
1100-105-4220	Social Security	718	0	31	0	0
1100-105-4221	Medicare Insurance	2,066	1,259	1,250	1,861	1,775
1100-105-4230	PERS—Retirement Employer Contribution	14,053	8,823	9,166	14,900	14,825
1100-105-4231	PERS—Employee Contribution	10,511	5,142	5,433	9,624	8,250
1100-105-4250	Unemployment Insurance <sup>80</sup>	1,076	811	1,086	757	1,250
1100-105-4260	Workers' Compensation <sup>81</sup>	5,003	8,017	3,585	5,137	5,825
1100-105-4290	Physical Examinations	100	491	37	895	1,200
1100-105-4291	Uniform Expense	1,968	2,565	846	1,084	1,300
	<b>Total Personnel Services</b>	<b>268,080</b>	<b>167,588</b>	<b>161,816</b>	<b>246,877</b>	<b>207,860</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-105-4300	Professional Services	16,359	56,574	4,052	8,604	9,000
1100-105-4310	Contract Services	14,383	12,720	9,945	23,577	12,000
1100-105-4311	Service Agreements	488	0	0	0	0
1100-105-4320	Registration/Tuition/Training	70	442	474	713	800
1100-105-4340	Computer Support Agreements	0	765	9,374	7,789	8,300
1100-105-4349	Wild Flower Project Maintenance and Operations	0	819	496	0	500
1100-105-4375	Curb, Gutter & Sidewalk Repair	0	0	282	0	0
1100-105-4410	Utilities	0	5,176	8,461	6,416	6,700
1100-105-4430	Vehicle Maintenance and Operations	30,328	20,837	19,233	11,541	12,000
1100-105-4431	Equipment Maintenance and Operations	3,656	24,280	5,026	4,953	5,000

<sup>79</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY 2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024.00 savings in premiums for FY2012. The City is currently requiring employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>80</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>81</sup> Livingston's Workers' Compensation premium is based on the City's total payroll. The Streets Division's share of the total premium based on payroll is \$5,825.

1100-105-4432	Facilities Maintenance and Operations	14,490	9,028	7,248	8,734	9,000
1100-105-4436	Storm Drain Maintenance and Operations	3,072	0	95	0	500
1100-105-4437	Street Repair and Maintenance	0	0	381	110	500
1100-105-4440	Rents/Leases	416	0	0	0	0
1100-105-4530	Communications/Cell Phones/Telephones	10,119	14,553	11,251	11,582	12,300
1100-105-4540	Advertising	126	0	141	90	175
1100-105-4550	Printing	524	114	170	198	250
1100-105-4580	Travel/Conferences/Meetings	626	7	0	0	0
1100-105-4606	Small Tools and Equipment	2,026	1,755	1,307	1,765	2,000
1100-105-4607	Street Lights Maintenance and Operation	0	550	139	0	0
1100-105-4611	Office Supplies	1,428	1,738	1,923	1,193	1,550
1100-105-4612	Postage	173	90	225	429	550
1100-105-4619	Miscellaneous Expenditures	4,715	1,474	806	744	1,000
1100-105-4640	Books/Subscriptions/Periodicals	140	103	0	0	0
1100-105-4641	Dues/Memberships/Fees	1,653	2,231	327	399	500
1100-105-4990	Merced County Taxes	172	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>104,964</b>	<b>153,256</b>	<b>81,356</b>	<b>88,837</b>	<b>82,625</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-105-7410	Equipment Purchase	0	340	249	0	500
	<b>Total Streets Division Capital Expenditures</b>	<b>0</b>	<b>340</b>	<b>249</b>	<b>0</b>	<b>500</b>

## Total Streets Division Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Streets Division Expenditures</b>	<b>373,044</b>	<b>321,184</b>	<b>243,421</b>	<b>335,714</b>	<b>290,985</b>

## Total Public Works Department Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Public Works Department Expenditures</b>	<b>547,582</b>	<b>491,190</b>	<b>403,088</b>	<b>458,299</b>	<b>402,165</b>



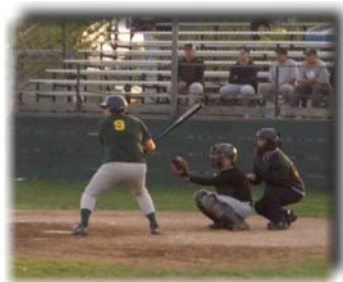
# Recreation Department

## Department Mission

The mission of the Recreation Department is to provide recreational opportunities, athletic programs, special events and recreational, educational and cultural classes for the residents of the City of Livingston.



## Department Description



The Recreation Department is responsible for recreation programs, athletic programs, special events and recreational, educational and cultural classes that (1) encourage community spirit and fellowship, (2) allow all players an equal opportunity to participate, (3) instruct players in the development of their physical and mental capabilities, (4) build good character and encourage team work, (5) develop good sportsmanship, (6) implement the principles of fair play, (7) improve physical fitness and (8) have fun.

City of Livingston Recreation programs include boys' baseball,<sup>82</sup> girls' softball,<sup>83</sup> youth basketball,<sup>84</sup> youth soccer,<sup>85</sup> late-night summer basketball,<sup>86</sup> and adult coed softball<sup>87</sup>, adult coed volleyball<sup>88</sup>, youth

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<sup>82</sup>The Livingston Youth Baseball Program is for boys/girls from 3 years to 12 years of age. This program emphasizes fundamentals, teamwork and fair play. The season runs from March through May. League fees are \$35 for 3 years to 4 years of age and \$65 for 5 years to 12 years of age. Fees include jersey, cap or visor, pictures and trophy.

<sup>83</sup>The Livingston Girls' Softball Program is for girls from 6 years to 14 years of age. This program emphasizes fundamentals, teamwork and fair play. The season runs from March through May. League fees are \$65. Fees include jersey, cap or visor, pictures and trophy.

<sup>84</sup>The Livingston Youth Basketball Program runs from December to March. It is a recreational league emphasizing fundamentals, teamwork and fair play. Games are held at Livingston High School, Livingston Middle School and the Livingston Community Center. The league is open to youth 3 years of age through 8<sup>th</sup> grade. The fee is \$47 per player and includes a jersey, pictures, basketball and trophy. The City also operates a Little Dribblers Basketball Camp for 3 and 4 year-olds. The fee for the camp is \$37 and includes a jersey, pictures, basketball and trophy.

<sup>85</sup>The Livingston Recreation Youth Soccer Program is new and is a coed league offered to children 3 years to 12 years of age. The emphasis of the league is on fundamentals, team work and fair play. All games are played at the soccer field at 2550 Walnut Avenue at the Livingston Sports Complex. The registration fee is \$35 for Pee Wee's (3 years to 4 years of age) and \$55 for all other players.

<sup>86</sup>The Late-Night Summer Basketball Program is offered to teens and young adults, 12 years old and older. It is a continuing effort to provide a safe, drug-free environment for the City's young people and young adults to enjoy basketball. The program is held on Friday nights at the Livingston Sports Complex. There is no cost to participate in this program. The snack bar is open and proceeds help support the program.

<sup>87</sup> The Livingston Recreation Adult Coed Softball league is officiated by ASA (American Softball Association) for adults 18 years and older. Leagues are run on Monday, Thursday, and Friday evenings at the Lil Guys and Gals Ball Field. The cost of this league is \$452.50 per team with a season fee of \$15 for ASA. This program is offered 3 seasons during the year; spring, summer, and fall. There is a 6 team limit per night.

<sup>88</sup> The Livingston Recreation Adult Coed Volleyball league is a No Frills Program for teens and adults at an affordable price to the Community. Leagues are held on Wednesday evenings at the Max Foster Sports Complex on Walnut and Dwight. This league is self officiated and provides a fun environment for the family. The cost of this league is \$75 per team. This

volleyball<sup>89</sup>, and kickball<sup>90</sup>. County Baseball and Softball League operated by the Livingston Youth Travel League. Residents interested in football may register their youth in the Cen Cal Football League. The Fuego and Lobos traveling youth soccer clubs offer additional recreation opportunities for young people interested in participating on advanced competitive sports teams.

Beyond traditional sports programs, the Livingston Recreation Department will be offering summer day camps,<sup>91</sup> and swim team<sup>92</sup> during FY2012.

The Recreation Department is responsible for the summer swim programs at Livingston High School, the Sister City Program<sup>93</sup> and special events such as the Fall Street Fair.<sup>94</sup> Community-wide activities such as the Easter Egg Hunt,<sup>95</sup> Lighted Christmas Parade and Gift Fair<sup>96</sup> are also organized by the Recreation Department.

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program is offered four seasons during the year; winter, spring, summer, and fall. Winter league is held in the Livingston High School old gymnasium on Sunday afternoons.

<sup>89</sup> The Livingston Youth Girls Volleyball program runs from August through October. It is a recreation league emphasizing fundamental, teamwork and fair play. Games and practices are held at the Livingston Middle School Gymnasium. This league is open to girls in the 4<sup>th</sup> through the 9<sup>th</sup> grade. The fee is \$45 per player and includes a t-shirt, pictures, and participation trophy.

<sup>90</sup> The Livingston Recreation Kick Ball Program is a new youth and adult program that offers a No Frill league at an affordable price to the community. Leagues are held on Saturday evenings at the Lil Guys and Gals Ball Field. Games are officiated by a Recreation Leader. The cost for this league is \$85 per team. This program is offered 3 seasons during the year; spring, summer, and fall.

<sup>91</sup> The Recreation Department offers a series of summer day camps at Campus Park Elementary School. These camps will be held in two-week sessions and will run five days a week from 7:30 a.m. to 5:30 p.m. Each camp has a theme and includes children from kindergarten to the sixth grade. Activities include arts and crafts, sports, games, movies and swimming.

<sup>92</sup> The Livingston Waves Swim Team program is for boys and girls from 5 years to 19 years of age. The program emphasizes the fundamental swim strokes and team work. The team is given the opportunity to swim against other recreation teams in the Central Valley. Swim meets are coordinated through the Merced County Department of Parks and Recreation. The season goes from April 1 through August 1.

<sup>93</sup> Wakami Town—Machi Japan is Livingston's "Sister City." Livingston was matched up with this small town in 1994 through the Sister Cities International Program. Since that time, delegations from Livingston and Wakami town have visited one another. Oga City and Wakami Town were merged into one city called Oga City in 2005. Oga City has a population of 36,000. Agriculture, fishing and tourism are key industries. The City sits adjacent to natural hot springs on the Oga Peninsula that reaches out into the Sea of Japan. There is a kindergarten, eight nursery schools, 10 elementary schools, six junior high schools and two prefecture high schools.

<sup>94</sup> The City of Livingston currently hosts an annual street fair every Thursday evening in October and will be adding September this fiscal year. The fair is held downtown on Main Street. Main Street is closed from "B" Street to "D" Street from 3:30 p.m. to 10:00 p.m. with the fair open to the public at 5:00 p.m. to 9:00 p.m. each night. The fair includes food, game, crafts, and informational booths. Vendor fees averages \$15 per week which includes insurance. Space is free for non-profit informational booths.

<sup>95</sup> The Annual Livingston Easter Egg Hunt co-sponsored by the City and the Livingston Kiwanis Key Club will take place at the Livingston Sports Complex. Any child between the ages of 2 years and 10 years may participate in the Easter egg hunt. Over 6,000 Easter eggs are hidden all over the park. The hunt begins at 10:00 a.m. Every participant will receive a drawing ticket to participate in the drawing to have a chance to win Easter baskets. There will be activities in the park that include pictures with the Easter Bunny, Bounce House, Bounce Super Slide, face painting and concessions.

<sup>96</sup> The Livingston Annual Lighted Christmas Parade and Gift Fair takes place the first Friday of December. The event kicks off the Christmas season with a parade full of lighted floats and cars. Even the Livingston High School Band has lights sewed into their uniforms. Floats and cars are expected to be filled with color and lights. While waiting for the parade, spectators can visit the downtown and enjoy Christmas Carols, entertainment, holiday goodies and start their Christmas shopping at the Gift Fair. Festivities begin in the downtown area at 5:00 p.m. The parade begins at 7:30 p.m. at Memorial Park and ends at "D" Street.

The Recreation Department also organizes special classes in such areas as Kempo Karate<sup>97</sup>, Mexican Folkloric Dance<sup>98</sup>, Punjabi Dance<sup>99</sup>, Hip Hop Dance<sup>100</sup>, Beginning Ballet<sup>101</sup>, Tennis<sup>102</sup>, and Zumba<sup>103</sup>.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Work with the Livingston Union School District to develop a joint-use agreement for the use of the modular building purchased jointly for school activities and City recreation programs.  
**Performance Measure:** Joint-use agreement is approved by the Livingston City Council and the Board of Trustees of the Livingston Union School District.
- 2. Goal:** Prepare a Senior Citizen Center use policy for consideration by the City Council.  
**Performance Measure:** Senior Citizen Center use policy is presented to the City Council.
- 3. Goal:** Organize and operate boys' baseball program that provides all boys the opportunity to participate in program.  
**Performance Measure:** Recreation Department operates a youth baseball program that provides all boys in the community the opportunity to participate in the program.
- 4. Goal:** Organize and operate girls' softball program that provides all girls the opportunity to participate in the program.  
**Performance Measure:** Recreation Department operates a girls' softball program that provides all girls the opportunity to participate in the program.
- 5. Goal:** Organize and conduct a volleyball league for girls, 4 years to 9 years of age, that provides all girls an opportunity to participate in the program.  
**Performance Measure:** Girls volleyball league is conducted in such a way that it provides all girls an opportunity to participate in the program.

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<sup>97</sup>Kempo Karate classes are taught by Glenn Abrescy of Eastwind Martial Arts Academy. Classes are held on Monday and Friday evenings at the Child Development Center for residents 6 years of age through adult. The registration fee is \$45 per month. Lessons are taught in a fun and positive atmosphere covering basic karate, confidence building, discipline, respect, coordination and positive life skills.

<sup>98</sup>Livingston has had a Mexican Folkloric Dance Class and the instructor has retired. This class is for children ages 5 years old to 14 years of age and we continue to look for an instructor.

<sup>99</sup>Bhangra Dance is offered to students 10 years old through adult. Bhangra dance is a form of Punjabi Folk Dance and is offered on Sunday afternoons at the Walnut Child Development Center at 4:30 p.m. to 6:00 p.m. This class is taught by 3 members of the MVP Academy, Ramandeep Thiara, Bawa Atwa, and Harinder Singh. Class fee is \$40 per month.

<sup>100</sup>Hip Hop Dance is offered by Cassandra Olguin and Brittany Zuniga to All ages. Class is held Thursday evenings at 7:00 p.m. at the Walnut Child Development Center. The class fee is \$25 per month. The class will cover basics of Hip Hop Dance.

<sup>101</sup>Beginning Ballet is taught by Amber Perez and is for children, 3 years old to 10 years of age. The ballet classes are taught at the Child Development Center on Fridays. The instructor holds a recital once a year.

<sup>102</sup>Tennis Lessons are taught by Pro Justin Yarbourgh. Classes are held on Tuesday evenings at the Livingston High School Tennis Courts. Lessons range from \$35 to \$45 per month for students at the beginning level through Advance. Lessons are available to students 4 years old through Adult.

<sup>103</sup>Zumba is a high energy fitness class using Latin and African dance moves and music. This class is offered to youth and adults at the Walnut Child Development Center Tuesday and Thursday evenings 5:30 p.m. – 6:30 p.m. and is instructed by Certified Instructor Elsa Lopez. The class fee is \$35 per month.

- 6. Goal:** Organize and operate a youth basketball program that provides all youth the opportunity to participate in the program.  
**Performance Measure:** Recreation Department operates a youth basketball program that provides all youth the opportunity to participate in the program.
- 7. Goal:** Organize and operate youth soccer program that provides all youth the opportunity to participate in the program.  
**Performance Measure:** Recreation Department operates a youth soccer program that provides all youth the opportunity to participate in the program.
- 8. Goal:** Organize and operate a late-night summer basketball program that provides all young people the opportunity to participate in the program.  
**Performance Measure:** Recreation Department operates a late-night summer basketball program that provides all young people the opportunity to participate in the program.
- 9. Goal:** Organize and operate a summer day camp program that provides all youth the opportunity to participate in the program.  
**Performance Measure:** Recreation Department operates a summer day camp program that provides all youth the opportunity to participate in the program.
- 10. Goal:** Organize and operate a swim team program that allows all youth the opportunity to participate in the program.  
**Performance Measure:** Recreation Department operates a swim team program that allows all youth the opportunity to participate in the program.
- 11. Goal:** Organize and operate adult coed softball program that provides all adults the opportunity to participate in the program.  
**Performance Measure:** Recreation Department operates an adult coed softball program that provides all adults the opportunity to participate in the program.
- 12. Goal:** Organize and operate adult men's' baseball program that provides all men the opportunity to participate in the program.  
**Performance Measure:** Recreation Department operates an adult men's' baseball program that provides all men the opportunity to participate in the program.
- 13. Goal:** Organize and hold the annual street fair that provides for full community participation.  
**Performance Measure:** Annual street fair is organized and provides for full community participation.
- 14. Goal:** Organize and hold the Easter Egg Hunt at the Livingston Sports Complex for children ages 2 years old to 10 years of age.  
**Performance Measure:** The Easter Egg Hunt is organized and held at the Livingston Sports Complex.
- 15. Goal:** Organize and hold the annual Holiday House Decorating Contest that allows everyone in the community to participate in the program.  
**Performance Measure:** The annual Holiday House Decorating Contest is organized and allows everyone in the community to participate in the program.
- 16. Goal:** Organize and hold the lighted Christmas Parade and gift fair that allows everyone in the community to participate in the program.  
**Performance Measure:** The lighted Christmas Parade and gift fair is organized and allows everyone in the community to participate in the program.
- 17. Goal:** Organize and hold Kempo Karate program that allows all youth the opportunity to participate in the program.

**Performance Measure:** Kempo Karate program is organized and allows all youth the opportunity to participate in the program.

**18. Goal:** Organize and hold Mexican Folkloric Dance classes and allow all youth the opportunity to participate in the program.

**Performance Measure:** Mexican Folkloric Dance classes are organized and all youth are allowed to participate in the program.

**19. Goal:** Organize and hold Punjabi Dance classes and allow all youth the opportunity to participate in the program.

**Performance Measure:** Punjabi Dance classes are organized and all youth are allowed the opportunity to participate in the program.

**20. Goal:** Organize and hold Ballet classes and allow all youth the opportunity to participate in the program.

**Performance Measure:** Ballet classes are organized and all youth are allowed the opportunity to participate in the program.

## Recreation Department Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-106-4110	Salaries and Wages—Regular <sup>104</sup>	57,956	52,541	55,846	54,060	56,000
1100-106-4120	Salaries and Wages—Part-Time (Recreation Programs)	49,221	51,394	56,336	71,016	71,300
1100-106-4122	Salaries and Wages—Part-Time (Swimming Pool)	12,042	12,822	11,554	12,366	13,000
1100-106-4123	Salaries and Wages—Part-Time (Special Events)	522	411	545	238	700
1100-106-4124	Salaries and Wages—Part-Time (Youth Basketball)	4,655	4,719	7,325	5,946	7,400
1100-106-4125	Salaries and Wages—Part-Time (Youth Baseball)	9,458	10,408	11,280	10,032	10,500
1100-106-4126	Salaries and Wages—Part-Time (Soccer)	7,096	10,079	11,260	12,446	13,000
1100-106-4127	Salaries and Wages—Part-Time (Adult Sports)	4,723	7,300	5,729	7,395	8,000
1100-106-4128	Salaries and Wages—Part-Time (After School)	510	0	0	0	0
1100-106-4130	Salaries and Wages—Overtime	1,050	555	307	155	500
1100-106-4210	Group Medical Insurance <sup>105</sup>	18,164	18,409	22,075	22,164	18,700
1100-106-4220	Social Security	2,802	2,352	2,527	2,488	1,600
1100-106-4221	Medicare Insurance	2,122	2,186	2,326	2,514	2,500
1100-106-4230	PERS—Retirement Employer Contribution	8,240	11,213	11,992	14,466	15,600
1100-106-4231	PERS—Employee Contribution	3,449	3,675	3,784	3,790	3,950
1100-106-4250	Unemployment Insurance <sup>106</sup>	2,711	3,072	4,626	4,823	4,550

<sup>104</sup>On April 2, 2003, the City Council commissioned a Classification and Compensation study by CPS Human Resource Services for all positions in the City. The study showed that the City was below the market rate for comparable positions. The City Council voted to make 50 percent of the proposed adjustments on July 1, 2004 for FY2005. On February 8, 2005, the City Council granted the second portion of the proposed wage and salary adjustments retroactive to November 1, 2003 for FY2005. City Council granted all City employees a 2.74% cost-of-living increase in FY2006 and a 3.1% cost-of-living increase for FY2007. No cost-of-living increase was given in FY2008. However, the City Council decided to pay employees a one-time payment of 4 percent effective on July 1, 2007 and a second one-time payment of 3.5 percent later in the year In-lieu of City Council health insurance benefits. These one-time payments did not increase the employees' base salary. The FY2010, FY2011, and FY2012 budgets contain no employee cost-of-living or benefit increases.

<sup>105</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006.

FY 2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024.00 savings in premiums for FY2012. The City is currently requiring employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-106-4260	Workers' Compensation <sup>107</sup>	2,692	2,744	2,268	2,317	2,225
1100-106-4290	Physical Examinations	0	0	0	0	0
1100-106-4291	Uniform Expense	798	179	189	198	300
	<b>Total Personnel Services</b>	<b>188,211</b>	<b>194,059</b>	<b>209,969</b>	<b>226,414</b>	<b>229,825</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-106-4300	Professional Services	5,692	2,322	1,207	1,008	1,100
1100-106-4310	Contract Services	12,680	8,930	1,852	31,768	5,000
1100-106-4312	ASAP P/T Contract Workers	0	0	0	0	0
1100-106-4313	Contract Class Providers	12,945	15,449	16,035	11,732	14,500
1100-106-4320	Registration/Tuition/Training	0	0	0	0	0
1100-106-4340	Computer Support Agreements	0	0	7,017	5,765	6,000
1100-106-4410	Utilities	21,990	21,687	16,232	13,686	15,000
1100-106-4430	Vehicle Maintenance and Operations	3,757	2,987	3,935	2,577	3,000
1100-106-4431	Equipment Maintenance and Operations	3,238	1,187	1,539	649	1,000
1100-106-4432	Facilities Maintenance and Operations	7,259	9,259	8,402	7,273	8,000
1100-106-4440	Rents/Leases	13,500	12,000	12,000	12,000	12,000
1100-106-4520	Insurance	0	0	861	1,187	1,500
1100-106-4530	Communications/Cell Phones/Telephones	7311	8,219	5,670	5,626	6,000
1100-106-4540	Advertising	133	0	0	0	0
1100-106-4550	Printing	0	0	0	0	0
1100-106-4580	Travel/Conferences/Meetings	0	0	0	0	0
1100-106-4606	Small Tools and Equipment	936	356	106	137	200
1100-106-4611	Office Supplies	1,750	1,744	813	944	1,300
1100-106-4612	Postage	1,317	1,324	3,033	1,791	1,900
1100-106-4614	Swimming Pool Maintenance and Operation <sup>108</sup>	6,628	5,889	7,887	4,826	7,500

<sup>106</sup>The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>107</sup>Livingston's total Workers' Compensation premium is based on the City's total payroll. The Recreation Department's share of the total premium based on payroll is \$2,225.

<sup>108</sup>On October 25, 1961, the City of Livingston and the Merced Union High School District entered into an agreement to jointly construct and operate a swimming pool on School District property. Under the agreement once construction was completed, Merced Union High School District will:

"1. Grant use of existing High School District locker—shower facilities and restroom facilities to City, for use by all persons using the swimming pool, during the period when school is not in regular session and when the City shall have the use and operation of the pool and its facilities."

"2. Pay architectural costs, state fees, and inspection costs for the construction of the pool."

"3. Provide fencing, and in addition thereto such other minor additions to the pool as can, in the judgment of the High School District, be reasonably accomplished by the employees of the High School District."

"4. On a calendar year basis, assume costs of repairs of pool and repairs and replacement of equipment made necessary by normal and natural wear."

"5. Assume all operating costs of the pool during the regular school year when school is in regular session and when the High School District shall have the use and operation of the pool facilities."

"6. In the summer time, shall permit persons using the pool to park their automobiles and other vehicles in the parking areas now in existence on the Livingston High School campus, and in parking areas which may be established in the future."



Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-106-4618	Reimbursements/Refunds	2,652	1,617	3,288	3,564	3,700
1100-106-4619	Miscellaneous Expenditures	226	113	5,035	691	850
1100-106-4621	Replacement Items/ Recreation Department Flood	2,197	0	0	0	0
1100-106-4640	Books/Subscriptions/Periodicals	20	0	0	0	0
1100-106-4641	Dues/Memberships/Fees	472	526	360	200	400
1100-106-4949	Swim Team Expense	0	0	4,962	1,882	3,000
1100-106-4950	July 4 Celebration	33,340	33,150	10,071	0	0
1100-106-4951	Youth Basketball Supplies	10,321	6,025	6,048	7,584	8,500
1100-106-4952	Youth Baseball Supplies	17,698	15,596	18,080	20,510	21,000
1100-106-4953	Soccer Supplies	12,090	10,039	6,954	9,712	10,000
1100-106-4954	Adult Sports Supplies	3,566	2,377	4,135	5,148	5,500
1100-106-4955	Contract Classes Supplies	1,377	19	0	115	300
1100-106-4956	Christmas Celebration Supplies	1,794	760	406	249	400
1100-106-4957	Easter Celebration Supplies	1,405	1,534	1,301	1,572	1,700
1100-106-4958	Street Fair Supplies	30	0	0	222	2,500
1100-106-4959	Sister City Program	0	393	0	0	0
1100-106-4960	After-School Program Grant Supplies	0	0	0	0	0
1100-106-4961	Halloween Event Supplies	0	11	0	0	0
1100-106-4967	Concessions & Candy Supplies	13,030	15,862	19,556	16,078	17,500
1100-106-4968	Youth Volleyball Supplies	0	0	0	0	1,500
1100-106-4991	Merced Irrigation District Assessments	0	303	303	303	400
	<b>Total Maintenance and Operations</b>	<b>199,354</b>	<b>179,678</b>	<b>167,088</b>	<b>168,799</b>	<b>161,250</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-106-7410	Equipment Purchases	2,402	1,589	0	0	0
1100-106-7430	Furniture and Fixtures	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>2,402</b>	<b>1,589</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Recreation Department Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Recreation Department Expenditures</b>	<b>389,967</b>	<b>375,326</b>	<b>377,057</b>	<b>395,213</b>	<b>391,075</b>

Under the Agreement, the City has the responsibility to:

“1. Pay operating costs of the pool in the summer interval when school is not in regular session, i.e., costs of chemicals, power, labor and other items deemed essential for the satisfactory functioning of the pool and dressing rooms. A qualified life guard, and if necessary, one locker room attendant in each dressing area, shall be on duty at all times when the pool is being operated by the City.”

“2. Set admission charges and collect and retain such admission charges, and retain any rent or profit from the concession stand, if one is established, when the City has control and operation of the swimming pool during the summer interval.”

# Community Development Department

## Department Mission

The mission of the Community Development Department is to (1) implement the City's General Plan; (2) conduct planning studies and prepare long-range plans; (3) provide professional residential, commercial and industrial planning services to City applicants, the Planning Commission and City Council; (4) conduct plan checks, issue building permits and inspect buildings and other public structures; and (5) provide code enforcement services to protect property values and the health, safety and welfare of the community.



## Department Description

The Community Development Department oversees all development within the City of Livingston. This includes the overall design of the City as well as specific commercial, residential and industrial site plans, building designs, community aesthetics, and property maintenance. The Community Development Department is divided into a Planning Division and a Building Division.

### Planning Division

The Planning Division reviews all residential, commercial and industrial development proposals made by developers to the City of Livingston. It processes all requests for annexations, rezoning, conditional uses, and subdivision maps. The department coordinates recommendations from the City Engineer, City Attorney, Water Supervisor, Streets Supervisor, Building Official, Police Chief and Fire Chief regarding development activities in the City. Community Development Planning Division personnel serve as staff members to the City Council, Planning Commission and various citizens' advisory committees. They make written and verbal recommendations to these decision-making bodies at public meetings.



The Planning Division is also responsible for long-range and advanced planning in the City. Staff prepares reports and studies for the Planning Commission and City Council on long-range planning issues such as land use, circulation, parks, open space, beautification, housing, historic preservation, conservation, streets, roads and many other community development issues. Division personnel also make recommendations to the Planning Commission and City Council concerning updates to the General Plan, City sphere of influence, municipal services plan and state-mandated environmental impact reports.

### Building Division

The Building Division conducts plan checks, issues building permits and inspects residential, commercial and industrial structures under construction. Division personnel enforce the Building Code, Fire Code and other building codes adopted by the City. They also investigate and respond to complaints and building code violations. The Building Division maintains a telephone-based inspection request system that provides next-day inspection service. Personnel will provide same-day inspections where an inspection is urgently needed and inspectors are available. In unusual cases, where there is serious and urgent life-safety concerns, inspections are provided any time they are needed including nights, weekends, and holidays.

# Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Prepare final changes for City Council to the General Plan and Environmental Impact Report (EIR) to correct the shortcomings cited by the judge in the Merced Farm Bureau v. City of Livingston case.  
**Performance Measure:** The City Council reviews and approves final changes to the General Plan and Environmental Impact Report (EIR) to correct the shortcomings cited by the judge in the Merced Farm Bureau v. City of Livingston case.
- 2. Goal:** Obtain Merced County Local Agency Formation Commission (LAFCO) approval for an expanded Sphere of Influence (SOI) for the City of Livingston.  
**Performance Measure:** Merced County Local Agency Formation Commission (LAFCO) approval will be obtained for an expanded sphere of influence (SOI).
- 3. Goal:** Provide comments to consultant for the update to the Livingston Redevelopment Agency Five-Year Implementation Plan.  
**Performance Measure:** Comments are being provided to the consultant to update the Livingston Redevelopment Five-Year Implementation Plan.
- 4. Goal:** Update zoning ordinance to implement the Land-Use Element, Traffic/Circulation Element and other elements of the General Plan.  
**Performance Measure:** Updated zoning ordinance to implement the Land-Use Element, Traffic/Circulation Element and other elements of the General Plan will be presented to the Planning Commission and City Council.
- 5. Goal:** Prepare new subdivision ordinance for presentation to the City Council that meets all of the requirements of state law and implements the Land-Use Element and other applicable elements of the General Plan.  
**Performance Measure:** New subdivision ordinance will be presented to the Planning Commission and the City Council.
- 6. Goal:** Work with Amrit Sra to process the site plan, and complete the approval process for Blueberry Crossing commercial development.  
**Performance Measure:** Blueberry Crossing commercial development site plan has not been approved by the Planning Commission and City Council.
- 7. Goal:** Oversee preparation of environmental document for the Blueberry Crossing commercial development.  
**Performance Measure:** Environmental document is being prepared for the Blueberry Crossing commercial development to be submitted to the City Council and Planning Commission.
- 8. Goal:** Work with Blake Hunt Ventures to complete development in accordance with the conditions set by the City Council for the Livingston Commons Shopping Center.  
**Performance Measure:** The Livingston Commons commercial development will be built in accordance with the conditions set by the City Council.
- 9. Goal:** Work with developer to process the site plan, prepare environmental document and complete the approval process for Marriott Fairfield Inn.  
**Performance Measure:** Marriott Fairfield Inn site plan, environmental document and other approval requirements will be approved by the Planning Commission and City Council.
- 10. Goal:** Work with developers to complete development in accordance with the conditions set by the City Council for the Livingston Horisons Health Care Clinic.  
**Performance Measure:** The Horisons Health Care Clinic will be built in accordance with the conditions set by the City Council.

- 11. Goal:** Oversee the preparation of the Environmental Impact Report (EIR) for the expansion of the domestic wastewater treatment plant.  
**Performance Measure:** Environmental Impact Report (EIR) for the domestic wastewater treatment plant expansion is in process and will be sent to the Planning Commission and City Council.
- 12. Goal:** Oversee the site plan approval for the Court Theater project.  
**Performance Measure:** Site plan is approved by the Planning Commission and City Council, but future of the project is uncertain.
- 13. Goal:** Complete carport survey to document non-conforming carports uses.  
**Performance Measure:** Carport survey is completed and non-conforming carports have been documented.
- 14. Goal:** Oversee the construction and perform building inspections of the new Foster Farms industrial wastewater treatment plant.  
**Performance Measure:** Construction of Foster Farms industrial wastewater treatment plant is complete.
- 15. Goal:** Work with Peach Avenue Sikh Temple to complete development in accordance with the conditions set by the City Council for the Sikh Community Center.  
**Performance Measure:** The Sikh Community Center site plan has been placed on hold at the request of the applicant.
- 16. Goal:** Work with B Street Sikh Temple to complete the development approval process in accordance with state law and City ordinances.  
**Performance Measure:** B Street Sikh Temple development approval is in process.
- 17. Goal:** Work with Gallo to annex into the City, process their Specific Plan, and complete the approval process for the Gallo mixed-use development.  
**Performance Measure:** The Gallo mixed-use development is annexed into the City and the Specific Plan has not been approved by the Planning Commission and City Council.
- 18. Goal:** Oversee the preparation of the environmental document for the Foster Farms rendering plant.  
**Performance Measure:** Environmental document is submitted to the Planning Commission and City Council for review and approval.
- 19. Goal:** Conduct site plan review for Foster Farm's rendering plant.  
**Performance Measure:** Site plan is completed and forwarded to the Planning Commission and City Council for review and approval.
- 20. Goal:** Work with the Community and City Council to design a new skateboard park and prepare engineering documents.  
**Performance Measure:** New skateboard park design is approved by the City Council and engineering documents have been prepared.
- 21. Goal:** Work with the Planning Commission and City Council to review and bring forward amendments to the City's zoning ordinance regarding landscaping requirements for commercial developments.  
**Performance Measure:** City's landscaping requirements for commercial developments are being worked on and appropriate amendments will be brought forward to the Planning Commission and City Council.
- 22. Goal:** Process subdivision applications and commercial and industrial site plans in an expeditious manner consistent with City ordinances and the protection of the City's health, safety and welfare.  
**Performance Measure:** Subdivision applications and commercial and industrial site plans are on-going and are processed expeditiously. Report to the City Council.
- 23. Goal:** Conduct all building inspections in accordance with adopted State building laws and City of Livingston ordinances.

**Performance Measure:** Report to the City Council.

**24. Goal:** Work in a proactive manner to enforce City building codes and other City ordinances.

**Performance Measure:** Written records regarding code enforcement. Visual observation regarding City code compliance. Report to the City Council.

## Community Development Department Expenditures

### Planning Division

#### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-108-4110	Salaries and Wages—Regular <sup>109</sup>	146,956	146,189	150,092	150,817	144,875
1100-108-4120	Salaries and Wages—Part-Time	0	0	0	0	0
1100-108-4130	Salaries and Wages—Overtime	1,033	186	0	0	0
1100-108-4210	Group Medical Insurance <sup>110</sup>	33,237	43,422	34,516	44,409	36,525
1100-108-4220	Social Security	74	68	70	84	100
1100-108-4221	Medicare Insurance	2,150	2,126	2,180	2,183	2,200
1100-108-4230	PERS—Retirement Employer Contribution	11,888	14,036	14,652	15,540	17,200
1100-108-4231	PERS—Employee Contribution	9,183	9,779	10,036	10,036	10,100
1100-108-4250	Unemployment Insurance <sup>111</sup>	592	592	998	952	1,000
1100-108-4260	Workers' Compensation <sup>112</sup>	5,215	7,252	6,280	6,143	5,975
1100-108-4290	Physical Examinations	0	0	0	0	0
	<b>Total Personnel Services</b>	<b>210,328</b>	<b>223,650</b>	<b>218,824</b>	<b>230,164</b>	<b>217,975</b>

#### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-108-4300	Professional Services	15,813	55,556	22,822	30,602	20,000
1100-108-4310	Contract Services	10,566	1,945	2,007	0	500

<sup>109</sup> On April 2, 2003, the City Council commissioned a Classification and Compensation study by CPS Human Resource Services for all positions in the City. The study showed that the City was below the market rate for comparable positions. The City Council voted to make 50 percent of the proposed adjustments on July 1, 2004 for FY2005. On February 8, 2005, the City Council granted the second portion of the proposed wage and salary adjustments retroactive to November 1, 2003 for FY2005. City Council granted all City employees a 2.74% cost-of-living increase in FY2006 and a 3.1% cost-of-living increase for FY2007. No cost-of-living increase was given in FY2008. However, the City Council decided to pay employees a one-time payment of 4 percent effective on July 1, 2007 and a second one-time payment of 3.5 percent later in the year In-lieu of City Council health insurance benefits. These one-time payments did not increase the employees' base salary. The FY2010, FY2011 and FY2012 budgets contain no employee cost-of-living or benefit increases.

<sup>110</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006.

FY 2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024.00 savings in premiums for FY2012. The City is currently requiring employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>111</sup>The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>112</sup>Livingston's total Workers' Compensation premium is based on the City's total payroll. The Community Development Department's share of the total premium based on payroll is \$5,975.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-108-4320	Registration/Tuition/Training	2,078	425	0	520	800
1100-108-4340	Computer Support Agreements	0	0	0	2,125	2,300
1100-108-4431	Equipment Maintenance and Operations	83	0	264	295	400
1100-108-4530	Communications/Cell Phones/Telephones	1,525	541	460	419	500
1100-108-4540	Advertising	1,620	561	3,035	1,332	1,500
1100-108-4550	Printing	0	0	150	185	275
1100-108-4554	General Plan Update Expense	211,669	184,694	90,245	15,051	16,300
1100-108-4555	Master Plan Update Expense	76,055	27,988	52	4,891	56,300
1100-108-4556	General Plan Master Environmental Impact Report (MEIR) Expense	279,314	110,647	0	46,861	0
1100-108-4580	Travel/Conferences/Meetings	1,640	1,663	175	1,214	1,500
1100-108-4606	Small Tools and Equipment	364	297	223	1,517	1,800
1100-108-4611	Office Supplies	3,260	1,849	1,540	2,076	2,500
1100-108-4612	Postage	1,241	1,548	886	672	1,000
1100-108-4618	Reimbursements/Refunds	0	200	0	135	200
1100-108-4619	Miscellaneous Expenditures	414	474	1,036	340	500
1100-108-4640	Books/Subscriptions/Periodicals	306	99	349	423	600
1100-108-4641	Dues/Memberships/Fees	9,802	16,452	13,995	14,885	15,500
1100-108-8500	Bad Debt Write Offs	0	0	1,710	0	0
	<b>Total Maintenance and Operations</b>	<b>615,750</b>	<b>404,939</b>	<b>138,949</b>	<b>123,543</b>	<b>122,475</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-108-7430	Furniture and Fixtures	0	0	0	460	500
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>460</b>	<b>500</b>

## Total Planning Division Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Planning Division Expenditures</b>	<b>826,078</b>	<b>628,589</b>	<b>357,773</b>	<b>354,167</b>	<b>340,950</b>

## Building Division

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-107-4300	Professional Services	0	354	382	954	1,000
1100-107-4310	Contract Services	161,435	136,482	87,055	153,919	150,000
1100-107-4314	Code Enforcement	0	1,908	7,612	4,867	5,000
Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-107-4320	Registration/Tuition/Training	0	0	0	0	0
1100-107-4340	Computer Support Agreements	0	0	0	50	500
1100-107-4431	Equipment Maintenance and Operations	0	0	264	295	500
1100-107-4432	Facilities Maintenance and Operations	0	0	0	0	0
1100-107-4530	Communications/Cell Phones/Telephones	3,206	4,263	3,388	3,878	3,900
1100-107-4540	Advertising	0	0	0	0	0
1100-107-4580	Travel/Conferences/Meetings	0	0	0	0	0
1100-107-4606	Small Tools and Equipment	86	8	0	0	0
1100-107-4611	Office Supplies	549	659	397	182	500
1100-107-4612	Postage	1,102	1,129	1,236	1,881	2,000
1100-107-4618	Reimbursements/Refunds	2,499	400	400	3,259	3,500
1100-107-4619	Miscellaneous Expenditures	0	0	0	0	0
1100-107-4640	Books/Subscriptions/Periodicals	0	0	0	0	0
1100-107-4641	Dues/Memberships/Fees	315	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>169,192</b>	<b>145,203</b>	<b>100,734</b>	<b>169,285</b>	<b>166,900</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-107-7410	Equipment Purchases	0	0	0	0	0
1100-107-7430	Furniture/Fixtures Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Building Division Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Building Division Expenditures</b>	<b>169,192</b>	<b>145,203</b>	<b>100,734</b>	<b>169,285</b>	<b>166,900</b>

## Total Community Development Department Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Community Development Department Expenditures</b>	<b>995,270</b>	<b>773,792</b>	<b>458,507</b>	<b>523,452</b>	<b>507,850</b>

# Engineering Department

## Department Mission

The mission of the Engineering Department is to (1) perform statutory functions of the City Engineer pertaining to the review and checking of land subdivisions and improvement plans including review of tentative maps, parcel maps, final maps, lot-line adjustments, grant deeds, grant easements, conditional use permits; (2) preparing plans and specifications for specific City capital projects; (3) oversee City consultants and manage technical studies focusing on traffic, storm drainage, water, wastewater, parks, and public buildings; (4) manage inspection services for all construction projects and (5) coordinate all infrastructure projects between different public and private entities including utility companies, government agencies and commercial and industrial businesses.

## Department Description

The Engineering Department is responsible for the orderly development of all public infrastructures in the City of Livingston including the water system, wastewater system, storm drainage system, parks system, streets system and public buildings. In this capacity, the Engineering Department reviews tentative maps, parcel maps, final maps, lot-line adjustments, grant deeds, grant easements and conditional use permits. Department personnel check improvements plans for all residential, commercial and industrial development proposals. They also conduct infrastructure analysis and prepare project-specific requirements for development projects. Staff also prepares inspection improvement agreements, subdivision improvement agreements, reimbursement agreements and deferred improvement agreements. In this capacity they coordinate the review and approval of various agreements by the staff of the Community Development Department and Public Works Department as well as the City Attorney and City Manager.

The Engineering Department also oversees infrastructure technical studies and assists in the preparation of environmental documents and development impact fees studies. Department personnel prepare bid documents and assist the City in the bidding process, award of construction contracts and construction management. They investigate and prepare change orders and progress payments for construction contracts. Staff also assists the Administrative Services Department in the preparation and submittal of reimbursement requests to State and other funding agencies.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Work with the consultants to prepare an update to the five-year Urban Water Management Plan (UWMP) for City Council review and approval.  
**Performance Measure:** Updated five-year Urban Water Management Plan (UWMP) is sent to the City Council for review and approval.
- 2. Goal:** Work with City Engineer and developer of Parkside Subdivision to ensure completion of the Parkside park and detention basin.  
**Performance Measure:** Parkside Subdivision park and detention basin are completed.
- 3. Goal:** Work with developer to install SKADA system on Well #13 to regulate chlorine injections into the water system to eliminate many of the odor, smell and color problems for residents living in the southwest section of the City.  
**Performance Measure:** SKADA system is installed on Well #13 to regulate chlorine injections into the water system.
- 4. Goal:** Oversee the engineering studies, complete environmental document, obtain Department of Health Services (DHS) approval and develop a financing plan for Manganese filtering on Well #15.  
**Performance Measure:** Engineering studies are completed, environmental document is completed, Department of Health Services (DHS) approval has been given and a financing plan has been put in place for Manganese filtering on Well #15.



- 5. Goal:** Work with the Public Works Department and the contractor to remove and rebuild Well #13.  
**Performance Measure:** Well #13 is removed and rebuilt.
- 6. Goal:** Work with Foster Farms engineering staff to install well-head protection at Well #8.  
**Performance Measure:** Well-head protection will be installed for Well #8.
- 7. Goal:** Work with the contractor and the Public Works Department to rebuild and reconstruct the “I” Street domestic wastewater collection system lift station.  
**Performance Measure:** The “I” Street domestic wastewater collection system lift station will be reconstructed and rebuilt.
- 8. Goal:** Review and approve engineering and construction plans prepared by the consultants for the Livingston skateboard park.  
**Performance Measure:** Engineering and construction plans prepared by the consultants for the Livingston skateboard park are reviewed and approved.
- 9. Goal:** Work with consultants to complete evaporation pond layout and capacity study to determine the most cost-effective and efficient way to use the current property at the domestic wastewater treatment plant.  
**Performance Measure:** Pond layout and capacity study is completed to determine the most cost-effective and efficient way to use the current property at the domestic wastewater treatment plant.
- 10. Goal:** Complete the engineering to repair the break on the northern levy of Pond #2 at the domestic wastewater treatment plant.  
**Performance Measure:** Will complete the engineering to repair the break on the northern levy of Pond #2 at the domestic wastewater treatment plant.
- 11. Goal:** Complete the Federal Safe Routes to Schools grant sidewalk construction project and administer all grant funds in accordance with Federal Highways Administration and California Department of Transportation regulations.  
**Performance Measure:** Sidewalks are constructed and all grant funds are administered in accordance with Federal Highways Administration and California Department of Transportation regulations. Audit report by the California Department of Transportation.
- 12. Goal:** Complete the California Department of Transportation Safe Routes to School grant sidewalk construction project and administer all grant funds in accordance with California Department of Transportation regulations.  
**Performance Measure:** Sidewalks are constructed and all grant funds are administered in accordance with California Department of Transportation regulations. Audit report by the California Department of Transportation.
- 13. Goal:** Complete the construction for the Federal Land and Water Conservation grant for the restrooms and picnic shelter at the Livingston Sports Complex and administer all grant funds in accordance with Federal and State regulations.  
**Performance Measure:** Construction for the Federal Land and Water Conservation grant for the restrooms and picnic shelter at the Livingston Sports Complex is in process and the City will administer all grant funds in accordance with Federal and State regulations. Audit by the California Department of Parks and Recreation.
- 14. Goal:** Complete the replacement of motors on City water wells using an Energy Efficiency and Conservation Block Grant.  
**Performance Measure:** The motors on City water wells will be replaced using the Energy Efficiency and Conservation Block Grant.
- 15. Goal:** Complete all road projects financed by the American Recovery and Reinvestment Act in accordance with all Federal and State regulations.

**Performance Measure:** City completes all road projects financed by the American Recovery and Reinvestment Act in accordance with all Federal and State Regulations.

**16. Goal:** Work with the Public Works Department and developers to input City infrastructure data into the City’s Geographic Information System (GIS).

**Performance Measure:** Infrastructure data is entered into City Geographic Information System (GIS).

**17. Goal:** Work with City consultants to complete the environmental document for the Water Distribution System Master Plan.

**Performance Measure:** Environmental document is completed for the Water Distribution System Master Plan and is presented for adoption to the City Council.

**18. Goal:** Work with City consultants to complete the environmental document for the Wastewater Collection System Master Plan.

**Performance Measure:** Wastewater Collection System Master Plan environmental document is completed and presented for adoption to the City Council.

**19. Goal:** Work with City consultants to complete the environmental document for the Storm Drainage System Master Plan.

**Performance Measure:** Storm Drainage System Master Plan environmental document is completed and presented for adoption to the City Council.

**20. Goal:** Work with City consultants to complete the environmental document for the Parks and Recreation Master Plan.

**Performance Measure:** Parks and Recreation Master Plan is completed and presented to the City Council for adoption.

**21. Goal:** Submit ground water monitoring quarterly reports to the Regional Water Quality Control Board (RWQCB) for the domestic wastewater treatment plant and the industrial wastewater treatment plant.

**Performance Measure:** Quarterly ground water monitoring reports are submitted to the Regional Water Quality Control Board (RWQCB) for the domestic wastewater treatment plant and the industrial wastewater treatment plant.

**22. Goal:** Work with Pacific Gas and Electric Company to relocate the power pole at the corner of Eighth Street and Park Street to allow a sidewalk to be constructed.

**Performance Measure:** The power pole at the corner of Eighth Street and Park Street will be relocated to allow a sidewalk to be constructed.

**23. Goal:** Work with Pacific Gas and Electric Company to relocate the power pole at the corner of Peach Avenue and Main Street.

**Performance Measure:** The power pole at the corner of Peach Avenue and Main Street is relocated to allow a sidewalk to be constructed.

**24. Goal:** Work with the Public Works Department to complete all capital projects approved for the Gasoline Tax Special Revenue Fund.

**Performance Measure:** Capital projects approved for the Gasoline Tax Special Revenue Fund are in process.

## Engineering Department Expenditures

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-109-4300	Professional Services	878	0	0	0	0
1100-109-4310	Contract Services	48,363	85,285	62,195	27,916	28,000
1100-109-4320	Registration/Tuition/Training	0	0	0	0	0
1100-109-4340	Computer Support Agreements	0	0	0	1,822	2,000

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-109-4431	Equipment Maintenance and Operation	0	0	264	295	500
1100-109-4520	Insurance	0	0	0	0	0
1100-109-4530	Communications/Cell Phones/Telephones	3,190	4,242	3,373	3,870	4,400
1100-109-4580	Travel/Conferences/Meetings	75	0	0	0	0
1100-109-4606	Small Tools and Equipment	0	0	0	0	0
1100-109-4611	Office Supplies	1,875	2,187	2,171	1,162	1,500
1100-109-4612	Postage	330	416	308	344	400
1100-109-4618	Reimbursements/Refunds	0	0	0	0	0
1100-109-4619	Miscellaneous Expenditures	65	7	0	0	0
1100-109-4624	Project Bid Packages Reproduction Expense	88	341	1,490	821	1,200
	<b>Total Maintenance and Operations</b>	<b>54,864</b>	<b>92,478</b>	<b>69,801</b>	<b>36,230</b>	<b>38,000</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1100-109-7430	Furniture and Fixtures	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Engineering Department Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Engineering Department Expenditures</b>	<b>54,864</b>	<b>92,478</b>	<b>69,801</b>	<b>36,230</b>	<b>38,000</b>

## Total General Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total General Fund Expenditures</b>	<b>5,474,069</b>	<b>5,182,252</b>	<b>4,811,364</b>	<b>5,338,693</b>	<b>4,769,555</b>

## Projected Estimated Changes to General Fund Balance<sup>113</sup>

Estimated Beginning FY2012 Unrestricted (Unreserved) General Fund Balance on July 1, 2011:  
Total Beginning General Fund Balance: \$ 2,075,835

Estimated Ending FY2012 Unrestricted (Unreserved) General Fund Balance on June 30, 2012:  
Total Ending General Fund Balance: \$ 1,931,855

<sup>113</sup> Accountants employ the term "Fund Balance" to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government's budgetary basis. In both cases, "Fund Balance" is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# GASOLINE TAX SPECIAL REVENUE FUND

(Fund No. 1200)

## Fund Mission

The mission of the Gasoline Tax Special Revenue Fund is to construct, repair and maintain streets and roads within the City of Livingston using gasoline taxes remitted to the City of Livingston by the State of California.

## Fund Description

This Fund is used to account for revenues and the related expenditures limited to a variety of highway and transportation purposes. Revenues are derived from Sections 2103, 2105, 2106, 2107 and 2107.5 of the California Streets and Highways Code. The State of California imposes taxes on various transportation fuels, California motor vehicles fuel taxes include the gasoline tax, diesel fuel tax, and the use fuel tax. Taxes on fuel used for other motor vehicles are transferred to the state Highway Users Tax Account. These include:

- The “gasoline tax” and “diesel fuel tax, imposed on the use of vehicle fuels at the rate of \$0.18 per gallon including the \$0.09 rate imposed by Proposition 111 (1994).
- The “use fuel tax” is imposed on vendors and users of motor vehicle fuels that are not taxed under either the gasoline or diesel fuel tax, such as liquefied petroleum gas, ethanol, methanol and natural gas (both liquid and gaseous) for use on state highways. Use Fuel Tax rates vary depending on the type of fuel.

The allocation of highway user tax revenues is complex, with differing allocations of the \$0.09 Proposition 111 rate versus the \$0.09 original gasoline tax rate, as well as differences in the allocation of gasoline tax revenues from diesel and fuel use tax revenues.

Cities and Counties receive Highway User Tax revenue under the following formulas outlined in the Streets and Highways code.

**Section 2103.** Section 2103 was added beginning with the 2010/2011 fiscal year to allocated funds from a new motor vehicle fuel excise tax that replace previous city and county allocations from the Proposition 42 sales tax on gasoline. This is the change known as the “fuel tax swap of 2010.” Section 2103 funds are allocated to cities on a per capita basis and to counties 75% based on proportion of registered vehicles and 25% based on the proportion of maintained county road miles.

**Section 2104.** Section 2104 allocates funds to counties with designated allotments for engineering and administration, snow removal, heavy rainfall/storm damage as well as county streets, roads and public mass transit guideways and facilities (about \$330 million per ).

**Section 2105.** Section 2105(a) allocates 11.5 percent of the tax revenues in excess of 9 cents per (i.e. the Proposition 111 rate) monthly among counties based on population (about \$173 million per year). Section 2105(b) allocates 11.5 percent of the tax revenues in excess of 9 cents per gallon (i.e. the Proposition 111 rate) monthly among cities based on population (about \$173 million per year).

**Section 2106.** Section 2106 revenues equal to 1.04 cents per gallon are allocated as follows:

- a. \$7.2 million per year to the State Bicycle Transportation Account.
- b. \$400 per month to each city (about \$2.3 million per year).
- c. \$800 per month to each county (\$556,800 per year)

- d. The residual amount (about \$150 million per) to each county and the cities in that county based on registered vehicles. In each county, from this amount, the county receives an allotment based on the share of assessed value of the county which is in the unincorporated area. The remainder is allocated to the cities within the county based on population.

**Section 2107.** This section provides monthly allocations to cities of 1.315 cents per gallon of gasoline, 1.8 cents per gallon of diesel, and 2.59 cents per liquefied petroleum gas (LPG), as follows:

- a. Each city with snow removal costs in excess of \$5,000 is allocated 50 percent of the cost exceeding \$5,000 (about \$3.7 million per year).
- b. The remainder is allocated to cities based on population (about \$250 million per year).

**Section 2107.5.** These funds (about \$2.6 million per year) are allocated to cities annually in July based on population as follows:

<u>City Population</u>	<u>Annual Allocation</u>
Over 500,000	\$ 20,000
100,000 to 500,000	\$ 10,000
50,000 to 99,000	\$ 7,500
25,000 to 49,999	\$ 6,000
20,000 to 24,999	\$ 5,000
15,000 to 19,999	\$ 4,000
10,000 to 14,999	\$ 3,000

Section 2107.5 funds must be used for engineering costs and administrative expenses related to city streets. Cities with populations under 10,000 may also expend the moneys for street construction or acquisition of street rights-of-way.

**Use of Funds**

The use of funds is restricted by Article XIX of the California State Constitution and by Street and Highways Code Section 2101. All Motor Vehicle Fuel Tax funds allocated from the Highway Users Tax Account must be expended for the following:

- (a) The research, planning, construction, improvements, maintenance, and operation of public streets and highways (and their related public facilities for nonmotorized traffic), including the mitigation of their environmental effects, the payment for property taken or damaged for such purposes, and the administrative costs necessarily incurred in the foregoing purposes.
- (b) The research and planning for exclusive public mass transit guideways (and their related fixed facilities), the payment for property taken or damaged for such purposes, and the administrative costs necessarily incurred in the foregoing purposes.
- (c) The construction and improvement of exclusive public mass transit guideways (and their related fixed facilities), including the mitigation of their environmental effects, the payment for property taken or damaged for such purposes, the administrative costs necessarily incurred in the foregoing purposes, and the maintenance of the structures and the immediate right-of-way for the public mass transit guideways...
- (d) The payment of principal and interest on voter-approved bonds issued for the purposes specified above.

**Payment Delays.**

On November 2, 2010, the voters passed Proposition 22, which amends Section 6 of Article XIX of the State Constitution to stipulate that the state may not delay, defer, suspend or borrow the payments to cities and counties from the Highway Users Tax Account.

# 2010 Gasoline Sales Tax—Gasoline Excise Tax Swap

## Explanation of Legislation.

On March 4, 2010, as part of a special budget session called by the Governor, the State Legislature passed ABX8 6 and ABX8 9, which contains provisions for a swap of state sales taxes on gasoline for a gasoline excise tax. The bills were signed by the Governor on March 22, 2010. Governor Schwarzenegger signed AB 70 on March 23, which is a clean up to ABX8 6. Effective July 1, 2010 these new laws:

1. Repeal the state sales tax on gasoline. Local sales tax rates (1%) implemented pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the Transactions and Use Tax Law are not affected.
2. Increase the excise tax on gasoline by 17.3 cents and add an annual index that is intended to ensure the new excise tax keeps pace with the revenues expected from the sales tax on gas.
3. Increase the sales tax on diesel by 1.75 percent and allocate 75 percent to local transit agencies and 25 percent to state transit programs. The excise tax on diesel is reduced from 18 cents to 13.6 cents. Sales tax revenues from diesel must go to transit funding.

In FY2011, the revenues would be allocated as follows:

1. First, state transportation debt service;
2. Second, \$54 million monthly set aside for future appropriation by the state Legislature (possibly to provide a future loan to the state General Fund under the currently flexible loan provisions of the Highway User Tax Account (HUTA);
3. Remainder allocated with 50 percent going to the State Transportation Improvement Program (STIP), and the other 50 percent divided evenly between cities and counties using the current Highway User Tax (HUTA) formulas.

Beginning in FY2012, the revenues will be allocated as follows:

1. First, to transportation debt service;
2. Second, divided with 44 percent to the State Transportation Improvement Program (STIP), 12 percent to State Highway Operation and Protection Program.
3. The remaining 44 percent split evenly between the cities and the counties using the current Highway User Tax Account (HUTA).

The law includes expressed legislative intent to fully replace the local streets and road funds cities and counties would have received under Proposition 42, the swap created certain revenue effects related to the timing and receipt of revenues. These transitional effects have made FY2010/2011 a more uncertain funding year than others. In particular:

- Although the additional excise tax went into effect on July 1, 2010, there is a 30 to 60 day delay in the collection, and allocation of these revenues to local agencies. Consequently, on a cash basis, there were no Section 2103 allocations for the first two months of FY2010/2011. Most agencies accrue one month, so the effect is the loss of at least one month of revenue in FY2010/2011 than would otherwise have been received, more than \$100 million to cities and counties.
- The law provides that the new excise tax rate be adjusted annually by the BOE to garner an amount of revenues equal to what Prop42 would have provided in the prior year. Thus, the annual Section 2103 funds are always “looking backward” one year. If the Section 2103 amounts generate less than Prop42 would have, the difference will not be made up until the following year.
- In FY2010/2011, the State Controller’s Office made several revisions to the allocations as understanding of the new law and the effects of Proposition 22 evolved. Importantly, revisions to the

amounts designated for the various Streets and Highways code section (2103,2104, etc.) were revised and redistributed in November 2010.

## Revenue Assumptions

Gasoline tax revenue from Sections 2105, 2106, 2107 and 2107.5 of the State Streets and Highways Code are projected to be flat at \$215,500. Interest revenues are projected to be \$1,500 and Proposition 42 (Section 2103) replacement funds under the Gasoline Sales Tax—Gasoline Excise Tax swap are projected to be \$135,000. Total resources available for appropriation are projected to be \$353,500.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Complete all street striping projects by May 2011.  
**Performance Measure:** Street striping projects are completed.
- 2. Goal:** Complete all sidewalk repair projects by May 2011.  
**Performance Measure:** Sidewalk construction projects are completed by May 2011.
- 3. Goal:** Complete all Slurry seal, street rehabilitation and maintenance projects by May 2011.  
**Performance Measure:** All Proposition 42 street maintenance projects are completed by May 2011.
- 4. Goal:** Conduct a street light audit to compare City street light location with billing records from Merced Irrigation District and Pacific Gas and Electric.  
**Performance Measure:** Street light audit is completed. Report made to the City Council.
- 5. Goal:** Prepare an inventory of all street signs and traffic control devices. Place inventory in computer program and conduct an annual inspection of all street signs and traffic control devices.  
**Performance Measure:** Street signs and traffic control devices are inventoried and inventory is placed in computer program. Report made to the City Council.
- 6. Goal:** Ensure that traffic control devices are in compliance with the Manual on Uniform Traffic Control Devices published by the U.S. Department of Transportation.  
**Performance Measure:** Traffic Control Devices are in compliance with the Manual on Uniform Traffic Control Devices. Report made to the City Council.
- 7. Goal:** Replace faded City street signs and traffic control devices. There are numerous street signs and traffic control devices that are faded and need to be replaced.  
**Performance Measure:** Street signs and traffic control devices are replaced. Report made to the City Council.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries,

parcs and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community’s surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Gasoline Tax Special Revenue Fund Revenues

### Intergovernmental Revenues (Gasoline Taxes)

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1200-000-3353	Gasoline Tax—Section 2103 Tax Revenue	0	0	0	133,033	135,000
1200-000-3354	Gasoline Tax—Section 2105 Tax Revenue	78,719	74,097	76,063	72,087	73,500
1200-000-3356	Gasoline Tax—Section 2106 Tax Revenues	46,056	44,010	43,982	39,074	41,500
1200-000-3357	Gasoline Tax—Section 2107 Tax Revenues	105,339	98,619	101,376	96,277	97,500
1200-000-3358	Gasoline Tax—Section 2107.5 Tax Revenues	3,000	3,000	3,000	3,000	3,000
1200-000-3610	Interest Income	15,052	3,818	564	1,564	1,500
1200-000-3660	Gain-Sale of Asset	5,868	0	0	0	0
1200-000-3994	Reimbursement and Refunds	0	0	1,084	1,670	1,500
	<b>Total Gasoline Tax Special Revenue Fund Revenues</b>	<b>254,034</b>	<b>223,544</b>	<b>226,069</b>	<b>346,705</b>	<b>353,500</b>

### Use of Gasoline Tax Special Revenue Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Gasoline Tax Special Revenue Fund Balance	0	0	0	79,869	95,865
	<b>Total Use of Gasoline Tax Special Revenue Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>79,869</b>	<b>95,865</b>

### Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Gasoline Tax Special Revenue Fund Revenues</b>	<b>254,034</b>	<b>223,544</b>	<b>226,069</b>	<b>426,574</b>	<b>449,365</b>



# Gasoline Tax Special Revenue Fund Expenditures

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1200-105-4110	Salaries and Wages—Regular	0	0	0	119,251	154,075
1200-105-4130	Salaries and Wages—Overtime	0	0	0	4,812	4,900
1200-105-4210	Group Medical Insurance <sup>114</sup>	0	0	0	40,656	44,565
1200-105-4221	Medicare Insurance	0	0	0	1,799	2,325
1200-105-4230	PERS—Retirement Employer Contribution	0	0	0	11,822	18,530
1200-105-4231	PERS—Employee Contribution	0	0	0	7,635	10,830
1200-105-4250	Unemployment Insurance <sup>115</sup>	0	0	0	0	1,440
1200-105-4260	Workers' Compensation <sup>116</sup>	0	0	0	3,629	4,975
1200-105-4290	Physical Examinations	0	0	0	0	0
1200-105-4291	Uniform Expense	0	0	0	102	175
	<b>Total Personnel Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>189,706</b>	<b>241,815</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1200-105-4300	Professional Services	0	0	0	1,806	1,950
1200-105-4310	Contract Services	16,581	6,833	6,833	24,209	24,500
1200-105-4375	Curb, Gutter, Sidewalk Repair	2,727	571	5,020	7,755	8,500
1200-105-4410	Utilities	78,854	85,588	75,400	73,198	76,000
1200-105-4430	Vehicle Maintenance and Operations	0	0	0	11,657	12,000
1200-105-4431	Equipment Maintenance and Operations	0	0	0	2,346	2,700
1200-105-4436	Storm Drain Maintenance and Repair	0	4,979	7,235	1,717	3,000
1200-105-4437	Street Maintenance and Repair	4,498	1,967	33,646	9,204	8,500
1200-105-4520	Insurance	0	0	0	0	0
1200-105-4540	Advertisement	0	0	0	873	1,000
1200-105-4607	Streetlight Maintenance	15,618	10,212	5,611	5,716	6,500
1200-105-4608	Street Striping	4,903	311	2,377	3,645	4,000
1200-105-4613	Signs/Signals Repair and Maintenance	33,361	16,699	15,731	5,289	6,000
1200-105-4641	Dues and Membership Fees	0	0	900	0	0
	<b>Total Maintenance and Operations</b>	<b>156,542</b>	<b>127,160</b>	<b>152,753</b>	<b>147,415</b>	<b>154,650</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1200-105-7410	Equipment Purchases	11,432	0	0	0	0
1200-105-7424	Purchase Street Sweeper	0	0	0	605	0
1200-105-7650	Slurry Seal Projects <sup>117</sup>	0	4,452	0	62,411	0

<sup>114</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>115</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>116</sup> Livingston's total Workers' Compensation premium is based on the City's total payroll. The Community Development Department's share of the total premium based on payroll is \$4,975.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1200-105-7651	Curb, Gutter & Sidewalk Repair and Construction Projects <sup>118</sup>	9,874	1,411	0	0	0
1200-105-7652	Crack Sealing Projects	0	0	0	0	0
1200-105-7657	Safe Routes to Schools-6 <sup>th</sup> Cycle Grant <sup>119</sup>	0	46,997	0	0	0
1200-105-7676	Gallo Traffic Light Project	0	4,520	0	0	0
	<b>Total Gasoline Tax Fund Capital Expenditures</b>	<b>21,306</b>	<b>57,380</b>	<b>0</b>	<b>63,016</b>	<b>0</b>

## Debt Service Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1200-105-4716	Wells Fargo Street Sweeper Lease/Purchase Principal	0	0	0	22,773	46,925
1200-105-4726	Wells Fargo Street Sweeper Lease/Purchase Interest	0	0	0	3,664	5,975
	<b>Total Debt Service Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26,437</b>	<b>52,900</b>

<sup>117</sup>Slurry seal projects in FY2007 included grinding and slurry sealing on Main Street from “F” Street to the railroad tracks, Walnut Avenue from Livingston/Cressey Road to Olds Avenue, Park Street from Hammatt Avenue to Main Street, and Eighth Street from Peach Avenue to Park Street. The City spent \$20,000 in FY2010 and will combine \$97,015 in Proposition 42 Traffic Congestion Relief Special Revenue Funds with \$82,985 in Gasoline Tax Special Revenue Funds to pave “B” Street from Briarwood Drive to Robin Avenue. The Project will also include the installation of temporary sidewalk from Briarwood Drive to Winton Parkway on “B” Street and replacement of the asphalt curb protecting the sidewalk on “F” Street from Winton Parkway to Livingston Middle School.

<sup>118</sup>The City spent \$38,844 in FY2007 and \$9,874 in FY2008 in gasoline tax revenues to repair and construct sidewalks in Livingston. This included the construction of 2,343 feet of sidewalk on Prusso Street, “B” Street and Peach Avenue.

<sup>119</sup>The City of Livingston received a California Department of Transportation (Caltrans) Safe Routes to Schools Cycle 6 grant. The project cost \$514,417 with \$467,420 being provided by the state grant and \$46,997 being provided by Livingston as a match to the grant. \$48,736 was spent in the General (Grants) Capital Projects Fund in FY2007 primarily for engineering and environmental work. The City spent \$375,461 in FY2008 and \$43,223 in FY2009 in state grant funds for the project. The City’s match of \$46,997 was paid in FY2009 from the Gasoline Tax Special Revenue Fund. Additional funds for additional sidewalk construction were contributed by the Gasoline Tax Special Revenue Fund and the Livingston Redevelopment Agency of \$17,898 in FY2007 and \$85,977 in FY2008. The City installed 9,425 feet of sidewalk between FY2006 and FY2009 at the following locations:

Location of Sidewalks	Funding Source	Length of Sidewalk in Feet
D Street (2 <sup>nd</sup> Street to Prusso Street)	FY2006 Safe Routes to Schools Grant & City Match	1,200
<b>FY2006 Subtotal</b>	<b>FY2006 Safe Routes to Schools Grant &amp; Match</b>	<b>1,200</b>
First Street (F Street to D Street)	FY2008 Safe Routes to Schools Grant & City Match	1,378
Second Street (E Street to D Street)	FY2008 Safe Routes to Schools Grant & City Match	400
D Street (Fourth Street to Eighth Street)	FY2008 Safe Routes to Schools Grant & City Match	2,460
Park Street (Fifth Street to Eighth Street)	FY2008 Safe Routes to Schools Grant & City Match	1,299
<b>Subtotal</b>	<b>FY2006, FY2008 and FY2009 Safe Routes to Schools Grant &amp; City Match</b>	<b>5,537</b>
Front Street (First Street to Vintage West Apartments)	FY2007 and FY2008 Livingston Redevelopment Agency	339
Prusso Street (B Street to F Street)	FY2008 and FY2009 Gasoline Tax Special Revenue Fund	2,349
<b>Subtotal</b>		<b>2,688</b>
<b>Grand Total</b>		<b>9,425</b>

## Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Gasoline Tax Special Revenue Fund Expenditures</b>	<b>177,848</b>	<b>184,540</b>	<b>152,753</b>	<b>426,574</b>	<b>449,365</b>

## Projected Estimated Changes to Gasoline Tax Special Revenue Fund Balance<sup>120</sup>

Estimated Beginning FY2012 Gasoline Tax Special Revenue Fund Balance on July 1, 2011: \$ 642,433

Estimated Ending FY2012 Streets Special Revenue Fund Balance on June 30, 2012: \$ 546,568

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<sup>120</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# **TRANSPORTATION DEVELOPMENT ACT (TDA) SPECIAL REVENUE FUND**

**(Fund No. 1201)**

## **Fund Mission**

The mission of the Transportation Development Act (TDA) Special Revenue Fund is to account for all activities, revenues and expenditures related to Livingston's allocation of State Transportation Assistance (STA) Funds and the ¼ cent statewide sales tax set aside for transit, bike paths and pedestrian facilities and capital projects related to streets and roads.

## **Fund Description**

The Transportation Development Act (Senate Bill 325, Public Utilities Code Section 99200) adopted in 1972 derives its revenues from the ¼ cent of the 7.25 cent statewide retail sales tax. The ¼ cent is returned by the State Board of Equalization to each county according to the amount of the tax collected in that county. Revenues from county Local Transportation Funds (LTF) must be apportioned by population to areas within the county. An area can be a transit district, city, county or other government unit.

The State Transit Assistance (STA) Fund was created in Senate Bill 620 in 1979. The Fund provides a second source of Transportation Development Act (TDA) funding for transportation planning, mass transportation operations and capital purchases as specified by the State Legislature. In order to qualify for funding under the Transportation Development Act (from either the LTF Fund or STA Fund), a transit claimant must maintain a ratio of fare revenues to operating costs at least equal to the ratio it had during 1978-79, or 20 percent if the claimant is in an urbanized area, or 10 percent if the claimant is in a non-urbanized area.

The Merced County Association of Governments (MCAG) administers the Transportation Development Act (TDA) for Merced County and its cities. Sales tax allocations are sent to Merced County Association of Governments (MCAG) from the State Board of Equalization. MCAG sends allocation instructions to the Merced County Auditor Controller each quarter to issue checks to the recipient governments based on claims submitted by them. The order of priority for the use of Article VIII Transportation Development Act (TDA) Funds is:

1. City transit costs.
2. Bicycle & pedestrian facility costs.
3. Streets and road costs.

The funds used for streets and roads are eligible to be spent for the repair, maintenance and construction. Generally, an expense eligible for expenditure of Gas Tax Funds is eligible under Article VIII providing the expense is not double charged to both revenue sources. The Merced County Association of Governments (MCAG) conducts an audit on the use of Transportation Development Act (TDA) funds in accordance with Section 6664 of the California Public Utilities Code. The audit report is due to the State Controller's Office within 180 days after the end of the fiscal year. The initial cost of the non-transit audits are funded by the City's dues to the Merced County Association of Governments (MCAG). Additional audit fees incurred to resolve audit findings or provide Transit Compliance reports are charged against the City's Transportation Development Act (TDA) allocations the following year.

## **Revenue Assumptions**

During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$78,804), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special

Revenue Fund and Proposition 1B Funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figures 46 and 47.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.<sup>121</sup>

FY2011 will see a continued reduction in Transportation Development Act (TDA) distributions to Livingston and other cities in Merced County. The amount of Transportation Development Act (TDA) funds the City receives depends upon three things: (1) State distributions of State Transit Assistance (STA) funds, (2) State Distribution of Transportation Development Act (TDA) funds from the ¼ cent sales tax dedicated to transportation and (3) the Merced County Transit Authority that operates the bus system in the County.

The most significant factor affecting this year’s Transportation Development Act (TDA) distributions to the City of Livingston is a projected reduction in the ¼ cent sales tax dedicated to Transportation. The Merced County Controller has projected that the local transportation funds (LTF) receipts to be only \$4.6 million for FY2011. This is down about 16.3 percent in the funds we use to pay for the local portion of transit expenses.

Lower collections of the ¼ cent sales tax dedicated to transportation along with reductions in State transit funds will result in no Transportation Development Act (TDA) funds coming to the City of Livingston. However, due to the money in the fund balance, the City anticipates that it will collect \$2,500 in interest in the Transportation Development Act (TDA) Special Revenue Fund.

There will be expenditures in the amount of \$250,000 in the Transportation Development Act (TDA) Special Revenue Fund during FY2012. The fund balance will decrease from \$837,836 to \$590,336 by June 30, 2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Comply with all state requirements to obtain and spend the Transportation Development Act (TDA) funds.

**Performance Measure:** City is in compliance with all state requirements. Report to the City Council.

**2. Goal:** Ensure that transit is operating as efficiently as possible in order to maximize the amount of money available for street construction, repairs and maintenance.

**Performance Measure:** Report to the City Council.

**3. Goal:** Successfully pass audit conducted under Section 6664 of the California Public Utilities Code by the Merced County Association of Governments (MCAG).

**Performance Measure:** City successfully passes the audit. Report to the City Council.

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<sup>121</sup> During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$78,804), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B Funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figure 57.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.

Street Rehabilitation Project Contributions	Financial Contribution
Transportation Development Act Special Revenue Fund	\$ 297,830
Regional Surface Transportation Act Special Revenue Fund	187,211
Proposition 42 Traffic Congestion Relief Special Revenue Fund	117,698
<b>Proposition 1B Funds in General Capital Projects Fund (Grant)</b>	<b>415,490</b>
<b>Total Contribution</b>	<b>\$ 1,018,229</b>

# Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community’s surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Transportation Development Act (TDA) Revenues

### Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1201-000-3304	Article VIII LTF Fund Revenues <sup>122</sup>	201,650	42,985	27,151	0	0

<sup>122</sup> The Transportation Development Act (Senate Bill 325, Public Utilities Code Section 99200) adopted in 1972 derives its revenues from the ¼ cent of the 7.25 cent statewide retail sales tax. The ¼ cent is returned by the State Board of Equalization to each county according to the amount of the tax collected in that county. Revenues from county Local Transportation Funds (LTF) must be apportioned by population to areas within the county. An area can be a transit district, city, county or other government unit.

The State Transit Assistance (STA) Fund was created in Senate Bill 620 in 1979. The Fund provides a second source of Transportation Development Act (TDA) funding for transportation planning, mass transportation operations and capital purchases as specified by the State Legislature. In order to qualify for funding under the Transportation Development Act (from either the LTF Fund or STA Fund), a transit claimant must maintain a ratio of fare revenues to operating costs at least equal to the ratio it had during 1978-79, or 20 percent if the claimant is in an urbanized area, or 10 percent if the claimant is in a non-urbanized area.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1201-000-3610	Interest Earned	25,546	8,022	1,732	3,182	2,500
1201-000-3956	RMA Insurance Refund	0	0	0	0	0
1201-000-3660	Miscellaneous Revenue (Gain on Sale of Assets)	12,028	0	0	0	0
	<b>Total Intergovernmental Revenues</b>	<b>239,224</b>	<b>51,007</b>	<b>28,883</b>	<b>3,182</b>	<b>2,500</b>

## Use of Transportation Development Act (TDA) Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Transportation Development Act Fund Balance <sup>123</sup>	34,919	229,732	49,921	95,733	247,500
	<b>Total Use of Transportation Development Fund Balance</b>	<b>34,919</b>	<b>229,732</b>	<b>49,921</b>	<b>95,773</b>	<b>247,500</b>

## Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Transportation Development Act Revenues</b>	<b>274,143</b>	<b>280,739</b>	<b>78,804</b>	<b>98,915</b>	<b>250,000</b>

## Transportation Development Act (TDA) Fund Expenditures Maintenance and Operations

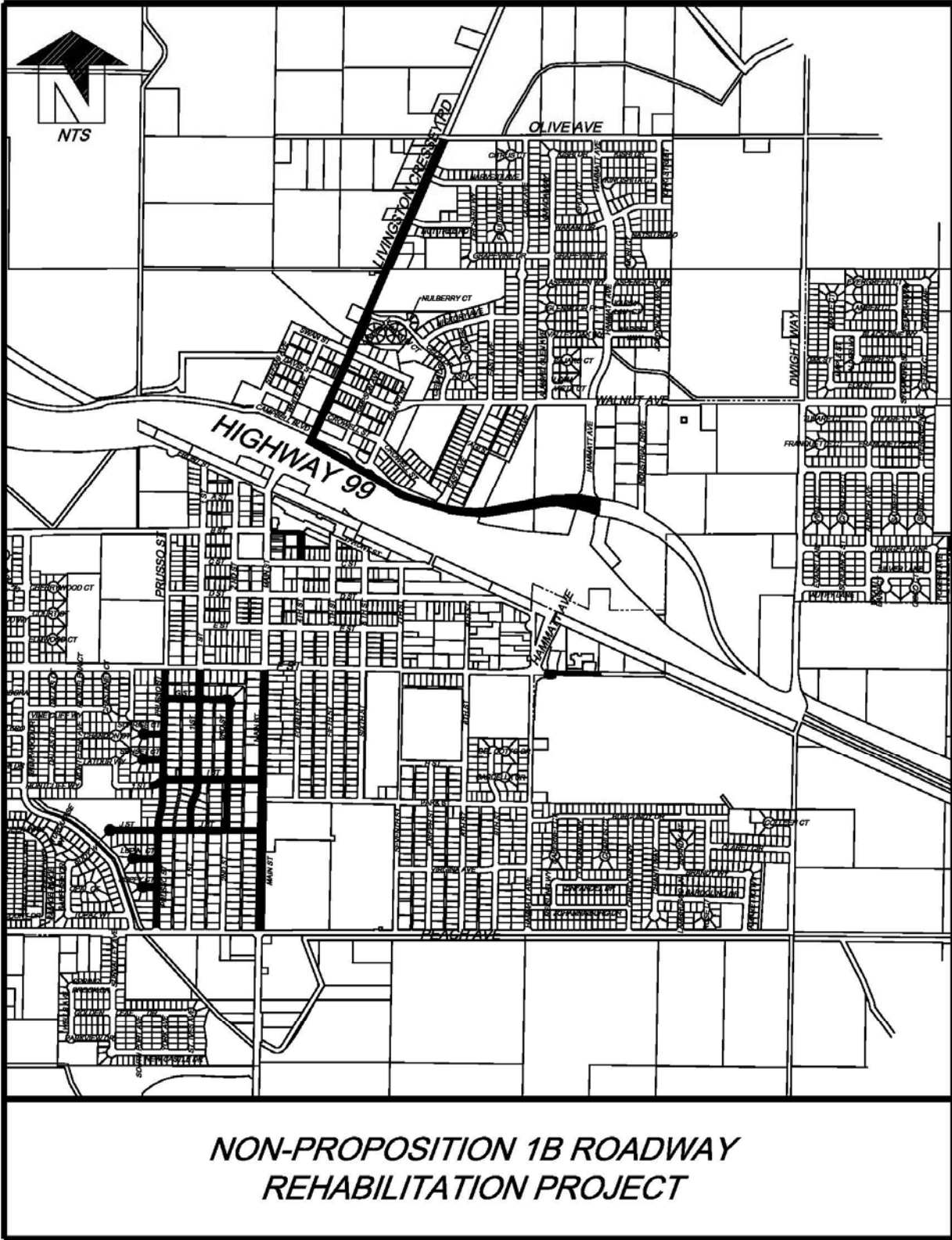
Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1201-105-4300	Professional Services	0	0	0	0	0
1201-105-4430	Vehicle Maintenance and Operation	0	0	0	0	0
1201-105-4431	Annual Audit	0	0	0	0	0
1201-105-4437	Street Maintenance and Repairs	0	0	0	0	100,000
1201-105-4520	Insurance	0	0	0	0	0
	<b>Total Maintenance and Operations Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>

FY2012 will see a continued reduction in Transportation Development Act (TDA) distributions to Livingston and other cities in Merced County. The amount of Transportation Development Act (TDA) funds the City receives depends upon three things: (1) State distributions of State Transit Assistance (STA) funds, (2) State Distribution of Transportation Development Act (TDA) funds from the ¼ cent sales tax dedicated to transportation and (3) the Merced County Transit Authority that operates the bus system in the County.

The most significant factor affecting this year's Transportation Development Act (TDA) distributions to the City of Livingston is a projected reduction in the ¼ cent sales tax dedicated to Transportation. **Lower collections of the ¼ cent sales tax dedicated to transportation along with reductions in State transit funds will result in no Transportation Development Act (TDA) funds coming to Livingston during FY2012.**

<sup>123</sup> The use of \$34,919 in FY2008, \$229,732 in FY2009 and \$62,719 in FY2010 from the Transportation Development Act (TDA) Fund Balance represents the taking of prior year's accumulated fund surplus and appropriating it for expenditure in FY2008, FY2009, FY2010 and FY2011.

Figure 46  
Street Rehabilitation Project Map  
FY2008-FY2010





**Figure 47**  
**Proposition 1B Grant Street Rehabilitation Project Map**  
**FY2009-2010**

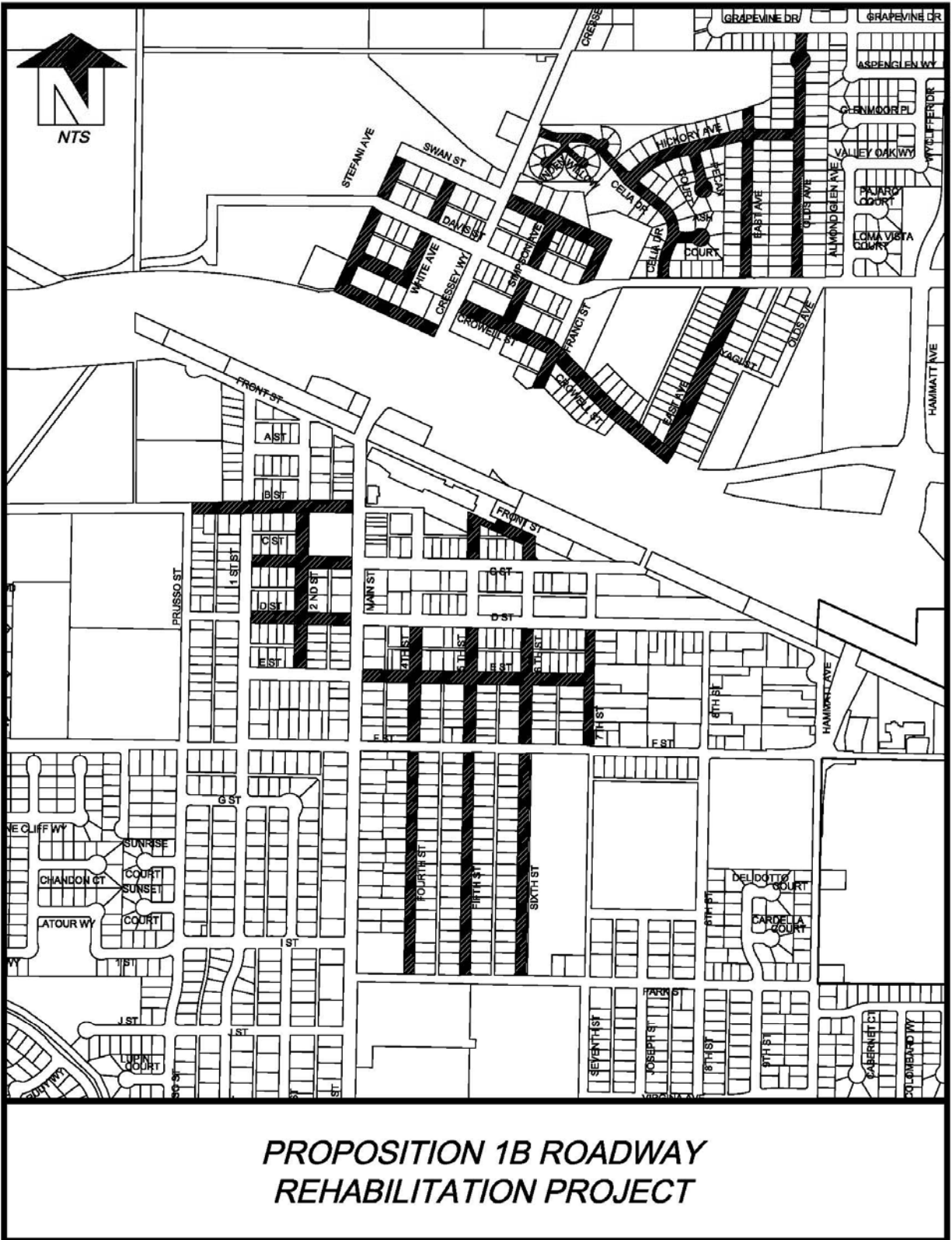
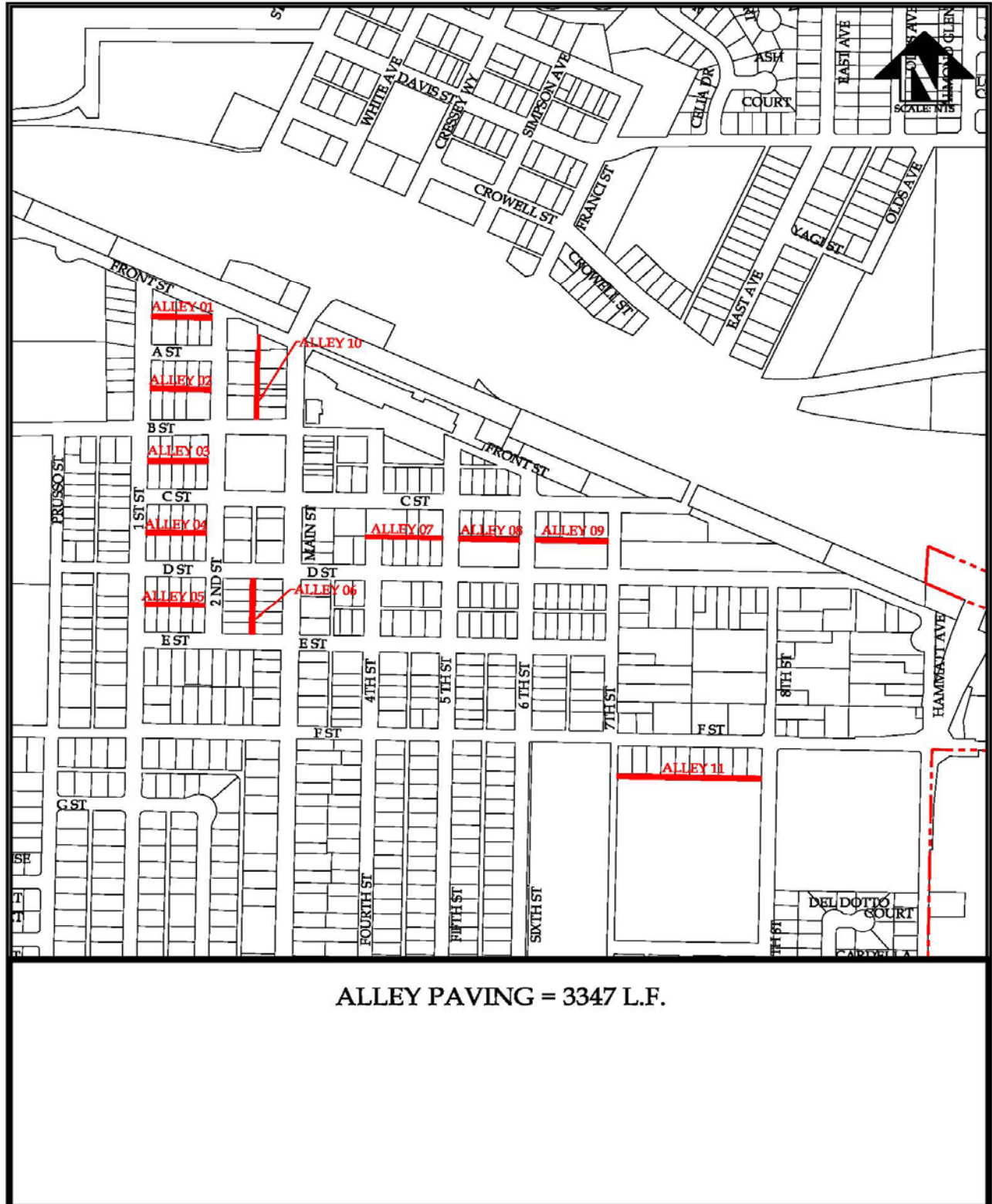


Figure 48  
Alley Paving Project Map  
FY2007-FY2008



## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1201-105-7301	Street Drainage Projects	502	0	0	0	0
1201-105-759	Grapevine Avenue Sinkhole Paving Project	0	0	0	21,731	0
1201-105-7607	American Recovery And Reinvestment Act Grant	0	0	0	40,624	0
1201-105-7635	Dirt Alley Paving <sup>124</sup>	273,641	61,713	0	0	0
1201-105-7650	Slurry Seal Projects <sup>125</sup>	0	219,026	78,804	15,805	150,000

<sup>124</sup>Alleys paved during FY2007 and FY2008 include the following: (Please see Figure 48.)

Location of Alleys	Alley Length in Feet
Alley 01 (Front Street, A Street, First Street, Second Street)	250
Alley 02 (A Street, B Street, First Street, Second Street)	250
Alley 03 (B Street, C Street, First Street, Second Street)	250
Alley 04 (C Street, D Street, First Street, Second Street)	250
Alley 05 (D Street, E Street, First Street, Second Street)	250
Alley 06 (D Street, E Street, Second Street, Main Street)	250
Alley 07 (C Street, D Street, Fourth Street, Fifth Street)	320
Alley 08 (C Street, D Street, Fifth Street, Sixth Street)	250
Alley 09 (C Street, D Street, Sixth Street, Seventh Street)	302
Alley 10 (Front Street, B Street, Second Street, Main Street)	375
Alley 11 (F Street, Seventh Street, Eighth Street)	600
<b>Total</b>	<b>3,347</b>

<sup>125</sup>During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$94,294), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B Funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figures 46 and 47.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.

Location of Streets	Length of Street in Feet
Prusso Street (Between Peach Avenue and "F" Street)	2,496
First Street (Between J Street and Park Street)	1,490
Second Street (Between J Street and Park Street)	1,200
Main Street (Between Peach Avenue and F Street)	2,435
"I" Street (Between Prusso Street and Main Street)	1,208
"J" Street (Between Prusso Street and Main Street)	1,482
Park Street (Between Prusso Street and Second Street)	635
Sunrise Court	211
Sunset Court	211
Lupin Court	257
Poppy Court	155
Livingston/Cressey Road (Between Campbell Blvd. and Olive Avenue)	3,000
Campbell Boulevard (Between Livingston/Cressey Road to Hammatt Avenue)	2,714
<b>Total</b>	<b>17,494</b>

Proposition 1B \$400,000 Street Rehabilitation Project includes:

Location of Streets	Length of Street in Feet
"B" Street (Between First Street and Main Street)	925
"C" Street (Between First Street and Main Street)	550
"D" Street (Between First Street and Main Street)	550
Second Street (Between "E" Street and "B" Street)	880
"E" Street (Between Main Street and Seventh Street)	1,273
Fourth Street (Between Park Street and "D" Street)	1,982
Fifth Street (Between Park Street and "D" Street)	1,982
Sixth Street (Between Park Street and "D" Street)	1,982
Front Street (Between Fifth Street and Sixth Street)	550
Campbell Boulevard (Between Stefani Street and Livingston/Cressey Road)	635
Crowell Street (Between Stefani Street and White Street)	309
Crowell Street (Between Livingston/Cressey Road and East Avenue)	1,490

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1201-105-7668	Federal Highways Safe Sidewalk Cycle 2 Grant	0	0	0	20,755	0
	<b>Total Capital Expenditures</b>	<b>274,143</b>	<b>280,739</b>	<b>78,804</b>	<b>98,915</b>	<b>150,000</b>

### Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Transportation Development Act Expenditures</b>	<b>274,143</b>	<b>280,739</b>	<b>78,804</b>	<b>98,915</b>	<b>250,000</b>

## Projected Estimated Changes to Transportation Development Act (TDA) Special Revenue Fund Balance<sup>126</sup>

Estimated Beginning FY2012 Transportation Development Act (TDA) Special Revenue Fund Balance on July 1, 2011: \$ 837,836

Estimated Ending FY2012 Transportation Development Act (TDA) Special Revenue Fund Balance on June 30, 2012: \$ 590,336

East Avenue (Between Crowell Street and Walnut Avenue)	994
Olds Avenue (Between Walnut Avenue and Grapevine Drive)	1,382
East Avenue (Between Walnut Avenue and Hickory Avenue)	967
Hickory Avenue (Between Celia Drive and Olds Avenue)	980
Celia Drive (Between Livingston/Cressey Road and Walnut Avenue)	1,300
Swan Street (Between Livingston/Cressey Road and Franci Street)	631
White Street (Between Crowell Street and Swan Street)	580
Simpson Street (Between Crowell Street and Campbell Boulevard)	580
Franci Street (Between Crowell Street and Campbell Boulevard)	900
Pecan Court	240
Ash Court	150
Linden Court	180
Willow Court	180
<b>Total</b>	<b>22,172</b>

<sup>126</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# REGIONAL SURFACE TRANSPORTATION PROGRAM (RSTP) SPECIAL REVENUE FUND

(Fund No. 1202)

## Fund Mission

The mission of the Regional Surface Transportation Program (RSTP) Special Revenue Fund is to provide funds to construct, repair, rehabilitate and maintain streets, roads, bridges, traffic control devices, sidewalks, bike lanes and other transportation facilities within the City of Livingston.

## Fund Description

During certain years the Merced County Association of Governments (MCAG) enters into an agreement with the California Department of Transportation (Caltrans) to exchange unobligated balances of federally funded Regional Surface Transportation Program (RSTP) funds with non-federal State Highway Account funds. Funds are distributed to each city in Merced County based upon California Department of Finance population figures. Funds may be used for street and road construction and maintenance projects.

## Revenue Assumptions

During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$78,804), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figures 49 and 50.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.<sup>127</sup>

During FY2012 the City of Livingston estimates that it will receive \$131,488 through the Merced County Association of Governments (MCAG) in Regional Surface Transportation Program (RSTP) funds. Interest revenues are projected to be \$2,000, resulting in total financial resources available for appropriation to be \$133,488. The City will spend \$89,757 from this accounting fund to match an \$807,243 California Department of Transportation Safe Sidewalk grant accounted for in the General (Grants) Capital Projects Fund. The Fund

<sup>127</sup>During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$78,804), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B Funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figure 57.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.

Street Rehabilitation Project Contributions	Financial Contribution
Transportation Development Act Special Revenue Fund	\$ 297,830
<b>Regional Surface Transportation Act Special Revenue Fund</b>	<b>187,211</b>
Proposition 42 Traffic Congestion Relief Special Revenue Fund	117,698
<b>Proposition 1B Funds in General Capital Projects Fund (Grant)</b>	<b>415,490</b>
<b>Total Contribution</b>	<b>\$ 1,018,229</b>

Balance of Regional Surface Transportation Program (RSTP) Special Revenue Fund will increase by \$43,731 to \$400,387 on June 30, 2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Comply with all federal and state requirements to obtain and spend the Regional Surface Transportation Program (RSTP) funds.  
**Performance Measure:** City is in compliance with all state and federal requirements. Report to the City Council.
- 2. Goal:** Successfully pass audit conducted under Section 6664 of the California Public Utilities Code by the Merced County Association of Governments (MCAG).  
**Performance Measure:** City successfully passes the audit. Report to the City Council.
- 3. Goal:** Complete the California Department of Transportation Safe Routes to School grant sidewalk construction project and administer all grant funds in accordance with California Department of Transportation regulations.  
**Performance Measure:** Sidewalks are constructed and all grant funds are administered in accordance with California Department of Transportation regulations. Audit report by the California Department of Transportation.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

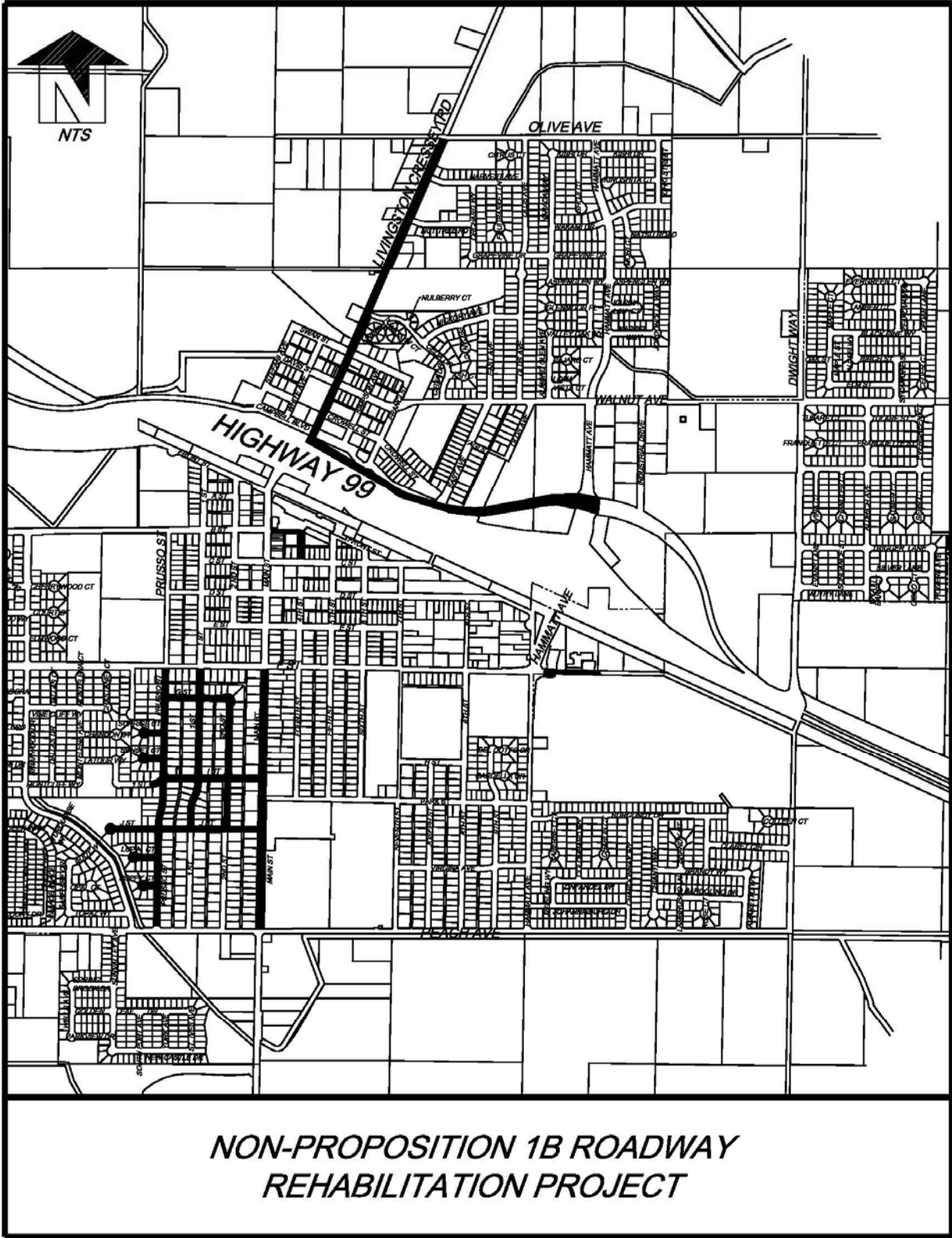
**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community's surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

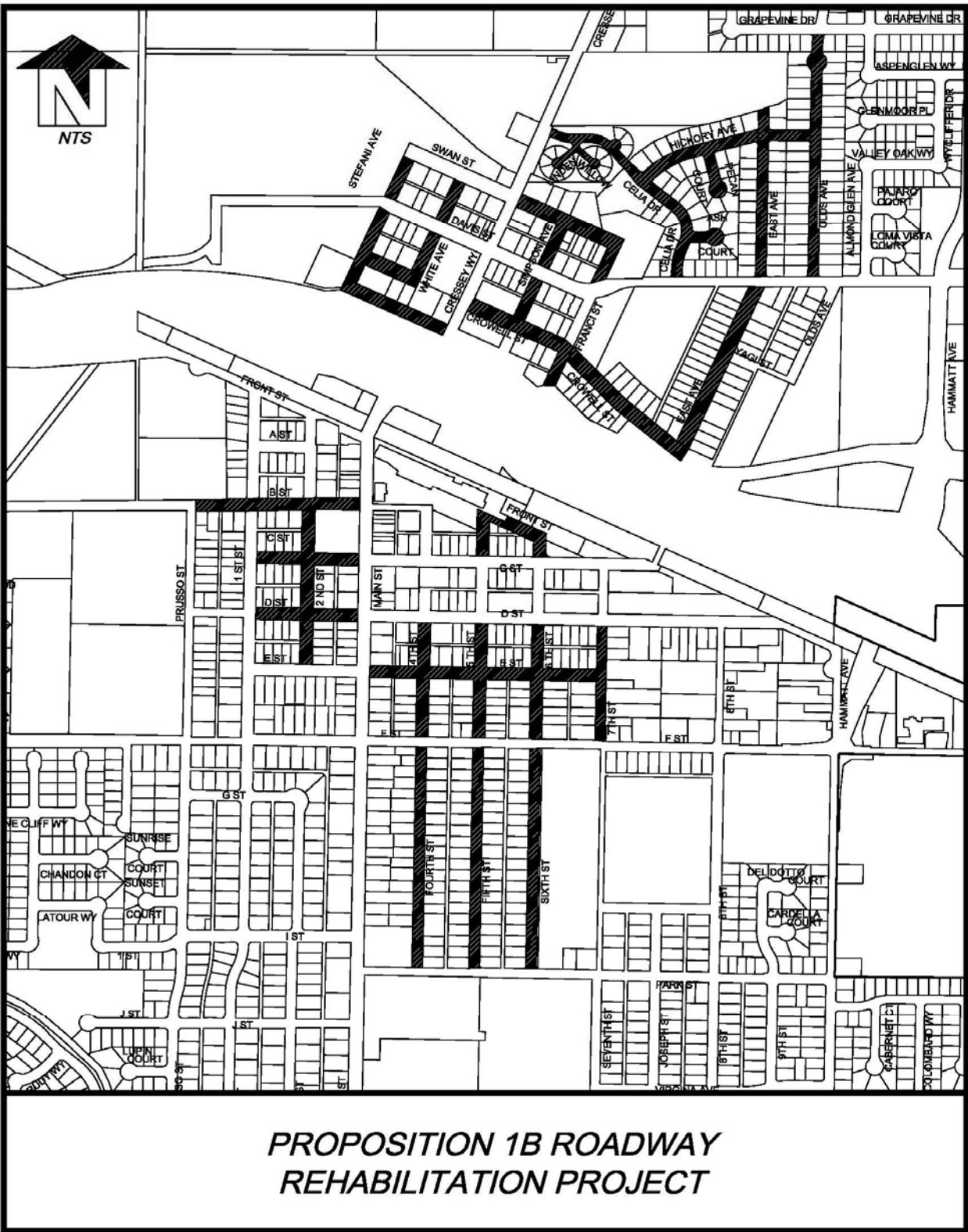
**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost

Figure 49  
Street Rehabilitation Project Map  
FY2008-FY2010



**Figure 50**  
**Proposition 1B Grant Street Rehabilitation Project Map**  
**FY2009-FY2010**





# Regional Surface Transportation Program (RSTP) Special Revenue Fund Revenues

## Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1202-000-3305	Regional Surface Transportation Funds <sup>128</sup>	104,481	0	115,929	111,074	131,488
1202-000-3610	Interest Income	4,846	1,635	28	507	2,000
	<b>Total Regional Surface Transportation Fund Revenues</b>	<b>109,327</b>	<b>1,635</b>	<b>115,957</b>	<b>111,581</b>	<b>133,488</b>

## Use of Regional Surface Transportation Program (RSTP) Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Regional Surface Transportation Program Fund Balance <sup>129</sup>	0	185,576	0	0	0
	<b>Total Use of Regional Surface Transportation Program Fund Balance</b>	<b>0</b>	<b>185,576</b>	<b>0</b>	<b>0</b>	<b>0</b>

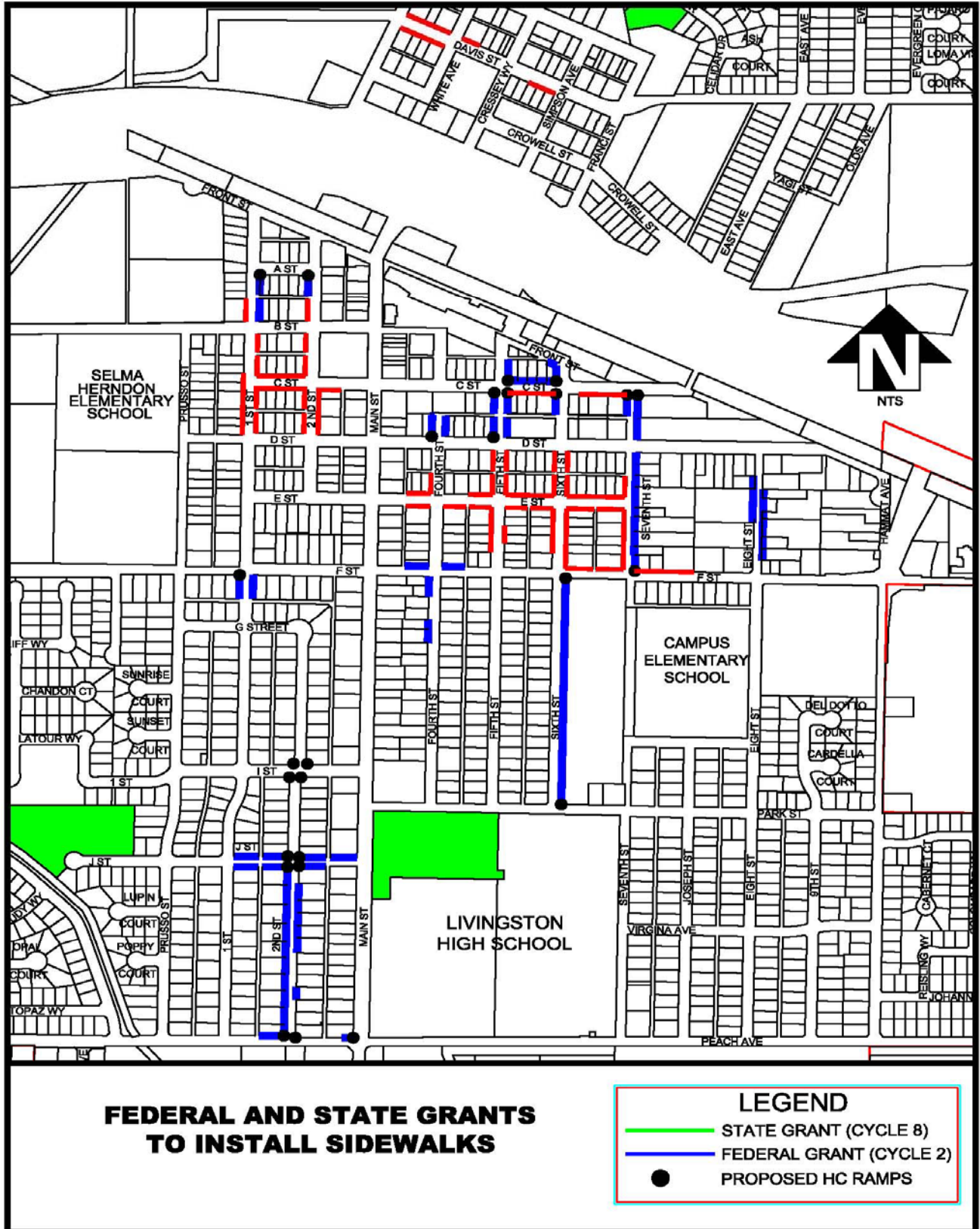
## Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Regional Surface Transportation Program Fund Revenues</b>	<b>109,327</b>	<b>187,211</b>	<b>115,957</b>	<b>111,581</b>	<b>133,488</b>

<sup>128</sup> During certain years the Merced County Association of Governments (MCAG) enters into an agreement with the California Department of Transportation (Caltrans) to exchange unobligated balances of federally funded Regional Surface Transportation Program (RSTP) funds with non-federal State Highway Account funds. Funds are distributed to each city in Merced County based upon California Department of Finance population figures. Funds may be used for street and road construction and maintenance projects.

<sup>129</sup> The use of \$69,647 in FY2009 in unrestricted Regional Surface Transportation Program (RSTP) Special Revenue Fund Balance represents the taking of prior year's accumulated restricted fund surplus and appropriating it for expenditure in FY2009.

**Figure 51**  
**FYFY2010-FY2011 Federal Highways Administration and**  
**California Department of Transportation Safe Sidewalk Grant Map**



# Regional Surface Transportation Program (RSTP) Special Revenue Fund Expenditures

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1202-105-4437	Street Repair and Maintenance	0	0	0	0	0
1202-105-7552	California Department of Transportation Safe Routes to School-Cycle 8 Grant Expenditures <sup>130</sup>	0	0	0	0	89,757
1202-105-7650	Slurry Seal Projects <sup>131</sup>	0	187,211	0	0	0

<sup>130</sup> The City was notified on August 12, 2009, by the California Department of Transportation that it received an \$807,243 grant to construct 7,404 lineal feet of sidewalk. Livingston is required to provide matching funds of \$89,757 for the project, bringing the total funds committed for sidewalks under this state grant to \$897,000. The revenues and expenditures of the grant are accounted for in the General (Grants) Capital Projects Fund and \$89,757 in City matching funds will come from the Regional Surface Transportation Program (RSTP) Special Revenue Fund. (Please see Figure 51.)

Location of Sidewalks	Length of Sidewalk in Feet
First Street (Between B Street and A Street)	246
Second Street (Between B Street and A Street)	115
First Street (Between F Street and G Street)	270
Fourth Street (Between D Street and C Street)	256
Fourth Street (Portions Between Park Street and F Street)	244
Fifth Street (Between D Street and Front Street)	585
Sixth Street (Between D Street and Front Street)	270
Seventh Street (Between C Street and F Street)	912
Eighth Street (Between D Street and F Street)	659
Second Street (Between Peach Avenue to J Street)	1,418
Sixth Street (Between Park Street and F Street)	1,269
J Street (Between First Street and Main Street)	910
F Street (Between Main Street and Fifth Street)	250
<b>Total</b>	<b>7,404</b>

<sup>131</sup> During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$94,294), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figures 49 and 50.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.

Location of Streets	Length of Street in Feet
Prusso Street (Between Peach Avenue and "F" Street)	2,496
First Street (Between J Street and Park Street)	1,490
Second Street (Between J Street and Park Street)	1,200
Main Street (Between Peach Avenue and F Street)	2,435
"I" Street (Between Prusso Street and Main Street)	1,208
"J" Street (Between Prusso Street and Main Street)	1,482
Park Street (Between Prusso Street and Second Street)	635
Sunrise Court	211
Sunset Court	211
Lupin Court	257
Poppy Court	155
Livingston/Cressey Road (Between Campbell Blvd. and Olive Avenue)	3,000
Campbell Boulevard (Between Livingston/Cressey Road to Hammatt Avenue)	2,714
<b>Total</b>	<b>17,494</b>

Proposition 1B \$400,000 Street Rehabilitation Project Streets: (Please see Figure 50.)

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Capital Expenditures</b>	0	187,211	0	0	89,757

## Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Regional Surface Transportation Program Expenditures</b>	0	187,211	0	0	89,757

## Regional Surface Transportation Program (RSTP) Special Revenue Fund Balance<sup>132</sup>

Estimated Beginning FY2012 Regional Surface Transportation Program (RSTP)  
Special Revenue Fund Balance on July 1, 2011: \$ 356,656

Estimated Ending FY2012 Regional Surface Transportation Program (RSTP)  
Special Revenue Fund Balance on June 30, 2012: \$ 400,387

Location of Streets	Length of Street in Feet
"B" Street (Between First Street and Main Street)	925
"C" Street (Between First Street and Main Street)	550
"D" Street (Between First Street and Main Street)	550
Second Street (Between "E" Street and "B" Street)	880
"E" Street (Between Main Street and Seventh Street)	1,273
Fourth Street (Between Park Street and "D" Street)	1,982
Fifth Street (Between Park Street and "D" Street)	1,982
Sixth Street (Between Park Street and "D" Street)	1,982
Front Street (Between Fifth Street and Sixth Street)	550
Campbell Boulevard (Between Stefani Street and Livingston/Cressey Road)	635
Crowell Street (Between Stefani Street and White Street)	309
Crowell Street (Between Livingston/Cressey Road and East Avenue)	1,490
East Avenue (Between Crowell Street and Walnut Avenue)	994
Olds Avenue (Between Walnut Avenue and Grapevine Drive)	1,382
East Avenue (Between Walnut Avenue and Hickory Avenue)	967
Hickory Avenue (Between Celia Drive and Olds Avenue)	980
Celia Drive (Between Livingston/Cressey Road and Walnut Avenue)	1,300
Swan Street (Between Livingston/Cressey Road and Franci Street)	631
White Street (Between Crowell Street and Swan Street)	580
Simpson Street (Between Crowell Street and Campbell Boulevard)	580
Franci Street (Between Crowell Street and Campbell Boulevard)	900
Pecan Court	240
Ash Court	150
Linden Court	180
Willow Court	180
<b>Total</b>	<b>22,172</b>

<sup>132</sup>Accountants employ the term "Fund Balance" to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government's budgetary basis. In both cases, "Fund Balance" is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# **PROPOSITION 42 TRAFFIC CONGESTION RELIEF SPECIAL REVENUE FUND**

**(Fund No. 1203)**

## **Fund Mission**

The mission of the Proposition 42 Traffic Congestion Relief Special Revenue Fund is to provide funds to construct, repair, rehabilitate and maintain streets, roads, bridges, traffic control devices, sidewalks, bike lanes and other transportation facilities to relieve traffic congestion within the City of Livingston.

## **Fund Description**

In 2002 the voters approved Proposition 42. This ballot measure dedicated the sales tax on gasoline to transportation programs. Funds were to be allocated on a 40/40/20 split with 40 percent of the money going to cities and counties (50/50 split), 40 percent to State transportation projects and 20 percent to mass transit systems. Proposition 42 allows these funds to be transferred to the State General Fund and appropriated for non-transportation purposes during times when the State has a fiscal crisis. The funds were transferred to the state General Fund in FY2004 and FY2005. FY2006 was the first time since Proposition 42 passed that the \$1.3 billion in sales tax on gas was spent on transportation. Cities received \$136,102,000 in FY2006, \$219,997,755 in FY2007, \$266,457,000 in FY2009, and are projected to receive \$284,451 in FY2010.



Cities and counties received no local streets and roads maintenance funds from Proposition 42 in FY2008 pursuant to a formula in current law and under a longstanding agreement that provided cities and counties with local streets and roads funds in FY2002 and FY2003.

Proposition 42 Traffic Congestion Relief funds can only be used for street and highway pavement maintenance, rehabilitation, reconstruction and storm damage repair. For Proposition 42 purposes, "maintenance" means patching, overlaying and sealing. Reconstruction includes overlaying, sealing or widening of the roadway to bring the roadway width to the desirable minimum pavement width consistent with accepted design standards for local streets and roads, but does not include widening for increasing the traffic capacity of a street or road. Storm damage repair is repair or reconstruction of local streets and highways and related drainage improvements that have been damaged due to winter storms or flooding, and construction of drainage improvements to mitigate future roadway flood and damage, in those jurisdictions that have been declared disaster areas by the President of the United States.

In order to receive Proposition 42 allocations, cities must be in compliance with the maintenance of effort provision. The maintenance of effort (MOE) provision requires cities to expend from their General Fund, in the budget year in which Proposition 42 monies are allocated, a defined amount of funds for transportation purposes. This amount is equal to or greater than the average transportation expenditures for FY1997, FY1998 and FY1999.

At the end of each fiscal year, the cities must prove to the California State Controller that they have spent the required maintenance of effort (MOE) monies. Any city that fails to do so must reimburse the state for the funds it received during the fiscal year.

During FY2008 and FY2009, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund, Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B Funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack

seal, slurry seal, and excavation of local pavement failures.<sup>133</sup> (See Figure 52 and Figure 53.) This project completed 39,666 lineal feet of road rehabilitation and cost \$923,935.

## FY2010 Proposition 42 Allocation Time and State Cash Flow

Proposition 42 funds have historically been allocated quarterly. However, as part of the FY2010 state budget, in order for the State to better manage cash flow difficulties, as delay in the regular quarter allocation was made as follows:

- The October 2009 and January 2010 payment was made in May 2010.
- The third quarter April and fourth quarter June payments were made on time.

## 2010 Gasoline Sales Tax—Gasoline Excise Tax Swap

On March 4, 2010, as part of a special budget session called by the Governor, the State Legislature passed ABx8 6 and ABx8 9, which contain provisions for a swap of State sales taxes on gasoline for a gasoline excise tax. The bills were signed by the Governor on March 22. Governor Schwarzenegger signed AB 70 on March 23, which is a clean up to ABX8 6 on March 23, 2010. **This legislation eliminated Proposition 42 funding for FY2011, and replaced it with additional gasoline excise tax allocation to cities and counties. The law included expressed legislative intent to fully replace City and County Proposition 42 State sales tax on gasoline with allocations from the new higher motor vehicle gasoline excise tax (HUTA) rate.**

## Revenue Assumption

Cities and counties received no local streets and roads maintenance funds from Proposition 42 in FY2008 pursuant to a formula in current law and under a longstanding agreement that provided cities and counties with local streets and roads funds in FY2002 and FY2003. However, under the existing formula, cities received approximately \$266,467,000 during FY2009 and Livingston projects that revenues will be approximately the same level for FY2010. Livingston’s Proposition 42 allocation was \$117,015 during FY2009 and is projected to be the same for FY2010.

The FY2010 Gasoline Sales Tax—Gasoline Excise Tax swap bills passed on March 4, 2010, and March 23, 2010, will completely eliminate Proposition 42 funding for FY2011. These Proposition 42 revenues will be replaced with additional gasoline excise tax allocations to cities and counties. The final Proposition 42 payment to the City of Livingston of \$117,015 was made in May 2010. The City estimates that it will spend \$20,000 in Proposition 42 funds during FY2010 to complete engineering and environmental work relating to paving of B Street from Briarwood Drive and to Robin Avenue, and the construction of a temporary asphalt sidewalk from Briarwood Drive to Winton Parkway. During FY2011, the City will take the \$97,015 from the Proposition 42 Traffic Congestion Relief Special Revenue Fund balance and use it to complete the “B” Street Paving and

<sup>133</sup>During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$78,804), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B Funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figure 57.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.

Street Rehabilitation Project Contributions	Financial Contribution
Transportation Development Act Special Revenue Fund	\$ 297,830
Regional Surface Transportation Act Special Revenue Fund	187,211
<b>Proposition 42 Traffic Congestion Relief Special Revenue Fund</b>	<b>117,698</b>
<b>Proposition 1B Funds in General Capital Projects Fund (Grant)</b>	<b>415,490</b>
<b>Total Contribution</b>	<b>\$ 1,018,229</b>

Sidewalk Project. The City will have a \$19,033 fund balance in the Proposition 42 Traffic Congestion Relief Special Revenue Fund on June 30, 2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Comply with all state requirements to obtain and spend Proposition 42 Traffic Congestion Relief funds.  
**Performance Measure:** City is in compliance with all grant requirements. Report to City Council.
- 2. Goal:** Successfully pass audit conducted by the California Department of Transportation (Caltrans) on the use of Proposition 42 Traffic Congestion Relief Funds.  
**Performance Measure:** City successfully passes the audit. Report to the City Council.
- 3. Goal:** Complete Proposition 42 “B” Street Paving and Sidewalk project by September 2010.  
**Performance Measure:** Proposition 42 “B” Street Paving and Sidewalk project is completed by September 2010.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

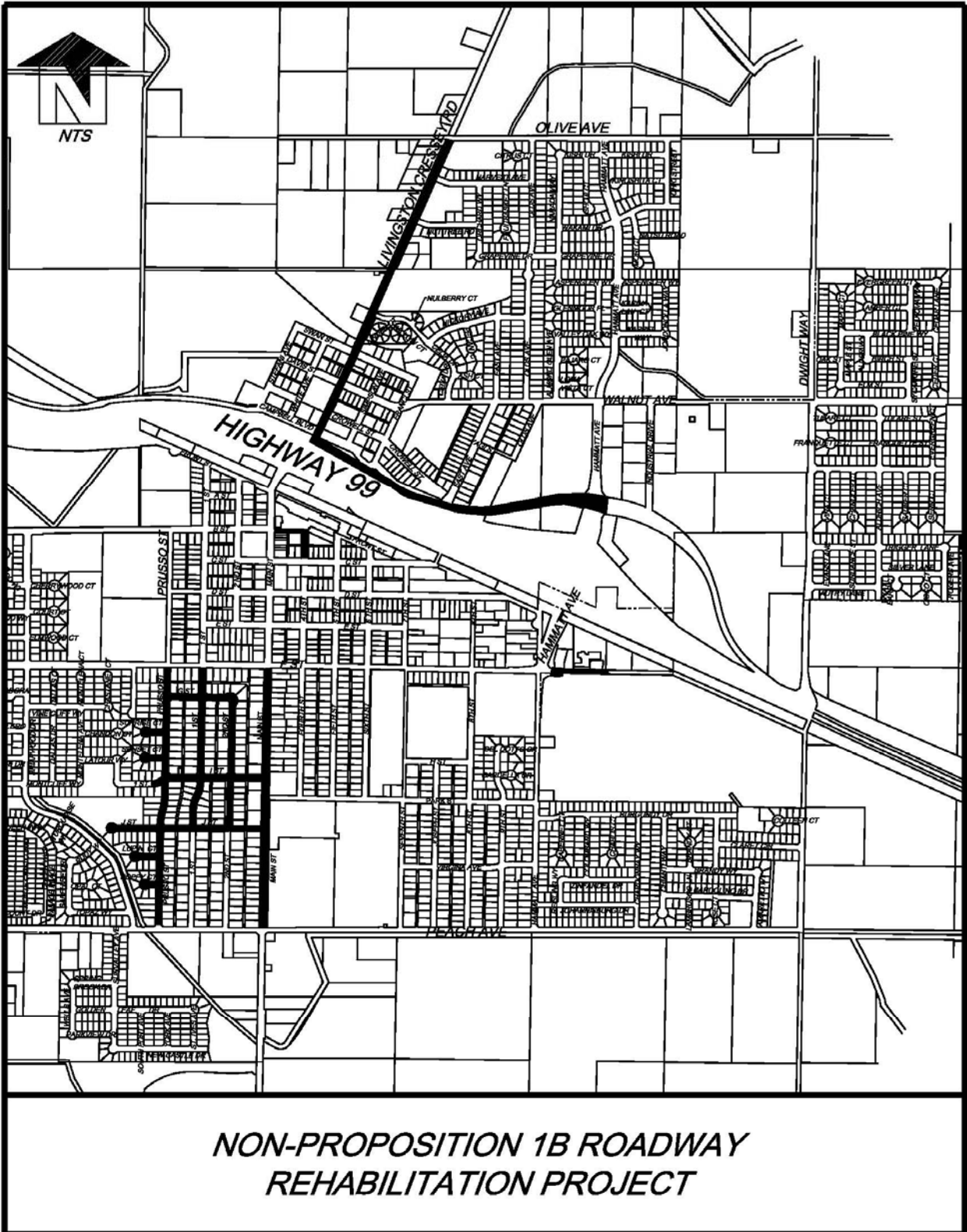
**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community’s surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

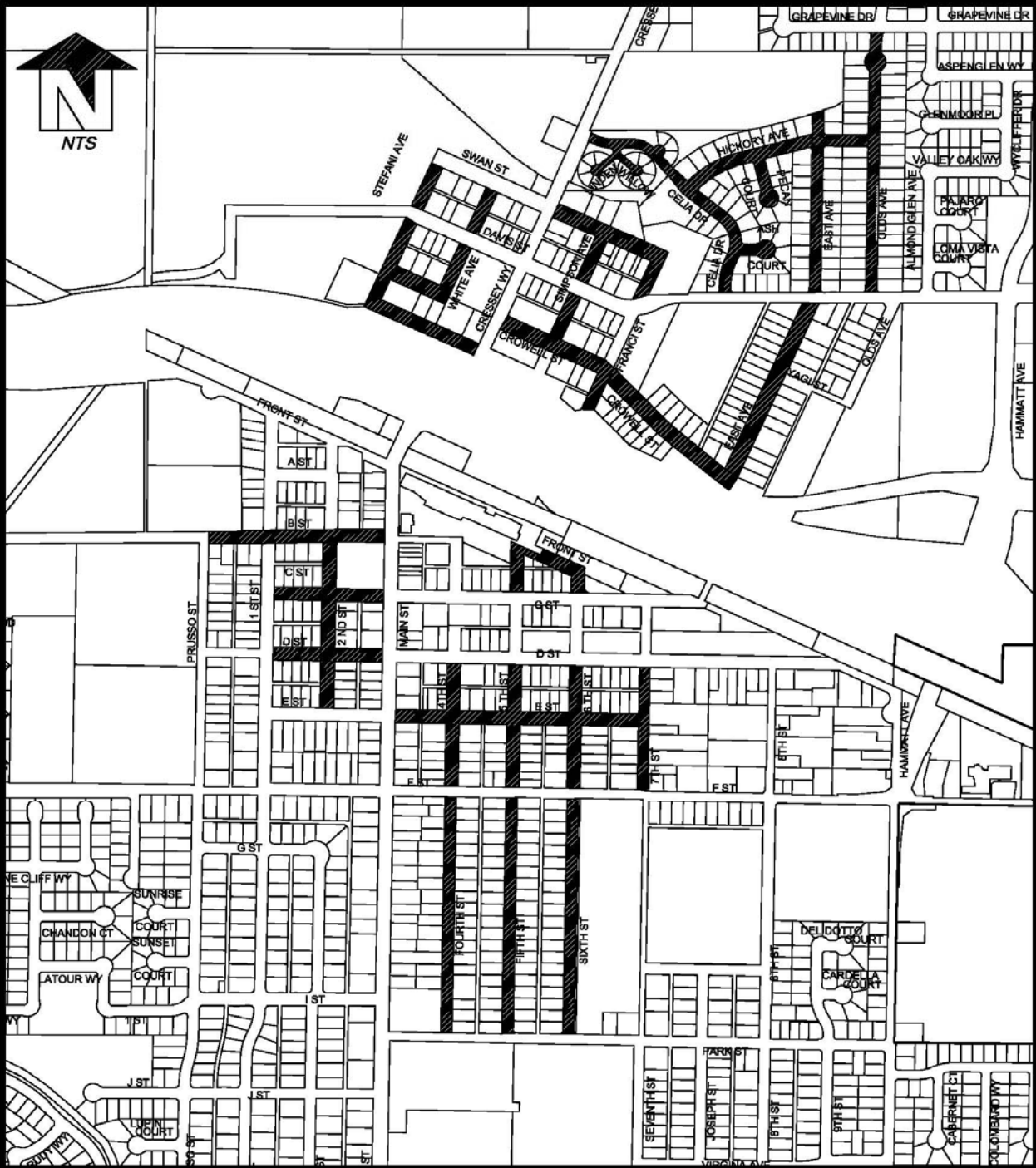
**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural

Figure 52  
Street Rehabilitation Project Map  
FY2008-FY2010





**Figure 53**  
**Proposition 1B Grant Street Rehabilitation Project Map**  
**FY2009-FY2010**



**PROPOSITION 1B ROADWAY  
 REHABILITATION PROJECT**

environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Proposition 42 Traffic Congestion Relief Special Revenue Fund Revenues

### Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1203-000-3306	Proposition 42 Traffic Congestion Relief Revenue <sup>134</sup>	0	117,015	126,339	0	0
1203-000-3610	Interest Income	2,442	683	0	0	0
	<b>Total Proposition 42 Special Revenue Fund Revenues</b>	<b>2,442</b>	<b>117,698</b>	<b>126,339</b>	<b>0</b>	<b>0</b>

### Use of Proposition 42 Traffic Congestion Relief Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Proposition 42 Traffic Congestion Relief Fund Balance <sup>135</sup>	66,559	0	0	94,969	0
	<b>Total Use of Proposition 42 Traffic Congestion Relief Fund Balance</b>	<b>66,559</b>	<b>0</b>	<b>0</b>	<b>94,969</b>	<b>0</b>

### Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Proposition 42 Traffic Congestion Relief Revenues</b>	<b>69,001</b>	<b>117,698</b>	<b>126,339</b>	<b>94,969</b>	<b>0</b>

## Proposition 42 Traffic Congestion Relief Special Revenue Fund Expenditures

### Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012

<sup>134</sup>Cities and counties received no local streets and roads maintenance funds from Proposition 42 in FY2008 pursuant to a formula in current law and under a longstanding agreement that provided cities and counties with local streets and roads funds in FY2002 and FY2003. However, under the existing formula, cities received approximately \$266,467,000 during FY2009 and Livingston projects that revenues will be approximately the same level for FY2010. Livingston's Proposition 42 allocation was \$117,015 during FY2009 and is projected to be the same for FY2011.

On March 4, 2010, as part of a special budget session called by the Governor, the State Legislature passed ABx8 6 and ABx8 9, which contain provisions for a swap of State sales taxes on gasoline for a gasoline excise tax. The bills were signed by the Governor on March 22. Governor Schwarzenegger signed AB 70 on March 23, which is a clean up to ABx8 6 on March 23, 2010. This legislation eliminated Proposition 42 funding for FY2011, and replaced it with additional gasoline excise tax allocation to cities and counties. The law included expressed legislative intent to fully replace City and County Proposition 42 State sales tax on gasoline with allocations from the new higher motor vehicle gasoline excise tax (HUTA) rate.

<sup>135</sup> The use of \$66,559 in FY2008 and \$97,015 in FY2011 from the Proposition 42 Traffic Congestion Relief Special Revenue Fund Balance represents the taking of prior year's accumulated fund surplus and appropriating it for expenditure in FY2008 and FY2011.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1203-105-4437	Street Repair & Maintenance	49,233	0	0	0	0
1203-105-7639	Traffic Light B & Winton Parkway <sup>136</sup>	0	0	0	0	0
1203-105-7650	Slurry Seal Projects <sup>137</sup>	19,768	117,698	12,337	94,969	0

<sup>136</sup> Livingston completed the construction of a traffic signal at the intersection of “B” Street and Winton Parkway in FY2008 by matching City funds with a Federal Hazard Elimination and Safety (HES) Grant. The City spent a total of \$241,438 in Federal funds in FY2005, FY2006 and FY2007 in the General (Grants) Capital Projects Fund for this project. The City’s match for the project consisted of spending \$79,150 in Proposition 42 Traffic Congestion Relief Special Revenue Funds in FY2007 and \$165,178 in FY2008 in the Streets and Bridges Development Impact Fees Capital Projects Fund. Total spending for the traffic signal from all accounting funds was \$485,766.

<sup>137</sup>The City spent \$20,000 in FY2010 and will combine \$97,015 in Proposition 42 Traffic Congestion Relief Special Revenue Funds with \$82,985 in Gasoline Tax Special Revenue Funds to pave “B” Street from Briarwood Drive to Robin Avenue. The Project will also include the installation of temporary sidewalk from Briarwood Drive to Winton Parkway on “B” Street and replacement of the asphalt curb protecting the sidewalk on “F” Street from Winton Parkway to Livingston Middle School.

During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$94,294), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B Funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figures 52 and 53.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.

Location of Streets	Length of Street in Feet
Prusso Street (Between Peach Avenue and “F” Street)	2,496
First Street (Between J Street and Park Street)	1,490
Second Street (Between J Street and Park Street)	1,200
Main Street (Between Peach Avenue and F Street)	2,435
“I” Street (Between Prusso Street and Main Street)	1,208
“J” Street (Between Prusso Street and Main Street)	1,482
Park Street (Between Prusso Street and Second Street)	635
Sunrise Court	211
Sunset Court	211
Lupin Court	257
Poppy Court	155
Livingston/Cressey Road (Between Campbell Blvd. and Olive Avenue)	3,000
Campbell Boulevard (Between Livingston/Cressey Road to Hammatt Avenue)	2,714
<b>Total</b>	<b>17,494</b>

Proposition 1B \$400,000 Street Rehabilitation Project includes: (Please see Figure 53.)

Location of Streets	Length of Street in Feet
“B” Street (Between First Street and Main Street)	925
“C” Street (Between First Street and Main Street)	550
“D” Street (Between First Street and Main Street)	550
Second Street (Between “E” Street and “B” Street)	880
“E” Street (Between Main Street and Seventh Street)	1,273
Fourth Street (Between Park Street and “D” Street)	1,982
Fifth Street (Between Park Street and “D” Street)	1,982
Sixth Street (Between Park Street and “D” Street)	1,982
Front Street (Between Fifth Street and Sixth Street)	550
Campbell Boulevard (Between Stefani Street and Livingston/Cressey Road)	635
Crowell Street (Between Stefani Street and White Street)	309
Crowell Street (Between Livingston/Cressey Road and East Avenue)	1,490
East Avenue (Between Crowell Street and Walnut Avenue)	994
Olds Avenue (Between Walnut Avenue and Grapevine Drive)	1,382
East Avenue (Between Walnut Avenue and Hickory Avenue)	967
Hickory Avenue (Between Celia Drive and Olds Avenue)	980
Celia Drive (Between Livingston/Cressey Road and Walnut Avenue)	1,300
Swan Street (Between Livingston/Cressey Road and Franci Street)	631
White Street (Between Crowell Street and Swan Street)	580

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Fund Expenditures</b>	<b>69,001</b>	<b>117,698</b>	<b>12,337</b>	<b>94,969</b>	<b>0</b>

## Proposition 42 Traffic Congestion Relief Special Revenue Fund Balance<sup>138</sup>

Estimated Beginning FY2012 Proposition 42 Traffic Congestion Relief Special Revenue Fund Balance on July 1, 2011: \$ 19,033

Estimated Ending FY2012 Proposition 42 Traffic Congestion Relief Special Revenue Fund Balance on June 30, 2012: \$ 19,033

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Simpson Street (Between Crowell Street and Campbell Boulevard)	580
Franci Street (Between Crowell Street and Campbell Boulevard)	900
Pecan Court	240
Ash Court	150
Linden Court	180
Willow Court	180
<b>Total</b>	<b>22,172</b>

<sup>138</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# CALIFORNIA CITIZEN OPTION FOR PUBLIC SAFETY GRANT (COPS) SPECIAL REVENUE FUND

(Fund No. 1204)

## Fund Mission

The mission of the California Citizen Option for Public Safety Grant (COPS) program is to provide additional law enforcement resources from the State of California to fund front line law enforcement.

## Fund Description



Assembly Bill 1913 or California Citizen Option for Public Safety Grant (COPS) program provides a minimum of \$100,000 to eligible front line law enforcement agencies. To be eligible for allocations under the COPS program, a local jurisdiction must (1) submit an annual expenditure report to the State Controller as required by current law and (2) fully expend its allocation within 24 months of receipt. COPS funds cannot be used to replace existing City funding for the Police Department. Each county has an oversight committee from the District Attorney's Office that reviews the COPS expenditures of each law enforcement agency. Effective July 1, 2011, Public Safety Realignment #1: VLF Financing, redirects approximately \$130 million in annual city general fund revenue from the 0.65% Motor Vehicle License Fee (MVLFF) into a new state Local Law Enforcement Services Account, created by the public safety realignment funding bill, SB93/AB118. Also increase vehicle registration fees by \$12 dollars to fund Department of Motor Vehicle administrative costs, freeing up \$300 million previously charged to the MVLFF. Eliminates allocations to cities (\$130 million) and the County of Orange (\$50 million) from the MVLFF including the VLF per capita allocation, special allocation to cities incorporated since 2004 and cities annexing since 2004. Public Safety Realignment #2: Sales Tax Financing and Allocations, converts approximately \$5 billion in state sales tax to local sales tax to pay for public safety realignment program, as enacted by AB109 (Chapter 15, Statutes of 2011). Provides specific per county allocation funding various accounts for county law enforcement, corrections, court operations, mental health, child welfare, rehabilitations, juvenile justice, parole, probation, and community corrections programs. Also provides funding for law enforcement grants including Citizens Option for Public Safety (Supplemental Law Enforcement Services), Juvenile Justice, and booking fee subventions (Jail Detention Facility grants) from \$489 million of Motor Vehicle License Fee revenue diverted from cities (\$130 + million), the County of Orange (\$50 million) and DMV administration (\$300 million – now paid from the \$12 vehicle registration fee).

## Revenue Assumptions

The total state-wide appropriation for the California Citizen Option for Public Safety Grant (COPS) Program in FY2012 is projected to be \$100 million. Livingston can expect to receive approximately \$100,000 under a grant distribution formula approved by the State Legislature. Total financial resources available for appropriation by the City Council for FY2012 are \$100,000.

The Police Department will spend \$112,000 from a state law enforcement COPS grant for police vehicles and equipment. This includes \$102,000 to replace three police vehicles, \$7,000 to upgrade the Police Department Dispatch Center and \$3,000 to acquire its own 800 megahertz police radio frequency. Once the City acquires its own radio 800 megahertz frequency, it will no longer need to pay the County \$8,100 to use their radio frequency.

City police radios and radio frequencies are and will continue to be fully compatible and able to communicate with Merced County Sheriff Department's radios. In addition to the carry overs from FY2011 the department will spend \$50,000. This amount includes \$30,000 for replacement of another police vehicle and \$10,000 for equipment to be mounted on and in the vehicle, and \$10,000 to purchase safety equipment.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Purchase three Police Department vehicles and install all appropriate law enforcement equipment.  
**Performance Measure:** Police vehicles are purchased and all appropriate law enforcement equipment is installed.
- 2. Goal:** Upgrade the Police Department Dispatch Center to provide more efficient service to the officers and to the public.  
**Performance Measure:** Police Department Dispatch Center is upgraded to provide more efficient service to the officers and the public.
- 3. Goal:** Police Department begins the process to obtain its own radio frequency on the 800 megahertz System.  
**Performance Measure:** Police Department obtains its own radio frequency on the 800 megahertz System.
- 4. Goal:** Submit annual report on the expenditures of California Citizen Option for Public Safety Grant (COPS) funds to the State Controller's Office on time.  
**Performance Measure:** Annual report for the expenditure of California Citizen Option for Public Safety Grant (COPS) funds is submitted on time.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes efficient and effective municipal services and makes adequate provision in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

**Value:** Fosters a feeling of community spirit, community identity and promotes a sense of full citizen participation, guaranteeing an opportunity for everyone to share in the activities, duties, responsibilities and benefits of the City.

**Value:** Welcomes and accommodates the needs and desires of current residents, future residents and visitors, and lives with the spirit of volunteerism where neighbors work together for the common good to build a strong and vibrant community.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## California COPS Grant Special Revenue Fund Revenues

### Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1204-000-3380	AB 1913 California COPS Grant Program Revenues <sup>139</sup>	100,193	100,074	100,045	100,017	100,000
1204-000-3610	Interest Income	377	149	0	0	0
	<b>Total COPS Grant Fund Revenues</b>	<b>100,570</b>	<b>100,223</b>	<b>100,045</b>	<b>100,017</b>	<b>100,000</b>

### Use of California COPS Grant Special Revenue Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of California COPS Fund Balance <sup>140</sup>	0	21,064	0	0	0
	<b>Total Use of COPS Special Revenue Fund Balance</b>	<b>0</b>	<b>21,064</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total California COPS Special Revenue Fund Revenues</b>	<b>100,570</b>	<b>121,287</b>	<b>100,045</b>	<b>100,017</b>	<b>100,000</b>

## California COPS Grant Special Revenue Fund Expenditures

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1204-102-4300	Professional Services	0	0	0	0	0
1204-102-4430	Vehicle Operation and Maintenance	0	0	0	0	0
1204-102-4606	Small Tools and Equipment	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<sup>139</sup> Assembly Bill 1913 or California Citizen Option for Public Safety (COPS) Grant program provides a minimum of \$100,000 to eligible front line law enforcement agencies. To be eligible for allocations under the COPS program, a local jurisdiction must (1) submit an annual expenditure report to the State Controller as required by current law and (2) fully expend its allocation within 24 months of receipt. COPS funds cannot be used to replace existing City funding for the Police Department. Each county has an oversight committee from the District Attorney's Office that reviews the COPS expenditures of each law enforcement agency.

<sup>140</sup> The use of \$21,065 in FY2009 and \$9,850 in FY2011 in California Citizen Option for Public Safety (COPS) Grant Special Revenue Fund Balance represents the taking of prior year's accumulated restricted fund surplus and appropriating it for expenditure in FY2009 and FY2012.

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1204-102-7401	Public Safety Camera System <sup>141</sup>	96,416	0	0	37,032	0
1204-102-7410	Police Equipment Purchases <sup>142</sup>	0	121,287	10,807	17,123	20,000

<sup>141</sup>During FY2008, the City spent \$28,648 in the Community Facilities District (CFD) Special Revenue Fund, \$1,310 in the General (City) Capital Projects Fund and \$96,416 in the California COPS Grant Special Revenue Fund to begin installing a public safety camera system for the City Livingston. Phase 1 of the project has been completed and consists of installing cameras in all patrol vehicles. Phase 2 of the project involves the installation of a Citywide broad band wireless system with cameras at fixed locations in the City. The system is based on the Worldwide Interoperability for Microwave Access (WiMAX) standard, Sony security cameras and video management software and licensed point-to-point wireless microwave radios for the core or back haul of the system. The approximate coverage area is four square miles. This system will provide coverage of all residential and business roads that a vehicle would normally travel within the designated area. Each vehicle will have a mounted in-car video recording system that will allow it to take real-time video from the police vehicle or to tune into any camera in the City. This system will be controlled by a server in the Police Department and monitored from screens in the Police Department Dispatch Center. The City will initially install four cameras at the Police Department and 16 cameras at other locations in Livingston. The system can scale to support an additional 80-120 cameras, Voice-over-Internet Protocol as well as data connectivity to remote locations. In addition, the system can be further scaled with minimal hardware, software and installation costs. Each camera will be equipped with a four-hour battery backup system. Schools, businesses, and other organizations may purchase cameras to have their premises monitored. **The cost of the secure wireless broad band component of the system and installation of the initial system is \$738,478. This project was going to be funded through a lease-purchase agreement, using the annual appropriation of California COPS grant funds. However, it has been placed on hold due to the state budget crisis and the uncertainty of COPS grant funds being continued by the State Legislature.**

<sup>142</sup>During FY2007, the City also spent \$108,168 to upgrade its radio communications system to the Countywide 800mhz law enforcement radio communications system. Livingston combined \$94,986 from the California Citizen Option for Public Safety (COPS) Grant Special Revenue Fund with \$13,182 from the Police Impact Fees Capital Projects Fund to complete this radio communications upgrade. The Police Department had been operating for over 35 years on a 400mhz system that no longer adequately covered all of the new City growth areas. The system also did not permit portable radio coverage outside the City of Livingston. In addition to these communications limitations, the City needed to replace its two current base stations because Motorola no longer manufactured parts for these base stations. Any breakdown required the City to scavenge parts from older systems at other locations.

This communications upgrade to the Countywide 800mhz allowed Livingston officers to communicate easily with the City's dispatch center regardless of their location in the City and allowed them to communicate anywhere in the Central Valley from their vehicles. Portable radio coverage by Livingston is now also possible anywhere within Merced County. The upgrade provided greater communications interoperability and made Livingston, Merced County and other participating agencies more competitive for communications interoperability grants through the State and Federal Departments of Homeland Security.

During FY2009, the City spent \$121,287 on police equipment. This included \$24,500 to upgrade the software for the police vehicle mobile digital communications system to allow officers to make CLETS inquiries through their in-car computer systems. The City is currently running CLETS through Merced County and the current software configuration does not permit officers to make CLETS inquiries from their vehicles. This software upgrade will allow the patrol vehicle computers to perform at their full capacity.

In addition to the CLETS software upgrade, the City spent \$96,787 in FY2009 to replace outdated Merced County computer hardware in the Livingston Police Department. The County was charging the City \$39,464 per year for the outdated hardware and support. These costs were rising every year and the County maintenance has been unsatisfactory. The City is proposing a two-year program to replace this hardware and provide its own support through Quick PC Support.

FY2010 expenditures included \$4,634 for officer equipment, \$2,645 for firearms and \$3,527 for radio remotes and batteries. In addition to this equipment, the City used \$7,412 in California COPS Grant Special Revenue Fund in FY2010 for its 50 percent match for its U.S. Department of Justice (DOJ) 2009 Bullet-Proof Vest Partnership Grant. This grant provided 50 percent of the funding to purchase 21 bullet-proof vests. The federal funds are accounted for in the General (Grants) Capital Projects Fund.



Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1204-102-7420	Police Vehicle Purchases <sup>143</sup>	0	0	32,232	0	30,000
1204-102-7614	2009 Bulletproof Vest Expense	0	0	7,412	0	0
	<b>Total California COPS Capital Expenditures</b>	<b>96,416</b>	<b>121,287</b>	<b>50,451</b>	<b>54,155</b>	<b>50,000</b>

## Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total California COPS Fund Expenditures</b>	<b>96,416</b>	<b>121,287</b>	<b>50,451</b>	<b>54,155</b>	<b>50,000</b>

## Projected Estimated Changes to California COPS Grant Special Revenue Fund Balance<sup>144</sup>

Estimated Beginning FY2012 COPS Grant Special Revenue Fund Balance on July 1, 2011:	\$ 74,392
Estimated Ending FY2012 COPS Grant Special Revenue Fund Balance on June 30, 2012:	\$ 124,392

During FY2012, the City will spend \$7,000 to upgrade the Police Department Dispatch Center and \$3,000 to acquire its own 800 megahertz police radio frequency. Once the City acquires its own radio 800 megahertz frequency, it will not longer need to pay the County \$8,100 to use their radio frequency. City police radios and radio frequencies are and will continue to be fully compatible and able to communicate with Merced County Sheriff Department's radios. In addition to the carry overs from FY2011 the department will spend another \$10,000 for equipment to be mounted on an in the vehicle and \$10,000 to purchase safety equipment.

<sup>143</sup>The City spent \$33,000 in FY2010 to purchase a police vehicle and associated equipment. During FY2012, the City will spend \$112,000 to purchase three police vehicles with associated equipment and safety equipment for the department. In addition to the carry overs from FY2011 the department will spend \$30,000 for replacement of another police vehicle.

<sup>144</sup>Accountants employ the term "Fund Balance" to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government's budgetary basis. In both cases, "Fund Balance" is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# HOME INVESTMENT PARTNERSHIP ACT SPECIAL REVENUE FUND

(Fund No. 1205)

## Fund Mission

The mission of the HOME Investment Partnership Act Special Revenue Fund is to account for all activities, revenues, expenditures, assets and liabilities to create, improve and retain the supply of affordable housing in the City of Livingston through federal grants issued by the U.S. Department of Housing and Urban Development (HUD).

## Fund Description

The HOME Investment Partnership Act is a Program administered by the U.S. Department of Housing and Urban Development (HUD). The City obtains these funds by making an application to the California Department of Housing and Community Development (HCD). HOME funds may be used for housing rehabilitation, new construction, and acquisition and rehabilitation of single-family and multi-family projects. The City received an \$800,000 HOME grant in FY2007 and an additional \$800,000 in FY2009 for a First-Time Homebuyer Down Payment Assistance Program and a Housing Rehabilitation Program. The City has a contract with Self-Help Enterprises to administer both programs.

The Livingston First-Time Homebuyer Down Payment Assistance Program is designed to provide assistance to eligible homebuyers in purchasing homes located within the City limits. The program provides this assistance in the form of deferred payment loans as “gap” financing toward the purchase price and closing costs of affordable housing units that will be occupied by the homebuyers.

The City of Livingston HOME Housing Rehabilitation Program is designed to improve the housing of low- and moderate-income persons in a manner that addresses health and safety concerns, conserves the existing housing stock and contributes to neighborhood revitalization and preservation. To fulfill this objective, financial rehabilitation assistance is offered throughout the City to Targeted Income Group (TIG) persons.

## Revenue Assumptions

The City of Livingston will receive the balance of \$479,938 of its \$800,000 from the 2009 HOME Investment Partnership Act grant. The City will also use HOME Program Income recaptured from previous HOME loans as it becomes available. The City anticipates that it will use all grant funds to assist low- and moderate-income residents during FY2012. The City will begin the fiscal year with a negative fund balance of \$51,881 and end FY2012 with a zero fund balance in the HOME Investment Partnership Act Special Revenue Fund.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Provide information about City and County homebuyer programs to low- and moderate-income households about the availability of financial assistance in purchasing their first home.

**Performance Measure:** Information is provided about the City and County homebuyer programs to low- and moderate-income households about the availability of financial assistance in purchasing their first home.

2. Goal: **Provide information about City and County rehabilitation programs to low- and moderate-income households with homes and apartments in need of repairs.**<sup>145</sup>

**Performance Measure:** Information is provided about City and County rehabilitation programs to low- and moderate-income households with homes and apartments in need of repairs.

3. **Goal:** Maintain program guidelines which assure nondiscriminatory treatment, outreach, and access to the program.

**Performance Measure:** The City will ensure that all persons, including those qualified individuals with handicaps will have access to the program.

4. **Goal:** Provide assistance to a minimum of six homes per funding year.

**Performance Measure:** The City's HOME program with each year's funding will assist a minimum of six homes.

5. **Goal:** Obtain additional HOME Investment Partnership Act funds to assist families in the community meet their housing needs.

**Performance Measure:** City obtains an additional HOME Investment Partnership Act grant to assist families in the community meet their housing needs.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Provides a clear, clean and open visual image of the community that reflects the highest standards of design quality for public and private commercial, residential, institutional and industrial development.

**Value:** Fosters a feeling of community spirit, community identity and promotes a sense of full citizen participation, guaranteeing an opportunity for everyone to share in the activities, duties, responsibilities and benefits of the City.

**Value:** Welcomes and accommodates the needs and desires of current residents, future residents and visitors, and lives with the spirit of volunteerism where neighbors work together for the common good to build a strong and vibrant community.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Preserves its general open, rural, low profile, uncrowded character punctuated with ample open space, large set backs, panoramic views and pristine vistas of the surrounding hills.

**Vision:** Promotes urban design features that provide artful integration of building site with the environment with an emphasis on earth-tone colors, desert architecture, exterior building materials, monument signs, large building

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<sup>145</sup>Based on the Housing Condition survey completed as part of the "Livingston Housing Element 2003-2008," approximately 82 percent of the housing stock was in sound condition or needed only minor repairs, while 16 percent was in a deteriorated condition.

set backs, appropriate landscaping, berms and features that hide or reduce the visibility of negative urban features such as parking lots.

**Vision:** Includes a variety of residents, varied in age, family makeup, income levels and interests, who can commonly enjoy the beauty, economic opportunities, recreational activities and cultural amenities of the City and surrounding region.

**Vision:** Provides choices in housing types and housing densities in a variety of neighborhoods that are seamlessly integrated together and well insulated from high volume roadways, noise and nonresidential land uses. Neighborhoods harmonize and compliment one another through good urban design, architectural standards and landscaping where residents can fulfill their varied individual housing needs and dreams of home ownership. Housing fosters a sense of neighborhood among nearby residents and a sense of community through landscaped linkages with surrounding neighborhoods, parks and pristine areas.

## HOME Investment Partnership Act Special Revenue Fund Revenues

### Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1205-000-3994	2007 HOME Investment Partnership Act Grant Revenue <sup>146</sup>	1,053	554,040	123,916	16,505	0
1205-000-3999	2009 HOME Investment Partnership Act Grant Revenue	0	0	2,307	317,755	479,938
	<b>Total Intergovernmental Revenues</b>	<b>1,053</b>	<b>554,040</b>	<b>126,223</b>	<b>334,260</b>	<b>479,938</b>

### Use of California HOME Investment Partnership Act Grant Special Revenue Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of California HOME Investment Partnership Act Grant Special Revenue Fund Balance	0	0	0	51,883	0
	<b>Total Use of HOME Special Revenue Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>51,883</b>	<b>0</b>

### Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total HOME Investment Partnership Act Special Revenue Fund Revenues and Fund Balance</b>	<b>1,053</b>	<b>554,040</b>	<b>126,223</b>	<b>386,143</b>	<b>479,938</b>

<sup>146</sup> The HOME Investment Partnership Act is a Program administered by the U.S. Department of Housing and Urban Development (HUD). The City obtains these funds by making an application to the California Department of Housing and Community Development (HCD). HOME funds may be used for housing rehabilitation, new construction, and acquisition and rehabilitation of single-family and multi-family projects. The City received an \$800,000 HOME grant in FY2007 and additional \$800,000 in FY2009 for a First-Time Homebuyer Down Payment Assistance Program and a Housing Rehabilitation Program. The City has a contract with Self-Help Enterprises to administer both programs.

## 2007 HOME Investment Partnership Act Special Revenue Fund Expenditures

### Maintenance and Operation Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1205-275-4310	2007 HOME Grant Contract Services <sup>147</sup>	740	554,040	123,915	16,505	0
1205-275-4540	Advertisement	313	0	0	0	0
1205-275-7990	Transfers Out	0	0	0	2	0
	<b>Total Maintenance and Operation Expenditures</b>	<b>1,053</b>	<b>554,040</b>	<b>123,915</b>	<b>16,507</b>	<b>0</b>

## 2009 HOME Investment Partnership Act

### Special Revenue Fund Expenditures

### Maintenance and Operation Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1205-276-4310	2009 HOME Contract Services <sup>148</sup>	0	0	2,307	369,636	428,057
1205-276-4540	Advertisement	0	0	0	0	0
	<b>Total Maintenance and Operation Expenditures</b>	<b>0</b>	<b>0</b>	<b>2,307</b>	<b>369,636</b>	<b>428,057</b>

### Total HOME Investment Partnership Act Special Revenue Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total HOME Investment Partnership Act Special Revenue Fund Expenditures</b>	<b>1,053</b>	<b>554,040</b>	<b>126,222</b>	<b>386,143</b>	<b>428,057</b>

<sup>147</sup>The City assisted a total of ten families using the 2007 HOME funds in which nine families were assisted using the First-Time Homebuyer Program and one family was assisted using the Housing Rehabilitation Program. Seven of the families were low-income families and three of the families were very low-income families. The average family size is five persons per household. Five of the families have female heads of household.

<sup>148</sup> The City has assisted a total of seven families using the 2009 HOME funds in which three families were assisted using the First-Time Homebuyer Program and four families were assisted using the Housing Rehabilitation Program. Three of the families were low-income families, three of the families were very low-income families and one family was extremely low-income. The average family size is five persons per household. Three of the families have female heads of household.

## **Projected Estimated Changes to the HOME Investment Partnership Act Special Revenue Fund Balance<sup>149</sup>**

Estimated Beginning FY2012 HOME Investment Partnership Act Special Revenue Fund balance on July 1, 2011:	\$ (51,881)
Estimated Ending FY2012 HOME Investment Partnership Act Special Revenue Fund Balance on June 30, 2012	\$ 0

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<sup>149</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# U.S. DEPARTMENT OF JUSTICE COMMUNITY ORIENTED POLICING IN SCHOOLS (COPS) GRANT SPECIAL REVENUE FUND

(Fund No. 1206)

## Fund Mission

The mission of the U.S. Department of Justice Community Oriented Policing in Schools (COPS) Grant Special Revenue Fund is to account for federal grant revenues and expenditures related to providing police officers and law enforcement technology and equipment to Livingston's primary and secondary schools.

## Fund Description

### School Resource Officers.

The U.S. Department of Justice, Office of Community Policing provides grants for the hiring and deployment of new, additional career law enforcement officers for 36 months in and around primary and secondary schools. This grant program was designed to provide assistance to law enforcement agencies to build collaborative relationships with schools and to use community policing efforts to help combat violence and reduce the fear of crime in the schools by deploying officers as school resource officers (SRO). Officers hired under this grant must spend 75 percent of their time in and around primary and secondary schools working on youth-related activities. Grant funds may only be used to pay for entry-level salaries and benefits for the hiring or rehiring of new, additional career law enforcement officers. The Public Safety Partnership and Community Policing Act of 1994 specifically states that federal funds under this program may not be used to supplant, or replace, local or state funds which otherwise would be spent on law enforcement purposes. The City of Livingston must retain each grant-funded position for a full City budget cycle after the 36-month grant has expired.

### Law Enforcement Technology and Equipment.

The U.S. Department of Justice, Office of Community Policing also provides grants for the deployment of law enforcement technology and equipment to assist school officials and community leaders in securing their schools against acts of violence against property, students and school staff.

## Revenue Assumptions

Livingston High School Cameras and Lighting. In FY2008, the City of Livingston worked with the Merced Union High School District to submit a U.S. Department of Justice, Office of Community Police COPS Secure Our Schools grant application to install 16 cameras on school grounds. A COPS Secure Our Schools grant for \$112,056 was awarded to the City of Livingston on September 1, 2007. The School District provided \$109,350 in matching funds to the grant.

The Merced Union High School District Board accepted complete responsibility of assuring the project was completed and met the requirements of the Department of Justice and the City of Livingston. The cameras were installed in September 2008 in strategically located exterior positions throughout the campus, such as the gymnasium, cafeteria, lab areas, welding shop, administration and instructional classrooms. The cameras are integrated with the Livingston Police Department's system, providing police with real-time cameras video feeds to the dispatch center and to the Mobile Digital Terminals (MDT) in the police vehicles.

The final phase will complement this cameras system by installing 37 exterior lights at Livingston High School, illuminating exterior spaces monitored by the new cameras which are currently in complete or partial darkness during the evening hours. The lighting is a high efficiency metal design with aluminum die cast housing and a polished anodized reflector. The enhanced visibility will provide a much improved camera recording during the hours of darkness. The total cost for the exterior lighting at Livingston High School is estimated to be \$40,100 with Merced Union High School District paying 50 percent of the cost and the Department of Justice grant paying 50 percent of the cost.

**Elementary Schools and Middle School Exterior Lighting and Cameras.** Livingston Middle School and three elementary schools experience vandalism and disorder on campus that would be alleviated with the final phase of a school exterior lighting and video camera system. Using local funds, the Livingston Union School District installed the first phase of cameras in May 2008, consisting of 17 cameras divided over four campuses. These cameras are not linked to the Livingston Police Department. Grant funds will be used to purchase and install 28 additional exterior lights and 31 additional cameras. These new cameras along with the 17 cameras previously installed would be linked to the Livingston Police Department Dispatch Center and the Mobile Digital Terminals (MDT) in the police vehicles. The cost of the lighting will be \$29,796 and the cost of the cameras will be \$92,225, with the grant funding 50 percent of this portion of the project and Livingston Union School District funding 50 percent of the project.

**Livingston Police Department Dispatch Center.** The 17 existing cameras and the 31 new cameras as explained above will be linked through a wireless communication system at an estimated equipment and labor cost of \$46,113. The Livingston Union School District will pay the 50 percent cash match of \$23,229. LCD monitor screens will be installed in the Police Department Dispatch Center and in the two school safety/administrator offices at a cost of \$6,300. Livingston Union School District will pay the 50 percent cash match of \$3,150.

Total revenues for this project from grant funds and matching funds from the Livingston Union School District and Merced Union School District will be \$214,880. There will be no fund balance at the end of the fiscal year.

## **Goals and Performance Measures**

**(To Be Completed by June 30, 2012)**

**1. Goal:** Purchase and install 37 exterior lights at Livingston High School using U.S. Department of Justice COPS Secure Our Schools grant funds and Merced Union High School District funds.

**Performance Measure:** Exterior lights are purchased and installed at Livingston High School using grant U.S. Department of Justice COPS Secure Our Schools grant funds and Merced Union High School District funds.

**2. Goal:** Install 31 cameras and 28 additional lights for Livingston's three elementary schools and middle school using U.S. Department of Justice COPS Secure Our Schools grant funds and Livingston Union School District funds.

**Performance Measure:** Cameras and additional exterior lights are installed at Livingston's three elementary schools and Middle School using U.S. Department of Justice COPS Secure Our Schools grant funds and Merced Union School District funds.

**3. Goal:** Link cameras to the Police Department Dispatch Center and the Mobile Digital Terminals (MDT) through a wireless link using U.S. Department of Justice COPS Secure Our Schools grant funds and Livingston Union School District funds.

**Performance Measure:** Cameras are linked to the Police Department Dispatch Center and the Mobile Digital Terminals (MDT) in the police vehicles using U.S. Department of Justice COPS Secure Our Schools grant funds and Livingston Union School District funds.



**4. Goal:** Install LCD screens in the Police Dispatch Center and in the two school safety/administrator offices using U.S. Department of Justice COPS Secure Our Schools grant funds and Livingston Union School District funds.

**Performance Measure:** LCD screens are installed in the Police Dispatch Center and in the two school/safety administrator offices using U.S. Department of Justice COPS Secure Our Schools grant funds and Livingston Union School District funds.

**5. Goal:** Submit required reports on expenditures of COPS Secure Our Schools grant funds to the U.S. Department of Justice on time.

**Performance Measure:** Reports for the expenditure of COPS Secure Our Schools grant funds are submitted on time to the U.S. Department of Justice.

**6. Goal:** Successfully pass all audits of the use of grant funds from the U.S. Department of Justice and City independent auditors.

**Performance Measure:** Report to City Council by U.S. Department of Justice and City independent auditors.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes efficient and effective municipal services and makes adequate provision in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

**Value:** Fosters a feeling of community spirit, community identity and promotes a sense of full citizen participation, guaranteeing an opportunity for everyone to share in the activities, duties, responsibilities and benefits of the City.

**Value:** Welcomes and accommodates the needs and desires of current residents, future residents and visitors, and lives with the spirit of volunteerism where neighbors work together for the common good to build a strong and vibrant community.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## U.S. Department of Justice COPS in Schools Grant Fund Revenues

### Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1206-000-3311	U.S. Department of Justice COPS in Schools Grant <sup>150</sup>	0	112,056	0	13,819	93,621
1206-000-3610	Interest Income	0	0	0	0	0
1206-000-3954	Reimbursements/Refunds-Merced Union High School District and Livingston Union School District Contribution	0	109,350	0	13,901	93,539
	<b>Total COPS in Schools Grant Fund Revenues</b>	<b>0</b>	<b>221,406</b>	<b>0</b>	<b>27,720</b>	<b>187,160</b>

### Use of U.S. Department of Justice COPS in Schools Grant Special Revenue Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of U.S. Department of Justice COPS in Schools Grant Special Revenue Fund Balance	0	0	0	0	82
	<b>Total Use of U.S. Department of Justice COPS in Schools Special Revenue Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>82</b>

### Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total COPS in Schools Grant Fund Revenues and Fund Balance</b>	<b>0</b>	<b>221,406</b>	<b>0</b>	<b>27,720</b>	<b>187,242</b>

## U.S. Department of Justice COPS in Schools Grant Fund Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1206-102-4110	Salaries and Wages—Regular	0	0	0	0	0
1206-102-4120	Salaries and Wages—Part Time	0	0	0	0	0
1206-102-4130	Salaries and Wages—Overtime	0	0	0	0	0
1206-102-4210	Group Insurance	0	0	0	0	0
1206-102-4220	Social Security	0	0	0	0	0
1206-102-4221	Medicare Insurance <sup>151</sup>	0	0	0	0	0

<sup>150</sup>The City received \$112,056 COPS Secure Our School grant from the U.S. Department of Justice, Office of Community Policing in FY2008, to install cameras at Livingston High School. These grant funds were matched by \$109,350 from the Merced Union High School District. In FY2011, the City received \$107,440 COPS Secure Our Schools grant from the U.S. Department of Justice, Office of Community, Policing to install exterior lighting and cameras at Livingston's three elementary schools and the middle school. The Merced Union High School District and the Livingston Union School District will provide \$107,440 in matching funds. In FY2011, the City received \$13,819 in grant funds and \$13,901 in matching funds. Total funds available in FY2012 are \$187,242.

<sup>151</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1206-102-4230	PERS—Retirement Employer Contribution	0	0	0	0	0
1206-102-4231	PERS—Employee Contribution	0	0	0	0	0
1206-102-4250	Unemployment Insurance <sup>152</sup>	0	0	0	0	0
1206-102-4260	Workers' Compensation	0	0	0	0	0
	<b>Total Personnel Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1206-102-7562	LUSD Security Cameras Project	0	0	0	0	174,780
1206-102-7665	LHS Security Cameras Project <sup>153</sup>	0	221,406	0	27,638	12,462

Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>152</sup>The City pays 4.3% of the employee's first \$7,000 for unemployment insurance and a 0.1% state employment training tax to the California Employment Development Department. The City had a balance of \$11,088.20 in its unemployment reserve account with the California Employment Development Department on July 31, 2010.

<sup>153</sup> **Livingston High School Cameras and Lighting.** In FY2008, the City of Livingston worked with the Merced Union High School District to submit a U.S. Department of Justice, Office of Community Police COPS Secure Our Schools grant application to install 16 cameras on school grounds. A COPS Secure Our Schools grant for \$112,056 was awarded to the City of Livingston on September 1, 2007. The School District provided \$109,350 in matching funds to the grant.

The Merced Union High School District Board accepted complete responsibility of assuring the project was completed and met the requirements of the Department of Justice and the City of Livingston. The cameras were installed in September 2008 in strategically located exterior positions throughout the campus, such as the gymnasium, cafeteria, lab areas, welding shop, administration and instructional classrooms. The cameras are integrated with the Livingston Police Department's system, providing police with real-time cameras video feeds to the dispatch center and to the Mobile Digital Terminals (MDT) in the police vehicles.

The final phase will complement this cameras system by installing 37 exterior lights at Livingston High School, illuminating exterior spaces monitored by the new cameras which are currently in complete or partial darkness during the evening hours. The lighting is a high efficiency metal design with aluminum die cast housing and a polished anodized reflector. The enhanced visibility will provide a much improved camera recording during the hours of darkness. The total cost for the exterior lighting at Livingston High School is estimated to be \$40,100 with Merced Union High School District paying 50 percent of the cost and the Department of Justice grant paying 50 percent of the cost.

**Elementary Schools and Middle School Exterior Lighting and Cameras.** Livingston Middle School and three elementary schools experience vandalism and disorder on campus that would be alleviated with the final phase of a school exterior lighting and video camera system. Using local funds, the Livingston Union School District installed the first phase of cameras in May 2008, consisting of 17 cameras divided over four campuses. These cameras are not linked to the Livingston Police Department. Grant funds will be used to purchase and install 28 additional exterior lights and 31 additional cameras. These new cameras along with the 17 cameras previously installed would be linked to the Livingston Police Department Dispatch Center and the Mobile Digital Terminals (MDT) in the police vehicles. The cost of the lighting will be \$29,796 and the cost of the cameras will be \$92,225, with the grant funding 50 percent of this portion of the project and Livingston Union School District funding 50 percent of the project.

**Livingston Police Department Dispatch Center.** The 17 existing cameras and the 31 new cameras as explained above will be linked through a wireless communication system at an estimated equipment and labor cost of \$46,113. The Livingston Union School District will pay the 50 percent cash match of \$23,229. LCD monitor screens will be installed in the Police Department Dispatch Center and in the two school safety/administrator offices at a cost of \$6,300. Livingston Union School District will pay the 50 percent cash match of \$3,150.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total California COPS Capital Expenditures</b>	0	221,406	0	27,638	187,242

### Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total COPS in Schools Grant Fund Expenditures</b>	0	221,406	0	27,638	187,242

## Projected Estimated Changes to U.S. Department of Justice COPS in Schools Grant Special Revenue Fund Balance<sup>154</sup>

Estimated Beginning FY2012 U.S. Department of Justice COPS in Schools Grant Special Revenue Fund Balance on July 1, 2011:	\$	82
Estimated Ending FY2012 U.S. Department of Justice COPS in Schools Grant Special Revenue Fund Balance on June 30, 2012:	\$	0

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Total revenues for this project from grant funds and matching funds from the Livingston Union School District and Merced Union School District will be \$214,880. There will be no fund balance at the end of the fiscal year.

<sup>154</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM SPECIAL REVENUE FUND

(Fund No. 1207)

## Fund Mission

The mission of the Community Development Block Grant (CDBG) Program Special Revenue Fund is to account for all activities, revenues and expenditures related to the receipt of Federal Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD).

## Fund Description

The Federal Community Development Block Grant (CDBG) Program is administered by the U.S. Department of Housing and Urban Development to achieve “national objectives” that include (1) assisting low- and moderate-income people, (2) eliminating urban blight or (3) to meet urgent needs. Livingston is not an “entitled” City and must compete state-wide each year for Community Development Block Grant (CDBG) funds. The Federal Omnibus Budget Reconciliation Act of 1981 provides for State of California administration of the Federal Community Development Block Grant Non-entitlement Program. These regulations set forth the policies and procedures governing the State’s management and use of these funds. In addition to these requirements, program participants must comply with Federal regulations contained in Title 24 of the Code of Federal Regulations, Part 570, Subpart I. In the event that Congress or the State Legislature add or amend any requirements concerning the use or management of these funds, grantees must comply with such requirements upon receipt of notice.

## Revenue Assumptions

Community Development Block Grant (CDBG) funds may only be used to eliminate blight, meet an urgent need or assist low- and moderate-income residents. The City used a \$500,000 U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant to help finance the Court Theater restoration. These funds will be combined with \$500,000 from a State Roberti-Z’Berg-Harris park grant, \$361,524 in Livingston Redevelopment Agency funds, and other funds acquired by the City to complete the Court Theater Restoration Project. The City used its Community Development Block Grant (CDBG) in FY2008 to complete the architectural drawings for the Court Theater restoration. (Please see Figure 54.) Total cost of the Court Theater restoration is estimated at \$7,652,672.

The City is not scheduled to receive any Community Development Block Grants during FY2012. Therefore no revenues or expenditures are projected for this accounting fund. There will be no fund balance in the Community Development Block Grant (CDBG) Program Special Revenue Fund at the beginning of FY2012 or at the end of FY2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

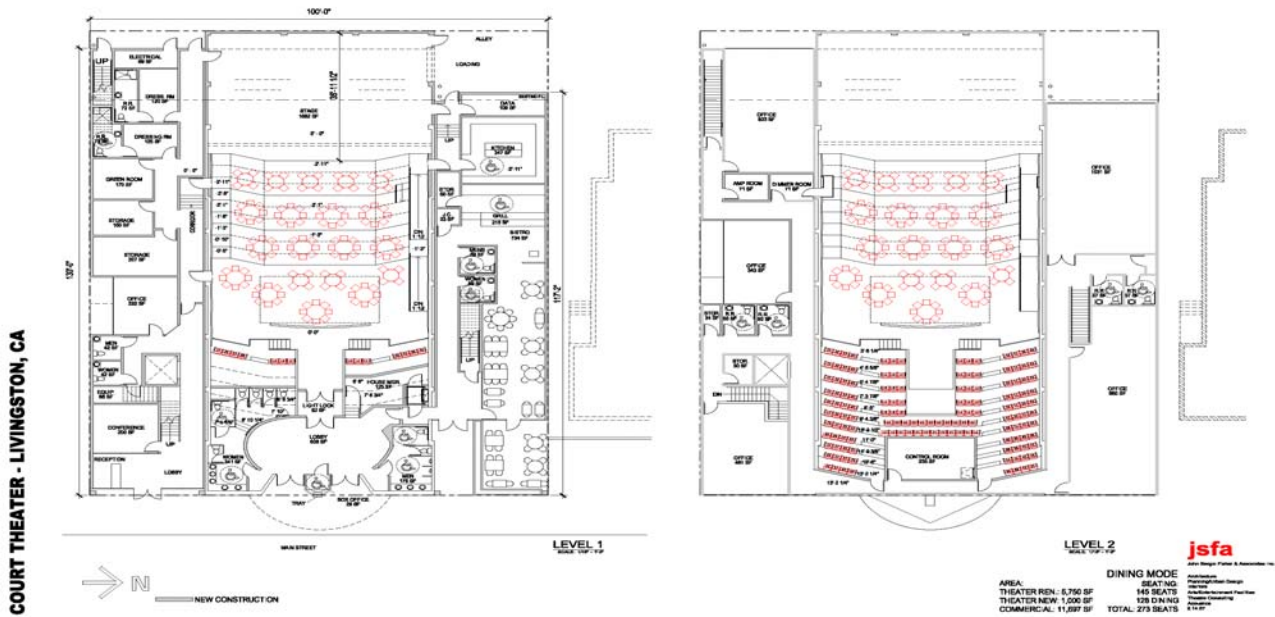
- 1. Goal:** Successfully pass all Community Development Block Grant (CDBG) audits.  
**Performance Measure:** Exterior Housing Condition and Income Survey Project is closed out and City successfully passes the audit.
- 2. Goal:** Obtain additional Community Development Block Grant (CDBG) to assist in financing the Court Theater restoration, replace community waterlines and repair the broken levee at Pond #2 at the domestic wastewater treatment plant.

**Performance Measure:** City obtains an additional Community Development Block Grant (CDBG) to assist in financing the Court Theater restoration, replace community waterlines and repair the broken levee at Pond #2 at the domestic wastewater treatment plant.

**Figure 54**  
**Court Theater Floor Plans and Elevations**



SCHEME 4 LIVINGSTON COURT THEATER



# Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Provides a clear, clean and open visual image of the community that reflects the highest standards of design quality for public and private commercial, residential, institutional and industrial development.

**Value:** Recognizes that it is in the midst of one of earth's great natural treasures and its unique, spectacular, and fragile environment is worthy of preservation and careful stewardship.

**Value:** Fosters retail commercial, office and light industrial enterprises that will preserve the City's natural environment, capitalize on the City's natural beauty, provide tax revenues to fund City services and be conducive to the City's desire to be a rural, open and uncrowded community.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

**Value:** Fosters a feeling of community spirit, community identity and promotes a sense of full citizen participation, guaranteeing an opportunity for everyone to share in the activities, duties, responsibilities and benefits of the City.

**Value:** Welcomes and accommodates the needs and desires of current residents, future residents and visitors, and lives with the spirit of volunteerism where neighbors work together for the common good to build a strong and vibrant community.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Value:** Provides cultural, recreational and contemplative opportunities for the residents and visitors to Livingston.

**Value:** Shoulders the full share of the community, county, regional and state responsibilities, acknowledging that the City is part of a larger community and that the provision of services and the solution to certain problems must be the result of intergovernmental cooperation.

**Vision:** Maintains the spectacular views of the valley and surrounding hills that form the backdrop to the community. It preserves this natural beauty, environmental quality and vital natural resources through appropriate stewardship of the land, ensuring visual and physical harmony between the natural and the man-made environment.

**Vision:** Preserves its general open, rural, low profile, uncrowded character punctuated with ample open space, large set backs, panoramic views and pristine vistas of the surrounding hills.

**Vision:** Promotes urban design features that provide artful integration of building sites with the environment with an emphasis on earth-tone colors, desert architecture, exterior building materials, monument signs, large building set backs, appropriate landscaping, berms and features that hide or reduce the visibility of negative urban features such as parking lots.

**Vision:** Includes a variety of residents, varied in age, family makeup, income levels and interests, who can commonly enjoy the beauty, economic opportunities, recreational activities and cultural amenities of the City and surrounding region.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community’s surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Views economic development as the sustained creation of community wealth and the generation of tax revenues through the retention, expansion and development of diversified business opportunities that are compatible with the environment, community values and community vision. Quaint shops, neighborhood commercial developments, office developments, light industrial enterprises, restaurants, motels and pedestrian malls are in harmony with Livingston’s small town character, scenic beauty and natural resources which are the foundation of its economic strength and quality of life.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Community Development Block Grant (CDBG) Program Special Revenue Fund Revenues

### Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1207-000-3610	Interest Income	0	0	0	0	0
1207-000-3986	Multi-Use Facility Feasibility Study (04-PTAA-0325)	83	0	0	0	0
1207-000-3987	Exterior Housing and Income Survey (05-PTAA-1453)	21,516	0	0	0	0
1207-000-3988	Court Theater Restoration Project (05-STBG-1513)	441,262	0	0	0	0
	<b>Total Intergovernmental Revenues</b>	<b>462,861</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Community Development Block Grant (CDBG) Program Special Revenue Fund Revenues</b>	<b>462,861</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Community Development Block Grant (CDBG) Program Special Revenue Fund Expenditures

## Multi-Use Feasibility Study Community Development Block Grant (CDBG) Program Expenditures

### Maintenance and Operation Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1207-200-4300	Professional Services <sup>155</sup>	83	0	0	0	0
1207-200-4540	Advertising	0	0	0	0	0
	<b>Total Maintenance and Operation Expenditures</b>	<b>83</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Multi-Use Feasibility Study Community Development Block Program Grant (CDBG) Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Multi-Use Feasibility Study Community Development Block Grant (CDBG) Program Expenditures</b>	<b>83</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Court Theater Community Development Block Grant Program (CDBG) Expenditures<sup>156</sup>

<sup>155</sup>Livingston received a Community Development Block Grant (CDBG) allocation in FY2005 to conduct two community feasibility studies. One feasibility study examined the feasibility of renovating the Court Theater. A second feasibility study examined the impact that a multi-use community facility (identified as the Court Theater) would have in the downtown business district. Funds were also expended from this Community Development Block Grant (CDBG) allocation to pay RM Associates to prepare the \$500,000 Roberti-Z' Berg-Harris grant application and the \$500,000 Community Development Block Grant (CDBG) application for the Court Theater. The City successfully obtained both grants.

<sup>156</sup>The Livingston Court Theater Project consists of the restoration and recreation of the existing 1947 movie house into a multi-use performing arts center of approximately 8,000 square feet flanked by two-story commercial buildings totaling approximately 12,000 square feet. The Court Theater originally was designed and built by Vincent Rainey in 1945. The theater was in operation until 1977. Once the theater closed the building began to deteriorate. In 2000 a group of concerned citizens saw a need to have the theater restored to accommodate the local performing arts. The Court Theater Committee was organized by the City Council to prepare restoration plans and secure government and private funding for the project.

Plans for the restoration of the Court Theater are moving forward. The City Council voted on October 3, 2006, to approve a contract with an architect to begin preparing plans and specifications for the restoration. Plans and specifications have been completed by the architect. An environmental document, a mitigated negative declaration, was also approved on October 3, 2006. The Livingston City Council unanimously approved floor plans and elevations for the restoration of the Court Theater on April 3, 2007.

The restoration of the Court Theater is an important component of improving the downtown area. Livingston plans to restore the Court Theater for use as a multi-purpose City facility for cultural and community events. The facility will include meeting rooms, classrooms, and office space to be used by many of the service agencies in Livingston. Grants and development fees and the Livingston Redevelopment Agency are providing funds for the renovation. The total cost of the restoration of the Court Theater is estimated to be \$7,652,672. The cost breakdown is as follows:

Court Theater Restoration Construction Costs	\$7,221,472	
Architectural Fees		<u>431,200</u>
Total		\$7,652,672

## Maintenance and Operation Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1207-202-4300	Professional Services	0	0	0	0	0
1207-202-4540	Advertising	0	0	0	0	0
	<b>Total Maintenance and Operation Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1207-202-7638	Court Theater Restoration <sup>157</sup>	441,262	0	0	0	0
	<b>Total Court Theater Capital Expenditures</b>	<b>441,262</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Court Theater Community Development Block Grant (CDBG) Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Court Theater Community Block Grant (CDBG) Expenditures</b>	<b>441,262</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Exterior Housing and Income Survey Community Development Block Grant (CDBG) Expenditures

### Maintenance and Operation Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1207-212-4300	Professional Services <sup>158</sup>	18,019	0	0	0	0

The expenses of the Court Theater will be covered by the following revenues:

Roberti-Z' Berg Harris State Park Grant	\$ 500,000
Community Development Block Grant (CDBG)	500,000
Livingston Redevelopment Agency	<u>361,524</u>
Total	\$1,361,524
 Remaining Amount to be Financed	 \$6,291,148

In addition to funds from grants, bonds and the Livingston Redevelopment Agency, the City Council established a one percent amenities fee on all new building permits issued pursuant to any development agreement approved by the City after that date. Seventy-five percent of the amenities fee is dedicated to the Court Theater. The City collected \$32,602 in FY2006 and \$65,500 in FY2007 in Court Theater amenities fees. No Court Theater amenities fees were collected in FY2008.

<sup>157</sup>The City spent \$35,509 in FY2007 and \$441,500 in FY2008 for engineering, architectural drawings, bid documents, permits and other expenses relating to the Court Theater restoration.

<sup>158</sup>The City of Livingston received a \$70,000 Community Development Block Grant (CDBG) in FY2006 to conduct an Exterior Housing Condition and Income Survey. This survey provided important information about the conditions of homes in Livingston, primarily in those areas of high concentrations of Target Income Group (TIG) persons. Information gathered through the survey will lead to future funding applications for housing rehabilitation programs in the City. In addition, the City's Target Income Group (TIG) is currently 54.6 percent according to the 2000 Census information. However, the Income

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1207-212-4540	Advertisement	0	0	0	0	0
	<b>Total Maintenance and Operation Expenditures</b>	<b>18,019</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **Total Exterior Housing and Income Survey Community Development Block Grant (CDBG) Program Expenditures**

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Income Survey Community Development Block Grant (CDBG) Expenditures</b>	<b>18,019</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **Total Community Development Block Grant (CDBG) Program Fund Expenditures**

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Community Development Block Grant (CDBG) Fund Expenditures</b>	<b>459,364</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **Projected Estimated Changes to the Community Development Block Grant (CDBG) Program Special Revenue Fund Balance<sup>159</sup>**

Estimated Beginning FY2012 Community Development Block Grant (CDBG) Program Special Revenue Fund Balance on July 1, 2011: \$ 0

Total Estimated Ending FY2012 Community Development Block Grant (CDBG) Program Special Revenue Ending Fund Balance on June 30, 2012: \$ 0

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Survey revealed that the percentage of Target Income Group (TIG) persons is much higher. Both the Housing Condition Survey and the Income Survey will be carried out following California Housing and Community Development (HCD) guidelines.

Funds from this Community Development Block Grant (CDBG) were also used to conduct an Economic Feasibility Study. This study consisted of a review of the community and how future development or expansion of commercial and industrial areas will ultimately benefit the Target Income Group (TIG) population of the City. Various programs were explored for opportunities. This study will ultimately lead to one or more applications for funding for economic development in the City. The study includes an inventory of the current job market in the City and an estimate of the potential job creation, resulting from economic development funding and activities. The study looks at the possibility of loan programs for business development. Current demographic information, including education status and income levels, is taken into consideration.

<sup>159</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# AMENITIES SPECIAL REVENUE FUND

(Fund No. 1208)

## Fund Mission

The mission of the Amenities Special Revenue Fund is to account for all activities, revenues, expenditures, assets and liabilities to construct, renovate or improve the historical museum, Court Theater and parks facilities paid for by the one percent amenities fee collected with each new building permit.

## Fund Description

The Livingston City Council established a one percent amenities fee on all new residential building permits on May 3, 2005. This fee is paid by the builders at the time that the building permit is issued for improvements to the historical museum, Court Theater and City parks. The amount of the fee is based on the valuation of each new structure built in a subdivision with a development agreement. No amenity fees are collected for subdivisions with approved development agreements prior to May 3, 2005. In accordance with City Council action, 75 percent of the amenities fees go toward the renovation of the Court Theatre and 25 percent of the fees are dedicated for additional parks and recreation amenities.

## Revenue Assumptions

The City projects that it will collect \$0 from the one percent amenities fee levied on each new building permit issued during FY2012, including \$0 allocated to the Court Theater and \$0 allocated to parks and recreation projects. No expenditures are budgeted for FY2012. The Amenities Special Revenue Fund Balance is projected to remain the same for the period ending June 30, 2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Use revenues collected through the one percent amenities fee for the renovation of the Court Theater.  
**Performance Measure:** Amenities fee funds are expended to renovate the Court Theater.
- 2. Goal:** Use revenue collected through the one percent amenities fee for the construction of parks and recreation amenities within the City of Livingston.  
**Performance Measure:** Amenities fee funds are used for the construction of parks and recreation amenities within the City of Livingston.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Recognizes that it is in the midst of one of earth's great natural treasures and its unique, spectacular, and fragile environment is worthy of preservation and careful stewardship.

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Provides cultural, recreational and contemplative opportunities for the residents and visitors to Livingston.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Develops a convenient and comprehensive system of neighborhood parks, community parks, athletic parks, primitive natural areas, green belts, open space, bike paths, trails, scenic vistas and other recreational opportunities that meet the needs of the citizens and enrich the lives of residents and visitors. Parks and recreation facilities that will be adaptable to changes in the population, and provide beauty and functional efficiency to complement the City's natural environment and the needs of its citizens.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Amenities Special Revenue Fund Revenues

### Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1208-000-3557	Court Theater (75%) Amenities Fee <sup>160</sup>	0	0	0	0	0
1208-000-3558	Parks and Recreation (25%) Amenities Fee	0	0	0	0	0
1208-000-3610	Interest Income	533	8	0	0	0
	<b>Total Intergovernmental Revenues</b>	<b>533</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Use of Amenities Special Revenue Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Amenities Special Revenue Fund Balance <sup>161</sup>	31,533	0	0	0	0
	<b>Total Use of Amenities Special Fund Balance</b>	<b>31,533</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<sup>160</sup>The Livingston City Council established a one percent amenities fee on all new residential building permits on May 3, 2005. This fee is paid by the builders at the time that the building permit is issued for improvements to the historical museum, Court Theater and City parks.

<sup>161</sup> The use of \$17,639 in FY2007 and \$31,533 in FY2008 from the Amenities Special Revenue Fund Balance represents the taking of prior year's accumulated fund surplus and appropriating it for expenditure in FY2007 and FY2008.

## Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2011
	<b>Total Amenities Special Revenue Fund Revenues</b>	32,066	8	0	0	0

## Amenities Special Revenue Fund Expenditures Court Theater Amenities Expenditures<sup>162</sup>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1208-203-7638	Court Theater Restoration Project	0	0	0	0	0
	<b>Total Court Theatre Capital Expenditures</b>	0	0	0	0	0

<sup>162</sup>The Livingston Court Theater Project consists of the restoration of the existing 1947 movie house into a multi-use performing arts center of approximately 8,000 square feet flanked by two-story commercial buildings totaling approximately 12,000 square feet. The Court Theater originally was designed and built by Vincent Rainey in 1945. The theater was in operation until 1977. Once the theater closed the building began to deteriorate. In 2000 a group of concerned citizens saw a need to have the theater restored to accommodate the local performing arts. The Court Theater Committee was organized by the City Council to prepare restoration plans and secure government and private funding for the project.

Plans for the restoration of the Court Theater are moving forward. The City Council voted on October 3, 2006, to approve a contract with an architect to begin preparing plans and specifications for the restoration. Plans and specifications have been completed by the architect. An environmental document, a mitigated negative declaration, was also approved on October 3, 2006. The Livingston City Council unanimously approved floor plans and elevations for the restoration of the Court Theater on April 3, 2007.

The restoration of the Court Theater is an important component of improving the downtown area. Livingston plans to restore the Court Theater for use as a multi-purpose City facility for cultural and community events. The facility will include meeting rooms, classrooms, and office space to be used by many of the service agencies in Livingston. Grants and development fees and the Livingston Redevelopment Agency are providing funds for the renovation. The total cost of the restoration of the Court Theater is estimated to be \$7,652,672. The cost breakdown is as follows:

Court Theater Restoration Construction Costs	\$7,221,472
Architectural Fees	<u>431,200</u>
Total	\$7,652,672

The expenses of the Court Theater will be covered by the following revenues:

Roberti-Z' Berg Harris State Park Grant	\$ 500,000
Community Development Block Grant (CDBG)	500,000
Livingston Redevelopment Agency	<u>361,524</u>
Total	\$1,361,524

Remaining Amount to be Financed	\$6,291,148
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In addition to funds from grants, bonds and the Livingston Redevelopment Agency, the City Council established a one percent amenities fee on all new building permits issued pursuant to any development agreement approved by the City after May 3, 2005. Seventy-five percent of the amenities fee is dedicated to the Court Theater. The City collected \$32,602 in FY2006 and \$65,381 in FY2007 in Court Theater amenities fees. No Court Theater amenities fees were collected in FY2008.

## Total Court Theater Amenities Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Court Theater Amenities Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Parks and Recreation Amenities Expenditures

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1208-204-7410	Equipment Purchase <sup>163</sup>	0	0	0	0	0
1208-204-7625	Livingston Sports Complex Project <sup>164</sup>	32,066	0	0	0	0
1208-204-7625	Memorial Park Improvements <sup>165</sup>	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>32,066</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Parks and Recreation Amenities Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Parks and Recreation Amenities Expenditures</b>	<b>32,066</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Amenities Special Revenue Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Amenities Special Revenue Fund Expenditures</b>	<b>32,066</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<sup>163</sup>\$7,004 was spent in FY2007 to upgrade the software and hardware systems of the Parks Department.

<sup>164</sup>During FY2008, the City spent \$32,066 on the Livingston Sports Complex, including \$20,534 for the environmental study and \$11,532 on the Sports Complex Master Plan and conceptual plans for the snack bar/restroom, picnic shelters and maintenance building.

<sup>165</sup>The City spent \$365,907 in FY2007 and \$100,649 during FY2008 and \$1,949 in FY2009 from the General (City) Capital Projects Fund to construct improvements in Memorial Park. An additional \$35,941 was spent in FY2007 from the Amenities Special Revenue Fund for the Memorial Park improvements. Total spending for the project was \$504,446 over two fiscal years. These improvements include construction of a new shelter structure, picnic benches, new kitchen structure and two new barbecue pits. The existing tennis court was also converted into a parking lot. During FY2008, a shelter was constructed over the barbecue area in Memorial Park from \$4,063 obtained from the Livingston Rotary Club and funds from Supervisor John Pedrozo's Discretionary Fund from Merced County.

## **Projected Estimated Changes to the Amenities Special Revenue Fund Balance<sup>166</sup>**

Estimated Beginning FY2012 Amenities Special Revenue Fund Balance on July 1, 2011:	\$ 0
Total Estimated Beginning FY2012 Amenities Special Revenue Fund Balance on July 1, 2012:	\$ 0

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<sup>166</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.



# **CITYWIDE CONSOLIDATED LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT NO. 1**

**(Fund No. 1211)**

## **Fund Mission**

The mission of the Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund is to account for all activities, revenues, expenditures, assets and liabilities in providing maintenance, servicing, and operation of landscape improvements, median strip improvements, parks improvements, graffiti removal and associated activities located within the public right-of-way and dedicated landscape easements in 26 areas (zones) throughout the City.

## **Fund Description**

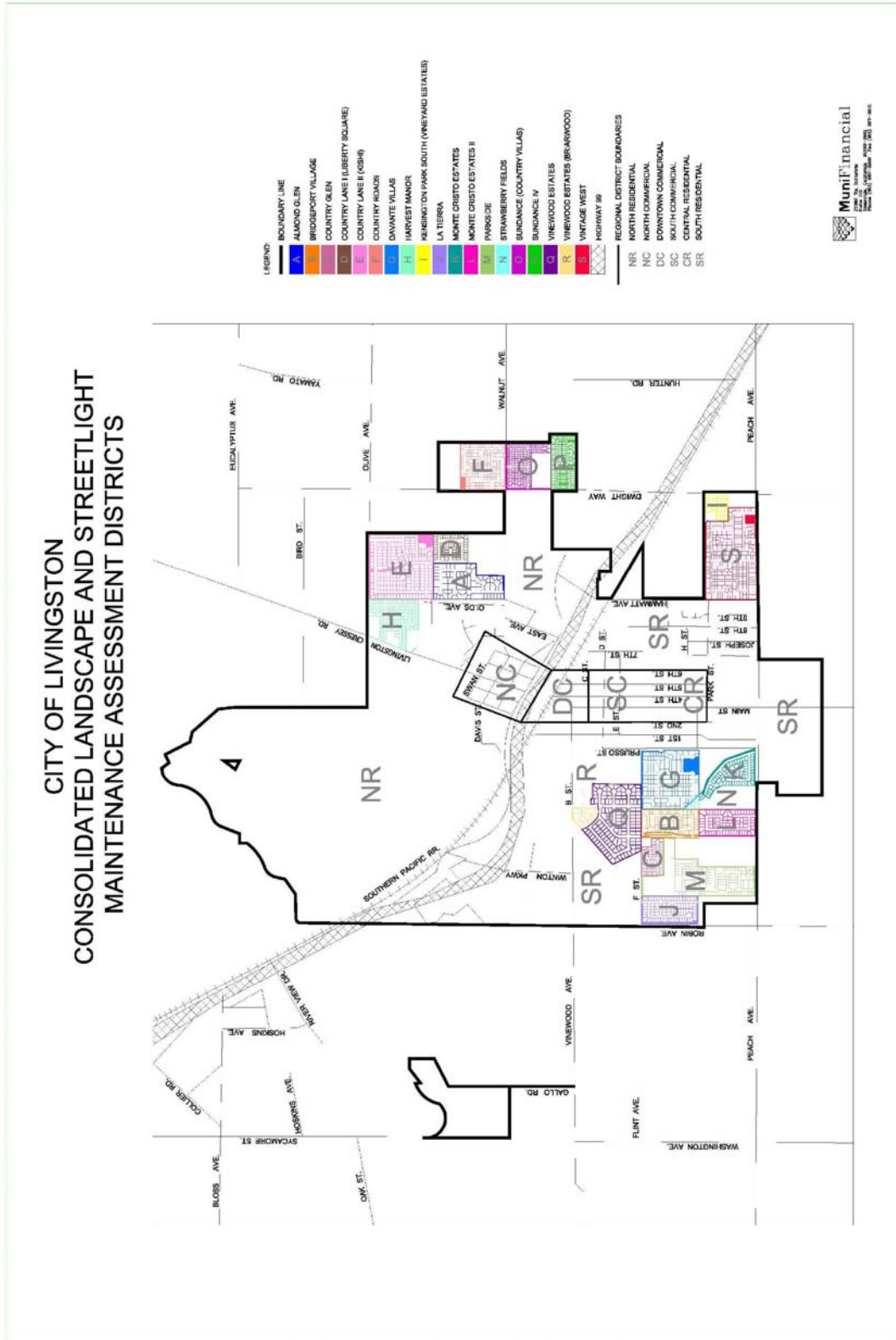
The City of Livingston annually levies and collects special assessments in order to maintain the improvements within the Citywide Consolidated Landscape Maintenance Assessment District. The District is a consolidation of several original landscape districts or zones within the City. (See Figure 55.) Each of the original zones was established as a separate benefit zone before being consolidated into the single District. Assessments are levied annually for the District pursuant to Part 2 of Division 15 of the California Streets and Highways Code. The maintenance of the improvements provides the following special benefits to the properties within the District:

- Enhanced desirability of properties within the District.
- Improved aesthetic appeal to properties within the District providing a positive representation of the area.
- Enhanced adaptation of the urban environment within the natural environment through adequate green space and landscaping.
- Environmental enhancement through improved erosion resistance, dust and debris control, and reduced noise and air pollution.
- Reduced personal property loss and reduced vandalism resulting from enhanced surroundings.
- Increased promotion of business and business opportunities resulting from a positive representation of the area.

## **General Description of Services**

The District provides for maintenance, servicing and operation of landscaped improvements, parks improvements, median strip improvements, graffiti removal, and associated activities located within the public right-of-way and dedicated landscape easements in 26 areas or zones throughout the City. Each zone has specific improvements that provide a special and direct benefit to the parcels within the zones. All parcels that are identified as being within the zone, share in both the cost and the benefits of the improvements. The costs associated with improvements are equitably spread between all benefiting parcels within that zone. Improvements within the District are generally parks, landscaped medians, and parkways. These improvements also include turf, ground cover, shrubs and trees, and irrigation systems, graffiti removal and walkways.

**Figure 55**  
**Consolidated Landscape and Streetlight Maintenance Assessment Districts**



Services provided include all necessary service, operations, and maintenance required to keep the improvements in a healthy, vigorous condition and in proper working order. Zones 5B (Vinewood Estates II (Briarwood)), 13B (Monte Cristo II), 15 Kensington Park South (Vineyard Estates), 16 Bridgeport Village, 17 Davante Villas, 18 Country Lane I (Liberty Square), and 19 Country Lane II (Country Lane, Kishi), 20 Parkside-Forecast, 21 Sundance IV (Country Villas IV, Dunmore Homes), 22 Strawberry Fields, 23 La Tierra (Rancho Estrada), and 24 Somerset (Sun Valley Estates) include streetlight maintenance as part of their assessments.

**Assessment Methodology.**

The benefit formula used within each zone of the District may vary. The formula used for each zone reflects the composition of the parcels, and the improvements and services provided, to accurately proportion the costs based on estimated special benefit to each parcel.

Each parcel in the District is assigned a weighing factor known as an Equivalent Dwelling Unit (EDU). All single family residential properties are assigned an EDU of 1.0. The total EDU in each zone is divided into the total Balance to Levy for the zone to establish the Levy per EDU (Rate). The Rate is then multiplied by the parcel’s individual EDU to Levy per EDU (Rate). The Rate is then multiplied by the parcel’s individual EDU to establish the parcel’s levy amount. An explanation of how the weighing factors were determined can be found in the original District formation documents on file with the City.

The following shows the EDU factors for each property type in the District:

<b>Property Type</b>	<b>Factor</b>	<b>Basis</b>
Developed, Single-Family Residential	1.00	Parcel
Developed, Multi-Family Residential	1.00	Unit
Vacant, Residential	0.30	Acre
Developed, Commercial/Industrial	6.00	Acre
Vacant, Commercial/Industrial	0.30	Acre
Developed, Public	6.00	Acre

The following formulas are used to calculate each property’s District assessment

$$\frac{\text{Total Balance to Levy}}{\text{Total EDU}} = \text{Levy per EDU (Rate)}$$

$$\text{Parcel EDU} \times \text{Levy per EDU (Rate)} = \text{Parcel Levy Amount}$$

The total levy per EDU will vary between benefit zones due to the different costs to maintain the improvements within each zone.<sup>167</sup>

The table below lists the various zones within the District along with the number of Equivalent Dwelling Units (EDU) within each zone:

<b>Benefit Zones</b>	<b>Zone Name</b>	<b>Equivalent Dwelling Units (EDU)</b>
1	Almond Glen	84.54
2	Country Glen	44.00
3	Country Roads	200.00
4	Harvest Manor	215.00

<sup>167</sup>The following is a sample levy calculation:

<b>Zone</b>	<b>Property Type</b>	<b>Total Balance To Levy</b>	<b>Total EDU</b>	<b>=</b>	<b>Levy Per EDU</b>	<b>x</b>	<b>Parcel EDU</b>	<b>=</b>	<b>Parcel Levy</b>
1	Single Family	\$6,871.74	\$84.69	=	\$81.14	x	1.00	=	\$81.14

<b>Benefit Zones</b>	<b>Zone Name</b>	<b>Equivalent Dwelling Units (EDU)</b>
5	Vinewood Estates	123.00
5B	Vinewood Estates II (Briarwood)	15.00
6	Vintage West	310.00
7	North Residential	317.61
8	South Residential	652.46
9	Central Residential	487.13
10	North Commercial	626.92
11	Downtown Commercial	107.59
12	South Commercial	47.65
13	Monte Cristo	68.63
13B	Monte Cristo II (Briarwood)	66.00
14	Sundance (Country Villas 1, 2, and 3)	179.00
15	Kensington Park South (Vineyard Estates)	30.00
16	Bridgeport Village	82.00
17	Davante Villas	153.00
18	Country Lane I (Liberty Square)	56.00
19	Country Lane II (Country Lane, Kishi)	157.00
20	Parkside-Forecast	185.00
21	Sundance IV (Country Villas IV, Dunmore)	35.98
22	Strawberry Fields	6.00
23	La Tierra (Rancho Estrada)	17.81
24	Somerset (Sun Valley Estates)	36.34

## Revenue Assumptions

The annual Engineer’s Report describes the District, any annexations, or changes to the District, and the proposed assessments for FY2012. The proposed assessments are based on the historical and estimated cost to maintain the improvements that provide a direct and special benefit to properties within the District. The cost of improvements and the annual levy includes all expenditures, deficits, surpluses, revenues and reserves. Each parcel is assessed proportionately for only those improvements provided and for which the parcel receives benefit. The word “parcel” refers to an individual property assigned its own assessment parcel number by the Merced County Assessor’s Office. The County of Merced Auditor-Controller uses assessment parcel numbers and specific fund numbers to identify on the tax roll properties assessed for special benefit assessments.

The assessment rate for the Almond Glen, Country Glen, Country Roads, Harvest Manor, Vinewood Estates, Vintage West, North Residential, South Residential, Central Residential, North Commercial, Downtown Commercial, and South Commercial developments are the same as FY2011. The assessment rate per EDU for the Vinewood Estates II (Briarwood), Monte Cristo, Monte Cristo II (Briarwood), Sundance (Country Villas 1, 2, and 3), Kensington Park South (Vineyard Estates), Bridgeport Village, Davante Villas, Country Lane 1 (Liberty Square), Country Lane II (Country Lane, Kishi), Parkside-Forecast, Sundance IV (Country Villas IV, Dunmore Homes), Strawberry Fields, La Tierra (Rancho Estrada), and Somerset (Sun Valley Estates) zones have been increased by the annual percentage change of the Consumer Price index, All Urban Consumers, for the Merced Country Area (“CPI”) calculated from Annual 2010 to Annual 2011 totaling 1.37 percent. Total FY2012 revenues are projected to be \$488,080.

The following is the rate per Equivalent Dwelling Unit (EDU) in each zone for FY2012:

<b>Benefit Zones</b>	<b>Zone Name</b>	<b>Rate Per Equivalent Dwelling Units (EDU)</b>
1	Almond Glen	\$ 81.14
2	Country Glen	\$ 52.64
3	Country Roads	\$ 81.22
14	Sundance (Country Villas 1, 2, and 3)	\$ 97.34
4	Harvest Manor	\$ 52.64
15	Kensington Park South (Vineyard Estates)	\$108.46
13	Monte Cristo	\$ 97.36
13B	Monte Cristo II (Briarwood)	\$192.70
5	Vinewood Estates	\$ 52.64
5B	Vinewood Estates II (Briarwood)	\$ 92.20

<b>Benefit Zones</b>	<b>Zone Name</b>	<b>Rate Per Equivalent Dwelling Units (EDU)</b>
6	Vintage West	\$ 81.22
7	North Residential	\$ 52.64
8	South Residential	\$ 52.64
9	Central Residential	\$ 52.64
10	North Commercial	\$ 11.44
11	Downtown Commercial	\$ 11.44
12	South Commercial	\$ 11.44
16	Bridgeport Village	\$335.68
17	Davante Villas	\$482.62
18	Country Lane I (Liberty Square)	\$356.33
19	Country Lane II (Country Lane, Kishi)	\$674.31
20	Parkside-Forecast	\$169.14
21	Sundance IV (Country Villas IV, Dunmore)	\$219.92
22	Strawberry Fields	\$335.67
23	La Tierra (Rancho Estrada)	\$535.50
24	Somerset (Sun Valley Estates)	\$370.40

## **Goals and Performance Measures**

**(To Be Completed by June 30, 2012)**

**1. Goal:** Use funds generated by the Citywide Consolidated Landscape Maintenance Assessment District to provide maintenance, servicing and operation of landscaped improvements, park maintenance, graffiti removal, and associated appurtenances located within the public right-of-way and dedicated landscape easements in 26 areas (zones) throughout the City.

**Performance Measure:** Report to City Council.

**2. Goal:** Successfully pass audits on the use of funds generated from the Citywide Consolidated Landscape Maintenance Assessment District.

**Performance Measure:** Report to City Council.

## **Community Vision and Community Values Link**

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community's surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Citywide Consolidated Landscape Maintenance Assessment District No. 1 Fund Revenues

### Charges for Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-000-3610	Interest Income	0	0	0	1,300	1,000
1211-000-3901	Almond Glen Zone	7,083	6,965	6,922	6,860	6,875
1211-000-3902	Country Glen Zone	2,378	2,347	2,336	2,316	2,325
1211-000-3903	Country Roads Zone	16,803	16,510	16,391	16,244	16,250
1211-000-3904	Harvest Manor Zone	11,613	11,471	11,411	11,318	11,325
1211-000-3905	Vintage West Zone	25,965	25,568	25,404	25,178	25,200
1211-000-3906	Monte Cristo Zone	6,411	6,527	6,586	6,591	6,690
1211-000-3907	Monte Cristo II Zone	12,347	12,490	12,562	12,547	12,725
1211-000-3908	Vinewood Estates Zone	6,661	6,568	6,532	6,475	6,475
1211-000-3909	Vinewood Estates II Zone	600	842	932	783	1,385
1211-000-3910	Vineyard Estates Kensington Park Zone	3,914	3,193	3,213	3,210	3,260
1211-000-3911	Bridgeport Village Zone	26,930	28,455	29,116	26,822	27,525
1211-000-3912	Davante Villas Zone	52,954	72,873	67,872	63,541	73,840
1211-000-3913	Strawberry Fields Zone	1,342	1,966	1,980	1,987	2,025
1211-000-3914	Country Villas #1, # 2, #3 Zone	16,930	17,118	17,253	17,188	17,425
1211-000-3915	Sundance IV/Country Villas 4 Zone	3,521	10,826	8,620	8,114	7,925
1211-000-3916	Parkside Zone	19,187	21,916	24,636	22,631	31,290
1211-000-3917	Country Lane #1 (Liberty Square) Zone	8,237	30,651	19,658	19,626	19,960
1211-000-3918	Country Lane #2 (Kishi) Zone	3,810	196,621	106,938	104,436	105,870
1211-000-3919	La Tierra Zone	2,239	10,669	9,376	9,409	9,550
1211-000-3920	North Residential Zone	16,805	16,797	16,809	16,712	16,725
1211-000-3921	South Residential Zone	34,440	34,291	34,250	34,025	34,350
1211-000-3922	Central Residential Zone	27,105	26,971	26,920	26,740	25,650
1211-000-3923	North Commercial Zone	6,596	6,598	6,628	6,599	7,175
1211-000-3924	Downtown Commercial Zone	1,114	1,114	1,119	1,114	1,250
1211-000-3925	South Commercial Zone	514	514	516	514	550
1211-000-3926	Somerset Zone	3,488	14,933	16,096	13,277	13,460
1211-000-3927	District Formation Fees: Gallo Commercial Zone	7000	0	0	0	0
1211-000-3954	Reimbursement/Refunds	0	0	0	740	0
	<b>Total Charges for Service</b>	<b>325,987</b>	<b>584,794</b>	<b>480,076</b>	<b>466,297</b>	<b>488,080</b>

### Use of Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Balance <sup>168</sup>	0	0	0	129,645	101,196

<sup>168</sup>The use of \$101,196 in FY2012 from the Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Balance represents the taking of prior year's accumulated fund surplus and appropriating it for expenditure in FY2012.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Use of Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Balance</b>	<b>101,371</b>	<b>0</b>	<b>0</b>	<b>129,645</b>	<b>101,196</b>

**Total Revenues and Use of Fund Balance**

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Landscape Maintenance District Revenues and Use of Fund Balance</b>	<b>427,358</b>	<b>584,794</b>	<b>480,076</b>	<b>595,942</b>	<b>589,276</b>



# Citywide Consolidated Landscape Maintenance Assessment District No. 1 Fund Expenditures

## Almond Glen Zone

This zone is generally located north of Walnut Avenue, south of Grapevine, east of Olds Avenue, and west of the City limits. All parcels within the zones are located in the Almond Glen Subdivision.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-301-4110	Salaries	1,466	1,703	1,733	3,190	2,375
1211-301-4120	Salaries-Part Time	238	722	612	1,232	1,450
1211-301-4130	Salaries-Overtime	67	37	42	50	75
1211-301-4210	Group Medical Insurance <sup>169</sup>	859	480	532	909	645
1211-301-4220	Social Security	10	0	1	19	0
1211-301-4221	Medicare	4	27	26	56	45
1211-301-4230	PERS—Employer Contribution	120	237	226	428	455
1211-301-4231	PERS—Employee Contribution	86	115	114	212	165
1211-301-4250	Unemployment Insurance <sup>170</sup>	14	9	29	41	75
1211-301-4260	Workers' Compensation	93	63	75	126	140
1211-301-4291	Uniform Expense	53	19	18	36	50
	<b>Total Personnel Services</b>	<b>3,010</b>	<b>3,412</b>	<b>3,408</b>	<b>6,299</b>	<b>5,475</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-301-4300	Professional Services	0	0	0	0	0
1211-301-4350	Landscape Maintenance and Operations <sup>171</sup>	153	0	87	609	650
1211-301-4351	Graffiti Removal <sup>172</sup>	300	58	60	58	75
1211-301-4435	Parks Maintenance and Operations <sup>173</sup>	204	262	54	632	650

<sup>169</sup>The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>170</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>171</sup>Landscape maintenance and operation includes all costs for materials required to properly maintain the landscaping, irrigation systems, drainage systems, and all appurtenant facilities for the landscaped areas within the District. All improvements within the District are maintained and serviced on a regular basis. The frequency and specific maintenance operations required by the District are determined by City staff, but are generally scheduled weekly. All parcels are assessed for this service.

<sup>172</sup>Graffiti removal includes costs to all parcels in the District for the removal of graffiti, including the cost of labor and materials. Based on information provided by the Public Works Department, 60 percent of the total cost funded by the District is borne by residential properties. The balance is borne by commercial parcels within the District or is considered of general benefit to the community as a whole. Publicly-owned properties do not specifically benefit from graffiti removal. The proportion of publicly-owned properties to other properties in the District is used as a calculation to identify a general benefit component.



Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-301-4562	County Administrative Fee—Special Districts <sup>174</sup>	80	80	80	80	90
1211-301-4563	City Administrative Fee—Special Districts <sup>175</sup>	142	361	359	360	375
1211-301-4564	Direct Engineer Fee—Special Districts <sup>176</sup>	0	0	200	199	250
1211-301-4607	Streetlight Maintenance and Operations <sup>177</sup>	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>879</b>	<b>761</b>	<b>840</b>	<b>1,938</b>	<b>2,090</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-301-7410	Equipment Purchase	0	0	0	137	840
1211-301-7420	Graffiti Removal Truck and Equipment <sup>178</sup>	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>137</b>	<b>840</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Almond Glen Zone Expenditures</b>	<b>3,889</b>	<b>4,173</b>	<b>4,248</b>	<b>8,374</b>	<b>8,405</b>

## Country Glen Zone

This zone is generally located south of “F” Street, and West of Sun Crest Avenue, in the southwest corner of the City. Parcels within the zone are located in the Country Glen Subdivision.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-302-4110	Salaries	496	576	580	1,071	790
1211-302-4120	Salaries-Part Time	86	242	209	416	500
1211-302-4130	Salaries-Overtime	25	13	14	17	25
1211-302-4210	Group Medical Insurance	290	160	177	306	220
1211-302-4220	Social Security	4	0	1	6	25

<sup>173</sup>Parks maintenance and operation includes all costs for materials and labor required to properly maintain the parks throughout the City. This includes the landscaping, irrigation systems, and all appurtenant facilities related to the parks. It also includes the costs for materials and labor to maintain the turf and irrigation systems associated with the soccer field. The isolated nature of Livingston makes the continued maintenance of this soccer field a special benefit to all residential, commercial, and industrial properties in the District. All parcels are assessed for this service. This includes the costs required for the purchase of necessary equipment to be used in the maintenance of District improvements. All parcels are assessed for this service.

<sup>174</sup>The County administration fees are the costs to the District for the County to collect assessments on the property tax bills.

<sup>175</sup>The City administrative fees are costs to the City to collect and account for District Assessments. It includes the cost to all particular departments and staff of the City and for providing coordination of District services, operations and maintenance, response to public concerns and education, and procedures associated with the levy and collection of assessments. It also includes the cost of contracting with professionals to provide any administrative or legal services specific to the District.

<sup>176</sup>The direct engineering fees are fees associated with engineering services specific to the District.

<sup>177</sup>Streetlight maintenance and operation expenditures include all costs for materials required to maintain the streetlights within the Vinewood II (Briarwood), Kensington Park South, and Monte Cristo II zones.

<sup>178</sup>The City spent \$68,943 during FY2007 to purchase a graffiti truck and equipment. The cost of the graffiti truck and equipment was allocated among the zones in the District.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-302-4221	Medicare	1	9	9	18	25
1211-302-4230	PERS—Employer Contribution	40	80	76	144	155
1211-302-4231	PERS—Employee Contribution	29	39	38	71	55
1211-302-4250	Unemployment Insurance	5	3	10	14	25
1211-302-4260	Workers' Compensation	35	22	25	42	50
1211-302-4291	Uniform Expense	18	7	6	13	20
	<b>Total Personnel Services</b>	<b>1,029</b>	<b>1,151</b>	<b>1,145</b>	<b>2,118</b>	<b>1,890</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-302-4300	Professional Services	0	0	0	0	0
1211-302-4350	Landscape Maintenance and Operations	0	0	29	145	200
1211-302-4351	Graffiti Removal	103	20	20	19	50
1211-302-4435	Parks Maintenance and Operations	20	231	17	129	200
1211-302-4562	County Administrative Fee—Special Districts	65	65	65	65	75
1211-302-4563	City Administrative Fee—Special Districts	47	121	128	128	140
1211-302-4564	Direct Engineer Fee—Special Districts	0	0	68	67	85
1211-302-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>235</b>	<b>437</b>	<b>327</b>	<b>553</b>	<b>750</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-302-7410	Equipment Purchase	0	0	0	46	395
1211-302-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>46</b>	<b>395</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Country Glen Zone Expenditures</b>	<b>1,264</b>	<b>1,588</b>	<b>1,472</b>	<b>2,717</b>	<b>3,035</b>

## Country Roads Zone

This zone is generally located at the northeast corner of Dwight Way and Walnut Avenue. All parcels within the zone are located within the Country Roads Subdivision.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-303-4110	Salaries	3,396	4,135	4,204	7,621	5,560
1211-303-4120	Salaries-Part Time	545	1,712	1,458	2,914	3,400
1211-303-4130	Salaries-Overtime	137	88	99	119	200
1211-303-4210	Group Medical Insurance	1,530	1,153	1,274	2,165	1,520
1211-303-4220	Social Security	22	0	4	45	50
1211-303-4221	Medicare	13	66	63	133	105
1211-303-4230	PERS—Employer Contribution	283	572	545	1,019	1,070
1211-303-4231	PERS—Employee Contribution	204	278	275	505	390
1211-303-4250	Unemployment Insurance	31	21	70	98	160
1211-303-4260	Workers' Compensation	188	148	181	301	310
1211-303-4291	Uniform Expense	98	45	43	85	100
	<b>Total Personnel Services</b>	<b>6,447</b>	<b>8,218</b>	<b>8,216</b>	<b>15,005</b>	<b>12,865</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-303-4300	Professional Services	0	0	0	0	0
1211-303-4350	Landscape Maintenance and Operations	258	1,094	816	1,363	1,400
1211-303-4351	Graffiti Removal	325	138	141	137	200
1211-303-4435	Parks Maintenance and Operations	380	478	2,693	1,362	1,400
1211-303-4562	County Administrative Fee—Special Districts	120	120	120	120	150
1211-303-4563	City Administrative Fee—Special Districts	299	780	671	673	700
1211-303-4564	Direct Engineer Fee—Special Districts	0	0	474	471	500
1211-303-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>1,382</b>	<b>2,610</b>	<b>4,915</b>	<b>4,126</b>	<b>4,350</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-303-7410	Equipment Purchase	0	0	0	325	1,785
1211-303-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>325</b>	<b>1,785</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Country Roads Zone Expenditures</b>	<b>7,829</b>	<b>10,828</b>	<b>13,131</b>	<b>19,456</b>	<b>19,000</b>

## Harvest Manor Zone

This zone is generally located south of Olive Avenue, north of Grapevine, east of Livingston/Cressey Road, and west of Olds Avenue. All parcels within this zone are located in the Harvest Manor Subdivision.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-304-4110	Salaries	2,431	2,874	2,922	5,310	3,900
1211-304-4120	Salaries-Part Time	369	1,190	1,014	2,031	2,380
1211-304-4130	Salaries-Overtime	119	61	69	83	100
1211-304-4210	Group Medical Insurance	1,329	798	886	1,509	1,665
1211-304-4220	Social Security	15	0	2	32	50
1211-304-4221	Medicare	6	46	44	93	100
1211-304-4230	PERS—Employer Contribution	197	398	379	710	745
1211-304-4231	PERS—Employee Contribution	142	194	192	352	275
1211-304-4250	Unemployment Insurance	27	15	48	68	75
1211-304-4260	Workers' Compensation	170	105	126	210	225
1211-304-4291	Uniform Expense	89	32	30	60	75
	<b>Total Personnel Services</b>	<b>4,894</b>	<b>5,713</b>	<b>5,712</b>	<b>10,458</b>	<b>9,590</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-304-4300	Professional Services	0	0	0	0	0
1211-304-4350	Landscape Maintenance and Operations	0	0	159	616	650
1211-304-4351	Graffiti Removal	296	96	98	95	100
1211-304-4435	Parks Maintenance and Operations	1,614	139	2,085	619	650

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-304-4562	County Administrative Fee—Special Districts	90	90	90	90	100
1211-304-4563	City Administrative Fee—Special Districts	231	594	539	541	575
1211-304-4564	Direct Engineer Fee—Special Districts	0	0	330	328	375
1211-304-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>2,231</b>	<b>919</b>	<b>3,301</b>	<b>2,289</b>	<b>2,450</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-304-7410	Equipment Purchase	0	0	0	226	1,355
1211-304-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>226</b>	<b>1,355</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Harvest Manor Zone Expenditures</b>	<b>7,125</b>	<b>6,632</b>	<b>9,013</b>	<b>12,973</b>	<b>13,395</b>

## Vintage West Zone

This zone is located north of Peach Avenue, through and including Burgundy and Gamay Way, west of Hammatt Avenue, through and including Amaretto Way. All parcels are within the Vintage West Subdivision.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-305-4110	Salaries	5,354	6,418	6,533	11,840	8,625
1211-305-4120	Salaries-Part Time	820	2,648	2,254	4,511	5,250
1211-305-4130	Salaries-Overtime	246	136	154	184	200
1211-305-4210	Group Medical Insurance	2,728	1,778	1,979	3,362	2,350
1211-305-4220	Social Security	32	0	5	70	100
1211-305-4221	Medicare	15	102	98	207	165
1211-305-4230	PERS—Employer Contribution	438	887	846	1,582	1,655
1211-305-4231	PERS—Employee Contribution	316	433	428	785	605
1211-305-4250	Unemployment Insurance	50	33	108	152	175
1211-305-4260	Workers' Compensation	347	232	282	468	480
1211-305-4291	Uniform Expense	180	71	67	131	175
	<b>Total Personnel Services</b>	<b>10,526</b>	<b>12,738</b>	<b>12,754</b>	<b>23,292</b>	<b>19,780</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-305-4300	Professional Services	0	0	0	0	0
1211-305-4350	Landscape Maintenance and Operations	2,346	201	551	2,346	2,400
1211-305-4351	Graffiti Removal	760	214	219	212	250
1211-305-4410	Utilities	0	0	0	0	0
1211-305-4435	Parks Maintenance and Operations	360	844	2,238	1,843	2,000
1211-305-4562	County Administrative Fee—Special Districts	159	159	159	159	175
1211-305-4563	City Administrative Fee—Special Districts	518	1,325	1,132	1,135	1,150
1211-305-4564	Direct Engineer Fee—Special Districts	0	0	734	731	700
1211-305-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>4,143</b>	<b>2,743</b>	<b>5,033</b>	<b>6,426</b>	<b>6,675</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-305-7410	Equipment Purchase	0	0	0	503	2,705
1211-305-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>503</b>	<b>2,705</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Vintage West Zone Expenditures</b>	<b>14,669</b>	<b>15,481</b>	<b>17,787</b>	<b>30,221</b>	<b>29,160</b>

## Monte Cristo Zone

This zone is located on Peach Avenue west of Prusso Street.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-306-4110	Salaries	2,473	1,632	1,666	3,081	2,225
1211-306-4120	Salaries-Part Time	88	675	578	1,173	1,400
1211-306-4130	Salaries-Overtime	24	34	39	47	75
1211-306-4210	Group Medical Insurance	772	450	501	871	605
1211-306-4220	Social Security	7	0	1	18	50
1211-306-4221	Medicare	14	26	25	54	80
1211-306-4230	PERS—Employer Contribution	199	226	216	411	430
1211-306-4231	PERS—Employee Contribution	164	110	109	205	160
1211-306-4250	Unemployment Insurance	19	8	28	39	50
1211-306-4260	Workers' Compensation	67	58	72	121	125
1211-306-4291	Uniform Expense	4	18	17	34	50
	<b>Total Personnel Services</b>	<b>3,831</b>	<b>3,237</b>	<b>3,252</b>	<b>6,054</b>	<b>5,250</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-306-4300	Professional Services	0	0	0	0	0
1211-306-4350	Landscape Maintenance and Operations	599	1,451	2,555	2,740	2,600
1211-306-4351	Graffiti Removal	0	54	57	55	100
1211-306-4410	Utilities	0	0	0	0	0
1211-306-4435	Parks Maintenance and Operations	0	0	48	366	400
1211-306-4562	County Administrative Fee—Special Districts	73	73	73	73	100
1211-306-4563	City Administrative Fee—Special Districts	106	359	308	309	325
1211-306-4564	Direct Engineer Fee—Special Districts	268	0	191	191	200
1211-306-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>1,046</b>	<b>1,937</b>	<b>3,232</b>	<b>3,734</b>	<b>3,725</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-306-7410	Equipment Purchase	1,462	0	0	132	695
1211-306-7420	Graffiti Removal Truck and Equipment	1,963	0	0	0	0

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Capital Expenditures</b>	<b>3,425</b>	<b>0</b>	<b>0</b>	<b>132</b>	<b>695</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Monte Cristo Zone Expenditures</b>	<b>8,302</b>	<b>5,174</b>	<b>6,484</b>	<b>9,920</b>	<b>9,670</b>

## Monte Cristo II Zone

This zone is generally located on the northeast corner of Peach Avenue and Winton Parkway.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-307-4110	Salaries	3,017	3,080	3,133	5,825	4,225
1211-307-4120	Salaries-Part Time	241	1,300	1,106	2,252	2,625
1211-307-4130	Salaries-Overtime	32	65	74	90	125
1211-307-4210	Group Medical Insurance	991	849	947	1,642	1,145
1211-307-4220	Social Security	16	0	3	35	45
1211-307-4221	Medicare	21	49	48	103	85
1211-307-4230	PERS—Employer Contribution	259	429	408	781	815
1211-307-4231	PERS—Employee Contribution	213	208	205	386	295
1211-307-4250	Unemployment Insurance	29	16	52	75	100
1211-307-4260	Workers' Compensation	87	110	135	229	235
1211-307-4291	Uniform Expense	8	34	33	64	75
	<b>Total Personnel Services</b>	<b>4,914</b>	<b>6,140</b>	<b>6,144</b>	<b>11,482</b>	<b>9,770</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-307-4300	Professional Services	0	0	0	0	0
1211-307-4350	Landscape Maintenance and Operations	409	1,014	911	1,218	1,200
1211-307-4351	Graffiti Removal	0	102	108	106	150
1211-307-4410	Utilities	0	0	0	0	0
1211-307-4435	Parks Maintenance and Operations	0	682	1,017	697	800
1211-307-4562	County Administrative Fee—Special Districts	73	73	73	73	100
1211-307-4563	City Administrative Fee—Special Districts	64	534	466	467	475
1211-307-4564	Direct Engineer Fee—Special Districts	268	0	363	364	375
1211-307-4607	Streetlight Maintenance and Operations	0	0	0	0	300
	<b>Total Maintenance and Operations</b>	<b>814</b>	<b>2,405</b>	<b>2,938</b>	<b>2,925</b>	<b>3,400</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-307-7410	Equipment Purchase	3,645	0	0	251	1,345
1211-307-7420	Graffiti Removal Truck and Equipment	4,886	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>8,531</b>	<b>0</b>	<b>0</b>	<b>251</b>	<b>1,345</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Monte Cristo II Zone Expenditures</b>	<b>14,259</b>	<b>8,545</b>	<b>9,082</b>	<b>14,658</b>	<b>14,515</b>

## Vinewood Estates Zone

This zone is generally located north of “F” Street, south of “B” Street, and west of Selma Herndon School. All parcels are within the Vinewood Estates Subdivision.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-308-4110	Salaries	3,066	1,687	1,715	3,056	2,235
1211-308-4120	Salaries-Part Time	229	677	578	1,118	1,400
1211-308-4130	Salaries-Overtime	30	36	40	48	75
1211-308-4210	Group Medical Insurance	974	469	521	920	615
1211-308-4220	Social Security	15	0	1	18	25
1211-308-4221	Medicare	19	26	25	53	45
1211-308-4230	PERS—Employer Contribution	247	231	221	408	430
1211-308-4231	PERS—Employee Contribution	203	113	113	203	160
1211-308-4250	Unemployment Insurance	27	9	28	40	75
1211-308-4260	Workers’ Compensation	83	62	74	121	125
1211-308-4291	Uniform Expense	8	19	17	34	50
	<b>Total Personnel Services</b>	<b>4,901</b>	<b>3,329</b>	<b>3,333</b>	<b>6,019</b>	<b>5,235</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-308-4300	Professional Services	0	0	0	0	0
1211-308-4350	Landscape Maintenance and Operations	65	0	82	355	400
1211-308-4351	Graffiti Removal	0	56	56	54	100
1211-308-4435	Parks Maintenance and Operations	0	139	48	360	400
1211-308-4562	County Administrative Fee—Special Districts	94	93	93	93	125
1211-308-4563	City Administrative Fee—Special Districts	93	346	308	309	350
1211-308-4564	Direct Engineer Fee—Special Districts	268	0	189	188	175
1211-308-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>520</b>	<b>634</b>	<b>776</b>	<b>1,359</b>	<b>1,550</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-308-7410	Equipment Purchase	2,660	0	0	129	735
1211-308-7420	Graffiti Removal Truck and Equipment	3,568	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>6,228</b>	<b>0</b>	<b>0</b>	<b>129</b>	<b>735</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Vinewood Estates Zone Expenditures</b>	<b>11,649</b>	<b>3,963</b>	<b>4,109</b>	<b>7,507</b>	<b>7,520</b>

## Vinewood Estates II (Briarwood) Zone

This zone is generally located south of “B” Street and west of Selma Herndon School. All parcels are northwest of the Vinewood Estates Subdivision.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-309-4110	Salaries	521	326	327	620	450
1211-309-4120	Salaries-Part Time	39	140	117	246	300
1211-309-4130	Salaries-Overtime	5	7	8	9	25
1211-309-4210	Group Medical Insurance	162	89	100	176	125
1211-309-4220	Social Security	3	0	0	4	20
1211-309-4221	Medicare	3	5	5	11	30
1211-309-4230	PERS—Employer Contribution	42	46	43	84	90
1211-309-4231	PERS—Employee Contribution	34	22	21	41	35
1211-309-4250	Unemployment Insurance	5	2	6	8	20
1211-309-4260	Workers’ Compensation	14	12	14	24	30
1211-309-4291	Uniform Expense	1	4	3	7	15
	<b>Total Personnel Services</b>	<b>829</b>	<b>653</b>	<b>644</b>	<b>1,230</b>	<b>1,140</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-309-4300	Professional Services	0	0	0	0	0
1211-309-4350	Landscape Maintenance and Operations	13	0	26	73	90
1211-309-4351	Graffiti Removal	0	11	12	11	25
1211-309-4435	Parks Maintenance and Operations	0	0	29	76	90
1211-309-4562	County Administrative Fee—Special Districts	55	55	55	55	75
1211-309-4563	City Administrative Fee—Special Districts	12	71	62	62	75
1211-309-4564	Direct Engineer Fee—Special Districts	268	0	40	40	50
1211-309-4607	Streetlight Maintenance and Operations	0	0	0	0	50
	<b>Total Maintenance and Operations</b>	<b>348</b>	<b>137</b>	<b>224</b>	<b>317</b>	<b>455</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-309-7410	Equipment Purchase	225	0	0	27	165
1211-309-7420	Graffiti Removal Truck and Equipment	302	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>527</b>	<b>0</b>	<b>0</b>	<b>27</b>	<b>165</b>

### Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Vinewood Estates II Zone Expenditures</b>	<b>1,704</b>	<b>790</b>	<b>868</b>	<b>1,574</b>	<b>1,760</b>

## Kensington Park South (Vineyard Estates) Zone

This zone is generally located on Dwight Avenue north of Peach Avenue.



## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-310-4110	Salaries	644	781	799	1,497	1,090
1211-310-4120	Salaries-Part Time	48	335	285	578	700
1211-310-4130	Salaries-Overtime	6	17	19	23	25
1211-310-4210	Group Medical Insurance	202	216	241	424	300
1211-310-4220	Social Security	3	0	1	9	15
1211-310-4221	Medicare	4	12	12	27	25
1211-310-4230	PERS—Employer Contribution	52	109	105	200	210
1211-310-4231	PERS—Employee Contribution	43	53	52	99	80
1211-310-4250	Unemployment Insurance	6	4	13	19	25
1211-310-4260	Workers' Compensation	17	28	34	59	65
1211-310-4291	Uniform Expense	2	9	8	18	25
	<b>Total Personnel Services</b>	<b>1,027</b>	<b>1,564</b>	<b>1,569</b>	<b>2,953</b>	<b>2,560</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-310-4300	Professional Services	0	0	0	0	0
1211-310-4350	Landscape Maintenance and Operations	30	0	41	174	200
1211-310-4351	Graffiti Removal	0	26	28	27	50
1211-310-4410	Utilities	0	0	0	0	0
1211-310-4435	Parks Maintenance and Operations	0	0	0	0	0
1211-310-4562	County Administrative Fee—Special Districts	61	60	60	61	75
1211-310-4563	City Administrative Fee—Special Districts	36	150	129	129	140
1211-310-4564	Direct Engineer Fee—Special Districts	268	0	93	93	100
1211-310-4607	Streetlight Maintenance and Operations	0	0	0	0	50
	<b>Total Maintenance and Operations</b>	<b>395</b>	<b>236</b>	<b>351</b>	<b>484</b>	<b>615</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-310-7410	Equipment Purchase	250	0	0	64	395
1211-310-7420	Graffiti Removal Truck and Equipment	337	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>587</b>	<b>0</b>	<b>0</b>	<b>64</b>	<b>395</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Kensington Park South (Vineyard Estates) Zone Expenditures</b>	<b>2,009</b>	<b>1,800</b>	<b>1,920</b>	<b>3,501</b>	<b>3,570</b>

## Bridgeport Village Zone

This zone is generally located south of "F" Street and east of Winton Parkway.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-311-4110	Salaries	7,214	6,680	6,795	12,623	9,125
1211-311-4120	Salaries-Part Time	540	2,800	2,388	4,868	5,650
1211-311-4120	Salaries-Overtime	71	141	159	195	250

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-311-4210	Group Medical Insurance	2,253	1,843	2,052	3,576	2,465
1211-311-4220	Social Security	36	0	6	76	80
1211-311-4221	Medicare	46	107	103	222	180
1211-311-4230	PERS—Employer Contribution	580	928	884	1,691	1,765
1211-311-4231	PERS—Employee Contribution	477	450	445	837	640
1211-311-4250	Unemployment Insurance	65	34	113	162	175
1211-311-4260	Workers' Compensation	195	236	293	496	510
1211-311-4291	Uniform Expense	18	73	70	142	155
	<b>Total Personnel Services</b>	<b>11,495</b>	<b>13,292</b>	<b>13,308</b>	<b>24,888</b>	<b>20,995</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-311-4300	Professional Services	0	0	0	0	0
1211-311-4350	Landscape Maintenance and Operations	1,169	1,725	4,823	2,907	2,850
1211-311-4351	Graffiti Removal	0	221	235	228	300
1211-311-4410	Utilities	0	0	0	0	0
1211-311-4435	Parks Maintenance and Operations	0	139	337	1,509	1,550
1211-311-4562	County Administrative Fee—Special Districts	79	79	79	79	100
1211-311-4563	City Administrative Fee—Special Districts	86	1,103	834	838	890
1211-311-4564	Direct Engineer Fee—Special Districts	268	0	786	787	775
1211-311-4607	Streetlight Maintenance and Operations	0	0	0	0	500
	<b>Total Maintenance and Operations</b>	<b>1,602</b>	<b>3,267</b>	<b>7,094</b>	<b>6,348</b>	<b>6,965</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-311-7410	Equipment Purchase	5,598	0	0	543	2,915
1211-311-7420	Graffiti Removal Truck and Equipment	6,801	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>12,399</b>	<b>0</b>	<b>0</b>	<b>543</b>	<b>2,915</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Bridgeport Village Zone Expenditures</b>	<b>25,496</b>	<b>16,559</b>	<b>20,402</b>	<b>31,779</b>	<b>30,875</b>

## Davante Villas Zone

This zone is generally located south of "F" Street and east of the Arena Canal.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-312-4110	Salaries	8,789	17,944	18,274	33,884	24,450
1211-312-4120	Salaries-Part Time	657	7,517	6,402	13,059	15,100
1211-312-4130	Salaries-Overtime	86	378	428	523	600
1211-312-4210	Group Medical Insurance	2,745	4,951	5,514	9,585	6,610
1211-312-4220	Social Security	44	0	16	203	215
1211-312-4221	Medicare	56	288	275	595	470
1211-312-4230	PERS—Employer Contribution	706	2,492	2,376	4,539	4,730
1211-312-4231	PERS—Employee Contribution	581	1,210	1,197	2,247	1,710
1211-312-4250	Unemployment Insurance	79	92	305	434	500
1211-312-4260	Workers' Compensation	237	614	788	1,332	1,370

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-312-4291	Uniform Expense	22	190	188	372	390
	<b>Total Personnel Services</b>	<b>14,002</b>	<b>35,676</b>	<b>35,763</b>	<b>66,773</b>	<b>56,145</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-312-4300	Professional Services	0	0	0	0	0
1211-312-4350	Landscape Maintenance and Operations	719	680	1,143	4,134	4,075
1211-312-4351	Graffiti Removal	0	594	629	613	600
1211-312-4410	Utilities	0	0	0	0	0
1211-312-4435	Parks Maintenance and Operations	0	0	0	0	0
1211-312-4562	County Administrative Fee—Special Districts	64	104	104	104	200
1211-312-4563	City Administrative Fee—Special Districts	14,012	17,576	16,892	16,901	17,000
1211-312-4564	Direct Engineer Fee—Special Districts	268	0	2,109	2,112	1,975
1211-312-4607	Streetlight Maintenance and Operations	0	1,582	0	0	500
	<b>Total Maintenance and Operations</b>	<b>15,063</b>	<b>20,536</b>	<b>20,877</b>	<b>23,864</b>	<b>24,350</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-312-7410	Equipment Purchase	520	0	0	1,456	7,666
1211-312-7420	Graffiti Removal Truck and Equipment	378	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>898</b>	<b>0</b>	<b>0</b>	<b>1,456</b>	<b>7,666</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Davante Villas Zone Expenditures</b>	<b>29,963</b>	<b>56,212</b>	<b>56,640</b>	<b>92,093</b>	<b>88,161</b>

## Strawberry Fields Zone

This zone is generally located on “I” Street and west of the Arena Canal.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-313-4110	Salaries	244	478	488	918	675
1211-313-4120	Salaries-Part Time	19	208	176	357	425
1211-313-4130	Salaries-Overtime	2	10	12	14	25
1211-313-4210	Group Medical Insurance	76	133	149	261	185
1211-313-4220	Social Security	1	0	0	5	10
1211-313-4221	Medicare	2	8	8	16	20
1211-313-4230	PERS—Employer Contribution	20	67	64	123	130
1211-313-4231	PERS—Employee Contribution	16	32	32	61	50
1211-313-4250	Unemployment Insurance	2	3	8	12	25
1211-313-4260	Workers’ Compensation	7	17	21	36	40
1211-313-4291	Uniform Expense	1	5	5	11	25
	<b>Total Personnel Services</b>	<b>390</b>	<b>961</b>	<b>963</b>	<b>1,814</b>	<b>1,610</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-313-4300	Professional Services	0	0	0	0	0
1211-313-4350	Landscape Maintenance and Operations	18	0	25	109	150
1211-313-4351	Graffiti Removal	0	16	17	17	50
1211-313-4435	Parks Maintenance and Operations	0	0	0	0	0
1211-313-4540	Advertisement Expense	0	0	0	0	0
1211-313-4562	County Administrative Fee—Special Districts	0	52	52	52	60
1211-313-4563	City Administrative Fee—Special Districts	384	349	273	273	300
1211-313-4564	Direct Engineer Fee—Special Districts	268	0	58	58	65
1211-313-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>670</b>	<b>417</b>	<b>425</b>	<b>509</b>	<b>625</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-313-7410	Equipment Purchase	1,585	0	0	40	205
1211-313-7420	Graffiti Removal Truck and Equipment	1,962	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>3,547</b>	<b>0</b>	<b>0</b>	<b>40</b>	<b>205</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Strawberry Fields Zone Expenditures</b>	<b>4,607</b>	<b>1,378</b>	<b>1,388</b>	<b>2,363</b>	<b>2,440</b>

## Sundance (Country Villas I, 2, 3) Zone

This zone is generally located southeast of Walnut Avenue and Dwight Way

## Personnel Service

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-314-4110	Salaries	5,557	4,245	4,323	7,995	5,775
1211-314-4120	Salaries-Part Time	415	1,770	1,509	3,084	3,590
1211-314-4130	Salaries-Overtime	55	89	101	124	150
1211-314-4210	Group Medical Insurance	1,736	1,167	1,305	2,263	1,565
1211-314-4220	Social Security	28	0	4	48	50
1211-314-4221	Medicare	35	68	65	141	115
1211-314-4230	PERS—Employer Contribution	446	589	561	1,071	1,120
1211-314-4231	PERS—Employee Contribution	368	286	283	530	405
1211-314-4250	Unemployment Insurance	50	22	72	103	995
1211-314-4260	Workers' Compensation	150	150	186	315	325
1211-314-4291	Uniform Expense	14	45	44	88	100
	<b>Total Personnel Services</b>	<b>8,854</b>	<b>8,431</b>	<b>8,453</b>	<b>15,762</b>	<b>14,190</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-314-4300	Professional Services	0	0	0	0	0
1211-314-4350	Landscape Maintenance and Operations	160	1,997	2,241	2,193	2,200
1211-314-4351	Graffiti Removal	0	141	148	145	200

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-314-4435	Parks Maintenance and Operations	0	20	655	955	1,500
1211-314-4562	County Administrative Fee—Special Districts	0	116	116	0	125
1211-314-4563	City Administrative Fee—Special Districts	247	868	697	699	750
1211-314-4564	Direct Engineer Fee—Special Districts	268	0	498	611	585
1211-314-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>675</b>	<b>3,142</b>	<b>4,355</b>	<b>4,603</b>	<b>5,360</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-314-7410	Equipment Purchase	7,432	0	0	343	1,885
1211-314-7420	Graffiti Removal Truck and Equipment	7,716	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>15,148</b>	<b>0</b>	<b>0</b>	<b>343</b>	<b>1,885</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Sundance (Country Villas I, 2, 3) Zone Expenditures</b>	<b>24,677</b>	<b>11,573</b>	<b>12,808</b>	<b>20,708</b>	<b>21,435</b>

## Sundance IV (Country Villas IV, Dunmore Homes) Zone

This zone is generally located east of Dwight Way and approximately 1,311 feet south of Walnut Avenue.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-315-4110	Salaries	4,267	3,483	3,552	4,560	4,180
1211-315-4120	Salaries-Part Time	319	807	704	1,436	1,680
1211-315-4130	Salaries-Overtime	42	99	100	86	100
1211-315-4210	Group Medical Insurance	1,331	1,126	1,218	1,460	1,360
1211-315-4220	Social Security	21	0	2	22	25
1211-315-4221	Medicare	27	38	38	66	70
1211-315-4230	PERS—Employer Contribution	343	412	411	586	700
1211-315-4231	PERS—Employee Contribution	282	231	234	303	295
1211-315-4250	Unemployment Insurance	38	27	50	65	75
1211-315-4260	Workers' Compensation	115	181	156	198	210
1211-315-4291	Uniform Expense	10	59	34	59	75
	<b>Total Personnel Services</b>	<b>6,795</b>	<b>6,463</b>	<b>6,499</b>	<b>8,841</b>	<b>8,770</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-315-4300	Professional Services	0	0	0	0	0
1211-315-4350	Landscape Maintenance and Operations	528	882	1,013	1,334	1,300
1211-315-4351	Graffiti Removal	0	151	69	67	75
1211-315-4410	Utilities	0	0	0	0	0
1211-315-4435	Parks Maintenance and Operations	0	0	71	445	500
1211-315-4540	Advertisement	0	0	0	0	0
1211-315-4562	County Administrative Fee—Special Districts	0	84	84	114	150
1211-315-4563	City Administrative Fee—Special Districts	1,261	1,053	110	111	125
1211-315-4564	Direct Engineer Fee—Special Districts	268	0	232	232	225
1211-315-4607	Streetlight Maintenance and Operations	0	0	0	0	0

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Maintenance and Operations</b>	<b>2,057</b>	<b>2,170</b>	<b>1,579</b>	<b>2,303</b>	<b>2,375</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-315-7410	Equipment Purchase	0	0	0	160	875
1211-315-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>160</b>	<b>875</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Sundance IV (Country Villas IV, Dunmore Homes) Zone Expenditures</b>	<b>8,852</b>	<b>8,633</b>	<b>8,078</b>	<b>11,304</b>	<b>12,020</b>

## Parkside-Forecast Zone

This zone is generally located between “F” Street and Peach Avenue east of Robin Avenue.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-316-4110	Salaries	2,473	5,375	5,473	10,290	7,355
1211-316-4120	Salaries-Part Time	185	2,289	1,953	3,985	4,625
1211-316-4130	Salaries-Overtime	24	111	127	158	200
1211-316-4210	Group Medical Insurance	772	1,471	1,642	2,899	1,975
1211-316-4220	Social Security	13	0	5	62	75
1211-316-4221	Medicare	16	87	83	182	145
1211-316-4230	PERS—Employer Contribution	199	751	715	1,380	1,430
1211-316-4231	PERS—Employee Contribution	164	363	359	682	520
1211-316-4250	Unemployment Insurance	22	27	92	131	200
1211-316-4260	Workers’ Compensation	67	180	236	403	425
1211-316-4291	Uniform Expense	6	56	57	113	125
	<b>Total Personnel Services</b>	<b>3,941</b>	<b>10,710</b>	<b>10,742</b>	<b>20,285</b>	<b>17,075</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-316-4300	Professional Services	0	0	0	0	0
1211-316-4310	Contract Services	0	0	0	0	0
1211-316-4350	Landscape Maintenance and Operations	413	569	1,341	2,359	2,300
1211-316-4351	Graffiti Removal	0	175	192	187	225
1211-316-4435	Parks Maintenance and Operations	0	0	0	0	0
1211-316-4540	Advertisement	0	0	0	0	0
1211-316-4562	County Administrative Fee—Special Districts	94	115	114	115	150
1211-316-4563	City Administrative Fee—Special Districts	5,649	4,975	4,828	4,831	4,850
1211-316-4564	Direct Engineer Fee—Special Districts	268	0	644	645	600
1211-316-4607	Streetlight Maintenance and Operations	0	93	0	0	350
1211-316-4991	M.I.D. Assessments	0	12	12	12	30
	<b>Total Maintenance and Operations</b>	<b>6,424</b>	<b>5,939</b>	<b>7,131</b>	<b>8,149</b>	<b>8,505</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-316-7410	Equipment Purchase	0	0	0	444	3,070
1211-316-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>444</b>	<b>3,070</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Parkside-Forecast Zone Expenditures</b>	<b>10,365</b>	<b>16,649</b>	<b>17,873</b>	<b>28,878</b>	<b>28,650</b>

## Country Lane I (Liberty Square) Zone

This zone is generally located southeast of Hammatt Avenue and Aspenglen.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-317-4110	Salaries	4,378	4,859	4,946	9,159	6,600
1211-317-4120	Salaries-Part Time	331	2,030	1,726	3,526	4,120
1211-317-4130	Salaries-Overtime	43	102	116	142	175
1211-317-4210	Group Medical Insurance	1,377	1,341	1,492	2,591	1,785
1211-317-4220	Social Security	22	0	4	55	75
1211-317-4221	Medicare	27	78	74	161	130
1211-317-4230	PERS—Employer Contribution	352	674	643	1,226	1,275
1211-317-4231	PERS—Employee Contribution	289	328	323	607	465
1211-317-4250	Unemployment Insurance	39	25	82	117	200
1211-317-4260	Workers' Compensation	117	166	213	360	380
1211-317-4291	Uniform Expense	11	52	51	105	125
	<b>Total Personnel Services</b>	<b>6,986</b>	<b>9,655</b>	<b>9,670</b>	<b>18,049</b>	<b>15,330</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-317-4300	Professional Services	0	0	0	0	0
1211-317-4350	Landscape Maintenance and Operations	719	864	444	1,253	1,300
1211-317-4351	Graffiti Removal	0	161	170	166	200
1211-317-4410	Utilities	0	0	0	0	0
1211-317-4435	Parks Maintenance and Operations	0	1,019	641	1,094	1,300
1211-317-4562	County Administrative Fee—Special Districts	70	70	70	12	200
1211-317-4563	City Administrative Fee—Special Districts	3,811	4,776	4,010	4,012	4,100
1211-317-4564	Direct Engineer Fee—Special Districts	268	0	570	571	575
1211-317-4607	Streetlight Maintenance and Operations	0	0	0	0	200
	<b>Total Maintenance and Operations</b>	<b>4,868</b>	<b>6,890</b>	<b>5,905</b>	<b>7,108</b>	<b>7,875</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-317-7410	Equipment Purchase	4,957	0	0	393	2,090
1211-317-7420	Graffiti Removal Truck and Equipment	4,247	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>9,204</b>	<b>0</b>	<b>0</b>	<b>393</b>	<b>2,090</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Country Lane I Zone Expenditures</b>	<b>21,058</b>	<b>16,545</b>	<b>15,575</b>	<b>25,550</b>	<b>25,295</b>

## Country Lane II (Country Lane, Kishi) Zone

This zone is generally located along Olive Avenue in the vicinity of Hammatt Avenue.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-318-4110	Salaries	15,384	25,721	26,188	48,582	35,050
1211-318-4120	Salaries-Part Time	1,151	10,769	9,176	18,718	21,585
1211-318-4130	Salaries-Overtime	151	541	613	750	800
1211-318-4210	Group Medical Insurance	4,805	7,080	7,903	13,739	9,470
1211-318-4220	Social Security	78	0	22	291	300
1211-318-4221	Medicare	98	413	395	854	675
1211-318-4230	PERS—Employer Contribution	1,235	3,571	3,405	6,507	6,775
1211-318-4231	PERS—Employee Contribution	1,017	1,734	1,715	3,222	2,450
1211-318-4250	Unemployment Insurance	138	132	436	622	675
1211-318-4260	Workers' Compensation	415	879	1,130	1,910	1,965
1211-318-4291	Uniform Expense	38	273	270	533	575
	<b>Total Personnel Services</b>	<b>24,510</b>	<b>51,113</b>	<b>51,253</b>	<b>95,728</b>	<b>80,320</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-318-4350	Landscape Maintenance and Operations	967	655	4,687	5,648	5,575
1211-318-4351	Graffiti Removal	0	852	902	879	1,200
1211-318-4435	Parks Maintenance and Operations	0	50	1,047	5,804	5,575
1211-318-4562	County Administrative Fee—Special Districts	0	105	105	105	150
1211-318-4563	City Administrative Fee—Special Districts	20,222	25,339	24,407	24,420	24,500
1211-318-4564	Direct Engineer Fee—Special Districts	268	0	3,024	3,029	3,000
1211-318-4607	Streetlight Maintenance and Operations	0	0	0	0	500
	<b>Total Maintenance and Operations</b>	<b>21,457</b>	<b>27,001</b>	<b>34,172</b>	<b>39,885</b>	<b>40,500</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-318-7410	Equipment Purchase	0	0	0	2,087	11,000
1211-318-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,087</b>	<b>11,000</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Country Lane II Zone Expenditures</b>	<b>45,967</b>	<b>78,114</b>	<b>85,425</b>	<b>137,700</b>	<b>131,820</b>



## La Tierra Zone

This zone is generally located on the southeast corner of “F” Street and Robin Avenue.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-319-4110	Salaries	11,343	5,969	6,100	6,383	6,750
1211-319-4120	Salaries-Part Time	848	934	830	1,682	1,970
1211-319-4130	Salaries-Overtime	111	186	182	137	175
1211-319-4210	Group Medical Insurance	3,544	2,024	2,187	2,212	2,380
1211-319-4220	Social Security	57	0	2	26	50
1211-319-4221	Medicare	72	54	54	79	100
1211-319-4230	PERS—Employer Contribution	911	657	670	795	1,040
1211-319-4231	PERS—Employee Contribution	750	392	403	425	475
1211-319-4250	Unemployment Insurance	102	51	80	98	125
1211-319-4260	Workers' Compensation	306	352	270	296	315
1211-319-4291	Uniform Expense	28	104	57	89	100
	<b>Total Personnel Services</b>	<b>18,072</b>	<b>10,723</b>	<b>10,835</b>	<b>12,222</b>	<b>13,480</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-319-4300	Professional Services	0	0	0	0	0
1211-319-4350	Landscape Maintenance and Operations	785	419	769	1,528	1,500
1211-319-4351	Graffiti Removal	0	281	81	79	200
1211-319-4435	Parks Maintenance and Operations	0	0	69	699	700
1211-319-4540	Advertisement	0	0	0	0	0
1211-319-4562	County Administrative Fee—Special Districts	50	77	77	77	100
1211-319-4563	City Administrative Fee—Special Districts	1,016	921	462	463	475
1211-319-4564	Direct Engineer Fee—Special Districts	268	0	272	273	300
1211-319-4607	Streetlight Maintenance and Operations	0	0	0	0	100
	<b>Total Maintenance and Operations</b>	<b>2,119</b>	<b>1,698</b>	<b>1,730</b>	<b>3,119</b>	<b>3,375</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-319-7410	Equipment Purchase	0	0	0	188	1,040
1211-319-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>188</b>	<b>1,040</b>

### Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total La Tierra Zone Expenditures</b>	<b>20,191</b>	<b>12,421</b>	<b>12,565</b>	<b>15,529</b>	<b>17,895</b>

## North Residential Zone

This zone consists of all residential parcels located north of Highway 99.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-320-4110	Salaries	7,858	4,355	4,439	7,902	5,825
1211-320-4120	Salaries-Part Time	588	1,760	1,500	2,999	3,500
1211-320-4130	Salaries-Overtime	77	94	105	124	175
1211-320-4210	Group Medical Insurance	2,769	1,216	1,353	2,254	1,600
1211-320-4220	Social Security	40	0	4	47	50
1211-320-4221	Medicare	50	68	65	137	175
1211-320-4230	PERS—Employer Contribution	631	598	572	1,054	1,110
1211-320-4231	PERS—Employee Contribution	520	294	291	524	410
1211-320-4250	Unemployment Insurance	70	23	73	102	125
1211-320-4260	Workers' Compensation	337	162	192	314	335
1211-320-4291	Uniform Expense	18	50	45	89	100
	<b>Total Personnel Services</b>	<b>12,958</b>	<b>8,620</b>	<b>8,639</b>	<b>15,546</b>	<b>13,405</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-320-4350	Landscape Maintenance and Operations	169	0	213	917	1,000
1211-320-4351	Graffiti Removal	0	147	145	141	300
1211-320-4435	Parks Maintenance and Operations	0	26	174	929	1,000
1211-320-4562	County Administrative Fee—Special Districts	101	96	96	96	125
1211-320-4563	City Administrative Fee—Special Districts	236	890	721	723	750
1211-320-4564	Direct Engineer Fee—Special Districts	398	0	488	485	500
1211-320-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>904</b>	<b>1,159</b>	<b>1,837</b>	<b>3,291</b>	<b>3,675</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-320-7410	Equipment Purchase	2,397	0	0	334	1,825
1211-320-7420	Graffiti Removal Truck and Equipment	3,216	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>5,613</b>	<b>0</b>	<b>0</b>	<b>334</b>	<b>1,825</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total North Residential Zone Expenditures</b>	<b>19,475</b>	<b>9,779</b>	<b>10,476</b>	<b>19,171</b>	<b>18,905</b>

## South Residential Zone

This zone consists of all residential parcels located south of the downtown business area.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-321-4110	Salaries	15,849	8,769	8,924	16,137	11,780
1211-321-4120	Salaries-Part Time	1,185	3,607	3,076	6,168	7,150
1211-321-4130	Salaries-Overtime	156	186	210	251	275
1211-321-4210	Group Medical Insurance	5,590	2,433	2,705	4,585	3,215
1211-321-4220	Social Security	80	0	7	96	100
1211-321-4221	Medicare	101	139	133	281	300

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-321-4230	PERS—Employer Contribution	1,273	1,211	1,155	2,157	2,260
1211-321-4231	PERS—Employee Contribution	1,047	591	585	1,070	825
1211-321-4250	Unemployment Insurance	142	46	148	208	225
1211-321-4260	Workers' Compensation	682	320	385	638	660
1211-321-4291	Uniform Expense	39	99	92	178	200
	<b>Total Personnel Services</b>	<b>26,144</b>	<b>17,401</b>	<b>17,420</b>	<b>31,769</b>	<b>26,990</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-321-4300	Professional Services	267	0	0	0	0
1211-321-4350	Landscape Maintenance and Operations	335	0	437	1,876	2,000
1211-321-4351	Graffiti Removal	0	293	299	289	500
1211-321-4435	Parks Maintenance and Operations	0	0	547	1,909	2,000
1211-321-4562	County Administrative Fee—Special Districts	205	195	195	195	250
1211-321-4563	City Administrative Fee—Special Districts	490	1,812	1,494	1,498	1,500
1211-321-4564	Direct Engineer Fee—Special Districts	562	0	1,003	997	1,000
1211-321-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>1,859</b>	<b>2,300</b>	<b>3,975</b>	<b>6,764</b>	<b>7,250</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-321-7410	Equipment Purchase	0	0	0	686	3,675
1211-321-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>686</b>	<b>3,675</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total South Residential Zone Expenditures</b>	<b>28,003</b>	<b>19,701</b>	<b>21,395</b>	<b>39,219</b>	<b>37,915</b>

## Central Residential Zone

This zone consists of the residential parcels south of Highway 99 and generally adjacent to the downtown business area.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-322-4110	Salaries	11,727	6,516	6,634	12,040	8,760
1211-322-4120	Salaries-Part Time	877	2,693	2,296	4,597	5,320
1211-322-4130	Salaries-Overtime	115	139	156	187	225
1211-322-4210	Group Medical Insurance	4,166	1,807	2,010	3,420	2,390
1211-322-4220	Social Security	59	0	6	72	75
1211-322-4221	Medicare	74	104	99	210	175
1211-322-4230	PERS—Employer Contribution	942	900	860	1,609	1,685
1211-322-4231	PERS—Employee Contribution	776	439	435	798	625
1211-322-4250	Unemployment Insurance	105	34	110	155	175
1211-322-4260	Workers' Compensation	516	238	286	476	490
1211-322-4291	Uniform Expense	29	73	68	133	150
	<b>Total Personnel Services</b>	<b>19,386</b>	<b>12,943</b>	<b>12,960</b>	<b>23,697</b>	<b>20,070</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-322-4300	Professional Services	87	0	0	0	0
1211-322-4350	Landscape Maintenance and Operations	249	0	464	1,398	1,400
1211-322-4351	Graffiti Removal	0	218	223	216	500
1211-322-4435	Parks Maintenance and Operations	0	0	189	1,461	1,400
1211-322-4562	County Administrative Fee—Special Districts	161	153	153	153	175
1211-322-4563	City Administrative Fee—Special Districts	349	1,325	1,033	1,036	1,075
1211-322-4564	Direct Engineer Fee—Special Districts	505	0	748	744	725
1211-322-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>1,351</b>	<b>1,696</b>	<b>2,810</b>	<b>5,008</b>	<b>5,275</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-322-7410	Equipment Purchase	0	0	0	512	2,805
1211-322-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>512</b>	<b>2,805</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Central Residential Zone Expenditures</b>	<b>20,737</b>	<b>14,639</b>	<b>15,770</b>	<b>29,217</b>	<b>28,150</b>

## North Commercial Zone

This zone consists of the commercial and industrial parcels north of Highway 99.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-323-4110	Salaries	5,719	1,838	1,874	3,366	2,660
1211-323-4120	Salaries-Part Time	428	745	637	1,283	2,475
1211-323-4130	Salaries-Overtime	56	39	44	53	100
1211-323-4210	Group Medical Insurance	1,910	509	569	957	675
1211-323-4220	Social Security	29	0	2	20	50
1211-323-4221	Medicare	36	29	28	55	75
1211-323-4230	PERS—Employer Contribution	459	253	243	450	475
1211-323-4231	PERS—Employee Contribution	378	124	123	223	175
1211-323-4250	Unemployment Insurance	51	10	31	43	100
1211-323-4260	Workers' Compensation	204	72	81	133	140
1211-323-4291	Uniform Expense	14	22	19	37	50
	<b>Total Personnel Services</b>	<b>9,284</b>	<b>3,641</b>	<b>3,651</b>	<b>6,620</b>	<b>6,975</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-323-4350	Landscape Maintenance and Operations	71	0	91	391	450
1211-323-4351	Graffiti Removal	0	62	62	60	200
1211-323-4435	Parks Maintenance and Operations	0	75	266	397	450
1211-323-4562	County Administrative Fee—Special Districts	40	38	38	38	50

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-323-4563	City Administrative Fee—Special Districts	588	866	821	790	800
1211-323-4564	Direct Engineer Fee—Special Districts	319	0	208	207	200
1211-323-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>1,018</b>	<b>1,041</b>	<b>1,486</b>	<b>1,883</b>	<b>2,150</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-323-7410	Equipment Purchase	0	0	0	143	915
1211-323-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>143</b>	<b>915</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total North Commercial Zone Expenditures</b>	<b>10,302</b>	<b>4,682</b>	<b>5,137</b>	<b>8,646</b>	<b>10,040</b>

## Downtown Commercial Zone

This zone consists of the commercial and industrial parcels within the downtown business area south of Highway 99.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-324-4110	Salaries	944	305	312	575	420
1211-324-4120	Salaries-Part Time	70	126	109	221	280
1211-324-4130	Salaries-Overtime	9	6	7	9	25
1211-324-4210	Group Medical Insurance	315	83	94	162	115
1211-324-4220	Social Security	5	0	0	4	25
1211-324-4221	Medicare	6	5	4	10	25
1211-324-4230	PERS—Employer Contribution	76	42	40	78	85
1211-324-4231	PERS—Employee Contribution	62	20	20	38	30
1211-324-4250	Unemployment Insurance	8	1	5	7	25
1211-324-4260	Workers' Compensation	34	12	13	23	25
1211-324-4291	Uniform Expense	3	7	3	10	25
	<b>Total Personnel Services</b>	<b>1,532</b>	<b>607</b>	<b>607</b>	<b>1,137</b>	<b>1,080</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-324-4350	Landscape Maintenance and Operations	93	0	16	66	75
1211-324-4351	Graffiti Removal	0	11	11	10	25
1211-324-4435	Parks Maintenance and Operations	20	599	660	746	750
1211-324-4562	County Administrative Fee—Special Districts	7	6	6	6	25
1211-324-4563	City Administrative Fee—Special Districts	132	134	2	34	50
1211-324-4564	Direct Engineer Fee—Special Districts	277	0	36	36	50
1211-324-4607	Streetlight Maintenance and Operations	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>529</b>	<b>750</b>	<b>731</b>	<b>898</b>	<b>975</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-324-7410	Equipment Purchase	0	0	0	25	140
1211-324-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>140</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Downtown Commercial Zone Expenditures</b>	<b>2,061</b>	<b>1,357</b>	<b>1,338</b>	<b>2,060</b>	<b>2,195</b>

## South Commercial Zone

This zone consists of the commercial parcels in the southern part of the City.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-325-4110	Salaries	435	154	154	274	200
1211-325-4120	Salaries-Part Time	34	57	50	102	130
1211-325-4130	Salaries-Overtime	4	3	4	5	10
1211-325-4210	Group Medical Insurance	145	44	46	78	55
1211-325-4220	Social Security	2	0	0	2	10
1211-325-4221	Medicare	3	2	3	5	10
1211-325-4230	PERS—Employer Contribution	35	21	20	36	40
1211-325-4231	PERS—Employee Contribution	29	11	10	18	15
1211-325-4250	Unemployment Insurance	4	1	2	3	10
1211-325-4260	Workers' Compensation	16	5	7	11	15
1211-325-4291	Uniform Expense	1	2	1	4	5
	<b>Total Personnel Services</b>	<b>708</b>	<b>300</b>	<b>297</b>	<b>538</b>	<b>500</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-325-4350	Landscape Maintenance and Operations	5	0	7	28	40
1211-325-4351	Graffiti Removal	0	4	5	5	30
1211-325-4435	Parks Maintenance and Operations	0	0	4	31	50
1211-325-4562	County Administrative Fee—Special Districts	3	3	3	3	10
1211-325-4563	City Administrative Fee—Special Districts	1	65	31	31	40
1211-325-4564	Direct Engineer Fee—Special Districts	272	0	17	16	25
1211-325-4607	Streetlight Maintenance and Operation	0	0	0	0	0
	<b>Total Maintenance and Operation</b>	<b>281</b>	<b>72</b>	<b>67</b>	<b>114</b>	<b>195</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-325-7410	Equipment Purchase	0	0	0	11	70
1211-325-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>70</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total South Commercial Zone Expenditures</b>	<b>989</b>	<b>372</b>	<b>364</b>	<b>663</b>	<b>765</b>

## Somerset Zone

This zone is located on the south side of Peach Avenue, west of the Arena Canal.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-326-4110	Salaries	0	7,491	7,662	8,495	8,500
1211-326-4120	Salaries-Part Time	0	1,319	1,156	2,362	2,800
1211-326-4130	Salaries-Overtime	0	224	222	173	200
1211-326-4210	Group Medical Insurance	0	2,485	2,689	2,851	2,930
1211-326-4220	Social Security	0	0	3	37	45
1211-326-4221	Medicare	0	73	72	111	125
1211-326-4230	PERS—Employer Contribution	0	841	852	1,066	1,350
1211-326-4231	PERS—Employee Contribution	0	493	506	567	595
1211-326-4250	Unemployment Insurance	0	61	102	126	150
1211-326-4260	Workers' Compensation	0	419	338	386	400
1211-326-4291	Uniform Expense	0	124	71	113	125
	<b>Total Personnel Services</b>	<b>0</b>	<b>13,530</b>	<b>13,673</b>	<b>16,287</b>	<b>17,220</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-326-4350	Landscape Maintenance and Operations	450	0	167	984	1,000
1211-326-4351	Graffiti Removal	0	340	164	112	300
1211-326-4410	Utilities	704	0	0	0	0
1211-326-4435	Parks Maintenance and Operations	0	0	97	738	900
1211-326-4562	County Administrative Fee—Special Districts	0	97	97	97	100
1211-326-4563	City Administrative Fee—Special Districts	31	1,846	1,292	1,293	1,300
1211-326-4564	Direct Engineer Fee—Special Districts	5,556	0	384	385	360
1211-326-4607	Streetlight Maintenance and Operations	0	0	0	0	100
	<b>Total Maintenance and Operations</b>	<b>6,741</b>	<b>2,283</b>	<b>2,201</b>	<b>3,609</b>	<b>4,060</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-326-7410	Equipment Purchase	0	0	0	265	1,405
1211-326-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>265</b>	<b>1,405</b>

## Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Somerset Zone Expenditures</b>	<b>6,741</b>	<b>15,813</b>	<b>15,874</b>	<b>20,161</b>	<b>22,685</b>

## Gallo Commercial Zone

This zone is located along Winton Parkway between Highway 99 and “B” Street.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-327-4110	Salaries	0	0	0	0	0
1211-327-4120	Salaries-Part Time	0	0	0	0	0
1211-327-4130	Salaries-Overtime	0	0	0	0	0
1211-327-4210	Group Medical Insurance	0	0	0	0	0
1211-327-4220	Social Security	0	0	0	0	0
1211-327-4221	Medicare	0	0	0	0	0
1211-327-4230	PERS—Employer Contribution	0	0	0	0	0
1211-327-4231	PERS—Employee Contribution	0	0	0	0	0
1211-327-4250	Unemployment Insurance	0	0	0	0	0
1211-327-4260	Workers’ Compensation	0	0	0	0	0
1211-327-4291	Uniform Expense	0	0	0	0	0
	<b>Total Personnel Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-327-4300	Professional Services	5,790	1,187	0	0	0
1211-327-4350	Landscape Maintenance and Operations	0	0	0	0	0
1211-327-4351	Graffiti Removal	0	0	0	0	0
1211-327-4410	Utilities	0	0	0	0	0
1211-327-4435	Parks Maintenance and Operations	0	0	0	0	0
1211-327-4540	Advertisement	421	0	0	0	0
1211-327-4562	County Administrative Fee—Special Districts	0	0	0	0	0
1211-327-4563	City Administrative Fee—Special Districts	0	0	0	0	0
1211-327-4564	Direct Engineer Fee—Special Districts	0	0	0	0	0
1211-327-4607	Streetlight Maintenance and Operations	0	0	0	0	0
1211-327-8500	Bad Debt Write Offs	0	0	7,000	0	0
	<b>Total Maintenance and Operations</b>	<b>6,211</b>	<b>1,187</b>	<b>7,000</b>	<b>0</b>	<b>0</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1211-327-7410	Equipment Purchase	0	0	0	0	0
1211-327-7420	Graffiti Removal Truck and Equipment	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Zone Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Gallo Commercial Zone Expenditures</b>	<b>6,211</b>	<b>1,187</b>	<b>7,000</b>	<b>0</b>	<b>0</b>



**Total Citywide Consolidated Landscape Maintenance Assessment District No. 1  
Special Revenue Fund Expenditures**

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Expenditures</b>	427,358	344,588	376,222	595,942	589,276



# Projected Estimated Changes to Citywide Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Balance<sup>179</sup>

Estimated Beginning FY2012 Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Balance on July 1, 2011:

Almond Glen Zone	\$ 16,307
Country Glen Zone	\$ 4,913
Country Roads Zone	\$ 38,804
Harvest Manor Zone	\$ 23,134
Vintage West Zone	\$ 59,304
Monte Cristo Zone	\$ 5,176
Monte Cristo II Zone	\$ 26,843
Vinewood Estates Zone	\$ 15,165
Vinewood Estates II Zone	\$ (493)
Kensington Park South (Vineyard Estates)	\$ 7,247
Bridgeport Village Zone	\$ 51,452
Davante Villas Zone	\$ 42,269
Strawberry Fields Zone	\$ (1,737)
Country Villas 1, 2, 3 Zone	\$ 37,890
Sundance IV (Country Villas) Zone	\$(15,516)
Parkside Zone	\$ 21,376
Country Lane (Liberty Square) Zone	\$ 13,486
Country Lane II (Kishi) Zone	\$104,791
La Tierra Zone	\$(44,859)
North Residential Zone	\$ 17,688
South Residential Zone	\$ 49,109
Central Residential Zone	\$ 44,341
North Commercial Zone	\$ (22)
Downtown Commercial Zone	\$ (2,354)
South Commercial Zone	\$ (109)
Somerset Zone	\$(25,913)
Reimbursement/Refunds	\$ 740
Interest Income	<u>\$ 1,300</u>

Total Estimated Beginning FY2012 Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Balance on July 1, 2011	\$490,330
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<sup>179</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

Estimated Ending FY2012 Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Balance on June 30, 2012:

Almond Glen Zone	\$ 14,777
Country Glen Zone	\$ 4,203
Country Roads Zone	\$ 36,054
Harvest Manor Zone	\$ 21,064
Vintage West Zone	\$ 55,344
Monte Cristo Zone	\$ 2,196
Monte Cristo II Zone	\$ 25,053
Vinewood Estates Zone	\$ 14,120
Vinewood Estates II Zone	\$ (868)
Kensington Park South (Vineyard Estates)	\$ 6,937
Bridgeport Village Zone	\$ 48,102
Davante Villas Zone	\$ 27,948
Strawberry Fields Zone	\$ (2,152)
Country Villas 1, 2, 3 Zone	\$ 33,880
Sundance IV (Country Villas) Zone	\$(19,611)
Parkside Zone	\$ 24,016
Country Lane (Liberty Square) Zone	\$ 8,151
Country Lane II (Kishi) Zone	\$ 78,841
La Tierra Zone	\$(53,204)
North Residential Zone	\$ 15,508
South Residential Zone	\$ 45,544
Central Residential Zone	\$ 41,841
North Commercial Zone	\$ (2,887)
Downtown Commercial Zone	\$ (3,299)
South Commercial Zone	\$ (324)
Somerset Zone	\$(35,138)
Reimbursement/Refunds	\$ 740
Interest Income	\$ <u>2,300</u>

Total Estimated Ending FY2012 Consolidated Landscape Maintenance Assessment District No. 1 Special Revenue Fund Balance on June 30, 2012 \$ 389,134



# **BENEFIT ASSESSMENT DISTRICTS (BAD) SPECIAL REVENUE FUND**

(Fund No. 1212)

## **Fund Mission**

The mission of the Benefit Assessment Districts (BAD) Special Revenue Fund is to account for all activities, revenues, expenditures, assets and liabilities in the servicing and maintenance of public drainage improvements and City streets, including, but not limited to, personnel, electrical energy costs, lift stations, detention basins, storm drainage pipeline and all appurtenant facilities required for the operation and maintenance of the above mentioned improvements.

## **Fund Description**

The City of Livingston annually levies and collects special assessments in order to maintain improvements within 19 existing Benefit Assessment Districts within the City. (See Figure 56.) These Districts, by the use of special benefit assessments, provide funding for the maintenance of public drainage improvements. These improvements are made in accordance with the Benefit Assessment Act of 1982, Chapter 6.4, Division 2, Title 5 of the Government Code of the State of California commencing with Section 54703. This law provides that assessments may be apportioned upon all assessable lots or parcels of land within a district in proportion to the estimated benefits to be received by each lot or parcel from the improvements in that district. In addition, Proposition 218 requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Proposition 218 provides that only special benefits are assessable, and the City must separate the general benefits from the special benefits conferred on a parcel. A special benefit is a particular and distinct benefit over and above general benefits conferred on the public at large, including real property within each district. The general enhancement of property value does not constitute a special benefit.

### **Special Benefit**

Each and every parcel within each district receives a particular and distinct benefit from the improvements in the district over and above general benefits conferred by the improvements. All of the improvements were conditions of approval for the creation or development of the parcels. In order to create or develop the parcels, the City required the original developer to install and guarantee the maintenance of storm water control structures, and appurtenant facilities to serve the parcels. Therefore, each and every parcel within each district could not have been developed in the absence of the installation and promised maintenance of these facilities.

In addition, the improvements continue to confer a particular and distinct special benefit upon parcels within each district because of the nature of the improvements. The proper maintenance of storm water control and appurtenant facilities benefit parcels within each district by alleviating excess water during periods of rain. This allows individual parcels to be used to their fullest extent. All of this contributes to a specific enhancement of each of the parcels within each district.

### **General Benefit**

There are incidental general benefits conferred by the improvements in addition to special benefits received by the parcels within each district. The total benefits are thus a combination of the special benefits to the parcels within each district and the general benefits to the public at large and to adjacent property owners. The portion of the total drainage maintenance costs, which are associated with general benefits, will not be assessed to the parcels in each district, but will be paid from other City funds.

Because the drainage facilities are located immediately adjacent to properties within each district, and are maintained solely for the benefit of the properties within each district, any benefit received by properties outside of each district is merely incidental. It is estimated that the general benefit portion of the benefit received from the improvements for each district is less than one percent of the total benefit. Nevertheless, the City has agreed to ensure that no property is assessed in excess of the reasonable cost of the proportional special benefit conferred on that property.

The districts formed prior to the passage of Proposition 218, designated as Country Glen, Country Roads, Vinewood Estates, and Vintage West A & B Benefit Assessment Districts (BAD) maintain improvements that are exempt from Proposition 218 requirements. However, any new or increased assessments, if proposed, will be subject to the substantive procedural requirements of Proposition 218.

The districts formed after the passage of Proposition 218, including Sundance (Country Villas 1, 2, 3, Dunmore Homes), Kensington Park South (Vineyard Estates), Monte Cristo, Monte Cristo II, Vinewood Estates II (Briarwood), Bridgeport Village and Davante Villas, Country Lane I (Liberty Square), Country Lane II (Country Lane, Kishi), Parkside-Forecast, Sundance IV (Country Villas IV, Dunmore Homes), Strawberry Fields, and La Tierra (Rancho Estrada), were formed in accordance with the requirements of Proposition 218 and property owners were balloted for the assessments. The assessments for these districts include an annual Consumer Price Index (CPI) inflator.

State law permits the City to maintain a Benefit Assessment District Reserve Fund Balance to provide for the collection of funds to operate a district from the time period of July 1 (beginning of the fiscal year) through January, or when the County provides the City with the first installment of assessments collected from the property tax bills. The Reserve Fund eliminates the need for the City to transfer funds from non-district accounts to pay for district charges during the first half of the fiscal year. The Reserve Fund may also be used to off-set any unforeseen costs such as repairs, legal fees, revenue deficits, or increased costs due to inflation or contractual agreements that are greater than originally planned.

**Assessment Methodology**

The net amount to be assessed upon parcels within each district may be apportioned by any method, which fairly distributes the net amount among all parcels that receive benefit from improvements within each district. The benefit formula used within each district may vary. The formula used for each district reflects the composition of the parcels, and the improvements and services provided, to accurately proportion the costs based on the estimated special benefit to each parcel.

Each parcel in a district is assigned a weighing factor know as an Equivalent Dwelling Unit (EDU). All single-family residential properties are assigned an EDU of 1.0. The total EDU in each district is divided into the total Balance to Levy<sup>180</sup> for the district to establish the Levy per EDU (Rate). The Rate is then multiplied by the parcel’s individual EDU to establish the parcel’s levy amount. An explanation of how the weighing factors are determined can be found in the original district formation documents on file with the City. The following shows the EDU factors for each property type in the district:

<b>Property Type</b>	<b>Factor</b>	<b>Basis</b>
Developed, Single-Family Residential	1.00	Parcel
Developed, Multi-Family Residential	1.00	Unit
Vacant, Residential	0.30	Acre
Developed, Commercial/Industrial	6.00	Acre
Vacant, Commercial/Industrial	0.30	Acre
Developed, Public	6.00	Acre

<sup>180</sup>The Balance to Levy is the total amount to be levied and collected through assessments for the current fiscal year. The Balance to Levy represents the sum of Total Direct and Administrative Costs, the Reserve/Other Revenue Source, the Beginning Balance, and the Contribution Replenishment.

The following formulas are used to calculate each property's district assessment

$$\begin{aligned} \text{Total Balance to Levy/Total} &= \text{Levy per EDU (Rate)} \\ \text{Parcel EDU} \times \text{Levy per EDU (Rate)} &= \text{Parcel Levy Amount} \end{aligned}$$

The total levy per EDU will vary between benefit zones due to the different costs to maintain the improvements within each zone.<sup>181</sup>

## Revenue Assumptions

The annual Engineer's Report describes the district, any annexations, or changes to the district, and the annual assessments for FY2012. The annual assessments are based on the historical and estimated cost to maintain the improvements that provide a direct and special benefit to properties within the district. The cost of improvements and the annual levy includes all expenditures, deficits, surpluses, revenues and reserves. Each parcel is assessed proportionately for only those improvements provided and for which the parcel receives benefit. The word "parcel" refers to an individual property assigned its own assessment parcel number by the Merced County Assessor's Office. The County of Merced Auditor-Controller uses assessment parcel numbers and specific fund numbers to identify on the tax roll properties assessed for special benefit assessments.

The FY2012 assessment rate per EDU for the Sundance (Country Villas 1, 2, and 3, Dunmore Homes), Kensington Park South (Vineyard Estates), Monte Cristo, Monte Cristo II (Briarwood), Vinewood Estates II (Briarwood), Bridgeport Village, Davante Villas, Country Lane I (Liberty Square), Country Lane II (Country Lane, Kishi), Sundance IV (Country Villas IV, Dunmore Homes), Strawberry Fields, Parkside-Forecast, La Tierra (Rancho Estrada), and Somerset (Sun Valley Estates) have been increased by the annual percentage change in the Consumer Price Index, All Urban Consumers, for the Merced County Area ("CPI") calculated from Annual 2010 to Annual 2011 totaling 1.37 percent.

The following is the rate per Equivalent Dwelling Unit (EDU) in each zone for FY2012:

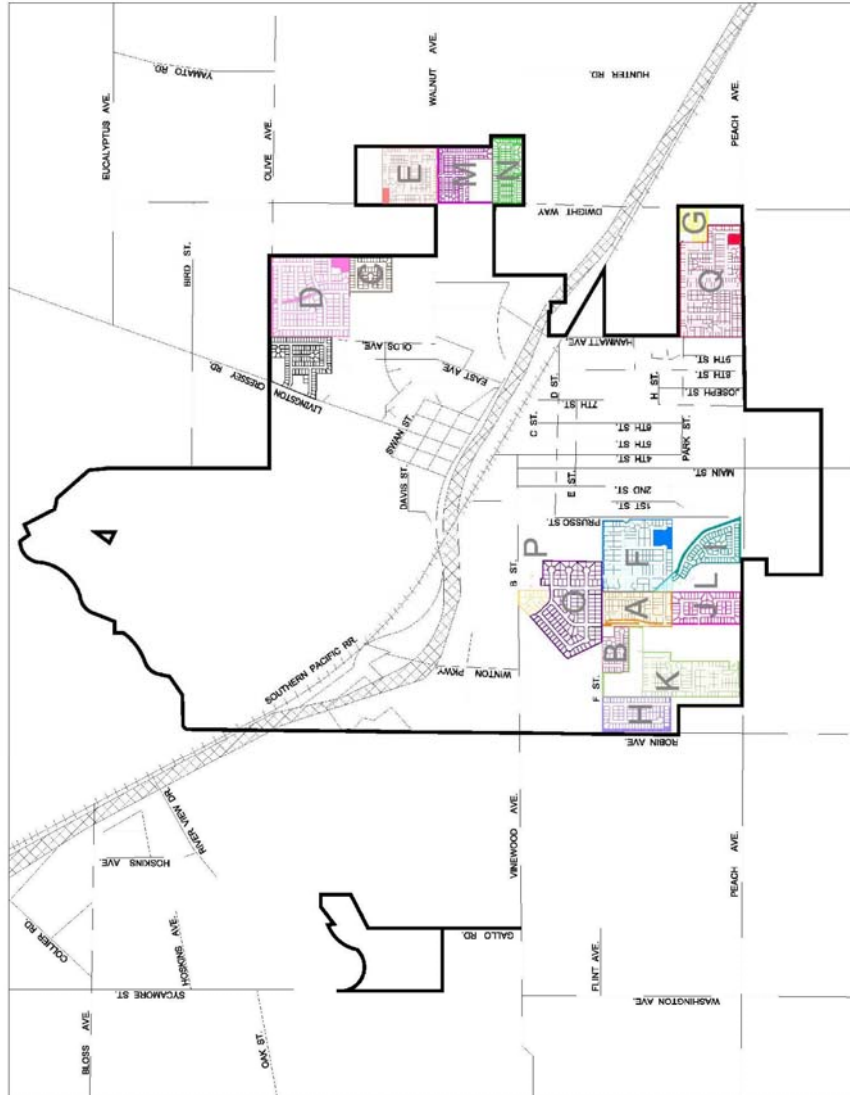
Benefit Assessment District (BAD)	Benefit Assessment District Name	Rate Per Equivalent Dwelling Units (EDU)
1	Bridgeport Village	\$96.18
2	Country Glen	\$43.02
3	Country Lane I (Liberty Square)	\$97.54
4	Country Lane II (Country Lane, Kishi)	\$97.54
5	Country Roads	\$17.20
6	Sundance (Country Villas 1, 2, 3, and Dunmore Homes)	\$94.97
7	Davante Villas	\$97.54
8	Kensington Park South (Vineyard Estates)	\$25.36
9	La Tierra (Rancho Estrada)	\$96.18
10	Parkside-Forecast	\$96.18
11	Monte Cristo	\$94.99
12	Monte Cristo II	\$94.99
13	Strawberry Fields	\$96.18
14	Sundance IV (Country Villas, Dunmore Homes)	\$96.18
15	Vinewood Estates	\$44.58
16	Vinewood Estates II (Briarwood)	\$52.91
17	Vintage West Area A	\$24.52
18	Vintage West Area B	\$78.12
19	Somerset (Sun Valley Estates)	\$94.77

<sup>181</sup>The following is a sample levy calculation:

District	Property Type	Total Balance To Levy	Total EDU	=	Levy Per EDU	x	Parcel EDU	=	Parcel Levy
Country Glen	Single Family	\$1,892.88	44	=	\$43.02	x	1.00	=	\$43.02

**Figure 56  
Benefit Assessment Districts**

**CITY OF LIVINGSTON  
BENEFIT ASSESSMENT DISTRICTS**



- LEGEND:**
- BOUNDARY LINE
  - BRIDGEPORT VILLAGE
  - COUNTRY CLEN
  - COUNTRY LANE (LIBERTY SQUARE)
  - COUNTRY LANE II (KISHI)
  - COUNTRY ROADS
  - DAVANTE VILLAS
  - KENSINGTON PARK SOUTH (VINEYARD ESTATES)
  - LA TIERRA
  - MONTE CRISTO ESTATES
  - MONTE CRISTO ESTATES II
  - PARKSIDE
  - STRAWBERRY FIELDS
  - SUNDANCE COUNTRY VILLAS
  - SUNDANCE IV
  - VINEWOOD ESTATES
  - VINEWOOD ESTATES (BIRKWOOD)
  - VINTAGE WEST
  - HIGHWAY 99



The annual assessments adopted by the City Council are based upon an Engineer's Report that takes into consideration the historical and estimated cost to maintain the improvements that provide a direct benefit within the district. The City estimates that it will collect \$125,382 from all Benefit Assessment Districts in the City during FY2012, based upon this Engineer's Report.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Use funds generated by the Benefit Assessment Districts Special Revenue Fund to provide maintenance, servicing and operation of public drainage improvements including lift stations, detention basins, storm drain pipeline and all associated facilities in 19 benefited areas throughout the City.

**Performance Measure:** Report to City Council.

**2. Goal:** Successfully pass audits on the use of funds generated from the City's Benefit Assessment Districts.

**Performance Measure:** Report to City Council.

**3. Goal:** Complete storm water lift station and storm basin/park improvements on Winton Parkway in the Parkside Subdivision. This project is being financed and constructed by developers.

**Performance Measure:** Storm water lift station and storm basin park improvements on Winton Parkway in the Parkside Subdivision are completed.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community's surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical,



water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Benefit Assessment Districts Special Revenue Fund Revenues Charges for Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-000-3610	Interest Income	0	0	0	100	200
1212-000-3802	Country Glen Benefit Assessment District	1,916	1,904	1,897	1,892	1,895
1212-000-3803	Country Roads Benefit Assessment District	3,467	3,455	3,446	3,440	3,440
1212-000-3805	Vintage West Area A Benefit Assessment District	3,172	3,108	3,084	3,071	1,840
1212-000-3806	Monte Cristo Benefit Assessment District	6,195	6,339	6,395	6,430	6,518
1212-000-3807	Monte Cristo II Benefit Assessment District	5,961	6,097	6,150	6,184	6,269
1212-000-3808	Vinewood Estates Benefit Assessment District	5,516	5,507	5,494	5,483	5,485
1212-000-3809	Vinewood Estates II Benefit Assessment District	1,064	1,476	1,619	1,364	794
1212-000-3810	Vineyard/Kensington Benefit Assessment District	763	737	745	751	760
1212-000-3811	Bridgeport Village Benefit Assessment District	7,005	8,085	8,293	7,685	7,885
1212-000-3812	Davante Villas Benefit Assessment District	10,551	14,649	13,639	12,842	14,920
1212-000-3813	Strawberry Fields Benefit Assessment District	390	566	566	565	577
1212-000-3814	Country Villas 1, 2, 3 Benefit Assessment District	16,218	16,552	16,727	16,769	16,770
1212-000-3815	Country Villas (Sundance IV) Benefit Assessment District	1,540	4,728	3,752	3,546	3,500
1212-000-3816	Parkside Benefit Assessment District	10,757	12,380	13,481	12,870	17,790
1212-000-3817	Country Lane I (Liberty Square) Benefit Assessment District	2,249	8,361	5,349	5,388	5,461
1212-000-3818	Country Lane II (Kishi) Benefit Assessment District	551	28,328	15,378	15,107	15,310
1212-000-3819	La Tierra Benefit Assessment District	401	2,024	1,673	1,686	1,708
1212-000-3826	Vintage West Area B Benefit Assessment District	9,901	9,828	9,803	9,783	11,015
1212-000-3827	District Formation Fees: Gallo Commercial Benefit Assessment District	7,000	0	0	0	0
1212-000-3828	Somerset Benefit Assessment District	893	3,824	4,108	3,401	3,445
	<b>Total Charges for Service</b>	<b>95,510</b>	<b>137,948</b>	<b>121,599</b>	<b>118,357</b>	<b>125,582</b>

## Use of Benefit Assessment Districts Special Revenue Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Benefit Assessment Districts Special Revenue Fund Balance <sup>182</sup>	43,494	0	0	0	0
	<b>Total Use of Benefit Assessment Districts Special Revenue Fund</b>	<b>43,494</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Benefit Assessment Districts Revenues</b>	<b>139,004</b>	<b>137,948</b>	<b>121,599</b>	<b>118,357</b>	<b>125,582</b>

<sup>182</sup>The use of and \$43,494 in FY2008 from the Benefit Assessment Districts Special Revenue Fund Balance represents the taking of prior year's accumulated fund surplus and appropriating it for expenditure in FY2008.

# Benefit Assessment Districts Special Revenue Fund Expenditures

## Country Glen Benefit Assessment District

This District is generally located south of “F” Street, and west of Sun Crest Avenue, in the southwest corner of the City. Parcels within the District are located in the Country Glen Subdivision.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-401-4110	Salaries	510	25	0	0	255
1212-401-4120	Salaries-Part Time	285	66	67	0	0
1212-401-4130	Salaries-Over Time	1	1	0	0	50
1212-401-4210	Group Medical Insurance <sup>183</sup>	73	59	0	0	115
1212-401-4220	Social Security	12	0	0	0	0
1212-401-4221	Medicare	222	2	1	0	5
1212-401-4230	PERS—Employer Contribution	59	5	6	0	35
1212-401-4231	PERS—Employee Contribution	39	0	0	0	20
1212-401-4250	Unemployment Insurance <sup>184</sup>	7	4	1	0	50
1212-401-4260	Workers’ Compensation	12	24	2	0	16
1212-401-4291	Uniform Expense	4	7	1	0	0
	<b>Total Personnel Services</b>	<b>1,224</b>	<b>193</b>	<b>78</b>	<b>0</b>	<b>546</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-401-4300	Professional Services	0	0	0	0	0
1212-401-4358	Detention Basin Equipment Maintenance & Operations <sup>185</sup>	0	0	66	50	100
1212-401-4360	Pipeline Equipment Maintenance & Operations <sup>186</sup>	0	0	13	33	100
1212-401-4410	Utilities <sup>187</sup>	0	0	0	0	100
1212-401-4462	Street Equipment Maintenance & Operations <sup>188</sup>	0	0	13	0	288
1212-401-4562	County Administrative Costs <sup>189</sup>	65	65	65	65	75

<sup>183</sup>The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>184</sup> The City pays 6.2% of the employee’s first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>185</sup>Detention basin equipment maintenance and operation includes the cost of maintaining and/or replacing equipment needed for the satisfactory operation of the system.

<sup>186</sup>Pipeline equipment maintenance and operation costs are expenditures needed to maintain and/or replace the equipment needed for satisfactory operation of the pipeline.

<sup>187</sup>Utilities include costs for electrical energy provided by Pacific Gas and Electric.

<sup>188</sup>Street equipment maintenance and operation includes the costs of maintaining/and or replacing the equipment needed to properly maintain the streets.

<sup>189</sup>The County administrative costs are for expenditures allocated to each district for Merced County to collect assessments on property tax bills.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-401-4563	City Administrative Costs <sup>190</sup>	435	360	619	619	625
1212-401-4564	Direct Engineer Fee	0	0	120	120	120
	<b>Total Maintenance and Operations</b>	<b>500</b>	<b>425</b>	<b>896</b>	<b>887</b>	<b>1,408</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-401-7410	Equipment Purchase (Tractor and Disc) <sup>191</sup>	0	0	0	0	0
1212-401-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-401-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-401-7414	Street Equipment Purchase	0	0	0	0	0
1212-401-7420	Vehicle Purchase <sup>192</sup>	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Country Glen Benefit Assessment District</b>	<b>1,724</b>	<b>618</b>	<b>974</b>	<b>887</b>	<b>1,954</b>

## Country Roads Benefit Assessment District

This District is generally located at the northeast corner of Dwight Way and Walnut Avenue. All parcels within the District are located within the Country Roads Subdivision.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-402-4110	Salaries	1,320	34	0	0	475
1212-402-4120	Salaries- Part Time	390	126	126	0	0
1212-402-4130	Salaries-Over time	2	3	1	0	50
1212-402-4210	Group Medical Insurance	175	0	0	0	210
1212-402-4220	Social Security	22	0	0	0	0
1212-402-4221	Medicare	18	3	2	0	10
1212-402-4230	PERS—Employer Contribution	118	8	12	0	60
1212-402-4231	PERS—Employee Contribution	80	0	0	0	35
1212-402-4250	Unemployment Insurance	13	7	3	0	90
1212-402-4260	Workers' Compensation	30	46	4	0	30
1212-402-4291	Uniform Expense	11	13	1	0	0
	<b>Total Personnel Services</b>	<b>2,179</b>	<b>240</b>	<b>149</b>	<b>0</b>	<b>960</b>

<sup>190</sup>The Benefit Assessment Districts administrative costs are for all General Fund expenditures by all City departments and staff for providing the coordination of services, operations and maintenance of each district; and respond to public concerns, education, and procedures associated with the levy and collection of assessments. It also includes the costs of contracting with professionals to provide any additional administrative, legal or engineering services specific to each district by the General Fund.

<sup>191</sup>The City purchased a tractor and disc unit in FY2007 for \$50,354 to maintain the open areas in the Benefit Assessment Districts (BAD). The cost of this equipment was spread across all the Benefit Assessment Districts.

<sup>192</sup>The City spent \$22,523 in FY2007 from the Benefit Assessment Districts Special Revenue Fund to purchase a F-250 pickup truck. The cost of this equipment was spread across all the Benefit Assessment Districts.

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-402-4300	Professional Services	0	0	0	0	0
1212-402-4358	Detention Basin Equipment Maintenance & Op.	0	0	120	492	634
1212-402-4360	Pipeline Equipment Maintenance & Operations	0	0	23	62	175
1212-402-4410	Utilities	345	412	378	499	500
1212-402-4462	Street Equipment Maintenance & Operations	0	0	24	0	200
1212-402-4562	County Administrative Fee	120	120	120	120	150
1212-402-4563	City Administrative Fee Special Districts	789	653	816	817	825
1212-402-4564	Direct Engineer Fee	0	0	219	217	225
	<b>Total Maintenance and Operations</b>	<b>1,254</b>	<b>1,185</b>	<b>1,700</b>	<b>2,207</b>	<b>2,709</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-402-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-402-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-402-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-402-7414	Street Equipment Purchase	0	0	0	0	0
1212-402-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Country Roads Benefit Assessment District</b>	<b>3,433</b>	<b>1,425</b>	<b>1,849</b>	<b>2,207</b>	<b>3,669</b>

## Vintage West Area “A” Benefit Assessment District

This District is generally located north of Peach Avenue, through and including Burgundy and Gamay Way, west of Hammatt Avenue, through and including Amaretto Way. All parcels are within the Vintage West Subdivision.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-403-4110	Salaries	610	26	0	0	250
1212-403-4120	Salaries- Part Time	275	70	67	0	0
1212-403-4130	Salaries-Overtime	1	1	0	0	0
1212-403-4210	Group Medical Insurance	69	0	0	0	115
1212-403-4220	Social Security	11	0	0	0	0
1212-403-4221	Medicare	10	1	1	0	5
1212-403-4230	PERS—Employer Contribution	57	6	7	0	30
1212-403-4231	PERS—Employee Contribution	38	0	0	0	20
1212-403-4250	Unemployment Insurance	6	4	1	0	53
1212-403-4260	Workers’ Compensation	11	23	2	0	15
1212-403-4291	Uniform Expense	4	7	1	0	0
	<b>Total Personnel Services</b>	<b>1,092</b>	<b>138</b>	<b>79</b>	<b>0</b>	<b>488</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-403-4300	Professional Services	0	0	0	0	0
1212-403-4358	Detention Basin Equipment Maintenance & Op.	0	0	0	0	0
1212-403-4360	Pipeline Equipment Maintenance & Operations	0	0	12	33	100
1212-403-4410	Utilities	1,180	454	875	1,100	1,108
1212-403-4462	Street Equipment Maintenance & Operations	0	0	13	0	25
1212-403-4562	County Administrative Fee	30	30	30	30	75
1212-403-4563	City Administrative Fee Special Districts	305	291	238	239	291
1212-403-4564	Direct Engineer Fee	0	0	117	116	150
	<b>Total Maintenance and Operations</b>	<b>1,515</b>	<b>775</b>	<b>1,285</b>	<b>1,518</b>	<b>1,749</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-403-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-403-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-403-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-403-7414	Street Equipment Purchase	0	0	0	0	0
1212-403-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Vintage West Area A Benefit Assessment District</b>	<b>2,607</b>	<b>913</b>	<b>1,364</b>	<b>1,518</b>	<b>2,237</b>

## Monte Cristo Benefit Assessment District

This District is generally located on Peach Avenue west of Prusso Street.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-404-4110	Salaries	2,125	81	0	0	875
1212-404-4120	Salaries-Part Time	916	234	226	0	0
1212-404-4130	Salaries- Overtime	3	5	1	0	0
1212-404-4210	Group Medical Insurance	255	0	0	0	395
1212-404-4220	Social Security	38	0	1	0	0
1212-404-4221	Medicare	33	5	3	0	15
1212-404-4230	PERS—Employer Contribution	196	18	22	0	105
1212-404-4231	PERS—Employee Contribution	131	0	0	0	65
1212-404-4250	Unemployment Insurance	22	13	5	0	160
1212-404-4260	Workers' Compensation	42	77	7	0	52
1212-404-4291	Uniform Expense	14	23	3	0	0
	<b>Total Personnel Services</b>	<b>3,775</b>	<b>456</b>	<b>268</b>	<b>0</b>	<b>1,667</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-404-4300	Professional Services	0	0	0	0	0

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-404-4358	Detention Basin Equipment Maintenance & Op.	0	0	223	180	500
1212-404-4360	Pipeline Equipment Maintenance & Operations	0	0	43	117	200
1212-404-4410	Utilities	1,255	1,532	1,404	1,404	1,650
1212-404-4462	Street Equipment Maintenance & Operations	0	0	45	0	500
1212-404-4562	County Administrative Fee	73	73	73	73	125
1212-404-4563	City Administrative Fee Special Districts	1,212	1,093	1,244	1,246	1,300
1212-404-4564	Direct Engineer Fee	0	0	406	406	425
	<b>Total Maintenance and Operations</b>	<b>2,540</b>	<b>2,698</b>	<b>3,438</b>	<b>3,426</b>	<b>4,700</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-404-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-404-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-404-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-404-7414	Street Equipment Purchase	0	0	0	0	0
1212-404-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Monte Cristo Benefit Assessment District</b>	<b>6,315</b>	<b>3,154</b>	<b>3,706</b>	<b>3,426</b>	<b>6,367</b>

## Monte Cristo II Benefit Assessment District

This District is generally located on the northeast corner of Peach Avenue and Winton Parkway.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-405-4110	Salaries	2,046	79	0	0	830
1212-405-4120	Salaries-Part Time	882	225	218	0	0
1212-405-4130	Salaries-Overtime	3	5	1	0	0
1212-405-4210	Group Medical Insurance	246	0	0	0	380
1212-405-4220	Social Security	37	0	1	0	0
1212-405-4221	Medicare	31	5	3	0	15
1212-405-4230	PERS—Employer Contribution	189	17	21	0	100
1212-405-4231	PERS—Employee Contribution	126	0	0	0	60
1212-405-4250	Unemployment Insurance	21	12	5	0	154
1212-405-4260	Workers' Compensation	40	75	7	0	50
1212-405-4291	Uniform Expense	14	22	3	0	0
	<b>Total Personnel Services</b>	<b>3,635</b>	<b>440</b>	<b>259</b>	<b>0</b>	<b>1,589</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-405-4300	Professional Services	0	0	0	0	0
1212-405-4358	Detention Basin Equipment Maintenance & Op.	0	0	214	164	500
1212-405-4360	Pipeline Equipment Maintenance & Operations	0	0	41	111	200
1212-405-4410	Utilities	1,309	1,428	1,458	1,458	1,575
1212-405-4462	Street Equipment Maintenance & Operations	0	0	44	0	500
1212-405-4562	County Administrative Fee	73	73	73	73	100

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-405-4563	City Administrative Fee Special Districts	1,166	1,051	1,273	1,275	1,300
1212-405-4564	Direct Engineer Fee	0	0	390	391	400
	<b>Total Maintenance and Operations</b>	<b>2,548</b>	<b>2,552</b>	<b>3,493</b>	<b>3,472</b>	<b>4,575</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-405-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-405-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-405-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-405-7414	Street Equipment Purchase	0	0	0	0	0
1212-405-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Monte Cristo II Benefit Assessment District</b>	<b>6,183</b>	<b>2,992</b>	<b>3,752</b>	<b>3,472</b>	<b>6,164</b>

## Vinewood Estates Benefit Assessment District

This District is generally located north of "F" Street, south of "B" Street, and west of Selma Herndon School. All parcels are within the Vinewood Estates Subdivision.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-406-4110	Salaries	2,221	75	0	0	750
1212-406-4120	Salaries-Part Time	847	196	193	0	0
1212-406-4130	Salaries-Overtime	3	4	1	0	0
1212-406-4210	Group Medical Insurance	305	1	0	0	335
1212-406-4220	Social Security	35	0	0	0	0
1212-406-4221	Medicare	30	4	3	0	15
1212-406-4230	PERS—Employer Contribution	198	15	19	0	90
1212-406-4231	PERS—Employee Contribution	135	0	0	0	55
1212-406-4250	Unemployment Insurance	22	12	4	0	130
1212-406-4260	Workers' Compensation	54	76	7	0	45
1212-406-4291	Uniform Expense	20	21	3	0	0
	<b>Total Personnel Services</b>	<b>3,870</b>	<b>404</b>	<b>230</b>	<b>0</b>	<b>1,420</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-406-4300	Professional Services	0	0	0	0	0
1212-406-4358	Detention Basin Equipment Maintenance & Op.	0	0	191	145	500
1212-406-4360	Pipeline Equipment Maintenance & Operations	0	0	37	99	200
1212-406-4410	Utilities	0	0	0	0	200
1212-406-4462	Street Equipment Maintenance & Operations	0	0	39	0	200
1212-406-4562	County Administrative Fee	93	93	93	93	140
1212-406-4563	City Administrative Fee Special Districts	959	884	975	977	1,000
1212-406-4564	Direct Engineer Fee	0	0	349	346	400
	<b>Total Maintenance and Operations</b>	<b>1,052</b>	<b>977</b>	<b>1,684</b>	<b>1,660</b>	<b>2,640</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-406-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-406-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-406-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-406-7414	Street Equipment Purchase	0	0	0	0	0
1212-406-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Vinewood Estates Benefit Assessment District</b>	<b>4,922</b>	<b>1,381</b>	<b>1,914</b>	<b>1,660</b>	<b>4,060</b>

## Vinewood Estates II (Briarwood) Benefit Assessment District

This District is generally located south of "B" Street and west of Selma Herndon School. All parcels are northwest of the Vinewood Estates Subdivision.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-407-4110	Salaries	265	3	0	0	110
1212-407-4120	Salaries-Part Time	114	23	25	0	0
1212-407-4130	Salaries-Overtime	1	1	0	0	0
1212-407-4210	Group Medical Insurance	31	14	0	0	50
1212-407-4220	Social Security	5	0	0	0	0
1212-407-4221	Medicare	4	0	0	0	5
1212-407-4230	PERS—Employer Contribution	25	1	3	0	15
1212-407-4231	PERS—Employee Contribution	16	0	0	0	10
1212-407-4250	Unemployment Insurance	3	2	1	0	28
1212-407-4260	Workers' Compensation	5	9	1	0	10
1212-407-4291	Uniform Expense	2	3	0	0	0
	<b>Total Personnel Services</b>	<b>471</b>	<b>56</b>	<b>30</b>	<b>0</b>	<b>228</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-407-4300	Professional Services	0	0	0	0	0
1212-407-4358	Detention Basin Equipment Maintenance & Op.	0	0	27	25	163
1212-407-4360	Pipeline Equipment Maintenance & Operations	0	0	5	14	168
1212-407-4410	Utilities	0	0	0	0	0
1212-407-4462	Street Equipment Maintenance & Operations	0	0	6	0	100
1212-407-4562	County Administrative Fee	55	55	55	55	80
1212-407-4563	City Administrative Fee Special Districts	148	133	154	154	175
1212-407-4564	Direct Engineer Fee	0	0	49	49	75
	<b>Total Maintenance and Operations</b>	<b>203</b>	<b>188</b>	<b>296</b>	<b>297</b>	<b>761</b>



## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-407-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-407-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-407-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-407-7414	Street Equipment Purchase	0	0	0	0	0
1212-407-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Vinewood Estates II Benefit Assessment District</b>	<b>674</b>	<b>244</b>	<b>326</b>	<b>297</b>	<b>989</b>

## Kensington Park South (Vineyard Estates) Benefit Assessment District

This District is generally located on Dwight Avenue north of Peach Avenue.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-408-4110	Salaries	234	0	0	0	115
1212-408-4120	Salaries-Part Time	104	45	25	0	0
1212-408-4130	Salaries-Overtime	1	1	0	0	0
1212-408-4210	Group Medical Insurance	27	0	0	0	50
1212-408-4220	Social Security	4	0	0	0	0
1212-408-4221	Medicare	4	1	0	0	5
1212-408-4230	PERS—Employer Contribution	22	3	3	0	15
1212-408-4231	PERS—Employee Contribution	15	0	0	0	10
1212-408-4250	Unemployment Insurance	2	1	1	0	27
1212-408-4260	Workers' Compensation	4	9	1	0	10
1212-408-4291	Uniform Expense	1	3	0	0	0
	<b>Total Personnel Services</b>	<b>418</b>	<b>63</b>	<b>30</b>	<b>0</b>	<b>232</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-408-4300	Professional Services	0	0	0	0	0
1212-408-4358	Detention Basin Equipment Maintenance & Op.	0	0	0	0	0
1212-408-4360	Pipeline Equipment Maintenance & Operations	0	0	0	0	0
1212-408-4410	Utilities	364	441	405	405	450
1212-408-4462	Street Equipment Maintenance & Operations	0	0	0	0	0
1212-408-4562	County Administrative Fee	61	60	60	61	67
1212-408-4563	City Administrative Fee Special Districts	67	89	71	72	75
1212-408-456	Direct Engineer Fee	0	0	47	47	50
	<b>Total Maintenance and Operations</b>	<b>492</b>	<b>590</b>	<b>583</b>	<b>585</b>	<b>642</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-408-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-408-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-408-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-408-7414	Street Equipment Purchase	0	0	0	0	0
1212-408-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Kensington Park South Benefit Assessment District</b>	<b>910</b>	<b>653</b>	<b>613</b>	<b>585</b>	<b>874</b>

## Bridgeport Village Benefit Assessment District

This District is generally located south of "F" Street and east of Winton Parkway.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-409-4110	Salaries	2,607	109	0	0	1,050
1212-409-4120	Salaries-Part Time	1,111	274	268	0	0
1212-409-4130	Salaries-Overtime	4	6	1	0	0
1212-409-4210	Group Medical Insurance	320	0	0	0	475
1212-409-4220	Social Security	46	0	1	0	0
1212-409-4221	Medicare	39	6	4	0	20
1212-409-4230	PERS—Employer Contribution	239	22	26	0	130
1212-409-4231	PERS—Employee Contribution	160	0	0	0	75
1212-409-4250	Unemployment Insurance	27	16	6	0	192
1212-409-4260	Workers' Compensation	51	94	9	0	60
1212-409-4291	Uniform Expense	18	28	3	0	0
	<b>Total Personnel Services</b>	<b>4,622</b>	<b>555</b>	<b>318</b>	<b>0</b>	<b>2,002</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-409-4300	Professional Services	0	0	0	0	0
1212-409-4358	Detention Basin Equipment Maintenance & Op.	0	0	270	206	500
1212-409-4360	Pipeline Equipment Maintenance & Operations	0	0	52	140	200
1212-409-4410	Utilities	1,309	1,591	1,458	1,458	1,585
1212-409-4462	Street Equipment Maintenance & Operations	0	0	55	0	500
1212-409-4562	County Administrative Fee	79	79	79	79	92
1212-409-4563	City Administrative Fee Special Districts	1,435	1,305	1,490	1,493	1,500
1212-409-4564	Direct Engineer Fee	0	0	491	491	500
	<b>Total Maintenance and Operations</b>	<b>2,823</b>	<b>2,975</b>	<b>3,895</b>	<b>3,867</b>	<b>4,877</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-409-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-409-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-409-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-409-7414	Street Equipment Purchase	0	0	0	0	0
1212-409-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Bridgeport Village Benefit Assessment District</b>	<b>7,445</b>	<b>3,530</b>	<b>4,213</b>	<b>3,867</b>	<b>6,879</b>

## Davante Villas Benefit Assessment District

This District is generally located south of "F" Street and east of the Arena Canal.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-410-4110	Salaries	4,889	186	0	0	2,000
1212-410-4120	Salaries-Part Time	2,097	527	511	0	0
1212-410-4130	Salaries-Overtime	7	11	3	0	0
1212-410-4210	Group Medical Insurance	590	0	0	0	900
1212-410-4220	Social Security	88	0	1	0	0
1212-410-4221	Medicare	74	11	8	0	30
1212-410-4230	PERS—Employer Contribution	451	40	50	0	240
1212-410-4231	PERS—Employee Contribution	302	0	0	0	140
1212-410-4250	Unemployment Insurance	51	30	11	0	350
1212-410-4260	Workers' Compensation	95	178	17	0	115
1212-410-4291	Uniform Expense	34	51	7	0	0
	<b>Total Personnel Services</b>	<b>8,678</b>	<b>1,034</b>	<b>608</b>	<b>0</b>	<b>3,775</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-410-4300	Professional Services	0	0	0	0	0
1212-410-4358	Detention Basin Equipment Maintenance & Op.	0	0	510	390	425
1212-410-4360	Pipeline Equipment Maintenance & Operations	0	0	98	265	275
1212-410-4410	Utilities	2,231	2,708	2,483	3,162	3,200
1212-410-4462	Street Equipment Maintenance & Operations	0	0	104	0	500
1212-410-4562	County Administrative Fee	104	104	104	104	200
1212-410-4563	City Administrative Fee Special Districts	2,760	2,494	2,827	2,832	2,850
1212-410-4564	Direct Engineer Fee	0	0	930	930	1,000
	<b>Total Maintenance and Operations</b>	<b>5,095</b>	<b>5,306</b>	<b>7,056</b>	<b>7,683</b>	<b>8,450</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-410-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-410-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-410-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-410-7414	Street Equipment Purchase	0	0	0	0	0

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-410-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Davante Villas Benefit Assessment District</b>	<b>13,773</b>	<b>6,340</b>	<b>7,664</b>	<b>7,683</b>	<b>12,225</b>

## Strawberry Fields Benefit Assessment District

This District is generally located on "P" Street and west of the Arena Canal.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-411-4110	Salaries	188	0	0	0	80
1212-411-4120	Salaries-Part Time	80	0	17	0	0
1212-411-4130	Salaries-Overtime	1	0	0	0	0
1212-411-4210	Group Medical Insurance	23	0	0	0	35
1212-411-4220	Social Security	3	0	0	0	0
1212-411-4221	Medicare	3	0	0	0	5
1212-411-4230	PERS—Employer Contribution	17	0	2	0	10
1212-411-4231	PERS—Employee Contribution	12	0	0	0	10
1212-411-4250	Unemployment Insurance	2	1	0	0	20
1212-411-4260	Workers' Compensation	4	7	1	0	10
1212-411-4291	Uniform Expense	1	3	0	0	0
	<b>Total Personnel Services</b>	<b>334</b>	<b>11</b>	<b>20</b>	<b>0</b>	<b>170</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-411-4300	Professional Services	0	0	0	0	0
1212-411-4358	Detention Basin Equipment Maintenance & Op.	0	0	20	15	91
1212-411-4360	Pipeline Equipment Maintenance & Operations	0	0	4	10	71
1212-411-4410	Utilities	63	76	70	70	125
1212-411-4462	Street Equipment Maintenance & Operations	0	0	4	0	25
1212-411-4540	Advertisement	0	0	0	0	0
1212-411-4562	County Administrative Fee	2	52	52	47	60
1212-411-4563	City Administrative Fee Special Districts	108	78	93	93	100
1212-411-4564	Direct Engineer Fee	0	0	36	36	36
	<b>Total Maintenance and Operations</b>	<b>173</b>	<b>206</b>	<b>279</b>	<b>271</b>	<b>508</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-411-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-411-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-411-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-411-7414	Street Equipment Purchase	0	0	0	0	0
1212-411-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Strawberry Fields Benefit Assessment District</b>	<b>507</b>	<b>217</b>	<b>299</b>	<b>271</b>	<b>678</b>

## Sundance (Country Villas 1, 2, 3, Dunmore Homes) Benefit Assessment District

This District is generally located southeast of Walnut Avenue and Dwight Way.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-412-4110	Salaries	5,570	219	0	0	2,255
1212-412-4120	Salaries-Part Time	2,405	602	586	0	0
1212-412-4130	Salaries-Overtime	8	13	3	0	0
1212-412-4210	Group Medical Insurance	669	0	0	0	1,025
1212-412-4220	Social Security	101	0	1	0	0
1212-412-4221	Medicare	85	12	9	0	35
1212-412-4230	PERS—Employer Contribution	514	47	57	0	270
1212-412-4231	PERS—Employee Contribution	344	0	0	0	160
1212-412-4250	Unemployment Insurance	58	34	13	0	405
1212-412-4260	Workers' Compensation	109	203	19	0	130
1212-412-4291	Uniform Expense	38	58	8	0	0
	<b>Total Personnel Services</b>	<b>9,901</b>	<b>1,188</b>	<b>696</b>	<b>0</b>	<b>4,280</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-412-4300	Professional Services	0	0	0	0	0
1212-412-4358	Detention Basin Equipment Maintenance & Op.	0	210	581	445	500
1212-412-4360	Pipeline Equipment Maintenance & Operations	0	0	112	302	2,864
1212-412-4410	Utilities	2,107	2,559	2,347	3,180	3,200
1212-412-4462	Street Equipment Maintenance & Operations	0	0	118	0	500
1212-412-4562	County Administrative Fee	113	116	116	113	145
1212-412-4563	City Administrative Fee Special Districts	3,181	2,855	3,276	3,282	3,300
1212-412-4564	Direct Engineer Fee	0	0	1,059	1,059	1,100
	<b>Total Maintenance and Operations</b>	<b>5,401</b>	<b>5,740</b>	<b>7,609</b>	<b>8,381</b>	<b>11,609</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-412-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-412-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-412-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-412-7414	Street Equipment Purchase	0	0	0	0	0
1212-412-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Sundance (Country Villas 1,2,3, Dunmore Homes) Benefit Assessment District</b>	<b>15,302</b>	<b>6,928</b>	<b>8,305</b>	<b>8,381</b>	<b>15,889</b>

## Sundance IV (Country Villas IV, Dunmore Homes) Benefit Assessment District

This District is generally located east of Dwight Way and approximately 1,311 feet south of Walnut Avenue.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-413-4110	Salaries	3,036	121	0	0	475
1212-413-4120	Salaries-Part Time	1,316	92	126	0	0
1212-413-4130	Salaries-Overtime	5	5	1	0	0
1212-413-4210	Group Medical Insurance	365	0	0	0	215
1212-413-4220	Social Security	55	0	0	0	0
1212-413-4221	Medicare	46	4	2	0	10
1212-413-4230	PERS—Employer Contribution	280	2	12	0	60
1212-413-4231	PERS—Employee Contribution	188	0	0	0	35
1212-413-4250	Unemployment Insurance	32	19	3	0	90
1212-413-4260	Workers' Compensation	59	111	10	0	30
1212-413-4291	Uniform Expense	21	32	1	0	0
	<b>Total Personnel Services</b>	<b>5,403</b>	<b>386</b>	<b>155</b>	<b>0</b>	<b>915</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-413-4300	Professional Services	0	0	0	0	0
1212-413-4358	Detention Basin Equipment Maintenance & Op.	45	0	121	93	200
1212-413-4360	Pipeline Equipment Maintenance & Operations	0	0	23	63	100
1212-413-4410	Utilities	1,464	1,770	1,624	1,624	1,625
1212-413-4462	Street Equipment Maintenance & Operations	0	0	25	0	200
1212-413-4540	Advertisement	0	0	0	0	0
1212-413-4562	County Administrative Fee	84	84	84	84	110
1212-413-4563	City Administrative Fee Special Districts	1,737	794	191	192	200
1212-413-4564	Direct Engineer Fee	0	0	221	221	250
	<b>Total Maintenance and Operations</b>	<b>3,330</b>	<b>2,648</b>	<b>2,289</b>	<b>2,277</b>	<b>2,685</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-413-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-413-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-413-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-413-7414	Street Equipment Purchase	0	0	0	0	0
1212-413-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Sundance (Country Villas 1,2,3, Dunmore Homes) Benefit Assessment District</b>	<b>8,733</b>	<b>3,034</b>	<b>2,444</b>	<b>2,277</b>	<b>3,600</b>

## Parkside-Forecast Benefit Assessment District

This District is generally located between "F" Street and Peach Avenue, east of Robin Avenue.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-414-4110	Salaries	4,004	332	0	0	1,700
1212-414-4120	Salaries-Part Time	1,730	571	444	0	0
1212-414-4130	Salaries-Overtime	6	16	2	0	0
1212-414-4210	Group Medical Insurance	481	0	0	0	775
1212-414-4220	Social Security	72	0	1	0	0
1212-414-4221	Medicare	61	14	6	0	25
1212-414-4230	PERS—Employer Contribution	370	39	44	0	205
1212-414-4231	PERS—Employee Contribution	247	0	0	0	120
1212-414-4250	Unemployment Insurance	42	50	10	0	305
1212-414-4260	Workers' Compensation	93	296	20	0	100
1212-414-4291	Uniform Expense	37	85	6	0	0
	<b>Total Personnel Services</b>	<b>7,143</b>	<b>1,403</b>	<b>533</b>	<b>0</b>	<b>3,230</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-414-4300	Professional Services	0	0	0	0	0
1212-414-4358	Detention Basin Equipment Maintenance & Op.	0	133	438	335	460
1212-414-4360	Pipeline Equipment Maintenance & Operations	0	0	84	228	240
1212-414-4410	Utilities	2,111	2,565	2,351	3,477	3,500
1212-414-4462	Street Equipment Maintenance & Operations	0	0	89	0	200
1212-414-4540	Advertisement	0	0	0	0	0
1212-414-4562	County Administrative Fee	94	115	114	115	150
1212-414-4563	City Administrative Fee Special Districts	2,289	2,078	2,558	2,562	2,600
1212-414-4564	Direct Engineer Fee	0	0	799	799	850
	<b>Total Maintenance and Operations</b>	<b>4,494</b>	<b>4,891</b>	<b>6,433</b>	<b>7,516</b>	<b>8,000</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-414-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-414-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-414-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-414-7414	Street Equipment Purchase	0	0	0	0	0
1212-414-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Parkside-Forecast Benefit Assessment District</b>	<b>11,637</b>	<b>6,294</b>	<b>6,966</b>	<b>7,516</b>	<b>11,230</b>

## Country Lane I (Liberty Square) Benefit Assessment District

This District is generally located on the southeast corner of Hammatt Avenue and Aspenglen Way.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-415-4110	Salaries	1,776	73	0	0	725
1212-415-4120	Salaries-Part Time	768	190	184	0	0
1212-415-4130	Salaries-Overtime	3	4	1	0	0
1212-415-4210	Group Medical Insurance	217	0	0	0	330
1212-415-4220	Social Security	32	0	0	0	0
1212-415-4221	Medicare	27	4	2	0	15
1212-415-4230	PERS—Employer Contribution	164	15	18	0	90
1212-415-4231	PERS—Employee Contribution	110	0	0	0	55
1212-415-4250	Unemployment Insurance	19	11	4	0	135
1212-415-4260	Workers' Compensation	35	65	6	0	45
1212-415-4291	Uniform Expense	13	19	2	0	0
	<b>Total Personnel Services</b>	<b>3,164</b>	<b>381</b>	<b>217</b>	<b>0</b>	<b>1,395</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-415-4300	Professional Services	0	0	0	0	0
1212-415-4358	Detention Basin Equipment Maintenance & Op.	12	1,104	187	143	500
1212-415-4360	Pipeline Equipment Maintenance & Operations	0	0	36	97	200
1212-415-4410	Utilities	681	823	755	755	830
1212-415-4462	Street Equipment Maintenance & Operations	0	0	38	0	500
1212-415-4562	County Administrative Fee	70	70	70	70	75
1212-415-4563	City Administrative Fee Special Districts	1,016	916	1,050	1,051	1,100
1212-415-4564	Direct Engineer Fee	0	0	340	340	350
	<b>Total Maintenance and Operations</b>	<b>1,779</b>	<b>2,913</b>	<b>2,476</b>	<b>2,456</b>	<b>3,555</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-415-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-415-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-415-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-415-7414	Street Equipment Purchase	0	0	0	0	0
1212-415-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Country Lane I Benefit Assessment District</b>	<b>4,943</b>	<b>3,294</b>	<b>2,693</b>	<b>2,456</b>	<b>4,950</b>



# Country Lane II (Country Lane, Kishi ) Benefit Assessment District

This District is generally located south of Olive Avenue at Hammatt Avenue.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-416-4110	Salaries	5,011	202	0	0	2,050
1212-416-4120	Salaries-Part Time	2,153	546	528	0	0
1212-416-4130	Salaries-Overtime	8	11	3	0	0
1212-416-4210	Group Medical Insurance	596	0	0	0	920
1212-416-4220	Social Security	90	0	1	0	0
1212-416-4221	Medicare	76	11	8	0	30
1212-416-4230	PERS—Employer Contribution	460	43	52	0	245
1212-416-4231	PERS—Employee Contribution	308	0	0	0	145
1212-416-4250	Unemployment Insurance	52	31	12	0	400
1212-416-4260	Workers' Compensation	98	182	17	0	115
1212-416-4291	Uniform Expense	34	56	7	0	0
	<b>Total Personnel Services</b>	<b>8,886</b>	<b>1,082</b>	<b>628</b>	<b>0</b>	<b>3,905</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-416-4300	Professional Services	0	0	0	0	0
1212-416-4358	Detention Basin Equipment Maintenance & Op.	0	0	523	400	500
1212-416-4360	Pipeline Equipment Maintenance & Operations	0	0	101	272	300
1212-416-4410	Utilities	3,039	4,741	3,181	3,170	3,175
1212-416-4462	Street Equipment Maintenance & Operations	0	0	106	0	500
1212-416-4562	County Administrative Fee	105	105	105	105	130
1212-416-4563	City Administrative Fee Special Districts	2,849	2,568	2,919	2,923	2,950
1212-416-4564	Direct Engineer Fee	0	0	954	954	975
	<b>Total Maintenance and Operations</b>	<b>5,993</b>	<b>7,414</b>	<b>7,889</b>	<b>7,824</b>	<b>8,530</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-416-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-416-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-416-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-416-7414	Street Equipment Purchase	0	0	0	0	0
1212-416-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Country Lane II Benefit Assessment District</b>	<b>14,879</b>	<b>8,496</b>	<b>8,517</b>	<b>7,824</b>	<b>12,435</b>

# La Tierra Benefit Assessment District

This District is generally located on the southeast corner of “F” Street and Robin Avenue.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-417-4110	Salaries	2,412	97	0	0	250
1212-417-4120	Salaries-Part Time	1,042	25	58	0	0
1212-417-4130	Salaries-Overtime	4	4	0	0	0
1212-417-4210	Group Medical Insurance	290	0	0	0	105
1212-417-4220	Social Security	44	0	0	0	0
1212-417-4221	Medicare	37	2	1	0	5
1212-417-4230	PERS—Employer Contribution	223	0	6	0	30
1212-417-4231	PERS—Employee Contribution	149	0	0	0	20
1212-417-4250	Unemployment Insurance	25	15	1	0	45
1212-417-4260	Workers’ Compensation	47	88	8	0	15
1212-417-4291	Uniform Expense	17	25	1	0	0
	<b>Total Personnel Services</b>	<b>4,290</b>	<b>256</b>	<b>75</b>	<b>0</b>	<b>470</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-417-4300	Professional Services	0	0	0	0	0
1212-417-4358	Detention Basin Equipment Maintenance & Op.	0	0	58	45	50
1212-417-4360	Pipeline Equipment Maintenance & Operations	0	0	11	30	45
1212-417-4410	Utilities	1,639	1,973	1,809	1,809	1,810
1212-417-4462	Street Equipment Maintenance & Operations	0	0	12	0	0
1212-417-4540	Advertisement	0	0	0	0	0
1212-417-4562	County Administrative Fee	77	192	77	77	100
1212-417-4563	City Administrative Fee Special Districts	1,379	379	158	158	160
1212-417-4564	Direct Engineer Fee	0	0	106	107	110
	<b>Total Maintenance and Operations</b>	<b>3,095</b>	<b>2,544</b>	<b>2,231</b>	<b>2,226</b>	<b>2,275</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2007	Actual FY2008	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-417-7410	Equipment Purchase (Tractor and Disc)	3,032	0	0	0	0
1212-417-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-417-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-417-7414	Street Equipment Purchase	0	0	0	0	0
1212-417-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>3,032</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total La Tierra Benefit Assessment District</b>	<b>7,385</b>	<b>2,800</b>	<b>2,306</b>	<b>2,226</b>	<b>2,745</b>

## Vintage West Area “B” Benefit Assessment District

This District is generally located north of Peach Avenue, through and including Burgundy and Gamay Way, west of Hammatt Avenue, through and including Amaretto Way. All parcels are within the Vintage West Subdivision.

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-418-4110	Salaries	3,618	154	0	0	1,500
1212-418-4120	Salaries-Part Time	1,648	402	394	0	0
1212-418-4130	Salaries-Overtime	6	9	2	0	0
1212-418-4210	Group Medical Insurance	408	0	0	0	675
1212-418-4220	Social Security	69	0	1	0	0
1212-418-4221	Medicare	58	8	6	0	25
1212-418-4230	PERS—Employer Contribution	339	31	39	0	180
1212-418-4231	PERS—Employee Contribution	225	0	0	0	105
1212-418-4250	Unemployment Insurance	39	23	9	0	270
1212-418-4260	Workers’ Compensation	54	136	13	0	85
1212-418-4291	Uniform Expense	23	40	5	0	0
	<b>Total Personnel Services</b>	<b>6,487</b>	<b>803</b>	<b>469</b>	<b>0</b>	<b>2,840</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-418-4300	Professional Services	0	0	0	0	0
1212-418-4358	Detention Basin Equipment Maintenance & Op.	3	0	384	292	500
1212-418-4360	Pipeline Equipment Maintenance & Operations	0	0	74	198	200
1212-418-4410	Utilities	0	4,289	0	0	75
1212-418-4462	Street Equipment Maintenance & Operations	0	0	78	0	500
1212-418-4562	County Administrative Fee	96	96	96	96	150
1212-418-4563	City Administrative Fee Special Districts	1,914	1,787	2,050	2,054	2,100
1212-418-4564	Direct Engineer Fee	0	0	701	696	725
	<b>Total Maintenance and Operations</b>	<b>2,013</b>	<b>6,172</b>	<b>3,383</b>	<b>3,336</b>	<b>4,250</b>

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-418-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-418-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-418-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-418-7414	Street Equipment Purchase	0	0	0	0	0
1212-418-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Vintage West “B” Benefit Assessment District</b>	<b>8,500</b>	<b>6,975</b>	<b>3,852</b>	<b>3,336</b>	<b>7,090</b>

# Gallo Commercial Benefit Assessment District

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-419-4110	Salaries	0	0	0	0	0
1212-419-4210	Group Medical Insurance	0	0	0	0	0
1212-419-4221	Medicare	0	0	0	0	0
1212-419-4230	PERS—Employer Contribution	0	0	0	0	0
1212-419-4231	PERS—Employee Contribution	0	0	0	0	0
1212-419-4250	Unemployment Insurance	0	0	0	0	0
1212-419-4260	Worker's Compensation	0	0	0	0	0
1212-419-4291	Uniform Expense	0	0	0	0	0
	<b>Total Personnel Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-419-4300	Professional Services	6,906	1,187	0	0	0
1212-419-4358	Detention Basin Equipment Maintenance & Op.	0	0	0	0	0
1212-419-4360	Pipeline Equipment Maintenance & Operations	0	0	0	0	0
1212-419-4462	Street Equipment Maintenance & Operations	0	0	0	0	0
1212-419-4410	Utilities	0	0	0	0	0
1212-419-4540	Advertisement	870	0	0	0	0
1212-419-4562	County Administrative Fee	0	0	0	0	0
1212-419-4563	City Administrative Fee Special Districts	0	0	0	0	0
1212-419-8500	Bad Debt Write Offs	0	0	7,000	0	0
	<b>Total Maintenance and Operations</b>	<b>7,776</b>	<b>1,187</b>	<b>7,000</b>	<b>0</b>	<b>0</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-419-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-419-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-419-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-419-7414	Street Equipment Purchase	0	0	0	0	0
1212-419-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Gallo Commercial Benefit Assessment District</b>	<b>7,776</b>	<b>1,187</b>	<b>7,000</b>	<b>0</b>	<b>0</b>

## Somerset Benefit Assessment District

This district is located on the south side of Peach Avenue, west of the Arena Canal.

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-420-4110	Salaries	4,103	0	0	0	455
1212-420-4120	Salaries-Part Time	1,775	0	126	0	0
1212-420-4130	Salaries-Overtime	6	0	1	0	0
1212-420-4210	Group Medical Insurance	496	0	0	0	210
1212-420-4220	Social Security	74	0	0	0	0
1212-420-4221	Medicare	63	0	2	0	10
1212-420-4230	PERS—Employer Contribution	379	0	12	0	55
1212-420-4231	PERS—Employee Contribution	253	0	0	0	35
1212-420-4250	Unemployment Insurance	43	0	3	0	85
1212-420-4260	Workers' Compensation	59	0	14	0	30
1212-420-4291	Uniform Expense	5	0	1	0	0
	<b>Total Personnel Services</b>	<b>7,256</b>	<b>0</b>	<b>159</b>	<b>0</b>	<b>880</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-420-4300	Professional Services	0	0	0	0	0
1212-420-4310	Contract Services	0	0	0	0	0
1212-420-4358	Detention Basin Equipment Maintenance & Op.	0	0	118	90	100
1212-420-4360	Pipeline Equipment Maintenance & Operations	0	0	23	61	75
1212-420-4410	Utilities	1,752	2,126	1,949	2,009	2,010
1212-420-4462	Street Equipment Maintenance & Operations	0	0	24	0	168
1212-420-4562	County Administrative Fee	97	97	97	97	140
1212-420-4563	City Administrative Fee Special Districts	2,251	920	516	518	525
1212-420-4564	Direct Engineer Fee	0	0	215	215	215
	<b>Total Maintenance and Operations</b>	<b>4,100</b>	<b>3,143</b>	<b>2,942</b>	<b>2,990</b>	<b>3,233</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1212-420-7410	Equipment Purchase (Tractor and Disc)	0	0	0	0	0
1212-420-7412	Detention Basin Equipment Purchase	0	0	0	0	0
1212-420-7413	Pipeline Equipment Purchase	0	0	0	0	0
1212-420-7414	Street Equipment Purchase	0	0	0	0	0
1212-420-7420	Vehicle Purchase	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total District Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Somerset Benefit Assessment District</b>	<b>11,356</b>	<b>3,143</b>	<b>3,101</b>	<b>2,990</b>	<b>4,113</b>

## Total Benefit Assessment District Special Revenue Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Benefit Assessment District Special Revenue Fund Expenditures</b>	<b>139,004</b>	<b>63,618</b>	<b>71,858</b>	<b>62,879</b>	<b>108,148</b>

## Projected Estimated Changes to the Benefit Assessment Districts Special Revenue Fund Balance<sup>193</sup>

Estimated Beginning FY2012 Benefit Assessment Districts Special Revenue Fund Balance on July 1, 2011:

Country Glen Benefit Assessment District	\$ 5,320
Country Roads Benefit Assessment District	\$ 7,368
Vintage West Area A Benefit Assessment District	\$ 14,417
Monte Cristo Benefit Assessment District	\$ 13,759
Monte Cristo II Benefit Assessment District	\$ 13,299
Vinewood Estates Benefit Assessment District	\$ 14,734
Vinewood Estates II Benefit Assessment District	\$ 5,741
Kensington Park South Vineyard Estates Benefit Assessment District	\$ (3,159)
Bridgeport Village Benefit Assessment District	\$ 15,500
Davante Villas Benefit Assessment District	\$ 12,964
Strawberry Fields Benefit Assessment District	\$ 1,408
Country Villas I Benefit Assessment District	\$ 45,658
Country Villas II Benefit Assessment District	\$(13,024)
Parkside-Forecast Benefit Assessment District	\$ 8,750
Country Lane I Benefit Assessment District	\$ 2,792
Country Lane II Benefit Assessment District	\$ 15,603
La Tierra Benefit Assessment District	\$(17,164)
Vintage West Area B Benefit Assessment District	\$ 25,311
Somerset Benefit Assessment District	\$(12,284)
Interest Income	<u>\$ 100</u>
Total Estimated Beginning FY2012 Benefit Assessment Districts Special Revenue Fund Balance on July 1, 2011	\$ 157,093

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<sup>193</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

Estimated Ending FY2012 Benefit Assessment Districts Special Revenue Fund Balance on June 30, 2012:

Country Glen Benefit Assessment District	\$ 5,261
Country Roads Benefit Assessment District	\$ 7,139
Vintage West Area A Benefit Assessment District	\$ 14,020
Monte Cristo Benefit Assessment District	\$ 13,910
Monte Cristo II Benefit Assessment District	\$ 13,404
Vinewood Estates Benefit Assessment District	\$ 16,159
Vinewood Estates II Benefit Assessment District	\$ 5,546
Kensington Park South Vineyard Estates Benefit Assessment District	\$ (3,273)
Bridgeport Village Benefit Assessment District	\$ 16,506
Davante Villas Benefit Assessment District	\$ 15,659
Strawberry Fields Benefit Assessment District	\$ 1,307
Country Villas I Benefit Assessment District	\$ 46,539
Country Villas II Benefit Assessment District	\$(13,124)
Parkside-Forecast Benefit Assessment District	\$ 15,310
Country Lane I Benefit Assessment District	\$ 3,303
Country Lane II Benefit Assessment District	\$ 18,478
La Tierra Benefit Assessment District	\$ (18,201)
Vintage West Area B Benefit Assessment District	\$ 29,236
Somerset Benefit Assessment District	\$(12,952)
Interest Income	\$ <u>300</u>
<b>Total Estimated Ending FY2012 Benefit Assessment Districts Special Revenue Fund Balance on June 30, 2012</b>	<b>\$174,527</b>



# COMMUNITY FACILITIES DISTRICT (CFD) SPECIAL REVENUE FUND

(Fund No. 1213)

## Fund Mission

The mission of the Community Facilities District (CFD) Special Revenue Fund is to account for all activities, revenues, expenditures, assets and liabilities in providing police services, fire protection and suppression services, and park maintenance services within the corporate limits of the City of Livingston.

## Fund Description

The Mello-Roos Community Facilities Act of 1982 came about as a response to the lack of adequate financing for public capital facilities and services in the post Proposition 13 era. State Legislators Mello and Roos sponsored this Bill, which was enacted into law by the California Legislature and is now Sections 53311 through 53363 of the California Government Code. The Community Facilities Act of 1982 authorizes a local governmental agency, such as a city, to form a Community Facilities District (CFD) within a defined set of boundaries for the purposes of providing public facilities and services. A Community Facilities District (CFD) is formed for financing purposes only, and is governed by the agency that formed it. Services that are financed in addition to those provided or required for the territory within the district include public safety services and park maintenance services.

### Public Safety Services

Public safety services include police services and fire protection and suppression services of the City of Livingston required to sustain the service delivery capability for emergency and non-emergency services to new growth areas, including, but not limited to, related facilities, equipment, vehicles, ambulances and paramedics, fire apparatus services, supplies and personnel. Any increases in special taxes for costs related to employee wages and benefits shall be limited as provided in the Rate and Method of Apportionment of the Special Taxes to fund such services.

### Park Maintenance Services

Park maintenance services include, but are not limited to, labor material, administration, personnel, equipment, and utilities necessary to maintain park improvements within the District, including recreational facilities, trees, plant material, sod, irrigation systems, sidewalks, drainage facilities, weed control and other abatements, public restrooms, signs, monuments, and associated appurtenant facilities located within the District.

### Special Tax Collections

Special taxes levied on properties within the Community Facilities District (CFD) are collected in the same manner and at the same time as ordinary property taxes. The Community Facilities District Administrator may directly bill the Special Tax or collect the Special Tax in a different manner if necessary to meet the financial obligations of the Community Facilities District (CFD) or otherwise determined by the Community Facilities District (CFD) Administrator.<sup>194</sup>

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<sup>194</sup>“Community Facilities District Administrator” means an official of the City, or designee thereof, responsible for determining the Special Tax Requirement and providing for the levy and collection of Special Taxes. The City has designated the Senior Accountant as Livingston’s Community Facilities District (CFD) Administrator. Twenty-five percent of her salary and benefits is being charged to the Community Facilities District (CFD) for administration.



## **Term of Special Tax**

Every five years after the establishment of the Community Facilities District (CFD), the City Council may reexamine, if deemed necessary by City Council, the necessity of the continuance of the Special Tax through the preparation of a fiscal impact analysis, otherwise the Special Tax shall be levied in perpetuity. Only each July 1 following the base year, the increase attributed to salaries and benefits is calculated and limited to the increase based on the Annual Escalation Factor.<sup>195</sup> The Special Tax provides only partial funding for police and fire services.

## **Revenue Assumptions**

A special tax is levied on all assessor's parcels in the Community Facilities District (CFD). These taxes are collected each fiscal year in an amount determined by the City through the application of the Rate and Method of Apportionment of the Special Tax. All of the real property in the Community Facilities District (CFD), unless exempt by law, is taxed for the purpose of covering public safety costs<sup>196</sup> and park maintenance costs of the District. Each year, all taxable property within the Community Facilities District receives a land use classification as Developed Property,<sup>197</sup> Approved Property<sup>198</sup> or Undeveloped Property.<sup>199</sup> Developed Property is further classified as Single-Family Residence<sup>200</sup> or Multi-Family Residence<sup>201</sup>. Commencing with the base year and for each subsequent fiscal year, all taxable property is subject to a Special Tax<sup>202</sup> as indicated below. The table below shows the maximum Special Tax for properties within the Community Facilities District (CFD).

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<sup>195</sup>“Annual Escalation Factor” means the greater of the increase in the annual percentage change of the All Urban Consumer Price Index (CPI) or two percent (2%). The annual Consumer Price Index (CPI) used shall be for the area of San Francisco-Oakland-San Jose as determined by the Bureau of Labor Statistics.

<sup>196</sup>“Public Safety Service Costs” means the estimated and reasonable costs of providing police services and fire protection services, including, but not limited to, (1) cost of contracting services; (2) related facilities, equipment, vehicles, ambulances and paramedics, fire apparatus, supplies; (3) the salaries and benefits of City police and fire staff that directly provide police services and fire protection services; (4) City fire overhead costs associated with providing such services within the Community Facilities District (CFD). Only each July 1 following the base year, the increase attributed to salaries and benefits is calculated and limited to the increase based on the Annual Escalation Factor. The Special Tax provides only partial funding for police and fire services.

<sup>197</sup>“Developed Property” means all taxable property, exclusive of property owner association property, non-residential property, or public property, for which a building permit was issued after January 1, 2005 and prior to May 1<sup>st</sup> preceding the fiscal year in which the special tax is levied.

<sup>198</sup>“Approved Property” means an assessor's parcel and/or lot in the Community Facilities District (CFD), which has a final map recorded prior to January 1<sup>st</sup> preceding the fiscal year in which the special tax is being levied, but for which no building permit has been issued prior to May 1<sup>st</sup> preceding the fiscal year in which the special tax is being levied. The term “Approved Property” shall apply only to assessor's parcels and/or lots, which have been subdivided for the purpose of residential development, excluding any assessor's parcel that is designated as a remainder parcel determined by final documents and or maps available to the Community Facilities District Administrator.

<sup>199</sup>“Undeveloped Property” means all assessor's parcels not classified as Developed Property or Approved Property, including an assessor's parcel that is designated as a remainder parcel and is not identified as potential public property by any final documents and/or maps available to the Community Facilities Administrator.

<sup>200</sup>“Single-Family Residence” means all assessor's parcels of Developed Property for which a building permit(s) has been issued for purposes of constructing one detached single-family residential dwelling unit.

<sup>201</sup>“Multi-Family Residence” means all assessor's parcels of Developed Property for which a building permit has been issued for purposes of constructing a residential structure consisting of two or more residential units that share common walls, including, but not limited to, duplexes, triplexes, town homes, condominiums, and apartment units.

<sup>202</sup>“Special Tax” means the Special Tax to be levied in each fiscal year on each assessor's parcel of taxable property to fund the Special Tax Requirement.

Land Use Class Number	Description	Land Use Class	Maximum Special Tax <sup>203</sup>
1	Single Family Residence	Developed Property	\$500 per Unit
2	Multi-Family Residence	Developed Property	\$450 per Unit
3	Approved Property	Approved Property	\$260 per Lot
4	Undeveloped Property $\leq \frac{1}{4}$ Acre	Undeveloped Property	\$100 per Lot
5	Undeveloped Property $\geq \frac{1}{4}$ Acre	Undeveloped Property	\$400 per Lot

In some instances an assessor's parcel may contain more than one property classification. The Maximum Special Tax levied on an assessor's parcel shall be the sum of the Maximum Special Tax levels that can be imposed on all land use classes located on that assessor's parcel.

Commencing with FY2006, and for each subsequent fiscal year, the Community Facilities District (CFD) Administrator calculates the Special Tax Requirement based on the definitions contained in the above table until the amount of the Special Tax levied equals the Special Tax Requirement.<sup>204</sup> The Special Tax shall be levied each fiscal year on each assessor's parcel of Developed Property proportionately between Single-Family Residence and Multi-Family Residence up to 100 percent of the applicable Maximum Special Tax. If the Special Tax requirement has not been satisfied by the first step, then the Special Tax shall be levied each fiscal year on each assessor's parcel of Approved Property up to 100 percent of the Maximum Special Tax for Approved Property. If the first two steps have not satisfied the Special Tax Requirement, then the Special Tax shall be levied each fiscal year on each assessor's parcel of Undeveloped Property up to 100 percent of the applicable Maximum Special Tax for Undeveloped Property.

The City estimates that it will collect \$420,000 in special taxes in the Community Facilities District (CFD) Special Revenue Fund during FY2012. Another \$300 will be collected in interest revenue. Total financial resources available during FY2012 will be \$420,300.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Use funds generated by the Community Facilities District (CFD) Fund to provide police services, fire protection and suppression services, and park maintenance services within the boundaries of the District.  
**Performance Measure:** Report to the City Council.
- 2. Goal:** Review cost accounting system to track the revenues and expenditures for Community Facilities District (CFD).  
**Performance Measure:** Report to the City Council.
- 3. Goal:** Successfully pass audits on the use of funds generated from the City's Community Facilities District (CFD).  
**Performance Measure:** Report to the City Council.

<sup>203</sup>The "Maximum Special Tax" includes costs for Administrative Expenses. Administrative Expenses means the actual expense incurred by the City as administrator of the Community Facilities District (CFD) to determine the levy and collect the Special Taxes, including salaries and benefits of City employees whose duties are directly related to administration of the Community Facilities District (CFD), and fees of consultants, legal counsel, the costs of collecting installments of the Special Taxes upon the General rolls, preparation of required reports, and any other costs required to administer the Community Facilities District (CFD) as determined by the City.

<sup>204</sup>"Special Tax Requirement" means that amount required in any fiscal year for the Community Facilities District to: (1) pay for park maintenance and public safety service costs; (2) pay for reasonable administrative expenses; (3) pay any amounts required to establish or replenish any reserve funds; and (4) pay reasonably anticipated delinquent Special Taxes based on the delinquency rate for Special Taxes levied in the previous fiscal year, less any surplus funds available from the previous fiscal year's Special Tax levy.

# Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provision in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community’s surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Community Facilities District (CFD) Special Revenue Fund Revenues

### Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1213-000-3480	District Formation Fees <sup>205</sup>	-25,000	0	0	0	0
1213-000-3553	Community Facilities District Special Taxes	191,071	489,908	460,596	416,655	420,000
1213-000-3610	Interest Income	1,187	1,230	583	418	300
1213-000-3954	Reimbursements and Refunds <sup>206</sup>	0	0	21,889	10,832	0
	<b>Total Community Facilities District Fund Revenues</b>	<b>167,258</b>	<b>491,138</b>	<b>483,068</b>	<b>427,905</b>	<b>420,300</b>

<sup>205</sup>District Formation fees are charges to developers to annex new developments into the Community Facilities District.

<sup>206</sup>The City received \$18,582 in FY2010 in workers’ compensation reimbursements for injured employees and \$10,832 in FY2012 in workers’ compensation reimbursements for injured employees .

## Use of Community Facilities District Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Community Facilities District Fund Balance	92,417	0	0	13,689	0
	<b>Total Use of Communities Facilities District Fund Balance</b>	<b>92,417</b>	<b>0</b>	<b>0</b>	<b>13,689</b>	<b>0</b>

## Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Community Facilities District Fund Revenues and Use of Fund Balance</b>	<b>259,675</b>	<b>491,138</b>	<b>483,068</b>	<b>441,594</b>	<b>420,300</b>



## Community Facilities District (CFD) Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1213-475-4110	Salaries and Wages—Regular	147,804	211,783	237,961	234,207	200,550
1213-475-4120	Salaries – Part Time	0	0	0	0	0
1213-475-4130	Salaries- Overtime	13,121	15,575	9,377	6,749	7,000
1213-475-4210	Group Medical Insurance <sup>207</sup>	34,084	78,926	95,809	93,100	63,235
1213-475-4220	FICA	0	0	0	0	0
1213-475-4221	Medicare	2,308	3,287	3,577	3,427	1,600
1213-475-4230	PERS—Retirement Employer Contribution	14,127	23,214	25,757	24,486	16,130
1213-475-4231	PERS-Employee Contribution	9,743	14,458	15,668	14,352	7,780
1213-475-4250	Unemployment Insurance <sup>208</sup>	531	1,061	2,382	1,669	960

<sup>207</sup>The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1213-475-4260	Workers' Compensation <sup>209</sup>	6,074	6,846	10,657	10,368	10,575
	<b>Total Personnel Services</b>	<b>227,792</b>	<b>355,150</b>	<b>401,188</b>	<b>388,358</b>	<b>307,830</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1213-475-4300	Professional Services	0	0	0	0	0
1213-475-4430	Vehicle O&M	0	0	0	8,487	8,600
1213-475-4540	Advertising	0	0	0	0	0
1213-475-4562	County Administrative Fee	360	381	381	1,056	1,100
1213-475-4563	City Administrative Expenses Special Districts <sup>210</sup>	2,874	39,963	36,685	36,685	36,800
1213-475-4564	Direct Engineering Fee	0	0	6,702	7,008	7,200
1213-475-4619	Miscellaneous Expenditures	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>3,234</b>	<b>40,344</b>	<b>43,768</b>	<b>53,236</b>	<b>53,700</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1213-475-7401	Public Safety Camera System <sup>211</sup>	28,648	0	0	0	0
1213-475-7410	Equipment Purchase <sup>212</sup>	0	0	0	0	0

<sup>208</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>209</sup> Livingston's total Workers' Compensation premium is based on the City's total payroll. The Community Facilities District's (CFD) share of the total premium based on payroll is \$10,575 in FY2012.

<sup>210</sup> City administrative expenses include the actual expense incurred by the City as administrator of the Community Facilities District (CFD) to determine the levy and collect the Special Taxes, including salaries and benefits of City employees whose duties are directly related to administration of the Community Facilities District (CFD) and fees of consultants, legal counsel, the costs of collecting installments of the Special Taxes upon the General rolls, preparation of required reports, and any other costs required to administer the Community Facilities District (CFD) as determined by the City.

<sup>211</sup> During FY2008, the City spent \$28,648 in the Community Facilities District (CFD) Special Revenue Fund, \$1,310 in the General (City) Capital Projects Fund and \$96,416 in the California COPS Grant Special Revenue Fund to begin installing a public safety camera system for the City Livingston. Phase 1 of the project has been completed and consists of installing cameras in all patrol vehicles. Phase 2 of the project involves the installation of a Citywide broad band wireless system with cameras at fixed locations in the City. The system is based on the Worldwide Interoperability for Microwave Access (WiMAX) standard, Sony security cameras and video management software and licensed point-to-point wireless microwave radios for the core or back haul of the system. The approximate coverage area is four square miles. This system will provide coverage of all residential and business roads that a vehicle would normally travel within the designated area. Each vehicle will have a mounted in-car video recording system that will allow it to take real-time video from the police vehicle or to tune into any camera in the City. This system will be controlled by a server in the Police Department and monitored from screens in the Police Department Dispatch Center. The City will initially install four cameras at the Police Department and 16 cameras at other locations in Livingston. The system can scale to support an additional 80-120 cameras, Voice-over-Internet Protocol as well as data connectivity to remote locations. In addition, the system can be further scaled with minimal hardware, software and installation costs. Each camera will be equipped with a four-hour battery backup system. Schools, businesses, and other organizations may purchase cameras to have their premises monitored. The cost of the secure wireless broad band component of the system and installation of the initial system is \$738,478. This project was going to be funded through a lease-purchase agreement, using the annual appropriation of California COPS grant funds. However, it has been placed on hold due to the state budget crisis and the uncertainty of COPS grant funds being continued by the State Legislature.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Capital Expenditures</b>	28,648	0	0	0	0

### Total Community Facilities District (CFD) Special Revenue Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Community Facilities District Special Revenue Fund Expenditures</b>	259,674	395,494	444,956	441,594	361,530

## Projected Estimated Changes to the Community Facilities District (CFD) Special Revenue Fund Balance<sup>213</sup>

Estimated Beginning FY2012 Community Facilities District (CFD) Special Revenue Fund Balance on July 1, 2011: \$ 50,729

Estimated Ending FY2012 Community Facilities District (CFD) Special Revenue Fund Balance on June 30, 2012: \$ 109,499

### Police Department Firearms Range



<sup>212</sup> The City spent \$2,927 during FY2007 to upgrade the air conditioning system in the Police Department data processing room.

<sup>213</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# GENERAL (GRANTS) CAPITAL PROJECTS FUND

(Fund No. 1300)

## Fund Mission

The mission of the General (Grants) Capital Projects Fund is to account for all activities, assets, liabilities, revenues, expenditures and fund balances related to the construction of major improvements except those constructed in Enterprise Funds as required by the Governmental Accounting Standards Board (GASB).

## Fund Description

The City uses a General (Grants) Capital Projects Fund to account for activities related to the construction of major capital facilities funded by State and Federal Grants (other than grant-funded projects that are constructed in the Water Enterprise Capital Projects Fund, Domestic Wastewater Enterprise Capital Projects Fund, Industrial Wastewater Enterprise Fund or other Enterprise Funds). Grant-funded construction projects can include roads, curbs and gutters, sidewalks, bridges, buildings and other general infrastructure. Grants are generally one-time or non-reoccurring monies that will not be used for on-going salaries or operational expenses. Unrestrictive one-time grant revenues may be transferred to other funds for capital projects or other one-time projects in other accounting funds.

## Revenue Assumptions

The General (Grants) Capital Project Fund's current year revenues are projected to be \$281,567 during FY2012, including \$142,235 from a California Department of Transportation safe sidewalk grant, \$137,010 from a Federal Land and Water Conservation Grant, and \$2,322 from a U.S. Department of Justice Bulletproof Vest Partnership Grant.

The City will complete all grant-funded projects by the end of the fiscal year to include construction of 7,404 lineal feet of sidewalk using a \$768,280 Cycle 6 California Department of Transportation grant and \$89,757 in matching funds from the City's Regional Surface Transportation Special Revenue Fund, completing a new restroom and picnic shelter at the Livingston Sports Complex using a \$160,000 Federal Land and Water Conservation grant and \$467,000 in matching funds from the City's Municipal Facilities Development Impact Fees Capital Projects Fund. Total FY2012 expenditures in the General (Grants) Capital Projects Fund will be \$165,466. The City will have spent all grant funds and will have been reimbursed for all grant expenditures at the end of the fiscal year.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Complete the California Department of Transportation Safe Routes to School grant sidewalk construction project and administer all grant funds in accordance with California Department of Transportation regulations. (See Figure 59.)

**Performance Measure:** Sidewalks are constructed and all grant funds are administered in accordance with California Department of Transportation regulations. Audit report by the California Department of Transportation.

**2. Goal:** Complete the construction for the Federal Land and Water Conservation grant for the restrooms and picnic shelter at the Livingston Sports Complex and administer all grant funds in accordance with Federal and State regulations.

**Performance Measure:** Construction for the Federal Land and Water Conservation grant for the restrooms and picnic shelter at the Livingston Sports Complex is completed and the City has administered all grant funds in accordance with Federal and State regulations. Audit by the California Department of Parks and Recreation.

# Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community’s surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## General (Grants) Capital Projects Fund Revenues

### General One-Time Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1300-000-3868	Homeland Security Grant (06/07)	21,600	0	0	0	0
1300-000-3872	American Recovery and Reinvestment Act Grant <sup>214</sup>	0	0	499,775	51,028	0
1300-000-3877	USDA Rural Emergency Responders Initiative Grant <sup>215</sup>	0	0	12,045	0	0

<sup>214</sup> California received American Recovery and Reinvestment Act (ARRA) funds to repair and improve the state’s transportation system, create jobs and stimulate economic growth. Street and road funds for cities and counties are allocated through the local metropolitan planning organizations (MPO). The Merced County Association of Governments (MCAG) board decided to allocate the available funds for the County by population. Livingston was allocated \$499,775 for FY2010 and \$51,028 in FY2011. (See Figure 58.)

<sup>215</sup>The City was awarded a \$12,045 U.S. Department of Agriculture Rural Emergency Responders Initiative grant to purchase equipment for the Fire Department. This grant required a 45 percent match (\$9,855) that was provided and funded in the General (City) Capital Projects Fund. The Rural Emergency Responders Initiative has been established to specifically strengthen the ability of rural communities to respond to emergencies. The City made the following purchases in FY2010: \$7,037 to purchase fire hose, \$1,640 to purchase a turbo blower, \$2,793 to purchase pagers, \$1,899 to purchase radios, \$1,077 to purchase fire belts, \$7,359 to purchase emergency medical jackets and \$93 to purchase chargers.



Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1300-000-3878	USDOJ Bullet Proof Vest Grant <sup>216</sup>	0	0	7,412	0	0
1300-000-3880	LWCF-Walnut Sports Complex (Picnic Shelter) <sup>217</sup>	0	0	0	23,490	137,010
1300-000-3885	2010 Bulletproof Vest Grant Revenue <sup>218</sup>	0	0	0	2,121	2,322
1300-000-3957	Safe Routes to Schools Grant Revenues (6 <sup>th</sup> Cycle)	354,949	85,117	0	0	0
1300-000-3960	CMAQ Bicycle Program Grant	0	0	5,000	0	0
1300-000-3982	Roberti-Z'Berg-Harris Grant <sup>219</sup>	10,230	0	0	0	0
1300-000-3991	LWCF-Livingston Sports Complex (Basketball Courts) <sup>220</sup>	1,417	3,981	10,657	30,701	0
1300-000-3993	Proposition 1B Project <sup>221</sup> (FY2008 Revenues)	400,000	0	0	0	0
1300-000-3995	Federal Highways Safe Sidewalk Cycle 2 Grant <sup>222</sup>	0	0	77,041	688,867	0
1300-000-3996	Proposition 1B Project (FY2009 Revenues) <sup>223</sup>	0	15,490	0	0	0

<sup>216</sup>In FY2010, the City received a \$7,412 U.S. Department of Justice (DOJ) 2009 Bullet-Proof Vest Partnership Grant. The City used \$7,412 in California COPS Grant Special Revenue Fund in FY2010 for its 50 percent match for its U.S. Department of Justice (DOJ) 2009 Bullet-Proof Vest Partnership Grant. Federal funds and the City funds allowed the purchase of 21 bullet-proof vests.

<sup>217</sup> The City will spend \$627,500 to construct restrooms and a picnic shelter at the Livingston Sports Complex. The National Parks Service through the Land and Water Conservation Fund will provide \$160,500. The City of Livingston will provide \$467,000 in local matching funds from the Municipal Facilities Development Impact Fees Capital Projects Fund. The National Parks Service administers a Land and Water Conservation Parks and Recreation grant program through the California Department of Parks and Recreation. These funds are awarded competitively and come from the sale of federal oil and gas leases under Public Law 88-578. The City of Livingston submitted a grant application on May 9, 2008, for grant funds in the amount of \$150,000. However, due to the inability of other grantees to perform, the City has been given an opportunity to receive additional grant funds of \$10,500. The City was notified of the grant award on December 8, 2009, in the amount of \$160,500.

<sup>218</sup> In FY2011, the City received a \$4,400 U.S. Department of Justice (DOJ) 2010 Bullet-Proof Vest Partnership Grant. The City purchased additional vests using \$2,121 in grant funds and \$2,121 in 50 percent matching funds from the General Fund during FY2011. The remaining grant funds will be spent during FY2012 to purchase Bulletproof Vests as needed by the Police Department.

<sup>219</sup>City has received a \$500,000 State of California Roberti-Z'Berg Harris park grant for the Court Theater Renovation Project. \$12,348 of the grant was spent in FY2007, and \$10,230 was spent in FY2008 on the Court Theater.

<sup>220</sup>The City of Livingston received a \$46,756 Federal Land and Water Conservation grant to construct basketball courts at the Livingston Sports Complex. The \$46,756 federal funds portion of the project is accounted for in the General (Grants) Capital Projects Fund. The City's \$186,296 match is accounted for in the Municipal Facilities Capital Projects Fund. The total project cost was \$233,052. The City received \$1,417 in FY2007, \$3,981 in FY2008, \$10,657 in FY2010, and \$30,701 in federal Land Water Conservation grant funds for this project.

<sup>221</sup>This includes \$1 billion for cities and counties that is allocated to each city for projects to improve the local street and road system. The City of Livingston received \$400,000 in FY2008 and \$15,490 in FY2009 under the Proposition 1B funding formula. Unlike Proposition 42 funding, which is dedicated exclusively to street maintenance and repair projects, cities may determine their own priorities for use of these transportation funds, including traffic congestion relief, traffic safety, transit, storm damage, maintenance, construction and other projects to improve the local street and road system. (See Figure 44.)

<sup>222</sup>The Federal Highways Administration has awarded the City an \$765,908 federal grant for sidewalk construction. This federal grant comes from federal gasoline tax revenues and is administered through the California Department of Transportation. The City will have to design the project and complete an environmental study under the National Environmental Policy Act (NEPA). The project was completed during FY2011 which built approximately 8,642 lineal feet of new sidewalk and will make school routes safer for Livingston's children.

<sup>223</sup>During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$78,804), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B Funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figure 57.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1300-000-3997	Safe Routes to School Cycle 8 Grant Revenue <sup>224</sup>	0	0	39,019	626,045	142,235
1300-000-3998	2009 JAG Grant Revenue (Edward Byrne Memorial Justice Assistance Grant) <sup>225</sup>	0	0	37,032	0	0
	<b>Total General One-Time Revenues</b>	<b>788,196</b>	<b>104,588</b>	<b>687,981</b>	<b>1,422,252</b>	<b>281,567</b>

## Transfer from Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1300-000-3990	Transfer from Municipal Impact Fees Capital Projects Fund <sup>226</sup>	0	0	0	94,809	0
	<b>Total Transfers from Other Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>94,809</b>	<b>0</b>

## Use of General (Grants) Capital Projects Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of General (Grants) Capital Projects Fund Balance	0	403,065	169,871	0	0
	<b>Total Use of General (Grants) Capital Projects Fund Balance</b>	<b>0</b>	<b>403,065</b>	<b>169,871</b>	<b>0</b>	<b>0</b>

## Total General (Grants) Capital Project Fund Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total General (Grants) Capital Projects Fund Revenues and Use of Fund Balance</b>	<b>788,196</b>	<b>507,653</b>	<b>857,852</b>	<b>1,517,061</b>	<b>281,567</b>

Street Rehabilitation Project Contributions	Financial Contribution
Transportation Development Act Special Revenue Fund	\$ 297,830
Regional Surface Transportation Act Special Revenue Fund	187,211
Proposition 42 Traffic Congestion Relief Special Revenue Fund	117,698
<b>Proposition 1B Funds in General Capital Projects Fund (Grant)</b>	<b>415,490</b>
<b>Total Contribution</b>	<b>\$ 1,018,229</b>

<sup>224</sup> The City was notified on August 12, 2009, by the California Department of Transportation that it received a \$807,300 grant to construct 7,404 lineal feet of sidewalk. Livingston is required to provide matching funds of \$89,757 for the project, bringing the total funds committed for sidewalks under this state grant to \$897,057. The revenues and expenditures of the grant are accounted for in the General (Grants) Capital Projects Fund and \$89,757 in City matching funds will come from the Regional Surface Transportation Program (RSTP) Special Revenue Fund. (See Figure 59.)

<sup>225</sup> The City was awarded a \$37,033 Edward Byrne Memorial Justice Assistance Grant. The Edward Byrne Memorial Justice Assistance Grant (JAG) Program is funded by the U.S. Department of Justice Office of Justice Programs. The program allows state and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system. The City of Livingston Police Department used the funding for the purchase of a new patrol vehicle. This new patrol vehicle replaced a vehicle that has become a safety issue.

<sup>226</sup> During FY2011, the City transferred partial matching funds in the amount of \$94,809 from the Municipal Facilities Capital Project Fund for the Federal Land and Water Conservation grant to construct basketball courts at the Livingston Sports Complex, the remaining matching funds in the amount of \$91,487 were accounted for in the Municipal Facilities Capital Projects fund. Total matching funds contributed to the project were \$186,296.

**Figure 57**  
**Proposition 1B Grant Street Rehabilitation Project Map**  
**FY2009-FY2010**

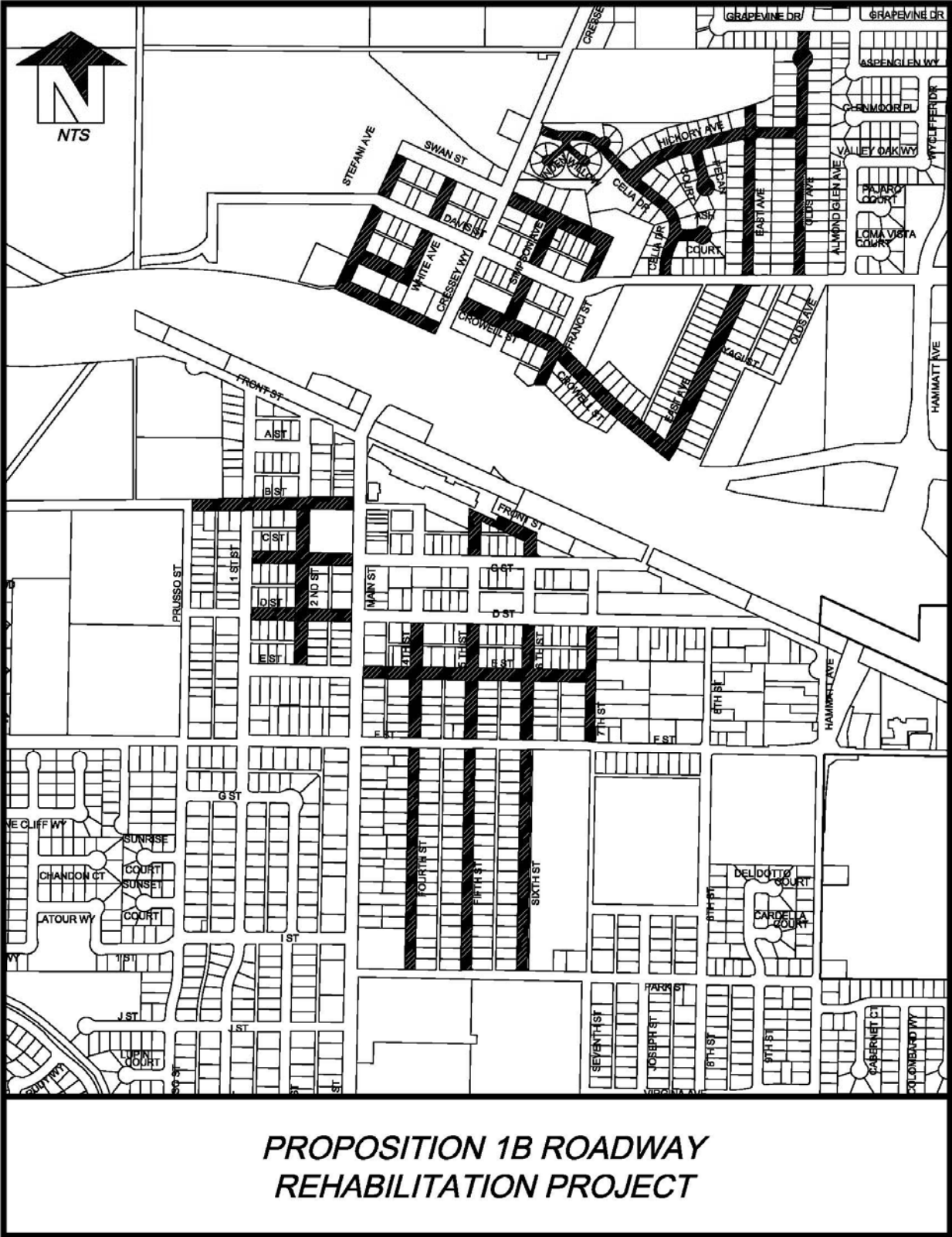
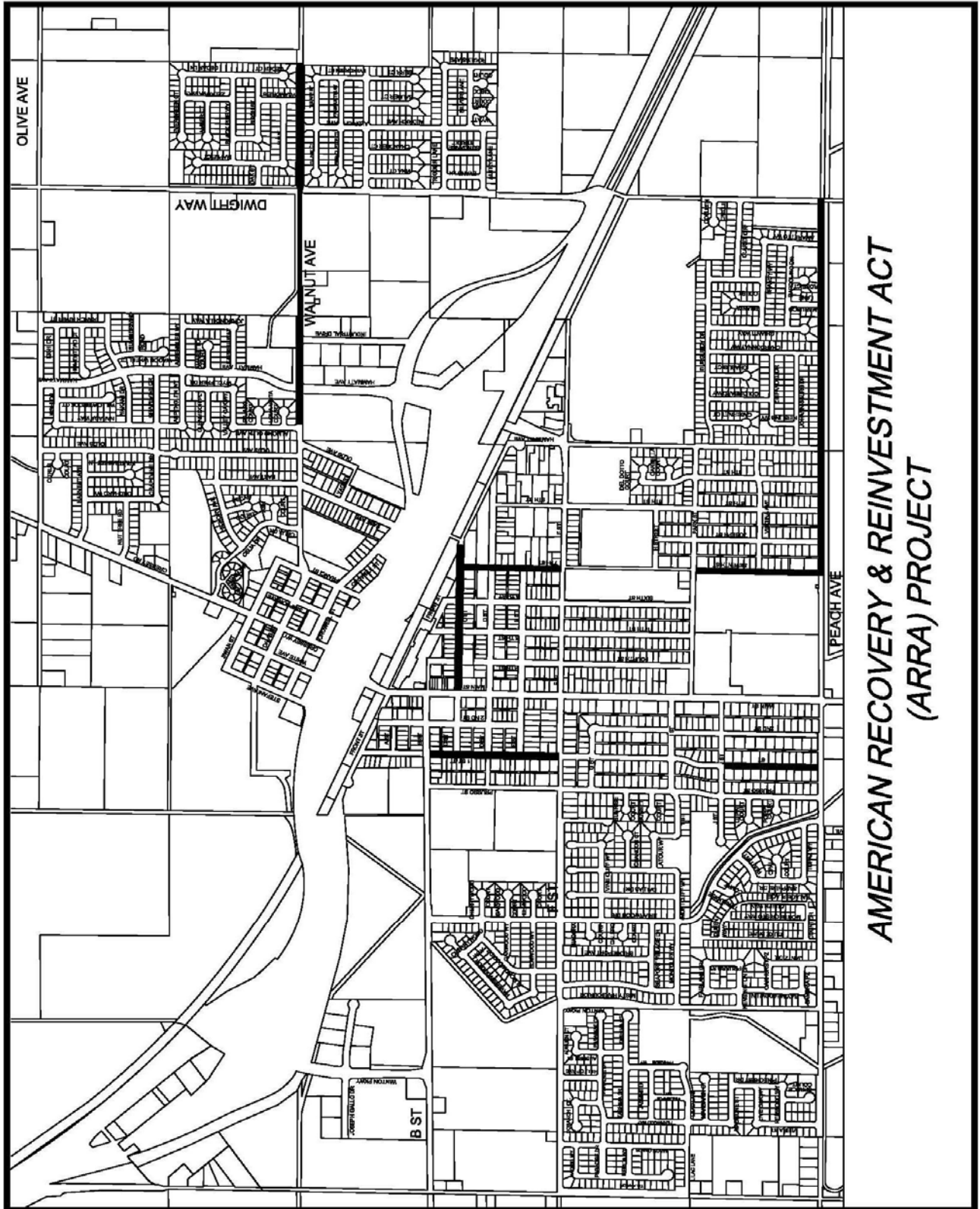
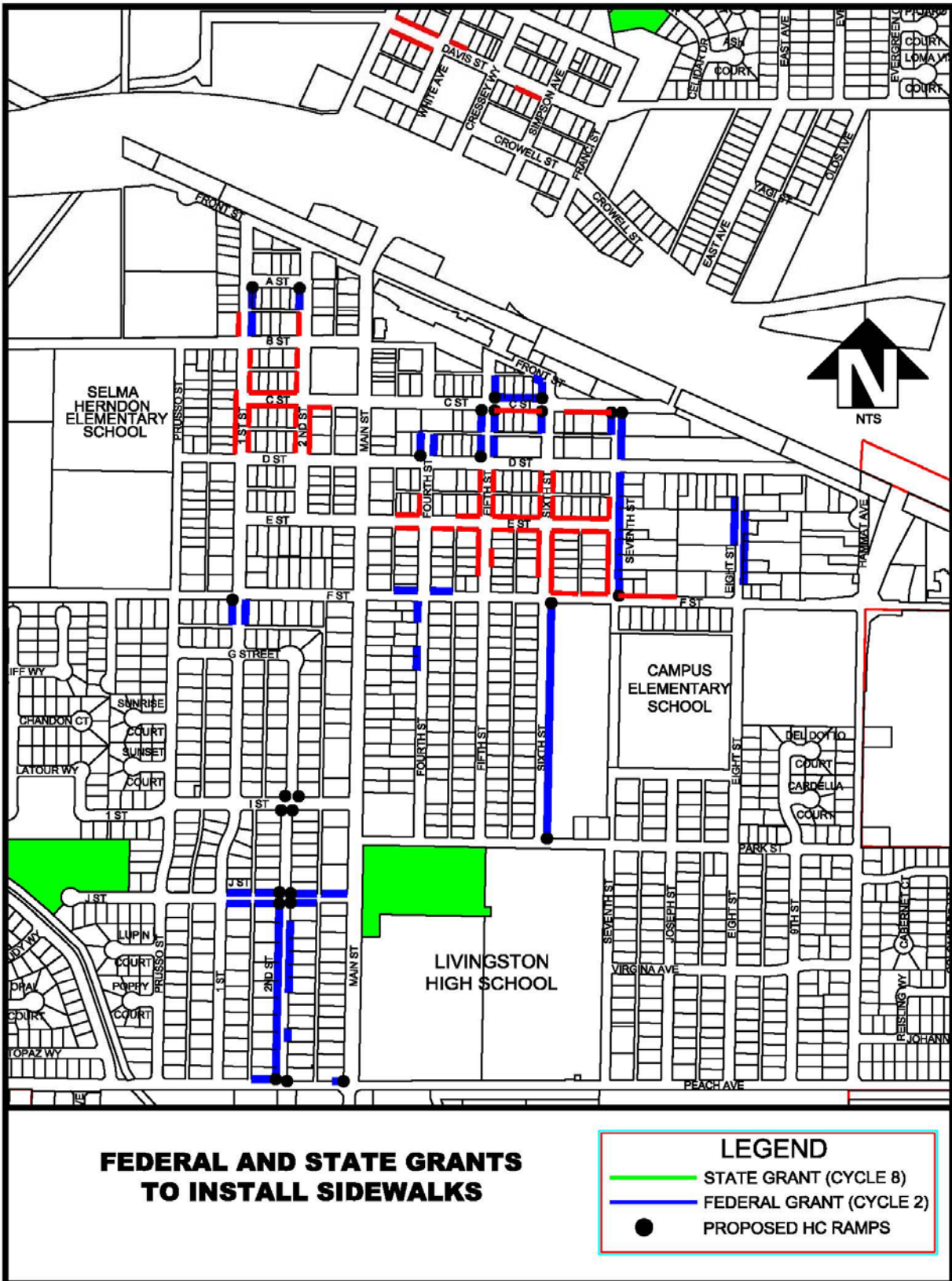


Figure 58  
American Recovery & Reinvestment Act (ARRA)  
Street Rehabilitation Grant Map  
FY2010



AMERICAN RECOVERY & REINVESTMENT ACT  
(ARRA) PROJECT

**Figure 59**  
**FY2010-FY2012 Federal Highways Administration and**  
**California Department of Transportation Safe Sidewalk Grants Map**



# General (Grants) Capital Projects Fund Expenditures

## General (Grants) Capital Projects Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1300-600-7552	Safe Routes to Schools Cycle 8 Grant Expenditures <sup>227</sup>	0	11,455	65,901	675,966	53,978
1300-600-7553	2009 JAG Grant Expenditures (Edward Byrne Memorial Justice Assistance Grant) <sup>228</sup>	0	0	37,032	0	0
1300-600-7554	LWCF-Walnut Sports Complex (Picnic Shelter) Grant <sup>229</sup>	0	0	3,995	47,338	109,166
1300-600-7555	CMAQ Bicycle Program Grant	0	0	4,986	14	0
1300-600-7566	2010 Bulletproof Vest Grant Expense	0	0	0	2,121	2,322
1300-600-7607	American Recovery and Reinvestment Act Grant <sup>230</sup>	0	33,345	502,445	15,013	0

<sup>227</sup>The City was notified on August 12, 2009, by the California Department of Transportation that it received a \$807,300 grant to construct 7,404 lineal feet of sidewalk. Livingston is required to provide matching funds of \$89,757 for the project, bringing the total funds committed for sidewalks under this state grant to \$897,057. The revenues and expenditures of the grant are accounted for in the General (Grants) Capital Projects Fund and \$89,757 in City matching funds will come from the Regional Surface Transportation Program (RSTP) Special Revenue Fund. The City spent \$11,455 in FY2010, \$65,901 in FY2010 for engineering and environmental work. Livingston spent \$675,966 to construct the sidewalk in FY2011 and will spend the remaining \$53,978 in FY2012.

(See Figure 59.)

Location of Sidewalks	Length of Sidewalk in Feet
First Street (Between B Street and A Street)	246
Second Street (Between B Street and A Street)	115
First Street (Between F Street and G Street)	270
Fourth Street (Between D Street and C Street)	256
Fourth Street (Portions Between Park Street and F Street)	244
Fifth Street (Between D Street and Front Street)	585
Sixth Street (Between D Street and Front Street)	270
Seventh Street (Between C Street and F Street)	912
Eighth Street (Between D Street and F Street)	659
Second Street (Between Peach Avenue to J Street)	1,418
Sixth Street (Between Park Street and F Street)	1,269
J Street (Between First Street and Main Street)	910
F Street (Between Main Street and Fifth Street)	250
<b>Total</b>	<b>7,404</b>

<sup>228</sup> The City was awarded a \$37,033 Edward Byrne Memorial Justice Assistance Grant. The Edward Byrne Memorial Justice Assistance Grant (JAG) Program is funded by the U.S. Department of Justice Office of Justice Programs. The program allows state and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system. The City of Livingston Police Department used the funding for the purchase of a new patrol vehicle. This new patrol vehicle replaced a vehicle that has become a safety issue.

<sup>229</sup> The City will spend \$627,500 to construct restrooms and a picnic shelter at the Livingston Sports Complex. The National Parks Service through the Land and Water Conservation Fund will provide \$160,500. The City of Livingston will provide \$467,000 in local matching funds from the Municipal Facilities Development Impact Fees Capital Projects Fund. The National Parks Service administers a Land and Water Conservation Parks and Recreation grant program through the California Department of Parks and Recreation. These funds are awarded competitively and come from the sale of federal oil and gas leases under Public Law 88-578. The City of Livingston submitted a grant application on May 9, 2008, for grant funds in the amount of \$150,000. However, due to the inability of other grantees to perform, the City has been given an opportunity to receive additional grant funds of \$10,500. The City was notified of the grant award on December 8, 2009, in the amount of \$160,500.

<sup>230</sup> California received American Recovery and Reinvestment Act (ARRA) funds to repair and improve the state's transportation system, create jobs and stimulate economic growth. Recovery funds for cities and counties are allocated through the local metropolitan planning organizations. The Merced County Association of Governments (MCAG) board decided to allocate the available funds for the County by population. Livingston was allocated \$499,775 for FY2010 and \$51,028 in FY2011. (See Figure 58.)

Location of Streets	Length of Street in Feet

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1300-600-7608	2009 Proposition 1B Streets Grant	0	0	15,490	0	0
1300-600-7613	USDA Rural Emergency Responders Initiative Grant <sup>231</sup>	0	0	12,045	0	0
1300-600-7614	2009 DOJ Bulletproof Vest Partnership Grant <sup>232</sup>	0	0	7,412	0	0
1300-600-7638	Court Theater Renovation Project <sup>233</sup>	14,585	-2,582	0	0	0

Seventh Street (Between Peach Avenue and Park Street)	1,260
Peach Avenue (Between Seventh Street and Dwight Way)	4,000
Walnut Avenue (Between Almond Glen Avenue and City Limits)	3,800
First Street (Between Peach Avenue and J Street)	949
First Street (Between F Street and B Street)	1,302
Seventh Street (Between F Street and C Street)	990
C Street (Between Main Street and Fifth Street)	1,534
<b>Total</b>	<b>13,835</b>

<sup>231</sup> The City was awarded a \$12,045 U.S. Department of Agriculture Rural Emergency Responders Initiative grant to purchase equipment for the Fire Department. This grant required a 45 percent match (\$9,855) that was provided and funded in the General (City) Capital Projects Fund. The Rural Emergency Responders Initiative has been established to specifically strengthen the ability of rural communities to respond to emergencies. The City made the following purchases in FY2010: \$7,037 to purchase fire hose, \$1,640 to purchase a turbo blower, \$2,793 to purchase pagers, \$1,899 to purchase radios, \$1,077 to purchase fire belts, \$7,359 to purchase emergency medical jackets and \$93 to purchase chargers.

<sup>232</sup>The City used \$7,412 in California COPS Grant Special Revenue Fund in FY2010 for its 50 percent match for its U.S. Department of Justice (DOJ) 2009 Bullet-Proof Vest Partnership Grant. This grant provided 50 percent of the funding to purchase 21 bullet-proof vests. The federal funds are accounted for in the General (Grants) Capital Projects Fund.

<sup>233</sup>The Livingston Court Theater Project consists of the restoration and recreation of the existing 1947 movie house into a multi-use performing arts center of approximately 8,000 square feet flanked by two-story commercial buildings totaling approximately 12,000 square feet. The Court Theater originally was designed and built by Vincent Rainey in 1945. The theater was in operation until 1977. Once the theater closed the building began to deteriorate. In 2000 a group of concerned citizens saw a need to have the theater restored to accommodate the local performing arts. The Court Theater Committee was organized by the City Council to prepare restoration plans and secure government and private funding for the project.

Plans for the restoration of the Court Theater are moving forward. The City Council voted on October 3, 2006, to approve a contract with an architect to begin preparing plans and specifications for the restoration. Plans and specifications have been completed by the architect. An environmental document, a mitigated negative declaration, was also approved on October 3, 2006. The Livingston City Council unanimously approved floor plans and elevations for the restoration of the Court Theater on April 3, 2007.

The restoration of the Court Theater is an important component of improving the downtown area. Livingston plans to restore the Court Theater for use as a multi-purpose City facility for cultural and community events. The facility will include meeting rooms, classrooms, and office space to be used by many of the service agencies in Livingston. Grants and development fees and the Livingston Redevelopment Agency are providing funds for the renovation. The total cost of the restoration of the Court Theater is estimated to be \$7,652,672. The cost breakdown is as follows:

Court Theater Restoration Construction Costs	\$7,221,472
Architectural Fees	<u>431,200</u>
Total	\$7,652,672

The expenses of the Court Theater will be covered by the following revenues:

Roberti-Z' Berg Harris State Park Grant	\$ 500,000
Community Development Block Grant (CDBG)	500,000
Livingston Redevelopment Agency	<u>361,524</u>
Total	\$1,361,524

Remaining Amount to be Financed	\$6,291,148
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In addition to funds from grants, bonds and the Livingston Redevelopment Agency, the City Council established a one percent amenities fee on all new building permits issued pursuant to any development agreement approved by the City after

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1300-600-7648	HCD Business Rev 03-EDBG-920	7,728	0	0	0	0
1300-600-7657	Safe Routes to Schools Project (6 <sup>th</sup> Cycle) <sup>234</sup>	375,461	43,223	0	0	0
1300-600-7659	LWCF-Livingston Sports Complex (Basketball Courts) <sup>235</sup>	3,684	11,332	126,549	0	0
1300-600-7662	Homeland Security 06/07 Grant	21,600	0	0	0	0
1300-600-7663	Proposition 1B Streets Grant Project <sup>236</sup>	12,295	387,705	0	0	0

that date. Seventy-five percent of the amenities fee is dedicated to the Court Theater. The City collected \$32,602 in FY2006 and \$65,500 in FY2007 in Court Theater amenities fees. No Court Theater amenities fees were collected in FY2008.

<sup>234</sup> The City of Livingston received a California Department of Transportation (Caltrans) Safe Routes to Schools Cycle 6 grant. The project cost \$514,417 with \$467,420 being provided by the State grant and \$46,997 being provided by Livingston as a match to the grant. \$48,736 was spent in the General (Grants) Capital Projects Fund in FY2007 primarily for engineering and environmental work. The City spent \$375,461 in FY2008 and \$43,223 in FY2009 in state grant funds for the project. The City’s match of \$46,997 was paid in FY2009 from the Gasoline Tax Special Revenue Fund. Additional funds for additional sidewalk construction were contributed by the Gasoline Tax Special Revenue Fund and the Livingston Redevelopment Agency of \$17,898 in FY2007 and \$85,977 in FY2008. The City installed 9,425 feet of sidewalk between FY2006 and FY2009 at the following locations:

Location of Sidewalks	Funding Source	Length of Sidewalk in Feet
D Street (2 <sup>nd</sup> Street to Prusso Street)	FY2006 Safe Routes to Schools Grant & City Match	1,200
<b>FY2006 Subtotal</b>	<b>FY2006 Safe Routes to Schools Grant &amp; Match</b>	<b>1,200</b>
First Street (F Street to D Street)	FY2008 Safe Routes to Schools Grant & City Match	1,378
Second Street (E Street to D Street)	FY2008 Safe Routes to Schools Grant & City Match	400
D Street (Fourth Street to Eighth Street)	FY2008 Safe Routes to Schools Grant & City Match	2,460
Park Street (Fifth Street to Eighth Street)	FY2008 Safe Routes to Schools Grant & City Match	1,299
<b>Subtotal</b>	<b>FY2006, FY2008 and FY2009 Safe Routes to Schools Grant &amp; City Match</b>	<b>5,537</b>
Front Street (First Street to Vintage West Apartments)	FY2007 and FY2008 Livingston Redevelopment Agency	339
Prusso Street (B Street to F Street)	FY2008 and FY2009 Gasoline Tax Special Revenue Fund	2,349
<b>Subtotal</b>		<b>2,688</b>
<b>Grand Total</b>		<b>9,425</b>

<sup>235</sup> The City of Livingston received a \$46,756 Federal Land and Water Conservation grant to construct basketball courts at the Livingston Sports Complex. The \$46,756 federal funds portion of the project is accounted for in the General (Grants) Capital Projects Fund. The City’s \$186,296 match is accounted for in the Municipal Facilities Capital Projects Fund. The total project cost was \$233,052.

<sup>236</sup> This includes \$1 billion for cities and counties that is allocated to each city for projects to improve the local street and road system. The City of Livingston received \$400,000 under the Proposition 1B funding formula. Unlike Proposition 42 funding, which is dedicated exclusively to street maintenance and repair projects, cities may determine their own priorities for use of these transportation funds, including traffic congestion relief, traffic safety, transit, storm drainage, maintenance, construction and other projects to improve the local street and road system.

During FY2008, FY2009 and FY2010, the City combined the resources from several accounting funds including the Transportation Development Act (TDA) Special Revenue Fund (FY2009-\$219,026) (FY2010-\$78,804), Regional Surface Transportation Program (RSTP) Special Revenue Fund, Proposition 42 Special Revenue Fund and Proposition 1B Funds in the General Capital Projects Fund (Grant) to accomplish the FY2009 Street Rehabilitation Project repairs that include crack seal, slurry seal, and excavation of local pavement failures. (See Figure 57.) This project completed 39,666 lineal feet of road rehabilitation and cost \$1,018,229.

Location of Streets	Length of Street in Feet
“B” Street (Between First Street and Main Street)	925
“C” Street (Between First Street and Main Street)	550
“D” Street (Between First Street and Main Street)	550
Second Street (Between “E” Street and “B” Street)	880



Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1300-600-7668	Federal Highways Safe Sidewalk Cycle 2 Grant <sup>237</sup>	0	23,175	81,997	660,735	0

"E" Street (Between Main Street and Seventh Street)	1,273
Fourth Street (Between Park Street and "D" Street)	1,982
Fifth Street (Between Park Street and "D" Street)	1,982
Sixth Street (Between Park Street and "D" Street)	1,982
Front Street (Between Fifth Street and Sixth Street)	550
Campbell Boulevard (Between Stefani Avenue and Livingston/Cressey Road)	635
Crowell Street (Between Stefani Avenue and White Street)	309
Crowell Street (Between Livingston/Cressey Road and East Avenue)	1,490
East Avenue (Between Crowell Street and Walnut Avenue)	994
Olds Avenue (Between Walnut Avenue and Grapevine Drive)	1,382
East Avenue (Between Walnut Avenue and Hickory Avenue)	967
Hickory Avenue (Between Celia Drive and Olds Avenue)	980
Celia Drive (Between Livingston/Cressey Road and Walnut Avenue)	1,300
Swan Street (Between Livingston/Cressey Road and Franci Street)	631
White Street (Between Crowell Street and Swan Street)	580
Simpson Street (Between Crowell Street and Campbell Boulevard)	580
Franci Street (Between Crowell Street and Campbell Boulevard)	900
Pecan Court	240
Ash Court	150
Linden Court	180
Willow Court	180
<b>Total</b>	<b>22,172</b>

<sup>237</sup>The Federal Highways Administration has awarded the City a \$765,907 federal grant for sidewalk construction. This federal grant comes from federal gasoline tax revenues and is administered through the California Department of Transportation. The City will have to design the project and complete an environmental study under the National Environmental Policy Act (NEPA). The project will build approximately 8,642 lineal feet of new sidewalk and will make school routes safer for Livingston's children. The location of the sidewalks to be constructed are listed below: (See Figure 59.)

Location of Sidewalk Construction	Length of Sidewalk in Feet
Davis Street--North and South Portions Between Stefani Street and White Street	750
Davis Street--1/3 Northwest corner Between White Street and Livingston/Cressey Road	
Davis Street--3/5 Southwest Corner Between Simpson Street and Livingston/Cressey Road	
First Street--East Portion Between D Street and B Street	1,349
First Street--West Portion from D Street to Just Past C Street	
First Street--130 feet Northwest of the Intersection of First Street and B Street	
Second Street--West Portion Between D Street and Mid Block between B Street and A Street	584
Second Street-- East Portion Between D Street and C Street	
C Street--North and South Portions Between First Street and Second Street	1,115
C Street--1/2 Southeast Portion Sides Between Second Street and Main Street	
C Street --South Sides Between Fifth Street and Sixth Street	
C Street--3/4 Portion to the Southwest at the Intersection of Seventh Street and C Street	
E Street--All South Portions from Mid Block to Seventh Street	1,707
E Street--1/2 West Northerly Portion Mid Block Between Main Street and Fourth Street	
E Street--All North Portions from Fifth Street to Seventh Street	
F Street--All Portions from Sixth Street to Mid Block Between Seventh Street to Eighth Street	590
Fourth Street--1/2 Northwest Portion Between E Street and D Street	107
Fifth Street---Southwest Portion of the Intersection of E Street and Fifth Street	820
Fifth Street---West and East Portions Between E Street and C Street	
Fifth Street--100 feet Between E Street and F Street	
Sixth Street--250 Feet Southwest Portion Between E Street and F Street	1,052
Sixth Street--East Portion Between E Street and F Street	
Seventh Street--East Side Between F Street and Mid Block Between D Street and E Street	568
<b>Total</b>	<b>8,642</b>

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1300-600-4618	Reimbursement/Refunds	0	0	0	3,765	0
	<b>Total Capital Expenditures</b>	<b>435,353</b>	<b>507,653</b>	<b>857,852</b>	<b>1,404,952</b>	<b>165,466</b>

### Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total General (Grants) Capital Projects Fund Expenditures</b>	<b>435,353</b>	<b>507,653</b>	<b>857,852</b>	<b>1,404,952</b>	<b>165,466</b>

## Projected Estimated Changes to the General (Grants) Capital Projects Fund Balance<sup>238</sup>

Estimated Beginning FY2012 General (Grants) Capital Projects Fund Balance on July 1, 2011:	\$ (121,258)
Estimated Ending FY2012 General (Grants) Capital Projects Fund Balance on June 30, 2012:	\$ (5,157)

<sup>238</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# GENERAL (CITY) CAPITAL PROJECTS FUND

(Fund No. 1301)

## Fund Mission

The mission of the General (City) Capital Projects Fund is to account for all activities, assets, liabilities, revenues, expenditures and fund balances related to the construction of major improvements except those constructed in Enterprise Funds as required by the Governmental Accounting Standards Board (GASB).

## Fund Description

The City uses a General (City) Capital Projects Fund to account for activities related to the construction of major capital facilities (other than those that are constructed in the Water Enterprise Capital Projects Fund, Domestic Wastewater Enterprise Capital Projects Fund, Industrial Wastewater Enterprise Fund or other Enterprise Funds). Construction projects can include roads, curbs and gutters, sidewalks, bridges, buildings and other general infrastructure. In addition to general capital project funds that may be deposited into the General (City) Capital Projects Fund, all one-time or non-reoccurring monies, or matching grant funds are deposited into this Fund. Unrestrictive one-time revenues may be transferred to other funds for capital projects or other one-time projects in other accounting funds.

## Revenue Assumptions

The General (City) Capital Project Fund's total revenues for FY2012 are projected to be \$6,600. In addition to current year revenues, the City will use \$30,140 from the General (City) Capital Projects Fund Balance from prior year developer contributions. The First Amendment to the Development Agreement for Country Lane subdivision required the developer to contribute \$100,000 towards the construction of a skateboard park. The use of this fund balance represents the taking of prior year's accumulated surplus and appropriating it for expenditure in the current fiscal year. Total financial resources available for appropriation in FY2012 are \$57,667.

The City of Livingston will spend \$36,740 to continue prepare engineering and construction documents. The General (City) Capital Project Fund's balance will be reduced by \$30,140 from \$57,667 to \$27,527 on June 30, 2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Planning Commission recommends and the City Council determines location for the Livingston skateboard park.

**Performance Measure:** City Council determines the location for the skateboard park.

**2. Goal:** Complete design and engineering for the Livingston skateboard park.

**Performance Measure:** Design and engineering are complete for the Livingston skateboard park.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community’s surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## General (City) Capital Projects Fund Revenues

### General One-Time Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1301-000-3610	Interest Income	2,323	124	9	0	0
1301-000-3626	Rental Income <sup>239</sup>	9,700	6,600	6,600	6,200	6,600
1301-000-3876	Skateboard Park Donations <sup>240</sup>	0	0	100,000	0	0
1301-000-3954	Reimbursements and Refunds <sup>241</sup>	0	197,514	853	0	0
1301-000-3985	Sale of Dirt <sup>242</sup>	61,509	0	0	0	0
1301-000-3989	Memorial Park Improvements Revenue <sup>243</sup>	163,950	4,064	0	0	0

<sup>239</sup>The City anticipates that it will collect \$6,600 from the lease of space on the corner of “D” Street and Main Street from the taco truck.

<sup>240</sup>The First Amendment to the Development Agreement for Country Lane subdivision requires the developer to contribute \$100,000 towards the construction of a skate board park. The funds were used to select a site to begin the design and engineering of the skate board park.

<sup>241</sup>On May 2, 2008, the home owned by the City at 2949 Tehama Drive caught fire and was severely damaged. On June 17, 2008, the City Council awarded a contract to Taylor Renovation and Construction to repair the structure. The City had property insurance for the structure and was paid \$197,515 by the insurance company during FY2008.

<sup>242</sup>The City collected \$552,652 in FY2007 and \$61,509 in FY2008 through the sale of dirt to the California Department of Transportation from the domestic wastewater treatment plant property.

<sup>243</sup>During FY2008, a shelter was constructed over the barbecue area in Memorial Park from \$4,063 obtained from the Livingston Rotary Club and funds from Supervisor John Pedrozo’s Discretionary Fund from Merced County. Part of the Rotary donation also included the construction of a Frisbee golf course in Arakelian Park.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total General One-Time Revenues</b>	<b>237,482</b>	<b>208,302</b>	<b>107,462</b>	<b>6,200</b>	<b>6,600</b>

### Use of General (City) Capital Projects Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of General (City) Capital Projects Fund Balance <sup>244</sup>	0	0	79,181	72,400	30,140
	<b>Total Use of General (City) Capital Projects Fund Balance</b>	<b>0</b>	<b>0</b>	<b>79,181</b>	<b>72,400</b>	<b>30,140</b>

### Total General (City) Capital Projects Fund Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total General (City) Capital Projects Fund Revenues</b>	<b>237,482</b>	<b>208,302</b>	<b>186,643</b>	<b>78,600</b>	<b>36,740</b>



### Memorial Park Shelter Construction--FY2007

<sup>244</sup>The use of \$79,181 in FY2010, \$72,400 in FY2011, and \$30,140 in FY2012 from the unrestricted General (City) Capital Projects Fund Balance represents the taking of prior year's accumulated restricted fund surplus and appropriating it for expenditure in FY2010, FY2011, and FY2012.

# General (City) Capital Projects Fund Expenditures

## General (City) Capital Projects Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1301-600-4310	Contract Services	6,473	0	0	0	0
1301-600-7609	Skateboard Park Expenditures <sup>245</sup>	0	0	77	63,185	36,740
1301-600-7613	USDA Rural Emergency Responders Initiative Grant <sup>246</sup>	0	0	9,855	0	0
1301-600-7617	Rotary Funded Capital Projects	0	853	0	0	0
1301-600-7622	Arakelian Park Improvements <sup>247</sup>	12,522	0	0	11,243	0
1301-600-7623	Parkside Park Improvements <sup>248</sup>	7,342	0	0	0	0
1301-600-7624	Lucero Park Improvements <sup>249</sup>	6,604	0	0	0	0
1301-600-7625	Livingston Sports Complex Project <sup>250</sup>	17,960	3,139	16,670	4,172	0
1301-600-7634	River Park Improvements <sup>251</sup>	1,120	0	0	0	0
1301-600-7666	Fire Department Turnouts <sup>252</sup>	39,159	0	0	0	0
1301-600-7667	City House Repairs <sup>253</sup>	0	198,177	0	0	0
1301-600-7670	Memorial Park Improvements <sup>254</sup>	100,649	1,949	41	0	0

<sup>245</sup>The First Amendment to the Development Agreement for Country Lane Subdivision requires the developer to contribute \$100,000 towards the construction of a skateboard park. This contribution was made within 30 days after the approval of the amended development agreement by the City Council. The funds were used to begin design and engineering of the skateboard park. The City spent \$77 in FY2010, \$63,185 in FY2011 and is projected to spend \$36,740 in FY2012 for this project.

<sup>246</sup> The City was awarded a \$12,045 U.S. Department of Agriculture Rural Emergency Responders Initiative grant to purchase equipment for the Fire Department. This grant required a 45 percent match (\$9,855) that was provided and funded in the General (City) Capital Projects Fund. The Rural Emergency Responders Initiative has been established to specifically strengthen the ability of rural communities to respond to emergencies. The City made the following purchases in FY2010: \$7,037 to purchase fire hose, \$1,640 to purchase a turbo blower, \$2,793 to purchase pagers, \$1,899 to purchase radios, \$1,077 to purchase fire belts, \$7,359 to purchase emergency medical jackets and \$93 to purchase chargers.

<sup>247</sup>The City spent a total of \$12,522 during FY2008 which included \$7,600 for a master plan for Arakelian Park and \$4,922 on engineering to examine flooding and drainage problems in Arakelian Park. The Arakelian Park Master Plan has been approved by the City Council. During FY2011 the City spent \$11,243 to prepare a grant application submitted to the California Department of Parks and Recreation under the Proposition 84 Statewide Park Program-round two funding cycle.

<sup>248</sup>The City spent \$1,743 in FY2007 and \$7,341 in FY2008 to complete a master plan for Parkside Park. The Parkside Master Plan has been approved by the City Council.

<sup>249</sup>The City spent \$3,429 in FY2007 and \$6,604 in FY2008 to complete a master plan for Lucero Park. The Lucero Park Master Plan has been approved by the City Council.

<sup>250</sup>Livingston spent \$12,075 in FY2007, \$17,960 in FY2008 and \$3,139 in FY2009 in preparing the master plan and the environmental document for the Livingston Sports Complex. The City spent a total of \$16,670 during FY2010, which included \$15,161 to prepare a grant application submitted to the California Department of Parks and Recreation under the Proposition 84 Statewide Park Program-round one funding cycle and \$1,509 in engineering services. \$4,172 was spent during FY2011 for engineering related to the grant application submitted to the National Park Service for Federal Land and Water Conservation funding.

<sup>251</sup>Livingston spent \$930 in FY2007 and \$1,120 in FY2008 in preparing concept plans for the River Park property purchased from the Horta Family.

<sup>252</sup>The City spent \$39,159 in FY2008 for new turnouts for the Livingston Fire Department.

<sup>253</sup>On May 2, 2008, the home owned by the City at 2949 Tehama Drive caught fire and was severely damaged. On June 17, 2008, the City Council awarded a contract to Taylor Renovation and Construction to repair the structure. The City had property insurance for the structure and was paid \$197,515 by the insurance company during FY2008. The total cost of the repair was \$198,177.

<sup>254</sup>The City spent \$365,907 in FY2007 and \$100,649 during FY2008 and \$1,949 in FY2009 from the General (City) Capital Projects Fund to construct improvements in Memorial Park. An additional \$35,941 was spent in FY2007 from the Amenities

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
1301-600-7675	Vintage West Basin (Peach Avenue) Project <sup>255</sup>	6,057	0	0	0	0
1301-600-7677	Public Safety Camera System <sup>256</sup>	1,310	0	0	0	0
1301-600-8500	Bad Debt Write Offs	0	0	160,000	0	0
	<b>Total Capital Expenditures</b>	<b>199,196</b>	<b>204,118</b>	<b>186,643</b>	<b>78,600</b>	<b>36,740</b>

## Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total General Capital (City) Project Fund Expenditures</b>	<b>199,196</b>	<b>204,118</b>	<b>186,643</b>	<b>78,600</b>	<b>36,740</b>

Special Revenue Fund for the Memorial Park improvements. Total spending for the project was \$504,446 over two fiscal years. These improvements include construction of a new shelter structure, picnic benches, new kitchen structure and two new barbecue pits. The existing tennis court was also converted into a parking lot. During FY2008, a shelter was constructed over the barbecue area in Memorial Park from \$4,063 obtained from the Livingston Rotary Club and funds from Supervisor John Pedrozo's Discretionary Fund from Merced County.

<sup>255</sup>The City spent \$9,276 during FY2007 and \$5,420 in FY2008 from the Storm Drainage Impact Fees Capital Projects Fund and \$6,057 in FY2008 from the General (City) Capital Projects Fund for surveying and engineering to grade, install a sprinkler system and sod the storm drain basin at Peach Avenue and Amaretto Way. The City spent \$172,711 in FY2009 to complete the project. \$67,550 of the project was paid for by the Storm Drainage Impact Fees Capital Projects Fund and \$105,161 of the project was paid for by the Streets and Bridges Development Impact Fees Capital Projects Fund because the storm drain basin was needed to provide street drainage caused by new growth.

<sup>256</sup>During FY2008, the City spent \$28,649 in the Community Facilities District (CFD) Special Revenue Fund, \$1,310 in the General (City) Capital Projects Fund and \$96,416 in the California COPS Grant Special Revenue Fund to begin installing a public safety camera system for the City Livingston. Phase 1 of the project has been completed and consists of installing cameras in all patrol vehicles. Phase 2 of the project involves the installation of a Citywide broad band wireless system with cameras at fixed locations in the City. The system is based on the Worldwide Interoperability for Microwave Access (WiMAX) standard, Sony security cameras and video management software and licensed point-to-point wireless microwave radios for the core or back haul of the system. The approximate coverage area is four square miles. This system will provide coverage of all residential and business roads that a vehicle would normally travel within the designated area. Each vehicle will have a mounted in-car video recording system that will allow it to take real-time video from the police vehicle or to tune into any camera in the City. This system will be controlled by a server in the Police Department and monitored from screens in the Police Department Dispatch Center. The City will initially install four cameras at the Police Department and 16 cameras at other locations in Livingston. The system can scale to support an additional 80-120 cameras, Voice-over-Internet Protocol as well as data connectivity to remote locations. In addition, the system can be further scaled with minimal hardware, software and installation costs. Each camera will be equipped with a four-hour battery backup system. Schools, businesses, and other organizations may purchase cameras to have their premises monitored. **The cost of the secure wireless broad band component of the system and installation of the initial system is \$738,478. This project was going to be funded through a lease-purchase agreement, using the annual appropriation of California COPS grant funds. However, it has been placed on hold due to the state budget crisis and the uncertainty of COPS grant funds being continued by the State Legislature.**

## Projected Estimated Changes to the General (City) Capital Projects Fund Balance<sup>257</sup>

Estimated Beginning FY2012 General (City) Capital Projects Fund Balance on July 1, 2011:	\$ 57,667
Estimated Ending FY2012 General (City) Capital Projects Fund Balance on June 30, 2012:	\$ 27,527



**Rotary Shelter at Memorial Park --FY2008**

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<sup>257</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.



# FIRE PROTECTION IMPACT FEES CAPITAL PROJECTS FUND

(Fund No. 2000)

## Fund Mission

The mission of the Fire Protection Impact Fees Capital Projects Fund is to account for all development impact fee revenues and expenditures for the construction and improvement of public fire protection buildings and facilities as well as the purchase of equipment needed for new development pursuant to the State Mitigation Fee Act (Government Code Sections 66000 et.seq.).

## Fund Description

The State Mitigation Fee Act (Government Code Sections 66000 et. seq.) allows municipalities to impose development impact fees on new residential, commercial and industrial developments so that each development pays its proportionate share of the impact these new developments have on the community. An impact fee is an exaction:

- In the form of a pre-determined monetary payment.
- Assessed as a condition to the issuance of a building permit, an occupancy permit, or subdivision map approval.
- Imposed pursuant to local government powers to regulate new growth and development and provide for adequate public facilities and services.
- Levied to fund public facilities and services necessary to serve new development.
- Levied in an amount that is proportionate to the need for the public facilities created by the new development.<sup>258</sup>



State law allows impact fees to be charged to pay for the cost of development of public facilities, including, but not limited to, streets and thoroughfares, law enforcement facilities and equipment, fire facilities and equipment, general City facilities, storm drainage facilities, wastewater treatment facilities, wastewater collection facilities, water supply and holding facilities, water distribution facilities and parks and recreation facilities. Development impact fees may not be used to fund salaries and benefits or to pay for on-going maintenance and operation costs.

The Livingston Municipal Code gives the City Council the authority to establish and charge development impact fees as a condition of approval of development projects for the purpose of defraying the cost of fire protection buildings, facilities and equipment (including public improvements, public services and vehicles) related to development projects.

## Revenue Assumptions

Revenues are projected to be \$11,000 based on the City issuing 10 commercial and single-family residential building permits. \$1,000 is projected to be earned from the investment of the fire protection impact fee collections during FY2012. Total financial resources available for appropriation in FY2012 are \$11,000.

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<sup>258</sup> Abbott, William W, Exactions and Impact Fees in California: A Comprehensive Guide to Policy, Practice and the Law, Point Arena: Solano Press Books, 2001, p. 21.

# Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Collect and properly account for all fire protection impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with state law during the fiscal year.

**Performance Measure:** Fire protection impact fees and interest revenue are properly collected and accounted for in accordance with state law. Submit independent auditor's report to the City Council.

**2. Goal:** Spend all fire protection impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with state law during the fiscal year.

**Performance Measure:** All fire protection impact fees from all new residential, commercial, industrial and institutional developments are spent in accordance with state law during the fiscal year. Submit independent auditor's report to the City Council.

**3. Goal:** Determine the location to construct a new fire station.

**Performance Measure:** Location to construct a new fire station is identified.

**4. Goal:** Complete City Council review of the floor plans and elevations for new City fire station.

**Performance Measure:** New City fire station floor plans and elevations are approved by the City Council. (See Figure 60, Figure 61, Figure 62 and Figure 63.)

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services.

**Value:** Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

**Value:** Fosters a feeling of community spirit, community identity and promotes a sense of full citizen participation, guaranteeing an opportunity for everyone to share in the activities, duties, responsibilities and benefits of the City.

**Value:** Welcomes and accommodates the needs and desires of current residents, future residents and visitors, and lives with the spirit of volunteerism where neighbors work together for the common good to build a strong and vibrant community.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Fire Protection Development Impact Fee Revenues

### Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2000-000-3551	Fire Protection Impact Fees <sup>259</sup>	31,798	16,148	17,334	11,018	10,000
2000-000-3610	Interest Income	6,746	3,676	1,210	904	1,000
	<b>Total Fire Protection Impact Fee Revenues</b>	<b>38,544</b>	<b>19,824</b>	<b>18,544</b>	<b>11,922</b>	<b>11,000</b>

### Use of Fire Protection Impact Fees Capital Projects Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Fire Protection Impact Fees Fund Balance	0	0	0	0	0
	<b>Total Use of Fire Protection Impact Fees Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Fire Protection Impact Fees Fund Revenues</b>	<b>38,544</b>	<b>19,824</b>	<b>18,544</b>	<b>11,922</b>	<b>11,000</b>

## Fire Protection Development Impact Fees Expenditures

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2000-700-7410	Equipment Purchase	0	0	0	0	0
2000-700-7621	New Fire Station Design and Site Acquisition <sup>260</sup>	10,010	0	0	0	0
	<b>Total Fire Protection Impact Fees Expenditures</b>	<b>10,010</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

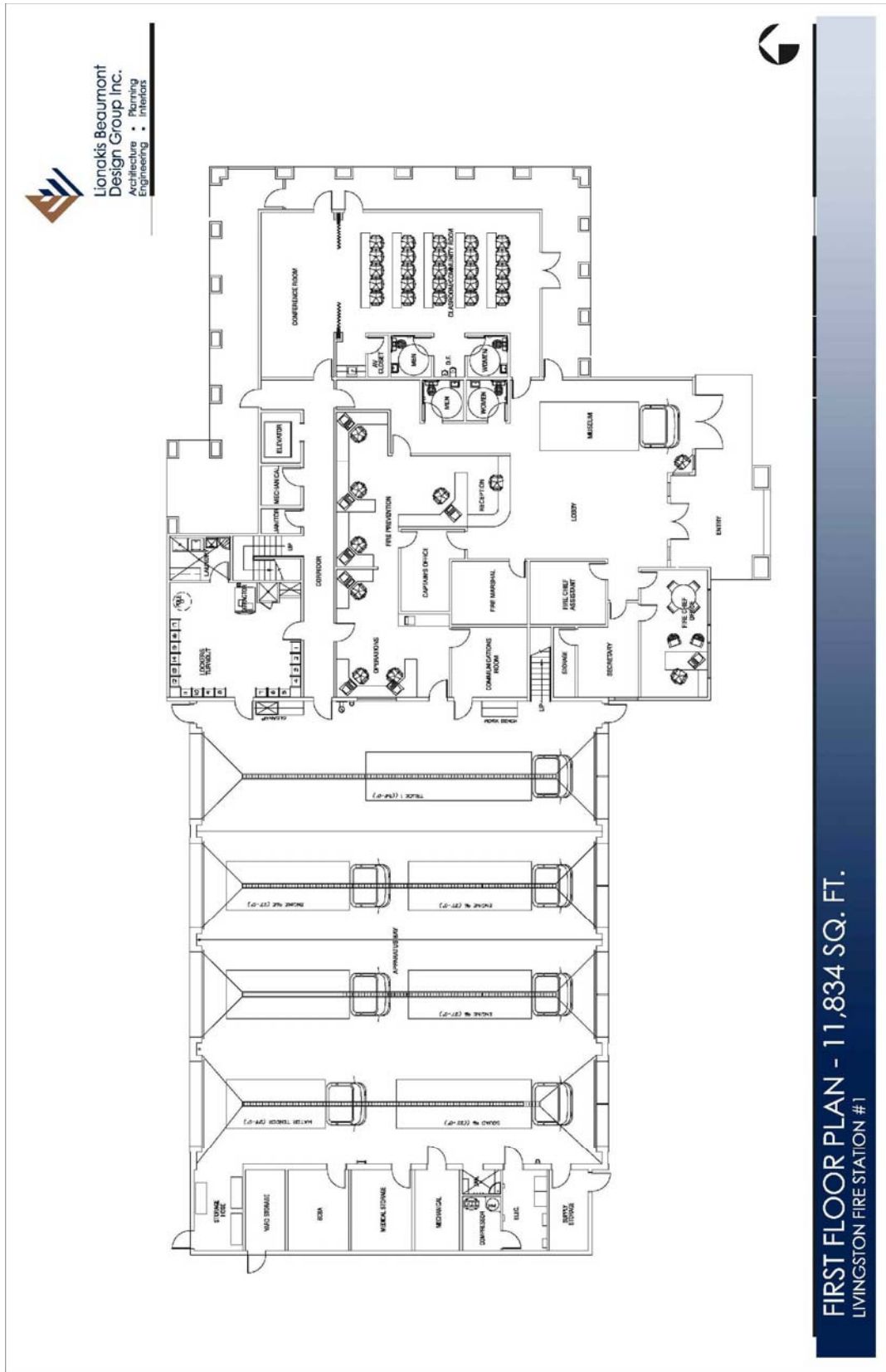
### Total Fire Protection Development Impact Fees Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Fire Protection Impact Fees Fund Expenditures</b>	<b>10,010</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<sup>259</sup>Fire protection development impact fee revenues are estimated based on the City issuing 10 commercial and single-family residential building permits during FY2012.

<sup>260</sup>The City spent \$5,000 to appraise a potential fire station site and \$55,814 during FY2007 and \$10,010 in FY2008 to develop floor plans and elevations for a new fire station. Some initial concept plans were also developed for a second fire station. The total cost of the new fire station, excluding the cost of the land, is estimated to be \$5,660,928.

Figure 60  
Fire Station No. 1 First Floor Concept Plan



**Figure 61**  
**Fire Station No. 1 Second Floor Concept Plan**

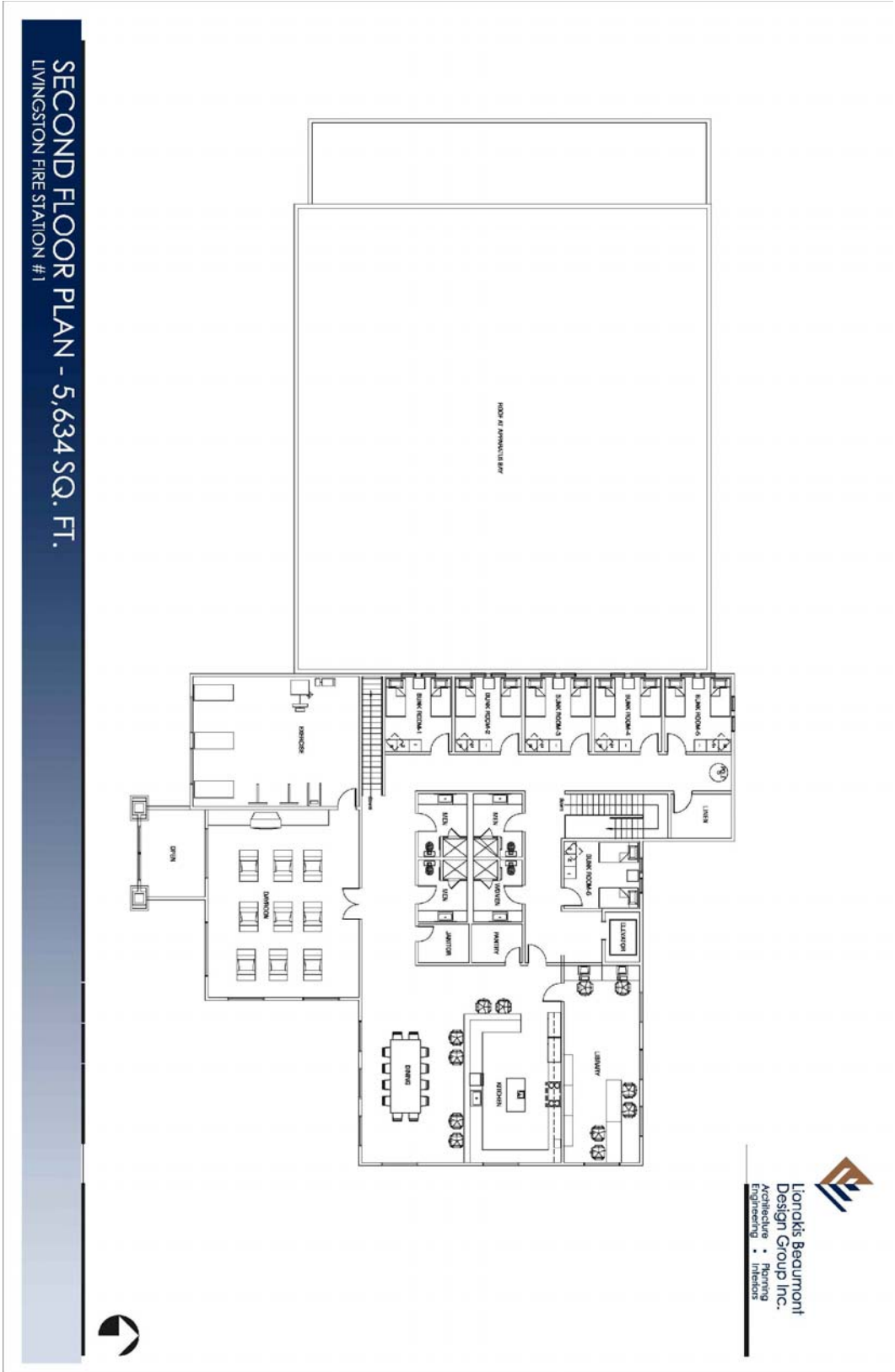
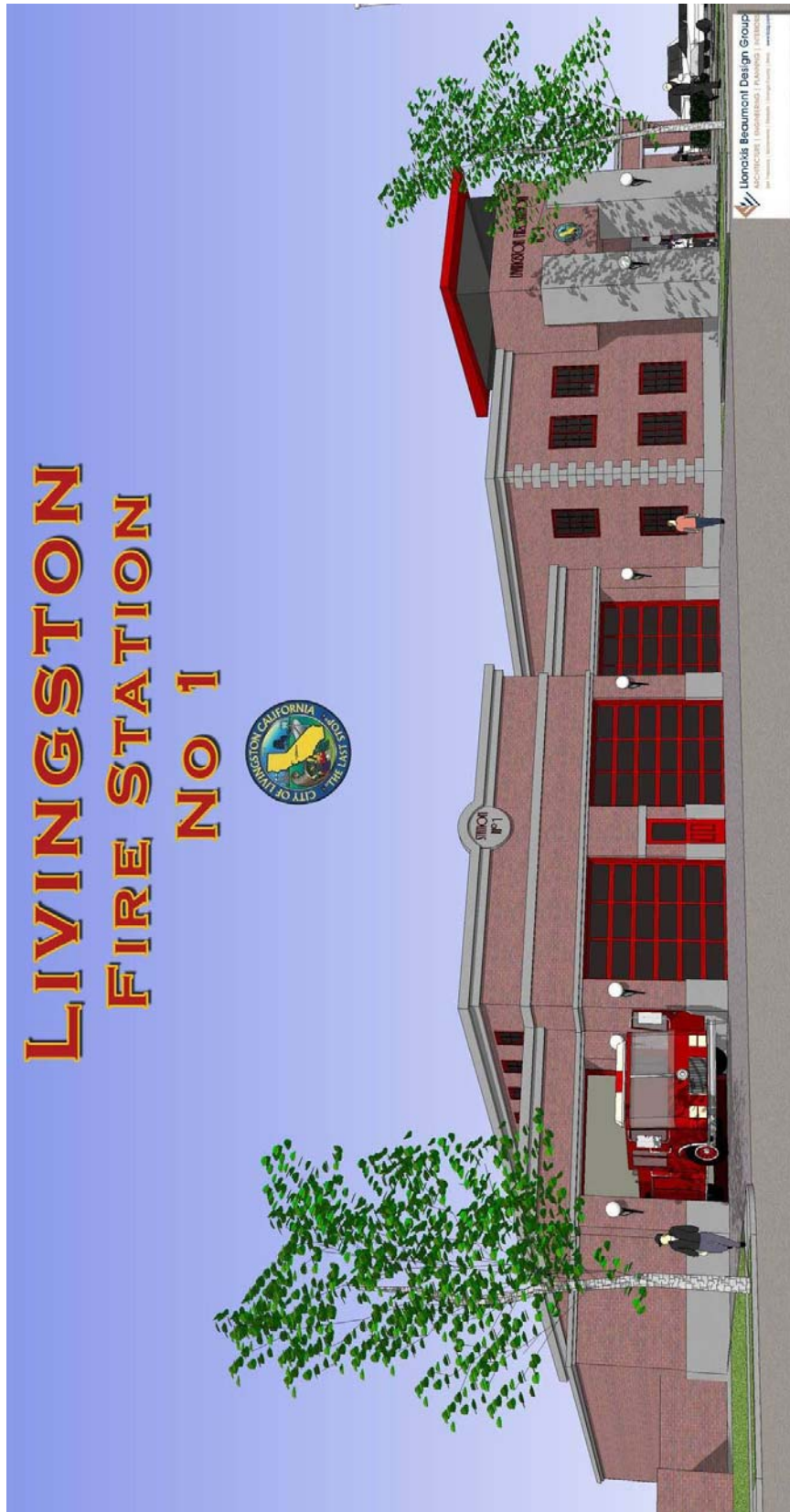
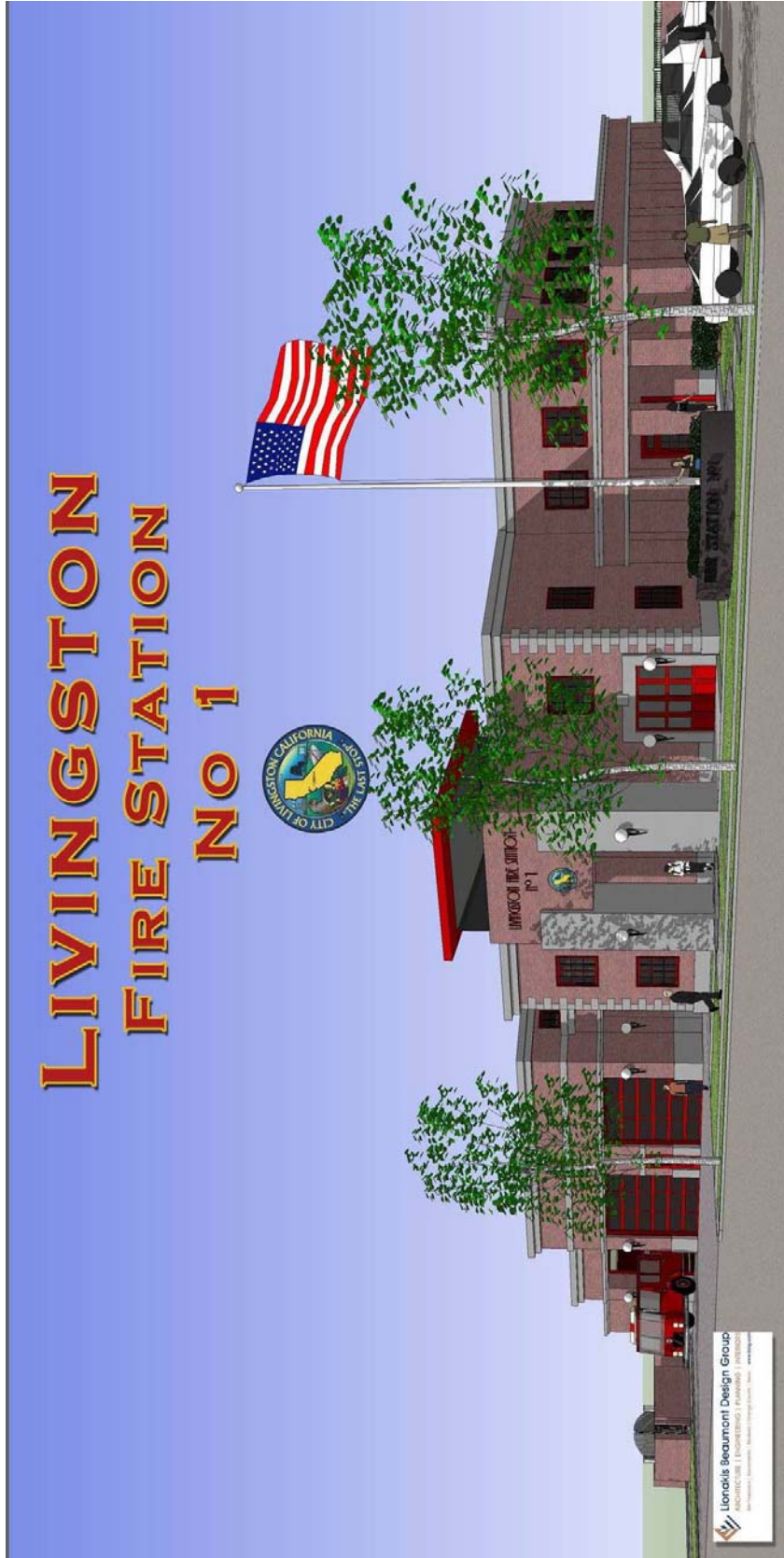


Figure 62  
Fire Station No. 1 Option A Concept Elevations



**Figure 63**  
**Fire Station No. 1 Option B Concept Elevations**



## **Projected Fire Protection Development Impact Fees Capital Projects Fund Balance<sup>261</sup>**

Estimated Beginning FY2012 Fire Protection Impact Fees Fund Balance on July 1, 2011:	\$	380,904
Estimated Ending FY2012 Fire Protection Impact Fees Fund Balance on June 30, 2012:	\$	391,904

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<sup>261</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.



# POLICE DEVELOPMENT IMPACT FEES CAPITAL PROJECTS FUND

(Fund No. 2001)

## Fund Mission

The mission of the Police Development Impact Fees Capital Projects Fund is to account for all development impact fee revenues and expenditures for the construction and improvement of public law enforcement buildings and facilities as well as the purchase of equipment needed for new development pursuant to the State Mitigation Fee Act (Government Code 66000 *et. seq.*).

## Fund Description

The State Mitigation Fee Act (Government Code Sections 66000 *et. seq.*) allows municipalities to impose development impact fees on new residential, commercial and industrial developments so that each development pays its proportionate share of the impact these new developments have on the community. An impact fee is an exaction:



- In the form of a pre-determined monetary payment.
- Assessed as a condition to the issuance of a building permit, an occupancy permit, or subdivision map approval.
- Imposed pursuant to local government powers to regulate new growth and development and provide for adequate public facilities and services.
- Levied to fund public facilities and services necessary to serve new development.
- Levied in an amount that is proportionate to the need for the public facilities created by the new development.<sup>262</sup>

State law allows impact fees to be charged to pay for the cost of development of public facilities, including, but not limited to, streets and thoroughfares, law enforcement facilities and equipment, fire facilities and equipment, general City facilities, storm drainage facilities, wastewater treatment facilities, wastewater collection facilities, water supply and holding facilities, water distribution facilities and parks and recreation facilities. Development impact fees may not be used to fund salaries and benefits or to pay for on-going maintenance and operation costs.

The Livingston Municipal Code gives the City Council the authority to establish and charge development impact fees as a condition of approval of development projects for the purpose of defraying the cost of law enforcement buildings, facilities and equipment (including public improvements, public services and vehicles) related to development projects.

## Revenue Assumptions

FY2012 police development impact fee revenues are projected to be \$0. \$0 is projected to be earned in interest revenue. Total FY2012 appropriated resources in the Police Capital Projects Special Revenue Fund is \$0. No expenditures are budgeted for FY2012 in this accounting fund. The Police Development Impact Fees Capital Projects Fund negative fund balance is projected to remain the same at \$15,000 on June 30, 2012.

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<sup>262</sup> Abbott, William W, Exactions and Impact Fees in California: A Comprehensive Guide to Policy, Practice and the Law, Point Arena: Solano Press Books, 2001, p. 21.

# Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Collect and properly account for all police development impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with state law during the fiscal year.

**Performance Measure:** Police development impact fees and interest revenue are properly collected and accounted for in accordance with state law. Submit independent auditor's report to the City Council.

**2. Goal:** Spend all police development impact fees and interest revenues from all new residential, commercial, industrial and institutional developments in accordance with state law during the fiscal year.

**Performance Measure:** All police development impact fees from all new residential, commercial, industrial and institutional developments are spent in accordance with state law during the fiscal year. Submit independent auditor's report to the City Council.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

**Value:** Fosters a feeling of community spirit, community identity and promotes a sense of full citizen participation, guaranteeing an opportunity for everyone to share in the activities, duties, responsibilities and benefits of the City.

**Value:** Welcomes and accommodates the needs and desires of current residents, future residents and visitors, and lives with the spirit of volunteerism where neighbors work together for the common good to build a strong and vibrant community.

**Value:** Promotes efficient and effective municipal services and makes adequate provision in community planning for police, fire, emergency medical, roads, water, sewer, storm water, schools, libraries, parks and other public facilities and services.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Police Development Impact Fees Capital Projects Fund Revenues

### Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2001-000-3551	Police Development Impact Fees	134,128	0	0	0	0
2001-000-3610	Interest Income	0	0	1	0	0
2001-000-3954	Reimbursements and Refunds	24,500	0	0	0	0
	<b>Total Police Development Impact Fees Revenues</b>	<b>158,628</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>

### Transfer from Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2001-000-3990	Transfers from Other Funds <sup>263</sup>	0	189,509	0	0	0
	<b>Total Transfers from Other Funds</b>	<b>0</b>	<b>189,509</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Use of Police Development Impact Fees Capital Projects Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Police Development Impact Fees Fund Balance	0	0	0	0	0
	<b>Total Use of Police Development Impact Fees Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Police Development Impact Fees Fund Revenues</b>	<b>158,628</b>	<b>189,509</b>	<b>1</b>	<b>0</b>	<b>0</b>

## Police Development Impact Fees Capital Projects Fund Expenditures

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2001-700-7410	Equipment Purchases	0	0	0	0	0
2001-700-7417	Mobile Digital Communications System <sup>264</sup>	0	0	0	0	0

<sup>263</sup> The City transferred \$189,509 during FY2009 to the Police Impact Fees Capital Projects Fund from the Municipal Facilities Capital Projects Fund to cover the principal and interest payments on the Livingston Police Department Police station. On May 3, 1999, the City of Livingston entered into a 15-year lease purchase agreement for the construction of the 13,000 square foot Livingston Police Department station with Asset Backed Income Group, Inc. The annual principal and interest payments are at 4.874 percent through 2014. Principal and interest payments for FY2009, FY2010, and FY2011 on this loan are being covered by the Municipal Facilities Impact Fees Capital Projects Fund. The outstanding loan balance on June 30, 2011 will be \$258,577.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2001-700-7420	Vehicle Purchases	0	0	0	0	0
	<b>Total Police Development Impact Fees Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



<sup>264</sup>The City spent \$273,984 in FY2007 from the Police Development Impact Fees Capital Projects Fund and \$24,500 from the California Citizen Option for Public Safety Grant (COPS) Special Revenue Fund in FY2009 on a mobile digital communications system for all police vehicles to increase officer productivity and officer street presence without increasing the workload on the police dispatchers. Livingston's Mobile Digital Communications System consists of a base station located in the Livingston Police Department and lap top or tablet computers in each individual police car. Officers have access to State and Federal law enforcement data banks (Highway Patrol, FBI, Homeland Security Department, etc.) from their vehicles. This field computer access allows Livingston's officers to run warrants checks, driver's license checks, vehicle license checks, stolen vehicle checks and other law enforcement inquires. Officers will be able to bring up previous reports, citations, gang data and photos along with any other information available on the normal dispatch terminal located in the Police Department Dispatch Center.

Dispatchers are able to forward calls for service and pending service calls directly to the officer's computer without using the radio. This increases law enforcement security while allowing officers to see pending calls on their computer screen. Officers are also able to write and send most reports directly from the field. Even though an officer will still have to park his/her vehicle to type the report, it will be done in clear view of the community which enhances the Police Department's overall ability to maintain a high community presence at all times. This police presence deters some crimes which might occur if the officer were in the office for long periods of time out of sight of the criminal element.

## Debt Service Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2001-700-4709	Police Station Construction Lease/Purchase Principal <sup>265</sup>	67,738	0	0	0	0
2001-700-4725	Police Station Construction Lease/Purchase Interest	27,016	0	0	0	0
	<b>Total Debt Service Expenditures</b>	<b>94,754</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Police Impact Fees Fund Expenditures</b>	<b>94,754</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Projected Police Development Impact Fees Capital Projects Fund Balance<sup>266</sup>

Estimated Beginning FY2012 Police Development Impact Fees Capital Projects Fund Balance on July 1, 2011: \$ 15,200

Estimated Ending FY2012 Police Development Impact Fees Capital Projects Fund Balance on June 30, 2012: \$ 15,200



<sup>265</sup>On May 3, 1999, the City of Livingston entered into a 15-year lease purchase agreement for the construction of the 13,000 square foot Livingston Police Department station with Asset Backed Income Group, Inc. The annual principal and interest payments are at 4.874 percent through 2014. Principal and interest payments for FY2009, FY2010, and FY2011 on this loan are being covered by the Municipal Facilities Impact Fees Capital Projects Fund. The outstanding loan balance on June 30, 2012 will be \$178,373.

<sup>266</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# MUNICIPAL FACILITIES IMPACT FEES CAPITAL PROJECTS FUND

(Fund No. 2002)

## Fund Mission

The mission of the Municipal Facilities Impact Fees Capital Projects Fund is to account for all development impact fee revenues and expenditures for the construction and improvement of new public buildings and facilities needed for new development pursuant to the State Mitigation Fee Act (Government Code Sections 66000 *et. seq.*).

## Fund Description

The State Mitigation Fee Act (Government Code Sections 66000 *et. seq.*) allows municipalities to impose development impact fees on new residential, commercial and industrial developments so that each development pays its proportionate share of the impact these new developments have on the community. An impact fee is an exaction:

- In the form of a pre-determined monetary payment.
- Assessed as a condition to the issuance of a building permit, an occupancy permit, or subdivision map approval.
- Imposed pursuant to local government powers to regulate new growth and development and provide for adequate public facilities and services.
- Levied to fund public facilities and services necessary to serve new development.
- Levied in an amount that is proportionate to the need for the public facilities created by the new development.<sup>267</sup>

State law allows impact fees to be charged to pay for the cost of development of public facilities, including, but not limited to, streets and thoroughfares, law enforcement facilities and equipment, fire facilities and equipment, general City facilities, storm drainage facilities, wastewater treatment facilities, wastewater collection facilities, water supply and holding facilities, water distribution facilities and parks and recreation facilities. Development impact fees may not be used to fund salaries and benefits or to pay for on-going maintenance and operation costs.

The Livingston Municipal Code gives the City Council the authority to establish and charge development impact fees as a condition of approval of development projects for the purpose of defraying the cost of public buildings and facilities (including public improvements, public services and community amenities) related to development projects.

## Revenue Assumptions

Revenues are projected to be \$52,750 in FY2012 based on the City issuing commercial and single-family residential building permits. \$3,500 is projected to be earned from the investment of Municipal Facilities Development Impact Fee collections during FY2012. The City will use \$561,755 from the Municipal Facilities

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<sup>267</sup> Abbott, William W, Exactions and Impact Fees in California: A Comprehensive Guide to Policy, Practice and the Law, Point Arena: Solano Press Books, 2001, p. 21.

Development Impact Fees Fund Balance during FY2012. This use of fund balance represents the taking of prior year's accumulated fund surplus and appropriating it for expenditure in the current fiscal year

## **Goals and Performance Measures** (To Be Completed by June 30, 2012)

**1. Goal:** Collect and properly account for all municipal facilities impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with state law during the fiscal year.

**Performance Measure:** Municipal facilities impact fees and interest revenue are properly collected and accounted for in accordance with state law. Submit independent auditor's report to the City Council.

**2. Goal:** Spend all municipal facilities impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with state law during the fiscal year.

**Performance Measure:** All municipal facilities impact fees from all new residential, commercial, industrial and institutional developments are spent in accordance with state law during the fiscal year. Submit independent auditor's report to the City Council.

**3. Goal:** Construct restrooms and picnic shelter at the Livingston Sports Complex using \$160,500 in National Parks Service Land and Water Conservation Park and Recreation grant and \$160,500 in local matching funds from the Municipal Facilities Impact Fees Capital Project Fund. (See Figure 65)

**Performance Measure:** Restrooms and picnic shelter are constructed.

## **Community Vision and Community Values Link**

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

# Municipal Facilities Development Impact Fees Capital Projects Fund Revenues

## Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2002-000-3551	Municipal Facilities Development Impact Fees <sup>268</sup>	268,085	27,227	77,503	52,746	52,750
2002-000-3610	Interest Income	32,008	16,623	5,444	3,377	3,500
2002-000-3660	Gain-Sale of Asset	17,603	0	0	0	0
2002-000-3954	Reimbursements and Refunds	4,826	0	0	0	0
	<b>Total Municipal Facilities Impact Fees Revenues</b>	<b>322,522</b>	<b>43,850</b>	<b>82,947</b>	<b>56,123</b>	<b>56,250</b>

## Use of Municipal Facilities Development Impact Fees Capital Projects Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Municipal Facilities Impact Fees Fund Balance <sup>269</sup>	0	292,623	269,372	136,215	505,505
	<b>Total Use of Municipal Facilities Impact Fees Fund Balance</b>	<b>0</b>	<b>292,623</b>	<b>269,372</b>	<b>136,215</b>	<b>505,505</b>

## Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Municipal Facilities Impact Fees Fund Revenues</b>	<b>322,522</b>	<b>336,473</b>	<b>352,319</b>	<b>192,338</b>	<b>561,755</b>

# Municipal Facilities Development Impact Fees Capital Projects Fund Expenditures

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2002-700-4300	Professional Services	0	0	0	0	0
2002-700-7430	Furniture and Fixture Purchases	0	0	0	0	0
2002-700-7451	Recreation Modular Building <sup>270</sup>	0	0	168,852	0	0
2002-700-7554	Sports Complex Restroom and Picnic Shelter <sup>271</sup>	0	0	0	0	467,000

<sup>268</sup>Municipal facilities development impact fees revenues are estimated based on the City issuing commercial and single-family residential building permits during FY2012.

<sup>269</sup>The use of \$292,623 in FY2009, \$269,372 in FY2010, \$136,215 in FY2011 and \$505,505 in unrestricted Municipal Facilities Development Impact Fees Capital Projects Fund Balance represents the taking of prior year's accumulated restricted fund surplus and appropriating it for expenditure in FY2009, FY2010, FY2011 and FY2012.

<sup>270</sup> The City of Livingston Recreation Department and the Livingston Union School District operate the After-School Program. This program used the Campus Park Elementary School cafeteria prior to FY2010. The cafeteria was no longer adequate to handle all of the students desiring to be in the After-School Program. The City Council voted on March 20, 2007, to split the cost of the modular building with the Livingston Union School District. The cost of the modular building including installation was \$337,704. The City of Livingston's share was \$168,852.

<sup>271</sup>The City will spend \$627,500 to construct restrooms and a picnic shelter at the Livingston Sports Complex. The National Parks Service through the Land and Water Conservation Fund will provide \$160,500. The City of Livingston will provide \$467,000 in local matching funds from the Municipal Facilities Development Impact Fees Capital Projects Fund. The



Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2002-700-7611	City Council Televising System	0	52,210	0	0	0
2002-700-7500	Land Purchase	0	0	0	0	0
2002-700-7619	Municipal Facilities Development Impact Fees Study	0	0	0	0	0
2002-700-7620	City Hall Expansion <sup>272</sup>	131,422	0	0	0	0
2002-700-7638	Court Theater Project	0	0	0	0	0
2002-700-7659	LWCF-Livingston Sports Complex (Basketball Courts) <sup>273</sup>	0	0	88,712	2,775	0

National Parks Service administers a Land and Water Conservation Parks and Recreation grant program through the California Department of Parks and Recreation. These funds are awarded competitively and come from the sale of federal oil and gas leases under Public Law 88-578. The City of Livingston submitted a grant application on May 9, 2008, for grant funds in the amount of \$150,000. However, due to the inability of other grantees to perform, the City has been given an opportunity to receive additional grant funds of \$10,500. The City was notified of the grant award on December 8, 2009, in the amount of \$160,500. (See Figure 65.)

<sup>272</sup>The current City Hall was built in 1986 when Livingston's population was 6,104. Livingston's current population is approximately 15,000. The current facility is inadequate to serve the public and provide adequate seating space for residents desiring to attend City Council meetings. On July 5, 2006, the City Council approved floor plans and elevations for an expansion of City Hall and authorized the staff to prepare architectural drawings. Architectural drawings have been completed and the architect has provided a construction cost estimate of approximately \$3.5 million for the expansion.

The City Hall expansion will increase the floor space from 6,579 square feet to 22,107 square feet. The new City Council Chambers will have a Council dais and will seat 96 people. Conference rooms and record storage areas are provided in the expansion. The expanded City Hall will have the ability to televise City Council meetings.

On March 6, 2007, the City Council authorized the purchase of the vacant lot and store at 641 Main Street. This purchase has been completed and the deed recorded. The total cost of the purchase was \$352,950. On May 1, 2007, the City Council approved the financing plan and authorized the City to go out to bid. **However, due to the slow down in the economy and reduction in municipal facilities development impact fees, the City has put this project on hold and will not proceed to bid until the economic and financial environment has improved.**

The City will be using municipal facilities development impact fees to finance the entire project. The total construction cost of the project is estimated to be \$3.5 million. The City anticipates that it will have approximately \$1.5 million in development impact fees after pre-construction architectural fees are paid, tenant relocation costs are paid, and the new modular building is jointly purchased for the After-School Program and the City recreation program. Therefore, the City will need approximately \$2.1 million (includes \$100,000 of contingency) to complete the project.

During the next ten years, the City conservatively anticipates that it will collect at least \$2.5 million (80 permits a year, average 1,700 square foot per house at \$1.87 per square foot). However, in order to go out to bid and enter into a contract with a contractor, the City needs to have a firm funding source. The bridge loan will be a lease purchase financing instrument and will consist of the following terms:

- Principal Amount: \$2,350,000 (includes all costs and reserves).
- Tax-Exempt Status: State of California and Federally Tax Exempt.
- Structure: Fifteen year-term, level payment structure.  
Fully pre-payable at any time.  
Current Interest Quote: 4.55%.  
Estimated Annual Payment: \$239,000.  
Two years of pre-funded interest reserve.
- Security: General Fund annual appropriations pledge.  
Perfectured security in leased property. Title insurance is required.

This bridge loan will be that firm source of funds, but if more municipal facilities development impact fees come in as anticipated, the bridge loan will be paid off sooner. If impact fees come in more slowly due to the slow down in development activity, the pre-funded interest will be used to supplement impact fees to make the interest payment. All pre-funded interest and reserve funds will be held by the City and used to payoff the loan at such time as municipal facilities impact fees on hand are sufficient.

<sup>273</sup>The City of Livingston received a \$50,000 Federal Land and Water Conservation grant to construct basketball courts at the Livingston Sports Complex. The \$50,000 federal funds portion of the project is accounted for in the General (Grants) Capital

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2002-700-7678	City Council Chambers Project <sup>274</sup>	96,011	0	0	0	0
2002-700-7693	Senior Citizens Center Project <sup>275</sup>	17,862	0	0	0	0
	<b>Total Municipal Facilities Impact Fees Expenditures</b>	<b>245,295</b>	<b>52,210</b>	<b>257,564</b>	<b>2,775</b>	<b>467,000</b>

## Debt Service Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2002-700-4709	Police Station Construction Lease/Purchase Principal <sup>276</sup>	0	72,786	75,410	79,141	83,008
2002-700-4725	Police Station Construction Lease/Purchase Interest	0	21,968	19,345	15,613	11,747
	<b>Total Debt Service Expenditures</b>	<b>0</b>	<b>94,754</b>	<b>94,755</b>	<b>94,754</b>	<b>94,755</b>

## Transfer to Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2002-700-7990	Transfers to Other Funds <sup>277</sup>	0	189,509	0	94,809	0
	<b>Total Transfers to Other Funds</b>	<b>0</b>	<b>189,509</b>	<b>0</b>	<b>94,809</b>	<b>0</b>

## Total Municipal Facilities Development Impact Fees Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Municipal Facilities Impact Fees Fund Expenditures</b>	<b>245,295</b>	<b>336,473</b>	<b>352,319</b>	<b>192,338</b>	<b>561,755</b>

Projects Fund. The City's \$156,500 match is accounted for in the Municipal Facilities Capital Projects Fund. The total project cost is estimated to be \$206,500. The City received \$1,417 in FY2007, \$3,980 in FY2008 and \$44,602 in FY2010 in federal Land Water Conservation grant funds for this project. The City spent \$11,332 in FY2009 and \$38,668 in Federal Land and Water Conservation grant funds to construct the basketball courts.

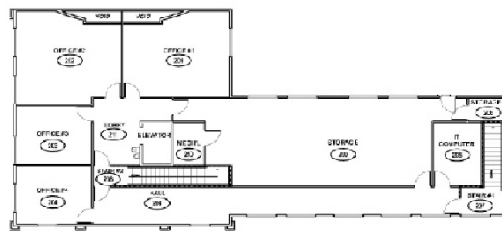
<sup>274</sup>The City spent \$96,010 in FY2008 to complete the renovation of the old City Recreation Center into a City Council Chambers. Renovations included remodeling the restrooms, constructing City Council dais, converting the kitchen into a conference room, installing a sound system, adding an electronic door locking system and purchasing tables and 110 chairs. The old City Council Chamber was inadequate and could not accommodate everyone who wanted to attend the meetings.

<sup>275</sup>The City spent \$17,862 in FY2008 renovating the building at 420 Main Street to be used solely for a senior citizens center for Livingston's senior citizens. Renovations included upgrading electrical and plumbing systems, bringing the facility into compliance with the Americans with Disabilities Act (ADA), installing kitchen facilities, redoing the restroom, putting in new tile and carpet and purchasing furniture and fixtures.

<sup>276</sup>On May 3, 1999, the City of Livingston entered into a 15-year lease purchase agreement for the construction of the 13,000 square foot Livingston Police Department station with Asset Backed Income Group, Inc. The annual principal and interest payments are at 4.874 percent through 2014. Principal and interest payments for FY2009, FY2010, FY2011 and FY2012 on this loan are being covered by the Municipal Facilities Impact Fees Capital Projects Fund. The outstanding loan balance on June 30, 2012 will be \$258,577.

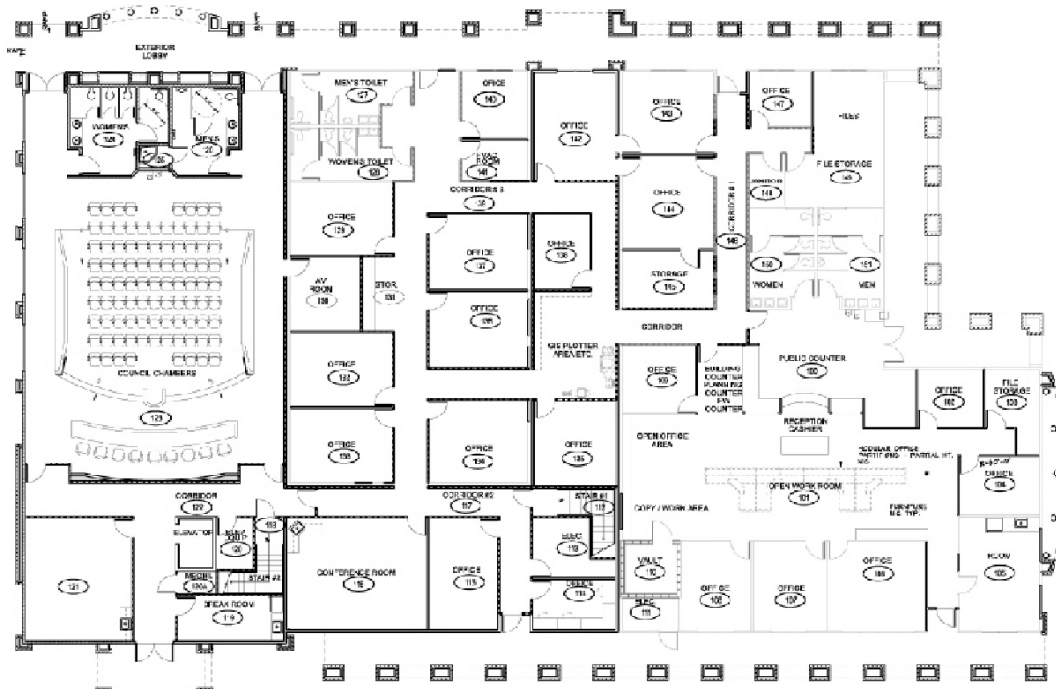
<sup>277</sup> The City transferred \$189,509 during FY2009 to the Police Impact Fees Capital Projects Fund to cover the principal and interest payments on the Livingston Police Department station. On May 3, 1999, the City of Livingston entered into a 15-year lease purchase agreement for the construction of the 13,000 square foot Livingston Police Department station with Asset Backed Income Group, Inc. The annual principal and interest payments are at 4.874 percent through 2014. Principal and interest payments for FY2009, FY2010, FY2011 and FY2012 on this loan are being covered by the Municipal Facilities Impact Fees Capital Projects Fund. The outstanding loan balance on June 30, 2011 will be \$178,373.

**Figure 64**  
**City Hall Expansion Floor Plans and Elevations**

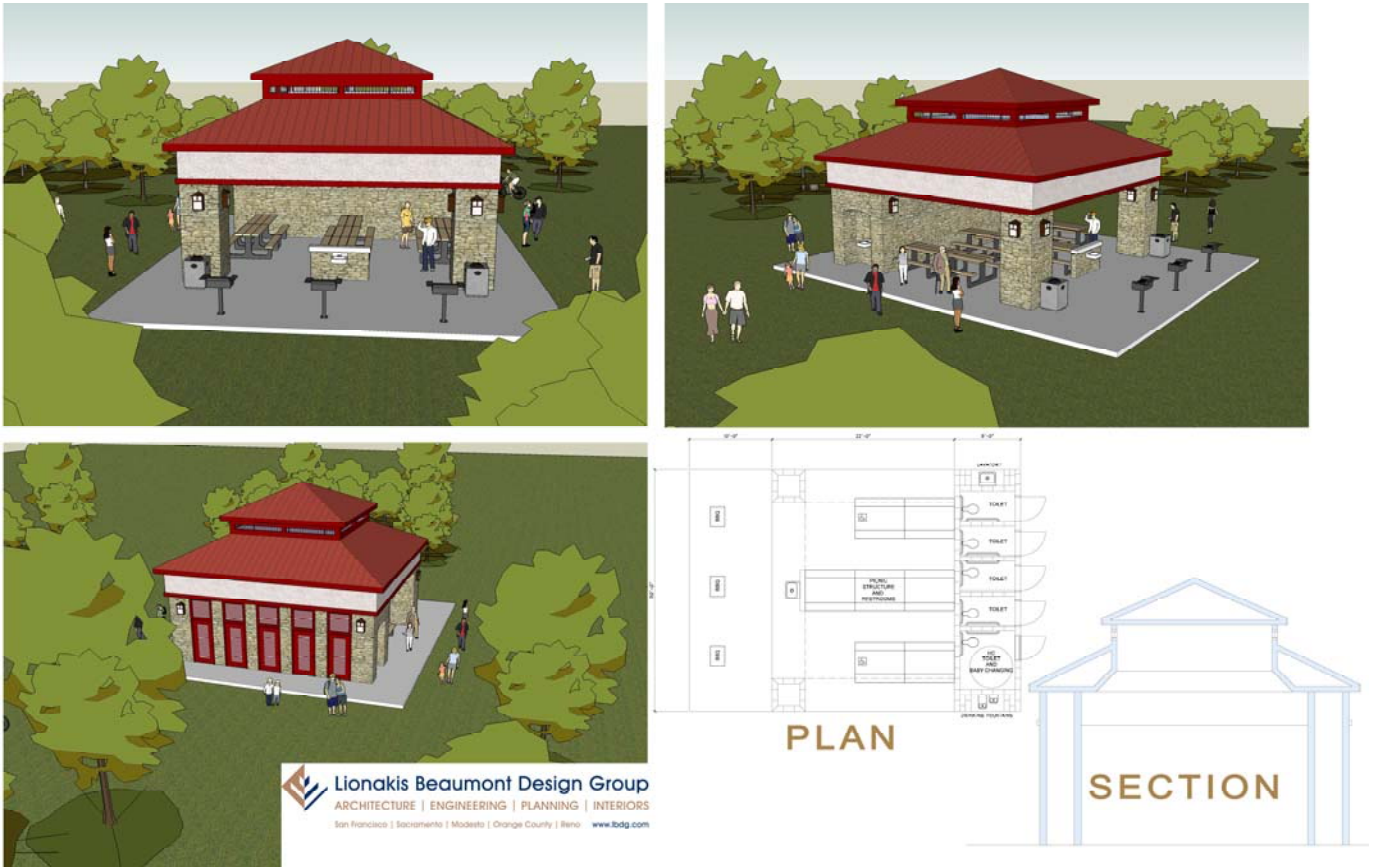


**LEGEND**

- DOOR SEE SCHEDULE
- ROOM NAME AND NUMBER



**Figure 65  
National Park Service  
Land and Water Conservation Grant Project  
Livingston Sports Complex Restroom and Picnic Shelter**



**Projected Municipal Facilities Development  
Impact Fees Capital Projects Fund Balance<sup>278</sup>**

Estimated Beginning FY2012 Municipal Facilities Development Impact Fees Capital Projects Fund Balance on July 1, 2011:	\$ 922,041
Estimated Ending FY2012 Municipal Facilities Development Impact Fees Capital Projects Fund Balance on June 30, 2012:	\$ 416,536

<sup>278</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# PARK DEVELOPMENT IMPACT FEES CAPITAL PROJECTS FUND

(Fund No. 2003)

## Fund Mission

The mission of the Park Development Impact Fees Capital Projects Fund is to account for all development impact fee revenues and expenditures for the construction, improvement and expansion of parks and open space needed for new development pursuant to the State Mitigation Fee Act (Government Code Section 66000 *et. seq.*).

## Fund Description

The State Mitigation Fee Act (Government Code Section 66000 *et. seq.*) allows municipalities to impose development impact fees on new residential, commercial and industrial developments so that each development pays its proportionate share of the impact these new developments have on the community. An impact fee is an exaction:

- In the form of a pre-determined monetary payment.
- Assessed as a condition to the issuance of a building permit, an occupancy permit, or subdivision map approval.
- Imposed pursuant to local government powers to regulate new growth and development and provide for adequate public facilities and services.
- Levied to fund public facilities and services necessary to serve new development.
- Levied in an amount that is proportionate to the need for the public facilities created by the new development.<sup>279</sup>

State law allows impact fees to be charged to pay for the cost of development of public facilities, including, but not limited to, streets and thoroughfares, law enforcement facilities and equipment, fire facilities and equipment, general City facilities, storm drainage facilities, wastewater treatment facilities, wastewater collection facilities, water supply and holding facilities, water distribution facilities, and parks and recreation facilities. Development impact fees may not be used to fund salaries and benefits or to pay for on-going maintenance and operation costs.

The Livingston Municipal Code gives the City Council the authority to establish and charge development impact fees as a condition of approval of development projects for the purpose of defraying the cost of parks and open space (including public improvements, public services and community amenities) related to development projects.

## Revenue Assumptions

Revenues to the Park Development Impact Fees Capital Projects Fund are projected to be approximately \$55,350 based on the City issuing commercial and single-family residential building permits during FY2012. Interest revenues projected to be collected during the fiscal year are \$500. Total financial resources available for appropriation in FY2012 are \$55,850. No expenditures will be made in the Park Development Impact Fees

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<sup>279</sup> Abbott, William W, Exactions and Impact Fees in California: A Comprehensive Guide to Policy, Practice and the Law, Point Arena: Solano Press Books, 2001, p. 21.

Capital Projects Fund during FY2012. The negative fund balance is projected to be reduced by \$55,850 to \$38,303 by June 30, 2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Complete the environmental document for the Parks and Recreation Master Plan.

**Performance Measure:** Environmental document is completed for the Parks and Recreation Master Plan.

**2. Goal:** Complete the park/storm basin construction in the Parkside Subdivision. This project will be entirely paid for by developers.

**Performance Measure:** The park/storm basin construction in the Parkside Subdivision is completed.

**3. Goal:** Collect and properly account for all park impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with State law during the fiscal year.

**Performance Measure:** Park development impact fees and interest revenue are properly collected and accounted for in accordance with State law. Submit independent auditor's report to the City Council.

**4. Goal:** Spend all park impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with State law during the fiscal year.

**Performance Measure:** All park impact fees from all new residential, commercial, industrial and institutional developments are spent in accordance with State law during the fiscal year. Submit independent auditor's report to the City Council.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Recognizes that it is in the midst of one of earth's great natural treasures and its unique, spectacular, and fragile environment is worthy of preservation and careful stewardship.

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Provides cultural, recreational and contemplative opportunities for the residents and visitors to Livingston.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provision in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Develops a convenient and comprehensive system of neighborhood parks, community parks, athletic parks, primitive natural areas, green belts, open space, bike paths, trails, scenic vistas and other recreational opportunities that meet the needs of the citizens and enrich the lives of residents and visitors. Parks and recreation facilities that will be adaptable to changes in the population, and provide beauty and functional efficiency to complement the City's natural environment and the needs of its citizens.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Park Development Impact Fees Revenues

### Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2003-000-3551	Park Development Impact Fees Revenues <sup>280</sup>	18,450	9,225	77,689	30,600	55,350
2003-000-3610	Park Development Impact Fees Interest Income	9,429	731	665	467	500
2003-000-3660	Gain-Sale of Asset	17,603	0	0	0	0
	<b>Total Park Development Impact Fees Revenues</b>	<b>45,482</b>	<b>9,956</b>	<b>78,354</b>	<b>31,067</b>	<b>55,850</b>

### Use of Park Development Impact Fees Capital Project Funds Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Park Development Impact Fees Fund Balance	0	0	0	0	0
	<b>Total Use of Park Development Impact Fees Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Park Development Impact Fees Fund Revenues</b>	<b>45,482</b>	<b>9,956</b>	<b>78,354</b>	<b>31,067</b>	<b>55,850</b>



<sup>280</sup>Park development impact fee revenues are estimated based on the City issuing commercial and single-family residential building permits during FY2012.

## Park Development Impact Fees Expenditures

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2003-700-4618	Reimbursements/Refunds <sup>281</sup>	10,800	0	0	0	0
	<b>Total Park Development Impact Fees Expenditures</b>	<b>10,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Transfers to Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2003-700-7990	Transfers to the General Capital Projects Fund	0	0	0	0	0
	<b>Total Transfers to Other Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Park Development Impact Fees Capital Projects Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Park Development Impact Fees Capital Projects Fund Expenditures</b>	<b>10,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Projected Park Development Impact Fees Capital Projects Fund Balance<sup>282</sup>

Estimated Beginning FY2012 Park Development Impact Fees Fund Balance on July 1, 2011:     \$ (94,153)

Estimated Ending FY2012 Park Development Impact Fees Fund Balance on June 30, 2012:     \$ (38,303)

<sup>281</sup> The City reimbursed \$10,800 in FY2008 to Dunmore Homes as required under the development agreement for Country Villas I and Country Villas II.

<sup>282</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.



# STREETS AND BRIDGES DEVELOPMENT IMPACT FEES CAPITAL PROJECTS FUND

(Fund No. 2004)

## Fund Mission

The mission of the Streets and Bridges Development Impact Fees Capital Projects Fund is to account for all development impact fees revenues and expenditures for the construction, improvement and expansion of City streets, public thoroughfares and bridge facilities needed for new development pursuant to the State Mitigation Fee Act (Government Code 66000 *et. seq.*).

## Fund Description

The State Mitigation Fee Act (Government Code Section 66000 *et. seq.*) allows municipalities to impose development impact fees on new residential, commercial and industrial developments so that each development pays its proportionate share of the impact these new developments have on the community. An impact fee is an exaction:

- In the form of a pre-determined monetary payment.
- Assessed as a condition to the issuance of a building permit, an occupancy permit, or subdivision map approval.
- Imposed pursuant to local government powers to regulate new growth and development and provide for adequate public facilities and services.
- Levied to fund public facilities and services necessary to serve new development.
- Levied in an amount that is proportionate to the need for the public facilities created by the new development.<sup>283</sup>

State law allows impact fees to be charged to pay for the cost of development of public facilities, including, but not limited to, streets and thoroughfares, law enforcement facilities and equipment, fire facilities and equipment, general City facilities, storm drainage facilities, wastewater treatment facilities, wastewater collection facilities, water supply and holding facilities, water distribution facilities and parks and recreation facilities. Development impact fees may not be used to fund salaries and benefits or to pay for on-going maintenance and operation costs.

The Livingston Municipal Code gives the City Council the authority to establish and charge development impact fees as a condition of approval of development projects for the purpose of defraying the cost of street, public thoroughfares and bridge facilities (including public improvements, public services and community amenities) related to development projects.

## Revenue Assumptions

Revenues to the Streets and Bridges Development Impact Fees Capital Projects Fund are projected to be \$82,000 based on the City issuing commercial and single-family residential building permits during FY2012.

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<sup>283</sup> Abbott, William W, Exactions and Impact Fees in California: A Comprehensive Guide to Policy, Practice and the Law, Point Arena: Solano Press Books, 2001, p. 21.

\$1,300 is projected to be earned from the investment of streets and bridges development impact fee collections during the fiscal year. Total financial resources available for appropriation in FY2012 are \$83,300. Livingston will spend an estimated \$45,000. The City will spend \$45,000 during FY2012 to purchase a crack sealing machine so that City public works crews can fill street cracks with rubberized asphalt. This will save the City a substantial amount of money over the next several years while extending the life of City streets. The Streets and Bridges Development Impact Fees Capital Projects Fund Balance will be increased to an estimated \$780,390 on June 30, 2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Collect and properly account for all streets and bridges development impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with State law during the fiscal year.  
**Performance Measure:** Streets and bridges development impact fees and interest revenue are properly collected and accounted for in accordance with State law. Submit independent auditor's report to the City Council.
- 2. Goal:** Spend all streets and bridges development impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with State law during the fiscal year.  
**Performance Measure:** All streets and bridges development impact fees from all new residential, commercial, industrial and institutional developments are spent in accordance with State law during the fiscal year. Submit independent auditor's report to the City Council.
- 3. Goal:** Begin the environmental impact study for the widening of Highway 99 from the Stanislaus County Line through Livingston and the upgrade of the interchanges at Winton Parkway and Hammatt Avenue.  
**Performance Measure:** The environmental impact study for the widening of Highway 99 from the Stanislaus County Line through Livingston and the upgrade of the interchanges at Winton Parkway and Hammatt Avenue is completed.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community's surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features. The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Streets and Bridges Development Impact Fees Capital Projects Fund Revenues

### Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2004-000-3551	Streets and Bridges Development Impact Fees <sup>284</sup>	92,808	12,300	143,500	98,400	82,000
2004-000-3610	Streets and Bridges Development Impact Fees Interest	18,171	8,811	328	1,227	1,300
	<b>Total Streets and Bridges Development Impact Fees Revenues</b>	<b>110,979</b>	<b>21,111</b>	<b>143,828</b>	<b>99,627</b>	<b>83,300</b>

### Use of Streets and Bridges Development Impact Fees Capital Projects Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Streets and Bridges Impact Fees Fund Balance <sup>285</sup>	415,447	345,056	0	0	0
	<b>Total Use of Streets and Bridges Impact Fees Fund Balance</b>	<b>415,447</b>	<b>345,056</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Streets and Bridges Impact Fees Fund Revenues</b>	<b>526,426</b>	<b>366,167</b>	<b>143,828</b>	<b>99,627</b>	<b>83,300</b>

## Street and Bridges Development Impact Fees Capital Projects Fund Expenditures

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2004-700-4310	Contract Services	0	0	0	0	0
2004-700-4616	Reimbursement Agreements <sup>286</sup>	317,867	256,156	0	0	0

<sup>284</sup>Streets and bridges development impact fee revenues are estimated based on the City issuing commercial and single-family residential building permits during FY2012.

<sup>285</sup>The use of \$415,447 in FY2008 and \$345,056 in FY2009 from the unrestricted Streets and Bridges Development Impact Fees Capital Projects Fund Balance represents the taking of prior year's accumulated restricted fund surplus and appropriating it for expenditure in FY2008 and FY2009.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2004-700-7410	Equipment Purchases <sup>287</sup>	0	0	0	0	45,000
2004-700-7630	Hammatt Avenue Interchange Traffic Control Devices <sup>288</sup>	8,683	0	0	0	0

<sup>286</sup>Travel Centers of America owns approximately 10.5 acres of property at the Winton Parkway Interchange on Highway 99 across the street from McDonalds. The site is part of the 38.8 acre area known as the Gallo Annexation No. 1. A Vested Tentative Map for the parcel was approved in September 1997. A Development Agreement was approved by the City Council on December 1, 1997. A site plan was approved for the parcel and an amendment to the Development Agreement (called First Amendment) was approved on June 19, 2001. The First Amendment to the Development Agreement provided a number of economic development incentives for Travel Centers of America. They include:

- City refunds five years of sales tax to Travel Centers of America.
- City constructs all off-site improvements including street widening, curb, gutter, sidewalk and asphalt on Winton Parkway and “B” Street.
- City waives all development impact fees.

The City was led to believe that Travel Centers of America would begin construction shortly after the site plan approval of the First Amendment to the Development Agreement. This did not happen. Earlier last year when Travel Centers of America renewed their interest in developing the site, the City Council took the position that the economic development incentives were no longer applicable since Travel Centers of America had not moved forward with their project in 2001. However, there was no expiration date on the Development Agreement and Travel Centers of America argued that the City legally could not take back any of the economic development incentives.

In addition, the City determined that additional right-of-way was needed to accommodate further widening of Winton Parkway that had not been anticipated in 2001. Engineering studies done in 2006 also determined that the section of Joseph Gallo Drive from the Winton Parkway Intersection to the west end of the street would have to be reconstructed in order to handle the heavy trucks. Travel Centers of America took the position that the City needed to purchase the right-of-way and Livingston could not require them to dedicate it because they already had an approved site plan. In addition, they felt that it was the responsibility of the City to reconstruct Joseph Gallo Drive since it was already a dedicated street.

Under the oversight and direction of the City Council, the City Manager negotiated with Travel Centers of America to resolve the issues so that the project could go forward. The subsequent agreement approved by the City Council on June 6, 2006, does the following:

- Refunds one year of sales tax (instead of five years of sales tax) to Travel Centers of America.
- Requires Travel Centers of America (instead of the City) to construct all off-site improvements including street widening, curb, gutter, sidewalk and asphalt on Winton Parkway and “B” Street.
- Travel Centers of America will dedicate the additional right-of-way on Winton Parkway.
- City will waive development impact fees for the project, but will collect all building permit and processing fees.
- Travel Centers of America will reconstruct Joseph Gallo Drive. The City will reimburse Travel Centers of America for their work.
- Travel Centers of America will construct a wall along “B” Street to mitigate the visual and noise effects of their operations.

The City reimbursed Travel Centers of America \$317,867 during FY2008 for the cost of reconstructing Joseph Gallo Drive. Livingston spent \$256,156 in FY2009 to reimburse Travel Centers of America for one year’s worth of sales tax required by the development agreement (DA).

<sup>287</sup>The City will spend \$45,000 during FY2012 to purchase a crack sealing machine so that City public works crews can fill street cracks with rubberized asphalt. This will save the City a substantial amount of money over the next several years while extending the life of City streets.

<sup>288</sup>In order to relieve some of the traffic congestion at the Hammatt Avenue Interchange during rush hours, the City sent a request to the California Department of Transportation asking the State to allow the City to install stop signs on the north-bound and south-bound ramps similar to the configuration that exists at the Winton Parkway Interchange. This request has been approved by the California Department of Transportation. The City spent \$24,893 during FY2007 for engineering and right-of-way approval by Caltrans. The City spent \$8,683 in FY2008 for the stop signs, street markings, and other associated costs. Total cost of the project over two fiscal years was \$33,576.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2004-700-7639	Traffic Light at "B" Street and Winton Parkway <sup>289</sup>	165,178	0	0	0	0
2004-700-7659	Winton Parkway Interchange Traffic Control Devices <sup>290</sup>	1,385	4,850	0	0	0
2004-700-7675	Vintage West Basin Project <sup>291</sup>	0	105,161	0	0	0
2004-700-7690	Highway 99 Widening and Interchange Upgrade <sup>292</sup>	33,313	0	0	0	0

<sup>289</sup>Livingston completed the construction of a traffic signal at the intersection of "B" Street and Winton Parkway in FY2008 by matching City funds with a federal Hazard Elimination and Safety (HES) Grant. The City spent a total of \$241,438 in Federal funds in FY2005, FY2006 and FY2007 in the General (Grants) Capital Projects Fund for this project. The City's match for the project consisted of spending \$79,150 in Proposition 42 Traffic Congestion Relief Special Revenue Funds in FY2007 and \$165,178 in FY2008 in the Streets and Bridges Development Impact Fees Capital Projects Fund. Total spending for the traffic signal from all accounting funds was \$485,766.

<sup>290</sup> In order to relieve some of the traffic congestion at the Winton Parkway Interchange during rush hours, the City sent a request to the California Department of Transportation asking the State to allow the City to install stop signs at the end of the north-bound ramp. This request is being reviewed by the California Department of Transportation. The City spent \$1,385 during FY2007 for engineering and right-of-way approval by Caltrans. The City spent another \$4,850 in FY2008 for the stop signs, street markings, and other associated costs. Total cost of the project over two fiscal years was \$6,235.

<sup>291</sup> The City spent \$9,276 during FY2007 and \$5,420 in FY2008 from the Storm Drainage Impact Fees Capital Projects Fund and \$6,057 in FY2008 from the General (City) Capital Projects Fund for surveying and engineering to grade, install a sprinkler system and sod the storm drain basin at Peach Avenue and Amaretto Way. The City spent \$192,618 in FY2009 to complete the project. \$87,457 of the project was paid for by the Storm Drainage Impact Fees Capital Project Fund and \$105,161 of the project was paid for by the Streets and Bridges Development Impact Fees Capital Projects Fund because the storm drain basin was needed to provide street drainage caused by new growth.

<sup>292</sup>The City will wait until FY2012 to spend \$181,000 for environmental studies to widen Highway 99 through Livingston and upgrade the Winton Parkway Interchange and the Hammatt Avenue Interchange. Highway 99 is included in the Governor's Strategic Growth Plan and has been designated by the California Transportation Commission (CTC) as a Focus Highway within California's Interregional Transportation System. The widening of Highway 99 and the upgrade of the interchanges is a major priority of the City Council.

Highway 99 from the Stanislaus County Line through Livingston is one of the only four-lane segments of freeway left on this state highway. In addition to this problem, the Interchanges at Winton Parkway and Hammatt Avenue are congested and are a public safety hazard. Cars back down the interchange ramps several times a day.

The Livingston Police Department investigated 33 accidents with six injuries in the Winton Parkway Interchange area from 2003 to 2006. The Highway Patrol investigated 58 accidents with 28 injuries in the same area from 2004 to 2006. The Livingston Police Department investigated 36 accidents with seven injuries in the Hammatt Avenue Interchange area from 2003 to 2006. The Highway Patrol investigated 56 accidents with 27 injuries in the same area from 2004 through 2006.

The current situation will only continue to deteriorate as development takes place along Highway 99 and throughout the City of Livingston.

There are five steps to complete any state highway project: (1) Design Study Report, (2) Environmental Studies, (3) Engineering, (4) Right-of-Way Acquisition, and (5) Construction.

The Design Study Report has been completed and approved by Caltrans. Last October the City paid \$33,000 and Merced County paid \$66,000 to fund the report. The report was accepted by Caltrans on January 7. The project's next step is to complete the environmental studies. The environmental document is projected to cost \$3,043,000 and will take three years to complete. In an agreement approved by the City Council on May 15, 2007, the City of Livingston will share in the cost of the environmental study. The City will contribute \$543,000 and the California Department of Transportation will pay \$2.5 million for the studies. The California Transportation Commission (CTC) approved the agreement on June 7, 2007. The

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Streets and Bridges Capital Projects Fund Expenditures</b>	526,426	366,167	0	0	45,000

## Projected Streets and Bridges Impact Fees Capital Projects Fund Balance<sup>293</sup>

Estimated FY2012 Streets and Bridges Impact Fees Capital Projects Fund Balance on July 1, 2011: \$ 742,090

Estimated FY2012 Street and Bridges Impact Fees Capital Projects Fund Balance on June 30, 2012: \$ 780,390



**Traffic Signal Project at “B” Street and Winton Parkway**

<sup>293</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# STORM DRAINAGE DEVELOPMENT IMPACT FEES CAPITAL PROJECTS FUND

(Fund No. 2005)

## Fund Mission

The mission of the Storm Drainage Impact Fees Capital Projects Fund is to account for all development impact fee revenues and expenditures for the construction and improvement of new storm drainage and flood control facilities needed for new development pursuant to the State Mitigation Fee Act (Government Code Sections 66000 et. seq.).

## Fund Description

The State Mitigation Fee Act (Government Code Sections 66000 et. seq.) allows municipalities to impose development impact fees on new residential, commercial and industrial developments so that each development pays its proportionate share of the impact these new developments have on the community. An impact fee is an exaction:

- In the form of a pre-determined monetary payment.
- Assessed as a condition to the issuance of a building permit, an occupancy permit, or subdivision map approval.
- Imposed pursuant to local government powers to regulate new growth and development and provide for adequate public facilities and services.
- Levied to fund public facilities and services necessary to serve new development.
- Levied in an amount that is proportionate to the need for the public facilities created by the new development.<sup>294</sup>

State law allows impact fees to be charged to pay for the cost of development of public facilities, including, but not limited to, streets and thoroughfares, law enforcement facilities and equipment, fire facilities and equipment, general City facilities, storm drainage facilities, wastewater treatment facilities, wastewater collection facilities, water supply and holding facilities, water distribution facilities and parks and recreation facilities. Development impact fees may not be used to fund salaries and benefits or to pay for on-going maintenance and operation costs.

The Livingston Municipal Code gives the City Council the authority to establish and charge development impact fees as a condition of approval of development projects for the purpose of defraying the cost of storm drainage and flood control facilities (including public improvements, public services and community amenities) related to development projects.

## Revenue Assumptions

Revenues collected by the Storm Drainage Development Impact Fees Capital Projects Fund are projected to be approximately \$64,500 based on the City issuing commercial and single-family building permits during

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<sup>294</sup> Abbott, William W, Exactions and Impact Fees in California: A Comprehensive Guide to Policy, Practice and the Law, Point Arena: Solano Press Books, 2001, p. 21.

FY2012. There is no interest revenue projected to be collected during the fiscal year. Total financial resources available for appropriation in FY2012 are \$64,500. No expenditures will be made in the Storm Drainage Impact Fees Capital Projects fund during FY2010. The Storm Drainage Development Impact Fees Capital Projects Fund Balance is projected to go from \$20,057 to \$84,557 by June 30, 2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Complete the environmental document for the Storm Drainage Master Plan.

**Performance Measure:** Environmental document is completed for the Storm Drainage Master Plan.

**2. Goal:** Collect and properly account for all storm drainage impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with State law during the fiscal year.

**Performance Measure:** Storm drainage impact fees and interest revenue are properly collected and accounted for in accordance with State law. Submit independent auditor's report to the City Council.

**3. Goal:** Spend all storm drainage impact fees and interest revenue from all new residential, commercial, industrial and institutional developments in accordance with State law during the fiscal year.

**Performance Measure:** All storm drainage impact fees from all new residential, commercial, industrial and institutional developments are spent in accordance with state law during the fiscal year. Submit independent auditor's report to the City Council.

**4. Goal:** Complete the park/storm basin construction in the Parkside Subdivision. This project will be entirely paid for by developers.

**Performance Measure:** The park/storm basin construction in the Parkside Subdivision is completed.

**5. Goal:** Complete the construction of the storm water lift station in the Parkside Subdivision. This project will be entirely paid for by developers.

**Performance Measure:** The storm water lift station in the Parkside Subdivision is completed.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire,



emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Storm Drainage Development Impact Fees Capital Projects Fund Revenues

### Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2005-000-3551	Storm Drainage Impact Fees <sup>295</sup>	18,450	9,225	93,484	25,800	64,500
2005-000-3610	Storm Drainage Impact Fees Interest	5,693	64	0	0	0
2005-000-3861	Peach Avenue Storm Drainage Basin Revenue	450	0	0	0	0
2005-000-3954	Reimbursements and Refunds <sup>296</sup>	18,450	0	-5,650	0	0
2005-000-3955	Other Revenue	0	0	0	0	0
2005-000-3990	Transfers In	0	0	5,650	0	0
2005-000-3995	Developer Letter of Credit <sup>297</sup>	0	0	0	0	0
	<b>Total Storm Drainage Impact Fee Revenues</b>	<b>43,043</b>	<b>9,289</b>	<b>93,484</b>	<b>25,800</b>	<b>64,500</b>

### Use of Storm Drainage Development Impact Fees Capital Projects Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Storm Drainage Impact Fees Fund Balance <sup>298</sup>	518,927	78,168	0	0	0

<sup>295</sup> Storm drainage development impact fee revenues are estimated based on the City issuing commercial and single-family building permits during FY2012.

<sup>296</sup> Matthews Homes reimbursed the City of Livingston \$18,450 in FY2008 for an overpayment in a development impact fee reimbursement for the Country Lanes II Subdivision.

<sup>297</sup> Dunmore Homes entered into a development agreement with the City to acquire 2.5 acres of land toward its Country Villas I and Country Villas II subdivision obligations for parks and two acres of land for the project obligation for expansion of the storm drainage basin system. The developer and the City agreed to include this obligation in the 12.6 acre expansion of the Livingston Sports Complex. Dunmore Homes was unsuccessful in obtaining the land and it became necessary for the City to make the purchase. To accomplish this land purchase, the development agreement required Dunmore Homes to provide three letters of credit totaling \$1,751,400. One letter of credit was for \$347,500 for its 2.5 acre park land dedication obligation; a second letter of credit was for \$278,000 for Dunmore Homes' two acre storm drainage basin obligation and a third letter of credit was for \$1,125,900 for the additional 8.1 acres needed for the entire 12.6 acre Livingston Sports Complex expansion. The City would reimburse Dunmore Homes for its contribution of the additional 8.1 acres of property through park impact fee credits or through cash payments directly to Dunmore Homes.

The City completed the 12.6 acre land purchase in January 2007 for \$2,580,000. The financing plan included the \$1,751,400 Dunmore Homes letter of credit and \$828,600 in park impact fees.

Dunmore Homes' required share of the purchase was \$921,424 for its 2.5 acre park obligation and two acre storm drainage basin obligation. The balance owed by the City to Dunmore Homes was \$829,976. The City is obligated to Dunmore Homes to make semiannual payments to Dunmore Homes over a three-year period in the amount of \$138,329.33 on July 30 and December 31. These payments will be made from the Storm Drainage Development Impact Fees Capital Projects Fund rather than the Park Development Impact Fees Capital Projects Fund as indicated in the development agreement because the City used the surplus letters of credit funds to expand and improve the existing storm drainage basin in the Livingston Sports Complex. The agreement only requires payment if new development has generated the funds for the reimbursement. No General Fund money is required to be used.

<sup>298</sup> The use of \$518,927 in FY2008 and \$78,168 in FY2009 of unrestricted Storm Drainage Development Impact Fees Capital Projects Fund Balance represents the taking of prior year's accumulated restricted fund surplus and appropriating it for expenditure in that fiscal year.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Use of Storm Drainage Impact Fees Fund Balance</b>	<b>518,927</b>	<b>78,168</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Storm Drainage Impact Fees Fund Revenues</b>	<b>561,970</b>	<b>87,457</b>	<b>93,484</b>	<b>25,800</b>	<b>64,500</b>

# Storm Drainage Development Impact Fees Capital Projects Expenditures

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2005-700-4300	Professional Services	0	0	0	0	0
2005-700-4616	Sports Complex Storm Basin Reimbursement <sup>299</sup>	138,329	0	0	0	0
2005-700-4616	Country Lanes II 42-Inch Storm Drain Line <sup>300</sup>	36,900	0	0	0	0
2005-700-4616	Arakelian Park Storm Drain Lift Station <sup>301</sup>	346,599	0	0	0	0
2005-700-4618	Winton Parkway 48-Inch Storm Drain Line <sup>302</sup>	17,901	0	0	0	0

<sup>299</sup>Dunmore Homes entered into a development agreement with the City to acquire 2.5 acres of land toward its Country Villas I and Country Villas II subdivision obligations for parks and two acres of land for the project obligation for expansion of the storm drainage basin system. The developer and the City agreed to include this obligation in the 12.6 acre expansion of the Livingston Sports Complex. Dunmore Homes was unsuccessful in obtaining the land and it became necessary for the City to make the purchase. To accomplish this land purchase, the development agreement required Dunmore Homes to provide three letters of credit totaling \$1,751,400. One letter of credit was for \$347,500 for its 2.5 acre park land dedication obligation; a second letter of credit was for \$278,000 for Dunmore Homes' two acre storm drainage basin obligation and a third letter of credit was for \$1,125,900 for the additional 8.1 acres needed for the entire 12.6 acre Livingston Sports Complex expansion. The City would reimburse Dunmore Homes for its contribution of the additional 8.1 acres of property through park impact fee credits or through cash payments directly to Dunmore Homes.

The City completed the 12.6 acre land purchase in January 2007 for \$2,580,000. The financing plan included the \$1,751,400 Dunmore Homes letter of credit and \$828,600 in park impact fees.

Dunmore Homes' required share of the purchase was \$921,424 for its 2.5 acre park obligation and two acre storm drainage basin obligation. The balance owed by the City to Dunmore Homes was \$829,976. The City is obligated to Dunmore Homes to make semiannual payments to over a three-year period in the amount of \$138,329.33 on July 30 and December 31. These payments will be made from the Storm Drainage Development Impact Fees Capital Projects Fund rather than the Park Development Impact Fees Capital Projects Fund as indicated in the development agreement because the City used the surplus letters of credit funds to expand and improve the existing storm drainage basin in the Livingston Sports Complex. The agreement only requires payment if new development has generated the funds for the reimbursement. No General Fund money is required to be used.

As part of this agreement, the City paid Dunmore Homes \$94,578 in FY2007 and \$138,329 in FY2008 in storm drainage development impact fees.

<sup>300</sup> The City reimbursed Matthews Homes \$36,900 during FY2008 for the Citywide share of the 42-inch storm drain pipe installed in Country Lanes II subdivision.

<sup>301</sup> The City reimbursed McRoy Wilbur \$346,599 during FY2008 for the Citywide share of the Arakelian Park storm water lift station.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2005-700-7422	Vactor Truck Purchase	0	0	0	0	0
2005-700-7500	Sports Complex Storm Basin Land Purchase <sup>303</sup>	0	0	0	0	0
2005-700-7565	Country Roads Storm Drain Project	0	0	0	9,250	0
2005-700-7674	Little Guys & Gals Storm Drain Infill Project <sup>304</sup>	16,821	0	0	0	0
2005-700-7675	Vintage West Basin Project <sup>305</sup>	5,420	87,457	622	0	0
2005-700-7990	Steiner Storm Drain Reimbursement <sup>306</sup>	0	0	0	0	0
	<b>Total Storm Drainage Impact Fees Expenditures</b>	<b>561,970</b>	<b>87,457</b>	<b>622</b>	<b>9,250</b>	<b>0</b>

## Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Storm Drainage Capital Projects Fund Expenditures</b>	<b>561,970</b>	<b>87,457</b>	<b>622</b>	<b>9,250</b>	<b>0</b>

## Projected Storm Drainage Development Impact Fees Capital Projects Fund Balance<sup>307</sup>

Estimated Beginning FY2012 Storm Drainage Development Impact Fees Capital Projects Fund Balance on July 1, 2011: \$ 20,057

Estimated Ending FY2012 Storm Drainage Development Impact Fees Capital Projects Fund Balance on June 30, 2012: \$ 84,557

<sup>302</sup>The City reimbursed McRoy Wilbur \$210,400 during FY2006 and \$17,901 during FY2008 for the Citywide share of the Winton Parkway 48-inch storm drain pipe installed from "F" Street to Peach Avenue as part of the Davante Villas Subdivision.

<sup>303</sup> The City spent \$409,522 in storm drainage development impact fees in FY2007 to purchase property for a storm drainage basin in the Livingston Sports Complex.

<sup>304</sup>In FY2006, the City acquired land west of Little Guys and Gals Park on "F" Street that included a temporary storm lift station and storm drainage basin. The City spent \$126,860 during FY2007 and \$16,821 in FY2008 to remove the temporary lift station, connect the storm drainage system to the Arakelian Park storm drainage basin, backfill the temporary basin, and hydro seed the area.

<sup>305</sup>The City spent \$9,276 during FY2007 and \$5,420 in FY2008 from the Storm Drainage Impact Fees Capital Projects Fund and \$6,057 in FY2008 from the General (City) Capital Projects Fund for surveying and engineering to grade, install a sprinkler system and sod the storm drain basin at Peach Avenue and Amaretto Way. The City spent \$192,618 in FY2009 to complete the project. \$87,457 of the project was paid for by the Storm Drainage Impact Fees Capital Project Fund and \$105,161 of the project was paid for by the Streets and Bridges Development Impact Fees Capital Projects Fund because the storm drain basin was needed to provide street drainage caused by new growth.

<sup>306</sup>In FY2007, the City spent \$147,282 in legal fees and reimbursements to developers who installed a storm drainage basin in 1986 in conjunction with the Harvest Manor Subdivision near Livingston-Cressey Road and Olive Avenue.

<sup>307</sup>Accountants employ the term "Fund Balance" to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government's budgetary basis. In both cases, "Fund Balance" is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# WATER ENTERPRISE OPERATING FUND

(Fund No. 2100)

## Fund Mission

The mission of the Water Enterprise Operating Fund is to account for all of the activities, revenues, expenditures, assets and liabilities in the purchase, transportation, treatment and distribution of drinking water to the residents of the City of Livingston.

## Fund Description

Livingston provides potable water service to its residential, commercial, industrial and institutional customers within the City limits. The City's municipal water system extracts water from the underground aquifers via a series of groundwater wells distributed throughout the City. The City relies on groundwater to meet its supply needs. According to the 2000 Urban Water Management Plan, feasible alternative sources do not exist within or nearby the City of Livingston. The City must rely on the underlying groundwater basin as an expanding source for future water supply.



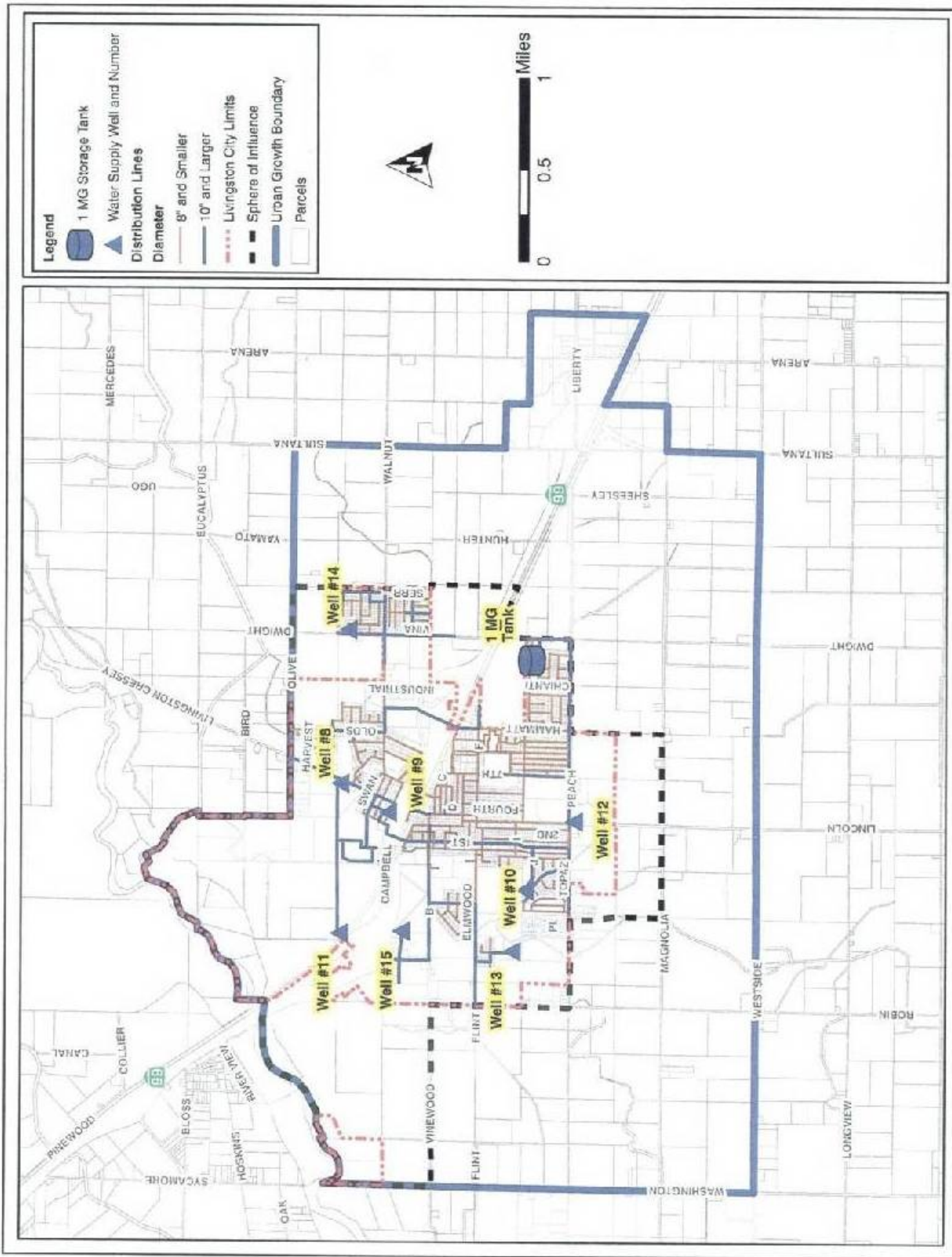
The City's water system facilities includes eight active groundwater wells, a 1 million-gallon water storage tank, and over 36 miles of pressured pipes ranging from two inches to 16 inches in diameter. (See Figure 66.) The active wells have a current supply capacity of approximately 13 million gallons per day. The firm capacity, which is defined as the total capacity less one of the largest wells being out of service, is approximately 10.9 million gallons per day. Water storage is provided to balance the water system and to meet fire flow and emergency requirements.

Historical water consumption and production show seasonal and yearly fluctuations. In 2003, the City produced 1.9 billion gallons (5.3 million gallons per day or 5,969 acre-feet) of water servicing a population of approximately 12,600 residents. Over the past 10 years the consumption rate in the City has ranged between a low of 423 gallons per capita per day in 2003 to 628 gallons per capita per day in 1999. If industrial users are not included, the per capita consumption rates are considerably less. The current Water Distribution System Master Plan uses 200 gallons per capita per day for planning purposes.

## Revenue Assumptions

Water sales to City residential, commercial and industrial customers in FY2012 are projected to be \$1,660,000. Another \$14,000 will be earned from penalty fees, \$1,900 from shut-off fees, \$700 from credit check fees, \$15,000 from reimbursements and refunds and \$77,464 from our FY2009 EECBG Water Well Motors Grant. Total financial resources available for expenditure in the Water Enterprise Operating Fund during FY2012 are \$1,769,064.

**Figure 66**  
**City of Livingston Water System Wells**



# Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Review City Water Regulations Ordinance and propose changes to the ordinance.

**Performance Measure:** City Water Regulations Ordinance is reviewed and proposed amendments are submitted to the City Council.

**2. Goal:** Complete five-year update of the City's Urban Water Management Plan.

**Performance Measure:** Five-year update of the City's Urban Water Management Plan is completed.

**3. Goal:** Input information in City backflow prevention computer program to keep track of backflow surveying, testing and maintenance.

**Performance Measure:** Information is entered into backflow prevention computer program to keep track of backflow surveying, testing and maintenance is installed and populated with data.

**4. Goal:** Work with commercial businesses to install backflow prevention devices on all Group 2 properties identified in the City's Backflow Prevention Survey.

**Performance Measure:** Backflow prevention devices are installed on all Group 2 properties. Report to City Council.

**5. Goal:** Test all backflow prevention devices in the community.

**Performance Measure:** All backflow prevention devices are tested in the community.

**6. Goal:** Submit required annual backflow prevention device installation reports to the Department of Health Services.

**Performance Measure:** Annual backflow prevention device installation reports are submitted to the Department of Health Services. Report to City Council.

**7. Goal:** Continue annual submittals to the Department of Health Services of the Disinfection By-Products Monitoring Plans.

**Performance Measure:** Annual submittals are made of the Disinfection By-Products Monitoring Plans.

**8. Goal:** Complete Environmental Protection Agency (EPA) annual biosolids report.

**Performance Measure:** Annual biosolids report is sent to the Environmental Protection Agency.

**9. Goal:** Complete Environmental Protection Agency (EPA) unregulated contaminate monitoring sampling.

**Performance Measure:** Environmental Protection Agency (EPA) unregulated contaminate monitoring sampling has been completed.

**10. Goal:** Continue testing and monitoring of lead and copper in accordance with State regulations and submit reports to the Department of Health Services.

**Performance Measure:** City tests and monitors lead and copper in accordance with State regulations and submits reports to the Department of Health Services.

**11. Goal:** Continue with EDT reporting of the Water Quality Monitoring Schedule for general mineral, general physical, VOC's and SYC's in accordance with State regulations.

**Performance Measure:** City continues with EDT reporting of the Water Quality Monitoring Schedule for general mineral, general physical, VOC's and SYC's in accordance with State regulations.

**12. Goal:** Monitor enhanced leak detection testing at Great America Gas and Food due to its proximity to City wells.

**Performance Measure:** City monitors enhanced leak detection testing at Great America Gas and Food due to its proximity to City wells.

**13. Goal:** Continue to implement a water monitoring, testing, and flushing plan to comply with upcoming changes to drinking water regulations.

**Performance Measure:** Water monitoring, testing and flushing plan continues to be implemented. Report to City Council.

**14. Goal:** Complete annual Water Consumer Confidence Report and mail it to all water customers in the City.

**Performance Measure:** Water Consumer Confidence Report is completed and mailed out with City water bills. Report to the City Council.

**15. Goal:** Flush all waterlines in critical areas twice a month to prevent build up of sediment in the lines.

**Performance Measure:** Waterlines are flushed twice a month. Report to the City Council.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Water Enterprise Operating Fund Revenues

### Charges for Service

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2100-000-3426	Water User Fees <sup>308</sup>	1,219,153	1,314,516	1,851,491	1,663,319	1,660,000
2100-000-3427	Water Connection Fees	0	0	0	0	0
2100-000-3428	Meter Installation Fees	2,372	414	0	0	0

<sup>308</sup>Water sales to City residential, commercial and industrial customers in FY2012 are projected to be \$1,660,000 See Figure 53.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2100-000-3515	Penalty Fees	10,857	10,971	10,638	14,340	14,000
2100-000-3516	Shut Off Fees	3,233	1,840	1,715	2,215	1,900
2100-000-3881	09 EECBG Water Well Motors Grant Revenue <sup>309</sup>	0	0	0	0	77,464
2100-000-3953	Credit Check Fees	890	940	850	675	700
2100-000-3954	Reimbursements/Refunds	31,941	15,080	39,896	22,031	15,000
2100-000-3955	Other Revenue	0	10	0	12,520	0
2100-000-3956	RMA Insurance Refund	0	0	0	0	0
	<b>Total Charges for Service</b>	<b>1,268,446</b>	<b>1,343,771</b>	<b>1,904,590</b>	<b>1,715,100</b>	<b>1,769,064</b>

## Total Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Water Enterprise Operating Fund Revenues</b>	<b>1,268,446</b>	<b>1,343,771</b>	<b>1,904,590</b>	<b>1,715,100</b>	<b>1,769,064</b>

## Water Enterprise Operating Fund Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2100-810-4110	Salaries and Wages—Regular	414,667	441,525	443,162	369,602	308,750
2100-810-4120	Salaries and Wages—Part Time	30,709	24,188	20,950	0	0
2100-810-4130	Salaries and Wages—Overtime	19,018	15,300	15,117	11,215	15,000
2100-810-4210	Group Medical Insurance <sup>310</sup>	117,133	129,533	138,608	121,341	99,855
2100-810-4220	Social Security	1,355	299	346	312	310
2100-810-4221	Medicare Insurance	5,844	5,729	6,046	4,952	4,480
2100-810-4230	PERS—Retirement Employer Contribution	32,873	42,927	43,272	30,958	37,235
2100-810-4231	PERS—Employee Contribution	24,377	28,180	28,230	19,996	21,755
2100-810-4250	Unemployment Insurance <sup>311</sup>	1,741	2,173	3,981	3,334	2,850
2100-810-4260	Workers' Compensation <sup>312</sup>	16,377	20,988	18,342	16,493	16,775
2100-810-4290	Physical Examinations	135	0	171	0	500
2100-810-4291	Uniform Expense	3,555	2,984	1,369	1,587	1,900
	<b>Total Personnel Services</b>	<b>667,784</b>	<b>713,826</b>	<b>719,594</b>	<b>579,790</b>	<b>509,410</b>

<sup>309</sup> City has received a \$77,464 Energy Efficiency and Conservation Block Grant as part of the American Recovery and Reinvestment Act (ARRA) stimulus money to replace the motors on Water Well #8, Water Well #9, Water Well #11, Water Well #12 and Water Well #13. The new motors are more efficient and have the potential to reduce electrical costs by 12 percent.

<sup>310</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>311</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2009.

<sup>312</sup> Livingston's Workers' Compensation premium is based on the City's total payroll. The Water Enterprise Operating Fund's share of the total premium based on the FY2012 payroll is \$16,775.



## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2100-810-4300	Professional Services	167,217	98,491	297,415	49,708	75,000
2100-810-4310	Contract Services	25,655	29,989	34,607	23,519	75,000
2100-810-4315	AB1600 Rate Study Contract	4,624	0	0	0	0
2100-810-4320	Registration/Tuition/Training	990	1,463	3,035	1,017	2,000
2100-810-4331	City Audit	6,625	6,833	8,487	6,850	7,750
2100-810-4340	Computer Support Agreements	0	0	0	6,159	10,000
2100-810-4391	Water Storage Tank Maintenance & Operation	3,145	627	2,066	0	7,500
2100-810-4392	Water Wells Maintenance and Operation	20,904	53,938	52,569	62,983	100,000
2100-810-4393	Distribution System Maintenance and Operation	6,446	20,053	21,398	27,326	100,000
2100-810-4394	Well #12 Emergency Repairs	1,157	44,388	0	0	0
2100-810-4395	Well #14 Emergency Repairs	0	53,882	0	0	0
2100-810-4410	Utilities <sup>313</sup>	477,437	547,408	457,333	460,780	465,000
2100-810-4430	Vehicle Maintenance and Operation	18,382	13,194	14,145	16,781	18,800
2100-810-4431	Equipment Maintenance and Operation	708	10,561	6,363	5,696	9,500
2100-810-4432	Facilities Maintenance and Operation	1,441	2,115	529	1,801	3,000
2100-810-4440	Rents and Leases	0	331	1,658	0	1,500
2100-810-4520	Property and Liability Insurance <sup>314</sup>	31,499	36,535	35,639	35,334	44,429
2100-810-4530	Communications/Cell Phones/Telephones	5,775	7,464	5,262	4,749	5,200
2100-810-4540	Advertisement	1,826	250	454	278	2,000
2100-810-4550	Printing	471	0	1,210	185	500
2100-810-4580	Travel/Conference/Meetings	537	141	2,190	122	2,000
2100-810-4606	Small Tools and Equipment	1,827	2,155	4,443	4,121	4,606
2100-810-4611	Office Supplies	3,100	4,181	1,727	1,878	3,000
2100-810-4612	Postage	4,211	3,686	3,183	2,153	2,500
2100-810-4618	Reimbursement/Refunds	578	80	0	0	0
2100-810-4619	Miscellaneous Expenditures	9	868	530	316	1,000
2100-810-4640	Books/Subscriptions/Periodicals	475	0	667	168	500
2100-810-4641	Dues/Memberships/Fees	23,199	8,092	9,532	9,313	12,000
	<b>Total Maintenance and Operations</b>	<b>808,238</b>	<b>946,725</b>	<b>964,442</b>	<b>721,237</b>	<b>952,785</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2100-810-7410	Equipment Purchases	0	0	818	4,997	10,000
2100-810-7411	Water Meter Purchases	0	7,651	24,093	11,515	20,000
2100-810-7564	09 EECBG Water Well Motors Grant Expenditures <sup>315</sup>	0	0	0	12,434	65,030
2100-810-7669	Foster Farms Water Meters Project	10,575	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>10,575</b>	<b>7,651</b>	<b>24,911</b>	<b>28,946</b>	<b>95,030</b>

## Debt Service Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2100-810-4711	California Statewide Communities Development Authority Water Loan Principal <sup>316</sup>	36,435	41,288	43,951	46,786	49,810

<sup>313</sup>Utility costs in the Water Enterprise Operating Fund are for electrical costs to operate the City's eight wells.

<sup>314</sup>The Water Enterprise Operating Fund liability and property insurance premium for FY2012 will be \$44,429.

<sup>315</sup> City has received a \$77,464 Energy Efficiency and Conservation Block Grant as part of the American Recovery and Reinvestment Act (ARRA) stimulus money to replace the motors on Water Well #8, Water Well #9, Water Well #11, Water Well #12 and Water Well #13. The new motors are more efficient and have the potential to reduce electrical costs by 12 percent.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2100-810-4721	California Statewide Communities Development Authority Water Loan Interest	22,704	17,851	15,188	12,353	9,350
2100-810-4712	Farmers Home Administration (FHA) Drought Relief Water Loan Principal <sup>317</sup>	10,260	29,985	10,846	12,339	12,875
2100-810-4722	Farmers Home Administration (FHA) Drought Relief Water Loan Interest	7,397	6,219	5,827	5,763	5,250
	<b>Total Water Enterprise Fund Debt Service</b>	<b>76,796</b>	<b>95,343</b>	<b>75,812</b>	<b>77,241</b>	<b>77,285</b>

## Transfer to Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2100-810-7990	Transfers to Water Enterprise Capital Projects Fund	0	0	280,000	0	134,554
	<b>Total Transfers to Other Funds</b>	<b>0</b>	<b>0</b>	<b>280,000</b>	<b>0</b>	<b>134,554</b>

## Total Water Enterprise Operating Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Water Enterprise Fund Expenditures</b>	<b>1,563,393</b>	<b>1,763,545</b>	<b>2,064,759</b>	<b>1,407,214</b>	<b>1,769,064</b>

## Projected Estimated Changes to Water Enterprise Operating Fund Balance<sup>318</sup>

Estimated Beginning FY2012 Water Enterprise Operating Fund Balance on July 1, 2011: \$ 3,638,918

Estimated Ending FY2012 Water Enterprise Operating Fund Balance on June 30, 2012: \$ 3,638,918

<sup>316</sup>In December 1993, the City received a loan from the California Statewide Communities Development Authority to refinance a loan with the State of California Department of Water Resources that was originally used for water system expansion and improvements. Principal and interest at 6.35% are payable semi-annually through June 2014. The outstanding loan balance on June 30, 2012 will be \$109,454.

<sup>317</sup>In 1977, the City entered into a water loan agreement for drought relief with the Farmers Home Administration (FHA) in the aggregate principal amount of \$308,000. The principal and interest payments at five percent are payable annually each December through 2019. The outstanding loan balance on June 30, 2012 will be \$90,050.

<sup>318</sup> Accountants employ the term "Fund Balance" to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government's budgetary basis. In both cases, "Fund Balance" is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# **WATER ENTERPRISE CAPITAL PROJECTS FUND**

**(Fund No. 2104)**

## **Fund Mission**

The mission of the Water Enterprise Capital Projects Fund is to account for all of the activities, revenues, expenditures, assets and liabilities in construction, replacement, upgrade, and improvement of major water system capital facilities financed by water development impact fees, grants, and water rate payers.

## **Fund Description**

### **Water System Description.**

Livingston provides potable water service to its residential, commercial, industrial and institutional customers within the City limits. The City's municipal water system extracts water from the underground aquifers via a series of groundwater wells distributed throughout the City. The City relies on groundwater to meet its supply needs. According to the 2000 Urban Water Management Plan, feasible alternative sources do not exist within or nearby the City of Livingston. The City must rely on the underlying groundwater basin as an expanding source for future water supply.

The City's water system facilities includes eight active groundwater wells, a 1 million-gallon water storage tank, and over 36 miles of pressured pipes ranging from two inches to 16 inches in diameter. (See Figure 68.) The active wells have a current supply capacity of approximately 13 million gallons per day. The firm capacity, which is defined as the total capacity less one of the largest wells being out of service, is approximately 10.9 million gallons per day. Water storage is provided to balance the water system and to meet fire flow and emergency requirements.

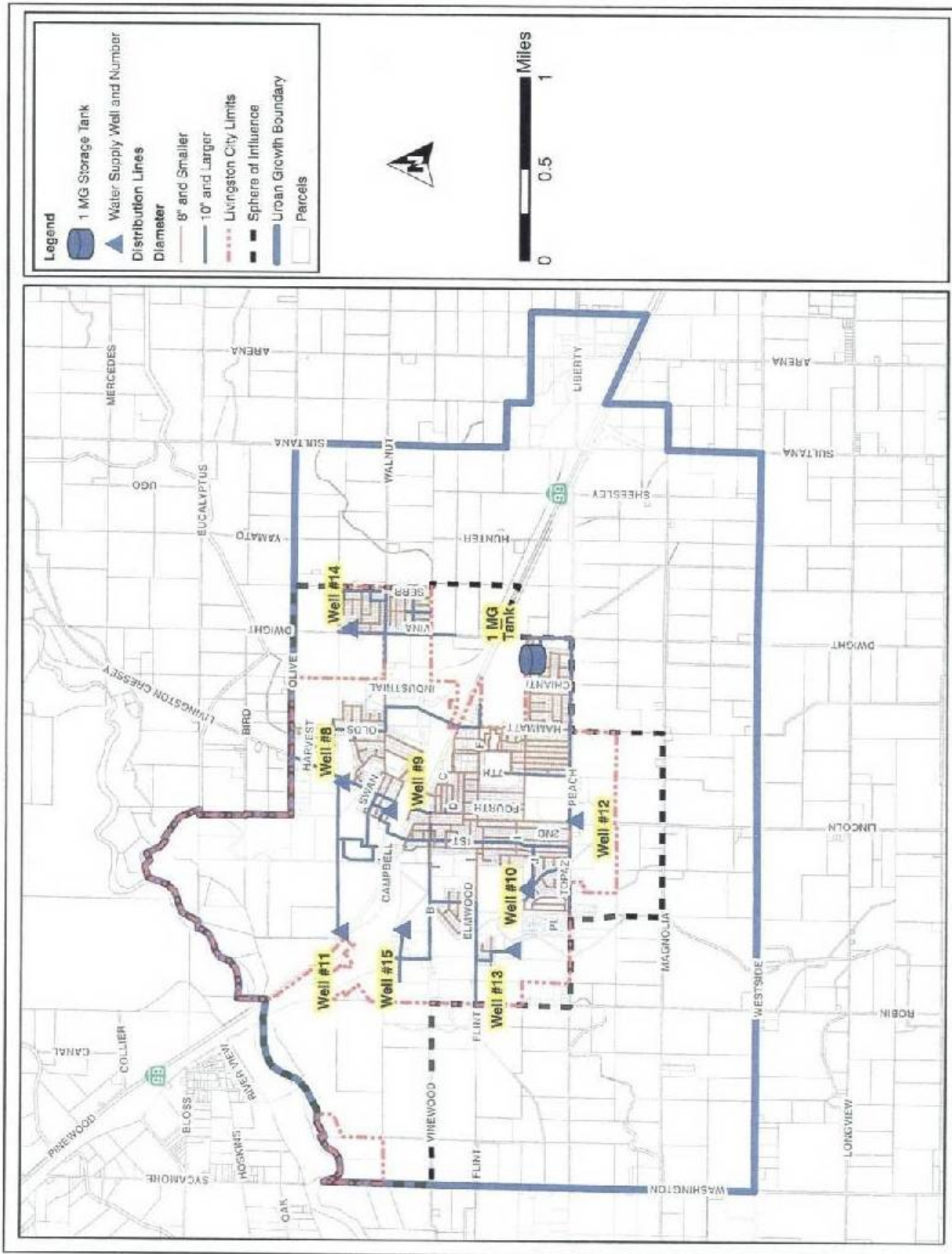
Historical water consumption and production show seasonal and yearly fluctuations. In 2003, the City produced 1.9 billion gallons (5.3 million gallons per day or 5,969 acre-feet) of water servicing a population of approximately 12,600 residents. Over the past 10 years the consumption rate in the City has ranged between a low of 423 gallons per capita per day in 2003 to 628 gallons per capita per day in 1999. If industrial users are not included, the per capita consumption rates are considerably less. The current Water Distribution System Master Plan uses 200 gallons per capita per day for planning purposes.

### **Water Development Impact Fees.**

The State Mitigation Fee Act (Government Code Sections 66000 et. seq.) allows municipalities to impose development impact fees on new residential, commercial and industrial developments so that each development pays its proportionate share of the impact these new developments have on the community. An impact fee is an exaction:

- In the form of a pre-determined monetary payment.
- Assessed as a condition to the issuance of a building permit, an occupancy permit, or subdivision map approval.
- Imposed pursuant to local government powers to regulate new growth and development and provide for adequate public facilities and services.

**Figure 68**  
**City of Livingston Water System Wells**



- Levied to fund public facilities and services necessary to serve new development.
- Levied in an amount that is proportionate to the need for the public facilities created by the new development.<sup>319</sup>

State law allows impact fees to be charged to pay for the cost of development of public facilities, including, but not limited to, streets and thoroughfares, law enforcement facilities and equipment, fire facilities and equipment, general City facilities, storm drainage facilities, wastewater treatment facilities, wastewater collection facilities, water supply and holding facilities, water distribution facilities and parks and recreation facilities. Development impact fees may not be used to fund salaries and benefits or to pay for on-going maintenance and operation costs.

The Livingston Municipal Code gives the City Council the authority to establish and charge development impact fees as a condition of approval of development projects for the purpose of defraying the cost of wells, water treatment and water system distribution facilities (including public improvements, public services and community amenities) related to development projects.

## Revenue Assumptions

Water development impact fee revenues are projected to be \$41,000 based on the City issuing commercial and single-family residential building permits during FY2012. The City anticipates collecting \$40,000 in interest from the investment of water development impact fee funds. Livingston estimates that it also will receive \$9,100,000 from settlement of litigation and \$134,554 will be transferred from the Water Enterprise Operating Fund for capital projects. Total financial resources available for expenditure during FY2012 are \$9,315,554.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Complete environmental document for Water Distribution System Master Plan.  
**Performance Measure:** Water Distribution System Master Plan is completed and approved by the City Council.
- 2. Goal:** Install water meters at all residential and commercial customer properties without water meters.<sup>320</sup>  
**Performance Measure:** All customers have water meters.
- 3. Goal:** Convert 50 meters to radio-read meters.  
**Performance Measure:** 50 meters are converted to radio-read meters.
- 4. Goal:** Install water meters for all residential, commercial and industrial customers.  
**Performance Measure:** Water meters have been installed for all residential, commercial and industrial customers.
- 5. Goal:** Move security fence to the perimeter of the water tank site in order to meet Homeland Security requirements.  
**Performance Measure:** Security fence is moved to the perimeter of the water tank site in order to meet Homeland Security requirements.
- 6. Goal:** Work with developer to install SKADA system on Well #13 to regulate chlorine injections into the water system to eliminate many of the odor, smell and color problems for residents living in the southwest section of the City.

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<sup>319</sup> Abbott, William W, Exactions and Impact Fees in California: A Comprehensive Guide to Policy, Practice and the Law, Point Arena: Solano Press Books, 2001, p. 21.

<sup>320</sup> Approximately 184 water connections out of approximately 3,034 customers do not have water meters.

**Performance Measure:** SKADA system is installed on Well #13 to regulate chlorine injections into the water system.

**7. Goal:** Complete the engineering studies, complete environmental document, obtain Department of Health Services (DHS) approval and develop a financing plan for Manganese filtering on Well #15.

**Performance Measure:** Engineering studies are completed, environmental document is completed, Department of Health Services (DHS) approval has been given and a financing plan has been put in place for Manganese filtering on Well #15.

**8. Goal:** Remove and rebuild Well #13.

**Performance Measure:** Well #13 is removed and rebuilt.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

# Water Enterprise Capital Projects Fund Revenues

## Charges for Service

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2104-000-3551	Developer Impact Fees <sup>321</sup>	70,152	12,300	150,584	98,400	41,000
2104-000-3610	Interest Income	22,564	15,234	4,769	3,938	40,000
2104-000-3883	TCP Settlement Revenue	0	0	0	28,610	9,100,000
2104-000-3981	Proposition 13 Grant <sup>322</sup>	1,706,588	0	0	0	0
2104-000-3660	Gain-Sale of Assets	32,271	0	0	0	0
2104-000-3954	Reimbursements/Refunds	0	0	0	0	0
	<b>Total Charges for Service</b>	<b>1,831,575</b>	<b>27,534</b>	<b>155,353</b>	<b>130,948</b>	<b>9,181,000</b>

## Use of Water Enterprise Capital Projects Fund Restricted Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Water Enterprise Capital Projects Fund Restricted Fund Balance—Water Impact Fees <sup>323</sup>	445,066	171,752	0	0	0
	<b>Total Use of Water Enterprise Capital Projects Fund Balance</b>	<b>445,066</b>	<b>171,752</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Transfer from Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2104-000-3990	Transfers from Water Enterprise Operating Fund	0	0	280,000	0	134,554
	<b>Total Transfers from Other Funds</b>	<b>0</b>	<b>0</b>	<b>280,000</b>	<b>0</b>	<b>134,554</b>

<sup>321</sup>Water development impact fees revenues are estimated based on the City issuing commercial and single-family residential building permits.

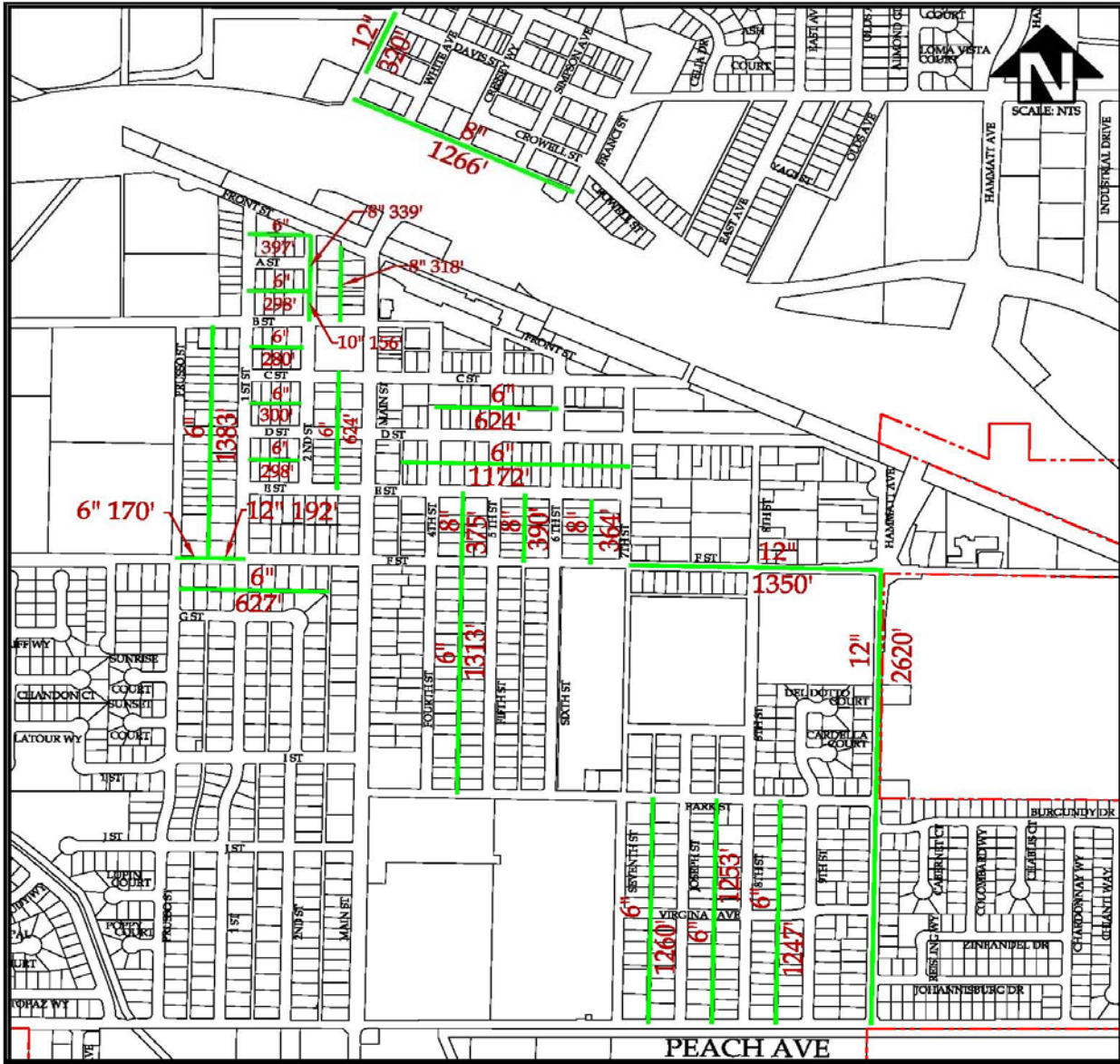
<sup>322</sup>The majority of the City water system was constructed in the 1920's, 1930's, 1940's and 1950's. Water quality problems have developed because the old cast iron pipes are rusting, often leaving an odor and brown residue in the water. These sections of pipe have also been historically prone to leaks and breaks. In addition, system weaknesses have developed due to the rapid growth of the community in recent years.

The California Department of Water Resources awarded Livingston a \$1,906,700 Proposition 13 Bond Water Grant to replace 14,160 lineal feet of waterline in the City of Livingston. This project involved the replacement of pipelines installed as early as the 1920's. The lines replaced serve several hundred water connections in the central part of the City. In addition to the grant, the City contributed \$583,055 in FY2008, \$197,662 in FY2009 and \$5,426 in FY2010 to the project from water development impact fees to construct additional waterlines and to cover the cost of new growth. **This project completed 18,936 feet of waterlines at a total cost of \$2,692,843. These are the first waterline upgrades and replacements to be done in decades.**

The project also corrected several internal weaknesses in the City's existing water distribution system. These problems include large head losses which result in the inability to deliver adequate pressures within the distribution system during periods of peak demands, and limit the system's ability to deliver water at sufficient pressures in the event of a fire. In addition, industrial users in the northern portion of the City and residential customers in the southeast portion have made repeated complaints regarding low pressures. Some of these problems are caused by bottlenecks in the flow and inefficient distribution in these areas. This project has boosted pressures and eliminated capacity bottlenecks, thereby improving the quality and delivery of water to consumers in the surrounding area. (See Figure 69.)

<sup>323</sup>The use of \$445,066 in FY2008 and \$171,752 in FY2009, from the Water Enterprise Capital Projects Fund balance represents the use of prior year's accumulated surplus and appropriating it in FY2008 and FY2009.

# Figure 69 Proposition 13 Grant Water Line Rehabilitation Project Map



### PROP 13 WATER LINES

6"	WATER =	11,246 L.F.
8"	WATER =	3,052 L.F.
10"	WATER =	156 L.F.
12"	WATER =	4,482 L.F.
<hr style="width: 50%; margin: 5px auto;"/>		
TOTAL =		18,936 L.F.

06/03/08

FY2007-FY2010



## Total Revenues and Use of Restricted Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Water Enterprise Fund Capital Projects Fund Revenues and Use of Restricted Fund Balance</b>	<b>2,276,641</b>	<b>199,286</b>	<b>435,353</b>	<b>130,948</b>	<b>9,315,554</b>

## Water Enterprise Capital Projects Fund Expenditures

### Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2104-830-7410	Equipment Purchases	3,422	0	0	0	0
2104-830-7411	Water Meter Purchase	0	0	0	7,791	40,000
2104-830-7419	Water Transducers/Flow Meters <sup>324</sup>	2,650	0	0	0	0
2104-830-7550	Repair, Replacement and Refurbishment <sup>325</sup>	0	0	168,817	68,362	200,000
2104-830-7567	Well #13 Capital Project (Parkside)	0	0	0	9,880	60,000
2104-830-7571	LHS Peach Avenue Water Line Replacement Reimbursement	0	0	0	56,976	28,500
2104-830-7572	Pipeline Improvement/Replacement	0	0	0	0	1,500,000
2104-830-7573	Wellhead Filtering Well #15	0	0	0	0	100,000
2104-830-7612	Alley Water Line Phase 2	0	0	664	0	0
2104-830-7631	Proposition 13 Grant Project Expense <sup>326</sup>	1,687,514	0	0	0	0

<sup>324</sup>\$2,650 was spent in FY2008 for water pressure transducers and water flow meters to measure pressure and water flow at City well fields and at other locations in the water system.

<sup>325</sup>FY2010 expenditures include \$55,399 for the purchase and installation of water meters, \$3,248 for the repair of the valve at the corner of Virginia Street and Seventh Street, \$1,670 for the installation of the water connection for the community garden, \$3,557 for the repair of the generator at Well #14, \$1,750 to replace wiring at Well #11, \$2,350 to replace the roof at Well #8, \$397 to replace the solenoid at Well #12, \$397 to replace the clay-valve at Well #12, \$19,619 to replace the motor at Well #12 and \$52,891 to rebuild Well #9. FY2011 budget includes rebuilding of Well #13 (\$50,000); Water Enterprise Fund's share of the replacement of Public Works cameras system (\$8,909) and Water Enterprise Fund's share to relocate computer servers from City Hall to Police Department 911 computer room behind the Police Dispatch Center (\$2,499). This relocation will place the City's computer servers in a more physically secure environment. The room is also air conditioned and has a Weald Sapphire fire suppression system that uses a chemical to extinguish a fire rather than water. This fire suppression will provide additional protection to the Water Enterprise Fund's software and hardware systems. The building also has an emergency power backup system that will permit the servers to operate when the City power is out. FY2012 budget includes \$1,800,000 for repair, replacement and refurbishment of the City's water system. These projects include wellhead filtering (well#15) \$100,000, pipeline improvements/replacement \$1,500,000, and miscellaneous repairs, replacements and refurbishing of the City's water system \$200,000.

<sup>326</sup>The majority of the City water system was constructed in the 1920's, 1930's, 1940's and 1950's. Water quality problems have developed because the old cast iron pipes are rusting, often leaving an odor and brown residue in the water. These sections of pipe have also been historically prone to leaks and breaks. In addition, system weaknesses have developed due to the rapid growth of the community in recent years.

The California Department of Water Resources awarded Livingston a \$1,906,700 Proposition 13 Bond Water Grant to replace 14,160 lineal feet of waterline in the City of Livingston. This project involved the replacement of pipelines installed as early as the 1920's. The lines replaced serve several hundred water connections in the central part of the City. In addition to the grant, the City contributed \$583,055 in FY2008, \$197,662 in FY2009 and \$5,426 in FY2010 to the project from water development impact fees to construct additional waterlines and to cover the cost of new growth. **This project completed 18,936 feet of waterlines at a total cost of \$2,692,843. These are the first waterline upgrades and replacements to be done in decades.**

The project also corrected several internal weaknesses in the City's existing water distribution system. These problems include large head losses which result in the inability to deliver adequate pressures within the distribution system during periods of peak demands, and limit the system's ability to deliver water at sufficient pressures in the event of a fire. In addition, industrial users in the northern portion of the City and residential customers in the southeast portion have made

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2104-830-7632	Water Line Installations <sup>327</sup>	583,055	197,662	5,425	0	0
2104-830-7691	Well #8 TCP Treatment Project	0	1,624	0	2,924	0
	<b>Total Capital Expenditures</b>	<b>2,276,641</b>	<b>199,286</b>	<b>174,906</b>	<b>145,933</b>	<b>1,928,500</b>

## Total Water Enterprise Capital Projects Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Water Enterprise Capital Projects Fund Expenditures</b>	<b>2,276,641</b>	<b>199,286</b>	<b>174,906</b>	<b>145,933</b>	<b>1,928,500</b>

repeated complaints regarding low pressures. Some of these problems are caused by bottlenecks in the flow and inefficient distribution in these areas. This project has boosted pressures and eliminated capacity bottlenecks, thereby improving the quality and delivery of water to consumers in the surrounding area. (See Figure 69.)

Location of Pipeline Improvements	Length of Pipelines Replaced in Feet	Year Existing Pipe Was Installed	Existing Pipe Size In Inches	Pipe Size In Inches
Stefani Street	320	1920-1930	4	12
Frontage Road	1,266	1920-1930	2	8
Alley (Prusso Street, First Street, B Street & F Street)	1,383	1940-1950	4	6
Alley (Front Street and A Street)	397	1940-1950	2	6
Alley (A Street & B Street)	298	1940-1950	2	6
Alley (B Street & C Street)	280	1940-1950	2	6
Alley (C Street & D Street)	300	1940-1950	2	6
Alley (D Street & E Street)	298	1940-1950	2	6
Second Street (Front Street & B Street)	339	1940-1950	4	8
Second Street (A Street & B Street)	156	1940-1950	4	10
Alley (Second Street, Main Street, Front Street & B Street)	318	1940-1950	4	8
Alley (Second Street, Main Street, C Street & E Street)	624	1940-1950	4	6
Alley (Prusso Street, Main Street, F Street & G Street)	627	1940-1950	4	6
F Street (Prusso Street & First Street)	192	1940-1950	4	12
F Street (Prusso Street, Alley, First Street)	170	1940-1950	4	6
Alley (Fourth Street & Sixth Street)	624	1940-1950	2	6
Alley (D Street, E Street, Main Street & Seventh Street)	1,172	1940-1950	4	6
Alley (Fourth Street & Fifth Street)	375	1940-1950	2	8
Alley (Fifth Street & Sixth Street)	390	1940-1950	2	8
Alley (Sixth Street & Seventh Street)	364	1940-1950	2	8
Alley (Fourth Street, Fifth Street, E Street, Park Street)	1,313	1940-1950	2	6
Alley (Seventh Street, Joseph Street, Park Street & Peach Avenue)	1,260	1940-1950	2	6
Alley (Joseph Street, 8 <sup>th</sup> Street, Park Street & Peach Avenue)	1,253	1940-1950	2	6
Alley (Eighth Street, Ninth Street, Park Street & Peach Avenue)	1,247	1940-1950	2	6
Hammatt Avenue (Peach Avenue & F Street)	2,620	1940-1950	6	12
F Street (Hammatt Avenue & Seventh Street)	1,350	1940-1950	8	12
<b>Total</b>	<b>18,936</b>			

<sup>327</sup> See previous footnote.

## Projected Estimated Changes to Water Enterprise Capital Projects Fund Balance<sup>328</sup>

Estimated Beginning FY2012 Water Enterprise Capital Projects Fund Balance on July 1, 2011: \$ 1,264,840

Estimated Ending FY2012 Water Enterprise Capital Projects Fund Balance on June 30, 2012: \$ 8,651,894



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<sup>328</sup> Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# **DOMESTIC WASTEWATER ENTERPRISE OPERATING FUND**

**(Fund No. 2101)**

## **Fund Mission**

The mission of the Domestic Wastewater Enterprise Operating Fund is to account for all activities, revenues, expenditures, assets, and liabilities necessary for the collection and treatment of domestic wastewater generated within the City of Livingston.

## **Fund Description**

Livingston operates its own wastewater collection system and domestic wastewater treatment plant. This collection system consists of approximately 29 miles of 6-inch through 27-inch diameter sewer pipe. Approximately half of this total consists of 8-inch sewer mains. The “backbone” of the system consists of sewer trunk lines, generally 10-inches in diameter and larger, that convey the collected wastewater flows to the domestic wastewater treatment plant. There are nine lift stations in the collection system, the largest of which is the Highway 99 Lift Station. The Highway 99 Lift Station pumps wastewater collected from the east side of Highway 99, and discharges it on the west side of the highway into the Vinewood sewer trunk line.

During dry weather conditions, the average day dry weather for Livingston is 1.06 million gallons per day. Wet weather flow currently is 1.64 million gallons per day. Continued development in Livingston will increase the peak flow conveyed through the existing collection system. At build out, the average dry weather flow is projected to be 4.5 million gallons per day and the average peak dry weather flow per day is projected to be 6.60 million gallons. Those segments of the existing collection system will need to be replaced in order to correct existing deficiencies and to accommodate growth.

Livingston’s first domestic wastewater treatment facility was constructed in 1963. It consisted of screening, grit removal, primary clarification, anaerobic digestion, solar sludge drying, and six treatment/percolation ponds. In 2004, Livingston completed a \$7.7 million upgrade to the facility that included a new oxidation ditch, two new secondary clarifiers, four new influent pumps, and a mechanical bar screen. The plant has been producing an excellent effluent consistently well below the effluent limits. The Biochemical Oxygen Demand, Total Suspended Solids, and nitrogen levels have all been less than 10 mg/l, approximately 20 percent of the maximum allowable limits.

Livingston spent \$1,406,043 in FY2006 to purchase 54.6 acres of property adjacent to the domestic wastewater treatment plant. The property will be used to discharge water from the expanded domestic wastewater treatment plant. \$1,443,447 was spent in FY2007, \$91,497 was spent in FY2008, and \$188,981 was spent in FY2009 for engineering and environmental studies to expand the domestic wastewater treatment plant. The City has completed the engineering and the environmental studies for the wastewater treatment plant expansion. The total estimated cost of the domestic wastewater treatment plant is \$28,294,069.

## **Revenue Assumptions**

The Domestic Wastewater Enterprise Operating Fund charges for services to residential and commercial properties are projected to be \$1,665,000 during FY2012. In addition, the City projects that it will collect \$20,000 in domestic wastewater penalty fees, \$1,000 in interest revenue and \$15,000 in rental fees from property leased at the domestic wastewater treatment plant for a portable cement batch plant. Total revenues available for appropriation are \$1,708,400 during FY2012.

# Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Review and prepare amendments if necessary for the domestic wastewater treatment ordinance.  
**Performance Measure:** Domestic wastewater treatment ordinance is reviewed and amendments prepared and presented to the City Council.
- 2. Goal:** Prepare new domestic wastewater system fats, oils and grease plan required by State regulations.  
**Performance Measure:** Domestic wastewater system fats, oils and grease plan is prepared.
- 3. Goal:** Complete the annexation of the Horta property and the rest of the domestic wastewater treatment plant into the City of Livingston.  
**Performance Measure:** Horta property is annexed into the City along with the rest of the domestic wastewater treatment plant.
- 4. Goal:** Use sewer vacuum truck to clean sewer lines to prevent sewer backups into commercial and residential units.  
**Performance Measure:** Sewer vacuum truck is used to clean sewer lines to prevent sewer backups into commercial and residential units.
- 5. Goal:** Monitor ground water to ensure that there is no contamination from the City's domestic wastewater treatment plant and submit required quarterly technical report to the Regional Water Quality Control Board.  
**Performance Measure:** Ground water is monitored and technical report to the Regional Water Quality Control Board is submitted.
- 6. Goal:** Monitor domestic wastewater treatment plant biosolids and submit annual technical report to the United States Environmental Protection Agency.  
**Performance Measure:** Biosolids from the domestic wastewater treatment plant are monitored and annual technical report is submitted to the United States Environmental Protection Agency.
- 7. Goal:** Test sludge from the domestic wastewater treatment plant and have the sludge removed and land applied in accordance with all state and federal regulations.  
**Performance Measure:** Sludge from the domestic wastewater treatment plant is tested by an independent laboratory and the sludge is removed and land applied in accordance with all state and federal regulations.
- 8. Goal:** Submit ground water monitoring quarterly reports to the Regional Water Quality Control Board (RWQCB) for the domestic wastewater treatment plant.  
**Performance Measure:** Quarterly ground water monitoring reports are submitted to the Regional Water Quality Control Board (RWQCB) for the domestic wastewater treatment plant.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

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**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Domestic Wastewater Enterprise Operating Fund Revenues

### Charges for Service

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2101-000-3426	Sewer User Fees	1,458,422	1,434,510	2,353,315	1,670,143	1,665,000
2101-000-3427	Sewer Connection Fees	0	0	0	0	0
2101-000-3515	Sewer Penalty Fees	28,582	27,408	25,074	19,806	20,000
2101-000-3610	Interest Income	0	2,149	1,599	1,122	1,000
2101-000-3626	Rental Income	1,023	0	3,000	15,500	15,000
2101-000-3627	Domestic Wastewater Land Lease Agreement Martin	0	0	0	0	2,900
2101-000-3720	Miscellaneous Income	0	0	0	0	0
2101-000-3954	Reimbursements/Refunds	142	8,303	11,498	4,926	4,500
2101-000-3955	Other Revenue	0	0	0	0	0
	<b>Total Wastewater Charges for Service</b>	<b>1,488,169</b>	<b>1,472,370</b>	<b>2,394,486</b>	<b>1,711,497</b>	<b>1,708,400</b>

### Transfer from Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2101-000-3990	Transfers from Wastewater Enterprise Capital Fund	0	0	0	100,000	0
	<b>Total Transfers from Other Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>

### Total Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Domestic Wastewater Enterprise Operating Fund Revenues</b>	<b>1,488,169</b>	<b>1,472,370</b>	<b>2,394,486</b>	<b>1,811,497</b>	<b>1,708,400</b>

# Domestic Wastewater Enterprise Operating Fund Expenditures

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2101-815-4110	Salaries and Wages—Regular	301,039	310,267	312,324	160,006	125,125
2101-815-4120	Salaries and Wages—Part Time	4,116	0	0	0	0
2101-815-4130	Salaries and Wages—Overtime	6,588	4,982	5,261	828	3,000
2101-815-4210	Group Medical Insurance <sup>329</sup>	69,047	82,668	91,744	46,850	37,870
2101-815-4220	Social Security	272	299	295	312	355
2101-815-4221	Medicare Insurance	4,219	4,049	4,196	2,090	1,710
2101-815-4230	PERS—Retirement Employer Contribution	23,015	28,504	28,912	10,669	15,190
2101-815-4231	PERS—Employee Contribution	17,463	19,846	19,803	6,891	8,875
2101-815-4250	Unemployment Insurance <sup>330</sup>	894	1,301	2,438	2,289	1,175
2101-815-4260	Workers' Compensation <sup>331</sup>	11,473	15,229	12,947	9,027	9,075
2101-815-4290	Physical Examinations	0	0	0	0	0
2101-815-4291	Uniform Expense	964	852	511	435	1,000
	<b>Total Personnel Services</b>	<b>439,090</b>	<b>467,997</b>	<b>478,431</b>	<b>239,397</b>	<b>203,375</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2101-815-4300	Professional Services	9,454	59,029	119,677	50,865	55,000
2101-815-4310	Contract Services	380,503	447,991	398,077	547,583	585,000
2101-815-4315	AB1600 Rate Study Contract	174	0	0	0	0
2101-815-4320	Registration/Tuition/Training	0	724	74	0	300
2101-815-4331	City Audit	6,625	6,833	7,875	6,850	7,200
2101-815-4340	Computer Support Agreements	0	0	0	2,499	5,000
2101-815-4393	Collection System Maintenance and Operation	9,868	136	0	2,791	15,000
2101-815-4410	Utilities <sup>332</sup>	160,992	188,087	183,209	179,753	180,000
2101-815-4430	Vehicle Maintenance and Operation	11,277	6,574	7,043	4,355	5,500
2101-815-4431	Equipment Maintenance and Operation	1,361	2,873	1,377	891	1,800
2101-815-4432	Facilities Maintenance and Operation	744	305	0	68	500
2101-815-4439	Wastewater Treatment Plant Maintenance and Operation	2,547	81	71	57	2,000
2101-815-4440	Rents and Leases	692	0	1,658	3,000	4,000
2101-815-4520	Property and Liability Insurance <sup>333</sup>	33,274	35,905	35,024	34,724	43,735
2101-815-4530	Communications/Cell Phones/Telephones	110	681	153	140	150
2101-815-4540	Advertisement	0	0	141	52	225
2101-815-4550	Printing	63	0	1,210	185	250
2101-815-4580	Travel/Conference/Meetings	104	0	0	0	200
2101-815-4606	Small Tools and Equipment	0	0	0	0	500

<sup>329</sup>The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>330</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>331</sup>Livingston's Workers' Compensation premium is based on the City's total payroll. The Domestic Wastewater Enterprise Operating Fund's share of the total premium based on payroll is \$9,075.

<sup>332</sup>Utility costs in the Domestic Wastewater Enterprise Operating Fund are primarily for electrical costs to operate the City's eight sewer lift stations.

<sup>333</sup>The Domestic Wastewater Enterprise Operating Fund's insurance premium for FY2012 will be \$43,735.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2101-815-4611	Office Supplies	1,341	1,401	22	684	1,000
2101-815-4612	Postage	4,131	3,686	2,999	2,094	2,000
2101-815-4618	Reimbursement/Refunds	26	0	0	150	300
2101-815-4619	Miscellaneous Expenditures	31	0	52	0	0
2101-815-4640	Books/Subscriptions/Periodicals	0	0	0	0	0
2101-815-4641	Dues/Memberships/Fees	10,612	21,798	21,574	22,640	24,000
2101-815-4710	Interest Payment	0	0	0	0	0
2101-815-4990	Merced County Taxes <sup>334</sup>	6,995	9,632	9,906	9,938	10,000
2101-815-8500	Bad Debt Write Offs	0	0	0	22,189	0
	<b>Total Maintenance and Operations</b>	<b>640,924</b>	<b>785,736</b>	<b>790,142</b>	<b>891,508</b>	<b>943,660</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2101-815-7410	Equipment Purchases	0	0	818	4,997	6,500
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>818</b>	<b>4,997</b>	<b>6,500</b>

## Debt Service Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2101-815-4713	USDA Wastewater Treatment Plant Loan Principal (92-03) <sup>335</sup>	56,000	58,000	61,000	64,000	67,000
2101-815-4723	USDA Wastewater Treatment Plant Loan Interest (92-03)	216,000	213,480	207,435	208,125	205,250
2101-815-4714	USDA Wastewater Treatment Plant Loan Principal (92-06) <sup>336</sup>	51,000	54,000	56,000	59,000	61,000
2101-815-4724	USDA Wastewater Treatment Plant Loan Interest (92-06)	196,290	193,995	191,565	189,045	186,390
	<b>Total Debt Service Expenditures</b>	<b>519,290</b>	<b>519,475</b>	<b>516,000</b>	<b>520,170</b>	<b>519,640</b>

## Transfer to Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2101-815-7990	Transfers to Domestic Wastewater Capital Projects Fund	0	0	172,843	0	35,225
	<b>Total Transfers to Other Funds</b>	<b>0</b>	<b>0</b>	<b>172,843</b>	<b>0</b>	<b>35,225</b>

## Total Domestic Wastewater Enterprise Operating Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Domestic Wastewater Enterprise Operating Fund Expenditures</b>	<b>1,599,304</b>	<b>1,773,208</b>	<b>1,958,234</b>	<b>1,656,072</b>	<b>1,708,400</b>

<sup>334</sup>The City is required to pay property taxes to Merced County for property owned outside the City. The City estimates that it will pay \$10,000 in property taxes during FY2012.

<sup>335</sup>On March 25, 2003, the City issued Refunding Revenue Bonds, Series A in the amount of \$5,000,000. The proceeds of the bonds were used to refund the balance of the Installment Agreement of 1996 for previous expansion of the domestic wastewater treatment plant. Interest on the bonds accrues semi-annually on March 1 and September 1 of each year commencing March 1, 2003 at a rate of 4.5%. The loan balance on June 30, 2012 will be \$4,494,000.

<sup>336</sup>On March 25, 2003, the City issued Refunding Revenue Bonds, Series B in the amount of \$4,545,000. The proceeds of the bonds were used to refund the balance of the Installment Agreement of 1996 for previous expansion of the domestic wastewater treatment plant. Interest on the bonds accrues semi-annually on March 1 and September 1 of each year commencing March 1, 2003 at a rate of 4.5%. The loan balance on June 30, 2012 will be \$4,081,000.



## **Projected Estimated Changes to Domestic Wastewater Enterprise Operating Fund Balance<sup>337</sup>**

Estimated Beginning FY2012 Domestic Wastewater Enterprise Operating Fund Balance on July 1, 2011:	\$ 5,029,351
Estimated Ending FY2012 Domestic Wastewater Enterprise Operating Fund Balance on June 30, 2012:	\$ 5,029,351

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<sup>337</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# DOMESTIC WASTEWATER ENTERPRISE CAPITAL PROJECTS FUND

(Fund No. 2105)

## Fund Mission

The mission of the Domestic Wastewater Enterprise Capital Projects Fund is to account for all of the activities, revenues, expenditures, assets and liabilities in construction, replacement, upgrade, and improvement of major wastewater system capital facilities financed by wastewater development impact fees, grants, and water rate payers.

## Fund Description

### Wastewater System Description.

Livingston operates its own wastewater collection system and domestic wastewater treatment plant. This collection system consists of approximately 29 miles of 6-inch through 27-inch diameter sewer pipe. Approximately half of this total consists of 8-inch sewer mains. The “backbone” of the system consists of sewer trunk lines, generally 10-inches in diameter and larger, that convey the collected wastewater flows to the domestic wastewater treatment plant. There are nine lift stations in the collection system, the largest of which is the Highway 99 Lift Station. The Highway 99 Lift Station pumps wastewater collected from the east side of Highway 99, and discharges it on the west side of the highway into the Vinewood sewer trunk line.

During dry weather conditions, the average day dry weather for Livingston is 1.06 million gallons per day. Wet weather flow currently is 1.64 million gallons per day. Continued development in Livingston will increase the peak flow conveyed through the existing collection system. At build out, the average dry weather flow is projected to be 4.5 million gallons per day and the average peak dry weather flow per day is projected to be 6.60 million gallons. Those segments of the existing collection system will need to be replaced in order to correct existing deficiencies and to accommodate growth.

Livingston’s first domestic wastewater treatment facility was constructed in 1963. It consisted of screening, grit removal, primary clarification, anaerobic digestion, solar sludge drying, and six treatment/percolation ponds. In 2004, Livingston completed a \$7.7 million upgrade to the facility that included a new oxidation ditch, two new secondary clarifiers, four new influent pumps, and a mechanical bar screen. The plant has been producing an excellent effluent consistently well below the effluent limits. The Biochemical Oxygen Demand, Total Suspended Solids, and nitrogen levels have all been less than 10 mg/l, approximately 20 percent of the maximum allowable limits.

Livingston has purchased 54.6 acres of property adjacent to the domestic wastewater treatment plant to discharge water from the expanded domestic wastewater treatment plant. The City has completed the engineering and the environmental studies for the wastewater treatment plant expansion. The total estimated cost of the domestic wastewater treatment plant is \$28,294,069. (See Figure 71 and Figure 72.).

### Wastewater Development Impact Fees

The State Mitigation Fee Act (Government Code Sections 66000 et. seq.) allows municipalities to impose development impact fees on new residential, commercial and industrial developments so that each development pays its proportionate share of the impact these new developments have on the community. An impact fee is an exaction:

- In the form of a pre-determined monetary payment.
- Assessed as a condition to the issuance of a building permit, an occupancy permit, or subdivision map approval.
- Imposed pursuant to local government powers to regulate new growth and development and provide for adequate public facilities and services.
- Levied to fund public facilities and services necessary to serve new development.
- Levied in an amount that is proportionate to the need for the public facilities created by the new development.<sup>338</sup>

State law allows impact fees to be charged to pay for the cost of development of public facilities, including, but not limited to, streets and thoroughfares, law enforcement facilities and equipment, fire facilities and equipment, general City facilities, storm drainage facilities, wastewater treatment facilities, wastewater collection facilities, water supply and holding facilities, water distribution facilities and parks and recreation facilities. Development impact fees may not be used to fund salaries and benefits or to pay for on-going maintenance and operation costs.

The Livingston Municipal Code gives the City Council the authority to establish and charge development impact fees as a condition of approval of development projects for the purpose of defraying the cost of wastewater collection and treatment facilities (including public improvements, public services and community amenities) related to development projects.

## **Revenue Assumptions**

The City anticipates collecting \$41,000 in wastewater development impact fees based on the City issuing commercial and single-family residential building permits. In addition, \$35,225 will be transferred from the Domestic Wastewater Enterprise Operating Fund for capital projects in FY2012. Total Funds available for appropriation are \$76,225 during FY2012.

The City will spend \$905,000 on capital projects during FY2012, including \$100,000 for solids handling, \$45,000 to conduct a video inspection of 50 percent of the City's domestic wastewater collection system, the Briarwood Lift Station rehabilitation \$100,000, \$150,000 for fencing at the domestic wastewater treatment plant, \$60,000 to install a SKADA system on the City's lift stations, \$250,000 for engineering to repair the Pond #2 levee break at the domestic wastewater treatment plant, and \$200,000 in other repair, refurbishment and replacement projects.

The cash and investment balance in the Wastewater Enterprise Capital Projects Fund is projected to be a negative \$760,733 by June 30, 2012.

## **Goals and Performance Measures**

**(To Be Completed by June 30, 2012)**

**1. Goal:** Receive final state approval for the expansion of the domestic wastewater treatment plant. (See Figure 71 and Figure 72.)

**Performance Measure:** City receives final State approval for the domestic wastewater treatment plant expansion.

**2. Goal:** Complete the environmental document for the new domestic wastewater treatment plant. (See Figure 71 and Figure 72.)

**Performance Measure:** Environmental document for the domestic wastewater treatment plant expansion is completed and approved by the City Council.

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<sup>338</sup> Abbott, William W, Exactions and Impact Fees in California: A Comprehensive Guide to Policy, Practice and the Law, Point Arena: Solano Press Books, 2001, p. 21.

- 3. Goal:** Prepare Design Study Report for the Regional Water Quality Control Board (RWQCB) for the new domestic wastewater treatment plant expansion.  
**Performance Measure:** Design Study Report is completed and approved by the Regional Water Quality Control Board (RWQCB).
- 4. Goal:** Negotiate with developers and put together a financing package for the expansion of the domestic wastewater treatment plant.  
**Performance Measure:** Agreement with developers is negotiated and financing package for the new domestic wastewater treatment plant expansion is approved by City Council.
- 5. Goal:** Complete environmental study for new Wastewater Collection System Master Plan.  
**Performance Measure:** Environmental study is completed for new Wastewater Collection System Master Plan.
- 6. Goal:** Complete the video taping of 50 percent domestic of wastewater system as required in the Sewer System Management Plan required by the state permit for the wastewater collection system.  
**Performance Measure:** City completes video taping of 50 percent of the domestic wastewater system as required in the Sewer System Management Plan required by the state permit for the wastewater collection system.
- 7. Goal:** Complete evaporation pond layout and capacity study to determine the most cost-effective and efficient way to use the current property at the domestic wastewater treatment plant.  
**Performance Measure:** Pond layout and capacity study is completed to determine the most cost-effective and efficient way to use the current property at the domestic wastewater treatment plant.
- 8. Goal:** Complete the engineering to repair the break on the northern levy of Pond #2 at the domestic wastewater treatment plant.  
**Performance Measure:** Complete the engineering to repair the break on the northern levy of Pond #2 at the domestic wastewater treatment plant.
- 9. Goal:** Complete quarterly domestic wastewater treatment plant ground water monitoring reports for the California Regional Water Quality Control Board (RWQCB).  
**Performance Measure:** Quarterly domestic wastewater treatment plant ground water monitoring reports are submitted to the California Regional Water Quality Control Board (RWQCB).
- 10. Goal:** Install camera surveillance system at the domestic wastewater treatment plant.  
**Performance Measure:** Camera surveillance system is installed at the domestic wastewater treatment plant.
- 11. Goal:** Complete landscaping project along the perimeter of the domestic wastewater treatment plant.  
**Performance Measure:** Landscaping project is completed along the perimeter of the domestic wastewater treatment plant.
- 12. Goal:** Install fencing along the perimeter of the domestic wastewater treatment plant.  
**Performance Measure:** Fencing is installed along the perimeter of the domestic wastewater treatment plant.
- 13. Goal:** Install SKADA system at one of the City's eight domestic wastewater collection system's lift stations.  
**Performance Measure:** SKADA system is installed at one of the City's domestic wastewater collection system's lift stations.
- 14. Goal:** Rebuild and reconstruct the "I" Street domestic wastewater collection system lift station.  
**Performance Measure:** The "I" Street domestic wastewater collection system lift station is reconstructed and rebuilt.

## Community Vision and Community Values Link

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## Domestic Wastewater Enterprise Capital Projects Fund Revenues

### Charges for Service

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2105-000-3551	Development Impact Fees <sup>339</sup>	89,492	12,300	145,612	100,292	41,000
2105-000-3610	Interest Income	22,605	375	1	0	0
2105-000-3660	Gains-Sale of Assets	42,308	0	0	0	0
2105-000-3720	Miscellaneous Income	0	0	0	0	0
	<b>Total Wastewater Capital Charges for Service</b>	<b>154,405</b>	<b>12,675</b>	<b>145,613</b>	<b>100,292</b>	<b>41,000</b>

### Use of Domestic Wastewater Enterprise Capital Projects Fund Restricted Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
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<sup>339</sup>Wastewater development impact fee revenues are estimated based on the City issuing 20 commercial and single-family residential building permits.

	Use of Domestic Wastewater Enterprise Capital Projects Fund Restricted Fund Balance—Sewer Impact Fees <sup>340</sup>	0	123,953	0	61,189	828,775
	<b>Total Use of Domestic Wastewater Enterprise Capital Projects Fund Balance</b>	<b>0</b>	<b>123,953</b>	<b>0</b>	<b>61,189</b>	<b>828,775</b>

## Transfers from Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2105-000-3990	Transfers from Other Funds <sup>341</sup>	0	58,403	172,843	0	35,225
	<b>Total Transfers from Other Funds</b>	<b>0</b>	<b>58,403</b>	<b>173,843</b>	<b>0</b>	<b>35,225</b>

## Total Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Domestic Wastewater Enterprise Capital Projects Fund Revenues and Use of Fund Balance</b>	<b>154,405</b>	<b>195,031</b>	<b>318,456</b>	<b>161,481</b>	<b>905,000</b>

# Domestic Wastewater Enterprise Capital Projects Fund Expenditures

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2105-835-7410	Equipment Purchase	3,422	0	0	0	0
2105-835-7550	Repair, Replacement and Refurbishment <sup>342</sup>	0	0	0	0	200,000
2105-835-7551	Sewer System Video Inspection <sup>343</sup>	0	0	0	0	45,000
Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2105-835-7555	DWWTTP Camera Surveillance System <sup>344</sup>	0	0	0	22,194	0

<sup>340</sup>The use of \$1,086,235 in FY2007 and \$123,954 in FY2009 from the Domestic Wastewater Enterprise Capital Projects Fund represents the use of prior year's accumulated cash and investment balance and appropriating it in FY2007 and FY2009.

<sup>341</sup> The City received \$58,403 in FY2009 from the developer of Country Lane Subdivision as part of the development agreement as the subdivisions fair share of the cost to upgrade the sewer pump station at Highway 99 lift station. The City also transferred \$172,843 during FY2010 and will transfer \$408,000 in FY2011 for capital projects from the Domestic Wastewater Enterprise Operating Fund.

<sup>342</sup>Includes Domestic Wastewater Enterprise Fund's share of the replacement of the Public Works camera system (\$2,499) and the Domestic Wastewater Enterprise Fund's share to relocate computer servers from City Hall to the Police Department 911 computer room behind the Police Dispatch Center (\$8,909). This relocation will place the City's computer servers in a more physically secure environment. The room is also air conditioned and has a Womald Sapphire fire suppression system that uses a chemical to extinguish a fire rather than water. This fire suppression will provide additional protection to the Water Enterprise Fund's software and hardware systems. The building also has an emergency power backup system that will permit the servers to operate when the City power is out.

<sup>343</sup>The City will spend \$45,000 during FY2011 to video tape approximately 50 percent of the sewer system as required by the City's Sewer System Management Plan and the Regional Water Quality Control Board (RWQCB).

<sup>344</sup>\$50,000 will be spent during FY2011 to install a video camera surveillance system at the domestic wastewater treatment plant. Over the last several years, the City has experienced numerous incidents of vandalism, theft and other problems at the

2105-835-7556	DWWTP Landscaping Project <sup>345</sup>	0	0	0	0	0
2105-835-7557	DWWTP Pond Layout and Capacity Study <sup>346</sup>	0	0	0	39,287	0
2105-835-7559	DWWTP Perimeter Fencing Project <sup>347</sup>	0	0	0	0	150,000
2105-835-7560	SKADA Lift Station Project <sup>348</sup>	0	0	0	0	60,000
2105-835-7561	"I" Street Lift Station Rehabilitation <sup>349</sup>	0	0	0	0	0
2105-835-7574	Solids Handling	0	0	0	0	100,000
2105-835-7575	Briarwood Lift Station Rehabilitation	0	0	0	0	100,000
2105-835-7615	Wastewater Treatment Plant Expansion <sup>350</sup>	91,497	188,981	0	0	0
2105-835-7618	DWWTP Levee Failure Repairs <sup>351</sup>	0	6,050	0	0	250,000
<b>Account Number</b>	<b>Account Description</b>	<b>Actual FY2008</b>	<b>Actual FY2009</b>	<b>Actual FY2010</b>	<b>Estimated FY2011</b>	<b>Proposed FY2012</b>
	<b>Total Capital Expenditures</b>	<b>94,919</b>	<b>195,031</b>	<b>0</b>	<b>61,481</b>	<b>905,000</b>

domestic wastewater treatment plant. This facility contains expensive and critical equipment for the operation of the City's domestic wastewater treatment plant. The video camera system will allow the property to be monitored day and night from the City's Police Dispatch Center.

<sup>345</sup>The City will spend \$6,000 to plant vines on the fence and trees along the perimeter of the domestic wastewater treatment plant. Trees and plants will be watered from treated wastewater from the domestic wastewater treatment plant.

<sup>346</sup>The City has budgeted \$40,000 to complete an evaporation pond layout and capacity study to determine the most cost-effective and efficient way to use the current property at the domestic wastewater treatment plant. The study will look at ways to avoid the need to purchase property outside the current plant boundaries as well as examine a change to the evaporation pond configuration to move the ponds away from the Merced River. The City has already had two pond levee failures that have resulted in discharges of treated wastewater into the river. The study could cut the costs of the levee repair and avoid future purchases of property.

<sup>347</sup>Large portions of the domestic wastewater treatment plant are not fenced. Over the last several years, the City has experienced numerous incidents of vandalism, theft and other problems at the domestic wastewater treatment plant. \$150,000 will be spent on fencing portions of the perimeter of the domestic wastewater treatment plant.

<sup>348</sup>\$60,000 will be spent in FY2012 to install a SKADA system at City's sewer lift stations. This project will allow the City to use computer technology to remotely monitor the operation of the sewer lift station and direct it electronically to perform its duties. Currently, Public Works personnel must go to the site and manually make any changes to the operation of the lift station.

<sup>349</sup>\$150,000 will be spent in FY2011 to rebuild and rehabilitate the "I" Street sewer lift station. This lift station, built in the 1950's, has been giving the City major problems and needs to be rebuilt.

<sup>350</sup>The City of Livingston owns and operates a domestic wastewater treatment plant under a Regional Water Quality Control Board-issued Waste Discharge Requirements No. 89-066. The first wastewater treatment facility in Livingston was constructed in 1963 and consisted of screening, grit removal, primary clarification, anaerobic digestion, solar sludge drying and six treatment/percolation ponds. In 2004, the City upgraded the domestic wastewater treatment plant to include a new oxidation ditch, two new secondary clarifiers, four new influent pumps, and a mechanical screen bar. The current treatment flow capacity is two million gallons per day. The existing wastewater treatment plant is adequate to serve development within the existing City limits of approximately 2,053 acres with a population of 21,000. The domestic wastewater treatment plant is estimated to approach its capacity in the near future. Livingston is working to double the capacity of the existing plant to four million gallons per day. This expansion will have the capacity to serve 42,000 residents.

Livingston spent \$1,443,447 in FY2007, \$91,497 in FY2008, \$188,981 in FY2009, and \$100,000 in FY2010 for engineering and environmental studies to expand the domestic wastewater treatment plant. The City has completed the engineering and the draft environmental impact report (EIR) for the wastewater treatment plant expansion. \$50,000 has been budgeted in FY2011 from development impact fee collections to complete the final environmental impact report (EIR) and to respond to public comments, complete the public hearing process and submit all appropriate information to the State of California for approval. The total estimated cost of the domestic wastewater treatment plant is \$28,294,069. (See Figure 55 and Figure 56.).

<sup>351</sup>\$50,000 will be spent in FY2011 to complete the engineering to repair the Pond #2 levee break that occurred on May 14, 2008. The total estimated cost by the City Engineer to repair the levee break is \$440,000.

## Transfer to Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2105-835-7990	Transfers to Domestic Wastewater Operating Fund	0	0	0	100,000	0
	<b>Total Transfers to Other Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>0</b>

## Total Domestic Wastewater Enterprise Capital Projects Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Domestic Wastewater Enterprise Capital Projects Fund Expenditures</b>	<b>94,919</b>	<b>195,031</b>	<b>0</b>	<b>161,481</b>	<b>905,000</b>

**Figure 71**  
**Domestic Wastewater Treatment Plant Expansion Site Plan**





**Figure 72**  
**Domestic Wastewater Treatment Plant Cost Summary**

1	MOBILIZATION		\$ 866,559
2	SITWORK		\$ 1,547,128
3	DEMOLITION		\$ 413,989
4	YARD PIPING		\$ 1,082,016
5	42" TRUNK SEWER		\$ 538,112
6	HEADWORKS		\$ 1,537,557
7	INFLUENT SPLITTER BOX		\$ 116,502
8	OXIDATION DITCH NO. 2		\$ 2,348,929
9	OXIDATION DITCH NO. 1 MODIFICATIONS		\$ 75,881
10	MIXED LIQUOR SPLITTER BOX		\$ 53,531
11	SECONDARY CLARIFIERS NO. 3 AND 4		\$ 1,277,299
12	RAS/WAS PUMP STATION NO. 2		\$ 669,980
13	RAS/WAS PUMP STATION NO. 1 MODIFICATIONS		\$ 65,115
14	CENTRIFUGE BUILDING		\$ 2,019,572
15	PLANT WATER PUMP STATION		\$ 103,009
16	OPERATIONS/LAB BUILDING		\$ 630,000
17	MAINTENANCE BUILDING		\$ 562,500
18	NO. 2 WATER PUMP STATION		\$ 134,798
19	PERCOLATION POND NO. 9		\$ 1,057,063
20	LANDSCAPING		\$ 138,600
21	ODOR CONTROL		\$ 441,457
22	ELECTRICAL		\$ 1,806,503
23	INSTRUMENTATION & CONTROL		\$ 711,649
	<b>TOTAL DIRECT COST</b>		<b>\$ 18,197,748</b>
	GENERAL CONDITIONS	9.8%	\$ 1,790,464
	SUBTOTAL		\$ 19,988,211
	GENERAL CONTRACTOR OH&P	15%	\$ 2,998,232
	SUBTOTAL		\$ 22,986,443
	ESCALATION TO MID-POINT (NOVEMBER 2008)	6%	\$ 1,392,888
	SUBTOTAL		\$ 24,379,331
	SALES TAX	7.25%	\$ 659,668
	<b>TOTAL ESTIMATED CONSTRUCTION COST (ANTICIPATED LOW BID)</b>		<b>\$ 25,038,999</b>
	ENGINEERING, ENVIRONMENTAL, LEGAL & ADMIN. FEES DURING CONSTRUCTION	10.0%	\$ 2,503,900
	OWNER'S RESERVE FOR CHANGE ORDERS	3%	\$ 751,170
	<b>TOTAL ESTIMATED PROJECT COST</b>		<b>\$ 28,294,069</b>
<p><i>The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Carollo Engineers has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices or bidding strategies. Carollo Engineers cannot and does not warrant or guarantee that proposals, bids or actual construction costs will not vary from the costs presented herein.</i></p>			

## **Projected Estimated Changes to Domestic Wastewater Enterprise Capital Projects Fund Balance<sup>352</sup>**

Estimated Beginning FY2012 Domestic Wastewater Enterprise Fund Balance on July 1, 2011:	\$ 68,042
Estimated Ending FY2012 Domestic Wastewater Enterprise Fund Balance on June 30, 2012:	\$(760,733)

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<sup>352</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# INDUSTRIAL WASTEWATER ENTERPRISE FUND

(Fund No. 2102)

## Fund Mission

The mission of the Industrial Wastewater Enterprise Fund is to account for all activities, revenues, expenditures, assets, and liabilities necessary for the collection, treatment and protection of the public health from wastewater generated within the City of Livingston.

## Fund Description

**Industrial Wastewater Treatment System Overview.** The City of Livingston owns and operates an industrial wastewater treatment facility on 121 acres that consists of the head works, plant and 12 aerated stabilization ponds. The ponds have a capacity of 238 million gallons and are located along 2,300 feet of the Merced River. The ground water is approximately 13 feet below ponds four and five. Two dissolved air flotation (DAF) units provide preliminary wastewater treatment prior to discharge to the ponds. This water evaporates, percolates into the groundwater or is pumped from ponds 6 and 12 to 120 acres of land owned by Foster Farms.

The Foster Farms Livingston Chicken Processing Complex uses large amounts of groundwater, purchased from the City of Livingston wells, for its industrial processing and for sanitation of plant facilities. Processed water effluent has been treated at the existing City industrial wastewater treatment plant since 1963.

On November 20, 1974, the City of Livingston entered into an agreement to own and operate the industrial wastewater treatment facility to treat all effluent from Foster Farms. This agreement was amended on September 9, 1982 and December 31, 1997. Under the current 10-year agreement Foster Farms is entitled to discharge its waste effluent into the facility to the extent of its full capacity. Foster Farms is the sole user of the industrial wastewater treatment plant. Foster Farms also has a separate permit WDR Order No. 91-091 issued by the California Regional Water Quality Control Board (RWQCB), to reclaim 2.4 million gallons per day (mgd) of effluent for irrigation.

Prior to July 1, 1999, City staff had allowed Foster Farms to operate the plant independently without oversight, but would assist them in completing activities such as levee repairs or pond solids removal. On July 1, 1999, Livingston entered into a contract with Environmental Management Services (EMS) to provide contract operation, maintenance and management of the City's wastewater treatment facilities including the Industrial Wastewater Treatment Plant. By contract, Environmental Management Services (EMS) provides California certified wastewater treatment plant operators to assure compliance with Waste Discharge Permit Requirements (WDR) per WDR Order No. 79-209, issued by the California Regional Water Quality Control Board (RWQCB).

All waste effluent discharged by Foster Farms into the industrial wastewater treatment plant must be of a quality no less acceptable than that discharged by Foster Farms as of November 20, 1974. "Such effluent... [is] subject to (1) such further standards, orders or regulations as may, from time to time, be legally approved by the Regional Water Quality Control Board of the State of California, or other agency or political subdivision (other than City) having jurisdiction thereof and (2) such reasonable standards, orders or regulations as may... be legally approved by the City and recommended by the City Engineer to eliminate odors or any other adverse effects or impacts caused... by the quality of the effluent discharged by Foster Farms into this facility."

**Regulatory Compliance.** The California Regional Water Quality Control Board (RWQCB) staff inspected the industrial wastewater treatment plant on November 15, 1999, and conducted sampling of existing groundwater monitoring wells to assess the level of groundwater caused by Foster Farms. As a result of this assessment, the California Regional Water Quality Control Board issued a Notice of Violation (NOV) to Foster Farms and the City of Livingston with an inspection report on January 12, 2000.

On August 4, 2000, the California Regional Water Quality Control Board issued a Notice of Violation of Waste Discharge Requirements (WDR) Order No. 79-209. The letter stated that “the violations represent significant problems that will require your prompt attention...The City of Livingston is in violation or threatened violation of the following requirements of Order No. 79-209”

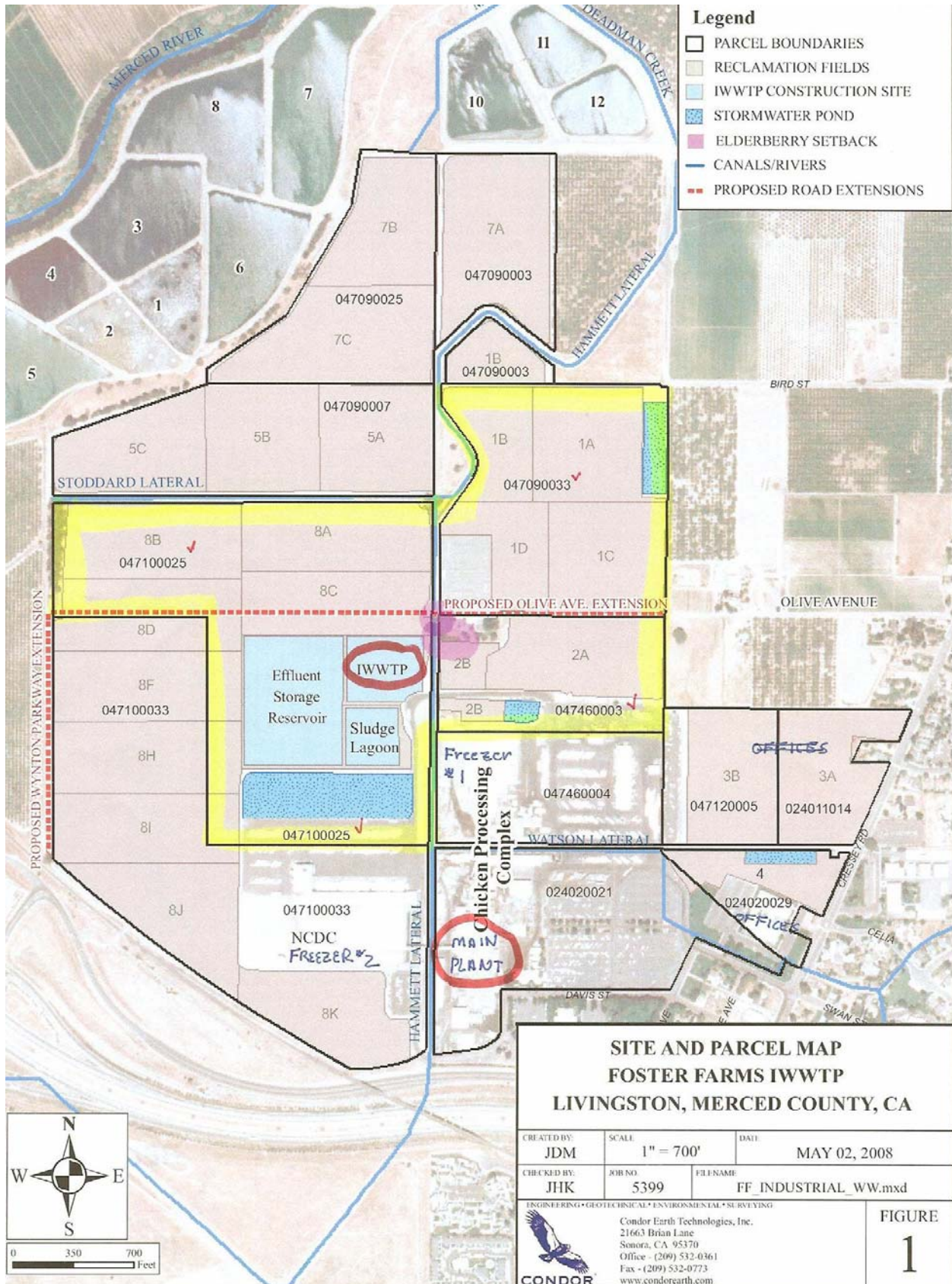
- Specification A.1 for creating conditions which have caused or threaten to cause surface and groundwater pollution as defined in the California Water Code (CWC);
- Specification A.2 for creating conditions which have caused or threaten to cause surface and groundwater degradation;
- Specification No. A.5 for consistently allowing processed wastewater to be discharged into the facility with chloride concentrations greater than 150 mg/L;
- Prohibition No. B.2 for threatening to overflow untreated or partially treated wastes by operating the ponds with less than two feet of freeboard;
- Prohibition No. B.2 for allowing the bypass of partially treated wastes by discharging in excess of the facility’s rated design capacity of 21 million gallons for any 7-day period as stated in the Facility’s O&M Manual;
- Provision No. C.2 for failing to comply with Monitoring and Reporting Program Order No. 79-209 (revised November 1992) by submitting incomplete self monitoring reports during the months of July, August, November and December 1999; and January and March 2000.

These violations have resulted in the pollution of the groundwater (primarily by high concentration of nitrates) by Foster Farms’ operations. A technical report was required that ultimately resulted in the installation of additional monitoring wells, a survey of the solids in the treatment ponds, installation of pond staff gauges, and a salinity control plan for Foster Farms.

**The cause of the groundwater pollution are the following:**

- **Unlined Ponds.** The unlined ponds permit the release to the underlying soil and groundwater of organic waste constituents in wastewater impounded in the unlined ponds.
- **Excessive Sludge Accumulation.** At least 190,000 cubic yards of sludge has accumulated in the industrial wastewater treatment plant ponds, primarily from ponds 1,2,3, and 5. Some sludge (2,600 tons by dry weight) has been removed and applied to nearby farmland under Regional Water Quality Control Board Resolution No. R5-2003-08. A January 2001, Pond Sludge Survey Report shows Sludge TKN concentrations ranging from 220 to 3,400 mg/L. The release of TKN and other waste constituents from accumulated sludge in unlined ponds is a significant contributory factor to the groundwater impacts caused by the industrial wastewater treatment plant.
- **Effluent Percolation.** Based on information submitted by the City of Livingston, approximately 30 percent of the wastewater discharged to the industrial wastewater treatment plant percolates to the underlying groundwater. The percolation of wastewater contains 45 to 60 mg/L total nitrogen and has contributed to the elevated concentrations of total nitrogen in the underlying groundwater.

**Figure 73**  
**Foster Farms New Wastewater Treatment Plant Site Plan**





On October 26, 2006, the California Regional Water Quality Control Board issued a Cease and Desist Order (CDO) No. R5-2006-0112 containing findings that waste constituents discharged from the existing industrial wastewater treatment plant had caused nitrate levels in shallow groundwater to exceed applicable Water Quality Objectives (WQOs) contained in the Water Quality Control Plan for the Sacramento River and San Joaquin River Basins in violation of Order 79-209.

**The California Regional Water Quality Control Board (RWQCB) has determined that a new industrial wastewater treatment plant is needed to prevent future groundwater contamination. The Board has also informed City staff and Foster Farms that it wants the groundwater pumped, treated in the new industrial treatment plant and put it back into the ground to remediate current groundwater pollution.**<sup>353</sup> In addition to constructing a new treatment plant and treating the existing groundwater, the Regional Water Quality Control Board (RWQCB) also directed that Foster Farms dredge the ponds to remove existing chicken waste sludge.

On November 13, 2007, a comprehensive settlement agreement between the City of Livingston and Foster Farms became effective. The settlement agreement requires Foster Farms to assume responsibility for constructing the new wastewater treatment plant. (See site plan in Figures 59 and 60.) Livingston will be the lead agency and responsible for the environmental review and site plan approval. The City will continue to operate its existing wastewater treatment plant until Foster Farms initiates the operation of their plant. Foster Farms will clean up the current industrial wastewater treatment plant, including the current groundwater contamination and sludge at the existing wastewater treatment plant to the satisfaction of the Regional Water Quality Control Board. Condor Earth Technologies estimates that there are 6,932.05 dry tons of sludge that need to be removed from the existing ponds. They estimate the cost of removing the sludge at \$1,746,875.78.<sup>354</sup> **Once the existing plant site is cleaned up, the land will revert back to public use for the citizens of Livingston. This property can be used for a 121-acre industrial park or used as a regional park for youth and adult recreation activities.**

The agreement also required Foster Farms to install water meters at its property line to ensure that all water going on the property is accounted for and billed. These meters were installed in May 2008. A 1997 option agreement permitting Foster to acquire City property for \$1,000 per acre has also been voided.

**New Industrial Wastewater Treatment Plant Construction.** The new Foster Farms' private industrial wastewater treatment plant is designed to handle a maximum daily influent wastewater flow of 5 million gallons per day (mgd), five to six days per week, and produce an average daily wastewater effluent of 4.4 million gallons per day (mgd). The plant will include wastewater treatment facilities;<sup>355</sup> a 6-million gallon double-lined Waste

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<sup>353</sup> The upgrades to the industrial wastewater treatment plant associated with this project are primarily focused on bringing effluent discharge into compliance with total inorganic nitrogen limits. Poultry processing wastewaters typically contain relatively high concentrations of nitrogen from the addition of proteins to the wastewater. The existing industrial wastewater treatment plant ponds were not designed for nitrogen removal. Because of the high nitrogen concentration in the industrial wastewater treatment plant effluent, it is believed that nitrogen from the wastewater percolates into the groundwater from the treatment ponds and reclamation fields and may ultimately affect the downstream water quality of the Merced River. The discharge of high amounts of nitrogen in poultry processing wastewaters can have direct negative environmental impacts including toxicity to fish or other aquatic organisms, as well as indirect impacts including the decreased availability of dissolved oxygen due to consumption by nitrogen-induced algal blooms.

The project proposes the addition of a Biological Nutrient Removal (BNR) process, which would incorporate an extended aeration activated sludge process into the existing treatment process for nitrogen removal. Wastewater from the poultry processing plant would flow to the BNR treatment facility for treatment prior to discharge through percolation in the existing ponds or reclamation fields. Additionally, the frequency of sludge removal from the treatment ponds would be greatly reduced or eliminated due to the removal of suspended solids in the BNR process.

<sup>354</sup> Condor Earth Technologies, Inc. "Foster Farms Pond Maintenance and Closure Plan, City of Livingston Wastewater Treatment Ponds, Livingston, California," January 31, 2008, p. 5.

<sup>355</sup> The wastewater treatment facilities include six open treatment tanks, built at-grade of pre-stressed concrete; two 6,000 gallon high density polyethylene bulk storage/mix tanks for storage of 55 percent magnesium hydroxide (MgOH) solution; two 3,000 gallon flocculent polymer solution mix-storage tanks; one operations building, three below-grade concrete structures (manholes and pump wells), and underground wastewater piping.

Sludge Storage Lagoon (WSSL) north of the treatment facilities; a 35- million gallon unlined final effluent storage reservoir immediately to the west of the treatment facilities; and an operations building.

On March 3, 2009, the Livingston City Council adopted an Initial Study and Mitigated Negative Declaration and approved the site plan for the Foster Farms' private industrial wastewater treatment plant. A building permit for construction of the plant was issued on April 22, 2009. (See Figure 73 and Figure 74.)

## Revenue Assumptions

The Industrial Wastewater Enterprise Fund charges for services to Foster Farms during FY2012 are projected to be \$250,000. Total financial resources budgeted for the Industrial Wastewater Enterprise Fund from all sources is projected to be \$250,000 during FY2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Operate the industrial wastewater treatment plant in accordance with all state and federal laws and regulations.  
**Performance Measure:** The industrial wastewater treatment plant is operated in accordance with all state and federal laws and regulations. The City receives no violation notices or letters.
- 2. Goal:** Monitor and oversee the City's contract with Environmental Management Services (EMS) to provide contract operation, maintenance and management of the City's wastewater treatment facilities including the Industrial Wastewater Treatment Plant.  
**Performance Measure:** Meet at least once a month with the management of Environmental Management Services (EMS) to review their performance.
- 3. Goal:** Submit quarterly ground monitoring samples and reports the California Regional Water Quality Control Board (RWQCB).  
**Performance Measure:** Quarterly groundwater monitoring samples and reports are submitted to the Regional Water Quality Control Board.
- 4. Goal:** Conduct building inspections to ensure compliance with building code for Foster Farms' new industrial wastewater treatment plant.  
**Performance Measure:** Building inspections conducted for Foster Farms' new industrial wastewater treatment plant.
- 5. Goal:** Conduct engineering inspections to ensure compliance with engineering standards for Foster Farms' new industrial wastewater treatment plant.  
**Performance Measure:** Engineering inspections for Foster Farms' new industrial wastewater treatment plant are completed.
- 6. Goal:** Work to end the Cease and Desist Order issued by the California Regional Water Quality Control Board.  
**Performance Measure:** Progress is made to end the Cease and Desist Order (CDO) issued by the California Regional Water Quality Control Board (RWQCB).
- 7. Goal:** Provide comments to the California Regional Water Quality Control Board (RWQCB) regarding discharge and reporting requirements for the new Foster Farms wastewater treatment plant.  
**Performance Measure:** Comments are provided to the California Regional Water Control Board (RWQCB) regarding discharge and reporting requirements for the new Foster Farms wastewater treatment plant.
- 8. Goal:** Monitor sludge removal by Foster Farms from the industrial wastewater treatment plant.  
**Performance Measure:** Sludge removal by Foster Farms from the Industrial wastewater treatment plant.



**9. Goal:** Monitor the implementation of the Pond Closure Plan prepared by Foster Farms and approved by the California Regional Water Quality Control Board (RWQCB).

**Performance Measure:** Pond Closure Plan as approved by the California Regional Water Quality Control Board (RWQCB) is monitored by the City.

**10. Goal:** Work with Foster Farms and the California Regional Water Quality Control Board (RWQCB) to determine the amount of chicken waste material that needs to be dredged from each evaporation pond.

**Performance Measure:** Amount of chicken waste material that must be dredged is determined.

**11. Goal:** Monitor the dredging of the chicken waste material from each evaporation pond.

**Performance Measure:** City reviews reports prepared by Foster Farms for the City and the California Regional Water Quality Control Board (RWQCB).

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, County, Region, State and Nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Industrial Wastewater Enterprise Fund Revenues

### Charges for Service

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2102-000-3426	Wastewater User Fees	524,860	509,745	506,076	307,544	250,000
2102-000-3515	Wastewater Penalty Fees	0	0	0	0	0
2102-000-3610	Interest Income	0	0	0	0	0
2102-000-3954	Reimbursements/Refunds	0	2,757	267	0	0
2102-000-3956	RMA Insurance Refunds	0	0	0	0	0

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2102-000-3957	Industrial Wastewater Treatment Plant Construction Reimbursement	-993,155	5,578	0	0	0
2102-000-3992	Foster Farms New Industrial Wastewater Plant Project Reimbursement	69,170	72,693	18,941	1,310	0
	<b>Total Wastewater Charges for Service</b>	<b>-399,125</b>	<b>590,773</b>	<b>525,284</b>	<b>308,854</b>	<b>250,000</b>

## Total Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Industrial Wastewater Enterprise Fund Revenues</b>	<b>-399,125</b>	<b>590,773</b>	<b>525,284</b>	<b>308,854</b>	<b>250,000</b>

## Industrial Wastewater Enterprise Fund Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2102-820-4110	Salaries and Wages—Regular	27,271	31,240	28,730	16,219	0
2102-820-4120	Salaries and Wages—Part Time	0	0	0	0	0
2102-820-4130	Salaries and Wages—Overtime	1,282	315	3,747	570	0
2102-820-4210	Group Medical Insurance <sup>356</sup>	5,338	3,416	8,870	5,559	0
2102-820-4220	Social Security	0	0	0	0	0
2102-820-4221	Medicare Insurance	380	431	500	244	0
2102-820-4230	PERS—Retirement Employer Contribution	1,987	2,949	2,877	1,680	0
2102-820-4231	PERS—Employee Contribution	1,537	2,054	1,971	1,085	0
2102-820-4250	Unemployment Insurance <sup>357</sup>	125	54	305	174	0
2102-820-4260	Workers' Compensation	1,230	1,499	1,260	1,866	0
2102-820-4290	Physical Examinations	0	0	0	0	0
2102-820-4291	Uniform Expense	207	57	112	118	0
	<b>Total Personnel Services</b>	<b>39,357</b>	<b>42,015</b>	<b>48,372</b>	<b>27,515</b>	<b>0</b>

### Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2102-820-4300	Professional Services	565,241	12,622	43	0	0
2102-820-4310	Contract Services <sup>358</sup>	204,075	196,570	199,762	114,308	145,000
2102-820-4311	Service Agreements	0	0	0	0	0
2102-820-4320	Registration/Tuition/Training	0	0	0	0	0

<sup>356</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>357</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>358</sup> The City has an agreement with Environmental Management Services (EMS) to operate its domestic wastewater treatment plant and its industrial wastewater treatment plant. Environmental Management Services (EMS) has direct responsibility for the day-to-day operations of both wastewater treatment plants. The City projects that it will pay Environmental Management Services (EMS) \$250,000 during FY2010 to operate the industrial wastewater treatment plant.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2102-820-4393	System Maintenance and Operation	0	0	0	0	0
2102-820-4410	Utilities	0	0	0	0	0
2102-820-4430	Vehicle Maintenance and Operation	2,956	814	858	1,801	2,000
2102-820-4431	Equipment Maintenance and Operation	234	36	0	0	200
2102-820-4432	Facilities Maintenance and Operation	335	341	54	138	200
2102-820-4439	Wastewater Treatment Plant Maintenance and Operation	0	0	0	0	0
2102-820-4440	Rents and Leases	0	0	0	0	0
2102-820-4520	Property and Liability Insurance <sup>359</sup>	31,499	24,483	23,882	23,678	10,560
2102-820-4530	Communications/Cell Phones/Telephones	0	0	0	0	0
2102-820-4580	Travel/Conference/Meetings	0	0	0	0	0
2102-820-4606	Small Tools and Equipment	223	0	0	0	0
2102-820-4611	Office Supplies	242	0	0	0	0
2102-820-4612	Postage	0	0	0	0	0
2102-820-4618	Reimbursement/Refunds	0	0	0	0	0
2112-820-4619	Miscellaneous Expenditures	0	0	0	0	0
2102-820-4640	Books/Subscriptions/Periodicals	0	0	0	0	0
2102-820-4641	Dues/Memberships/Fees	46,143	64,100	64,109	64,196	65,000
	<b>Total Maintenance and Operations</b>	<b>850,948</b>	<b>298,966</b>	<b>288,708</b>	<b>204,121</b>	<b>222,960</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2102-820-7410	Equipment Purchase	0	0	0	0	0
2102-820-7420	Vehicle Purchase <sup>360</sup>	0	0	0	0	0
2102-820-7615	Wastewater Treatment Plant Expansion	41,830	0	0	0	0
2102-820-7616	Foster Farms New Industrial Wastewater Plant	12,467	147,346	5,706	3,838	0
2102-820-7630	GIS System Expense	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>54,297</b>	<b>147,346</b>	<b>5,706</b>	<b>3,838</b>	<b>0</b>

## Total Industrial Wastewater Enterprise Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Industrial Wastewater Enterprise Fund Expenditures</b>	<b>944,602</b>	<b>488,327</b>	<b>342,786</b>	<b>235,474</b>	<b>222,960</b>

<sup>359</sup>The Industrial Wastewater Enterprise Fund property and liability insurance for FY2012 is estimated to be \$10,560.

<sup>360</sup>The City spent \$22,523 in FY2007 for a pickup truck for the industrial wastewater treatment plant.

## **Projected Estimated Changes to the Industrial Wastewater Enterprise Fund Balance<sup>361</sup>**

Estimated Beginning FY2012 Industrial Wastewater Enterprise Fund Balance on July 1, 2011:	\$ (1,086,429)
Estimated Ending FY2012 Industrial Wastewater Enterprise Fund Balance on June 30, 2012:	\$ (1,059,389)

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<sup>361</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# SANITATION ENTERPRISE FUND

(Fund No. 2103)

## Fund Mission

The mission of the Sanitation Enterprise Fund is to account for all activities, revenues, expenditures, assets and liabilities in providing solid waste disposal and street sweeping services to the residents of the City of Livingston.

## Fund Description

The Sanitation Enterprise Fund accounts for the financial resources collected and used to provide weekly automated residential, commercial and industrial garbage, recyclable materials and green waste collection to approximately 2,750 single-family residential units, 92 commercial dumpsters, one mobile home park and 41 multi-family residential units.

The Livingston City Council approved an exclusive solid waste collection Franchise Agreement with Gilton Solid Waste Management, Inc. on March 4, 1986. This franchise agreement was amended on July 17, 1990, June 7, 1994 and July 1, 1997. The franchise agreement requires Gilton Solid Waste Management to provide solid waste collection at least once a week to all residential customers and more frequently to commercial and industrial customers if needed. (See Figure 75.) Gilton Solid Waste Management, Inc. is not required to remove any waste resulting from the construction, alteration or repair of “buildings, house moving or demolition.” Nor are they required under the franchise to remove any large dead animals or any “materials containing infectious or contagious diseases.”

Gilton Solid Waste Management, Inc. is prohibited from making collections in residential areas prior to 5:00 a.m. or after 6:00 p.m. The company may not conduct collections at schools, churches, or those portions of commercial districts adjacent to residential neighborhoods prior to 4:00 a.m. or after 6:00 p.m.

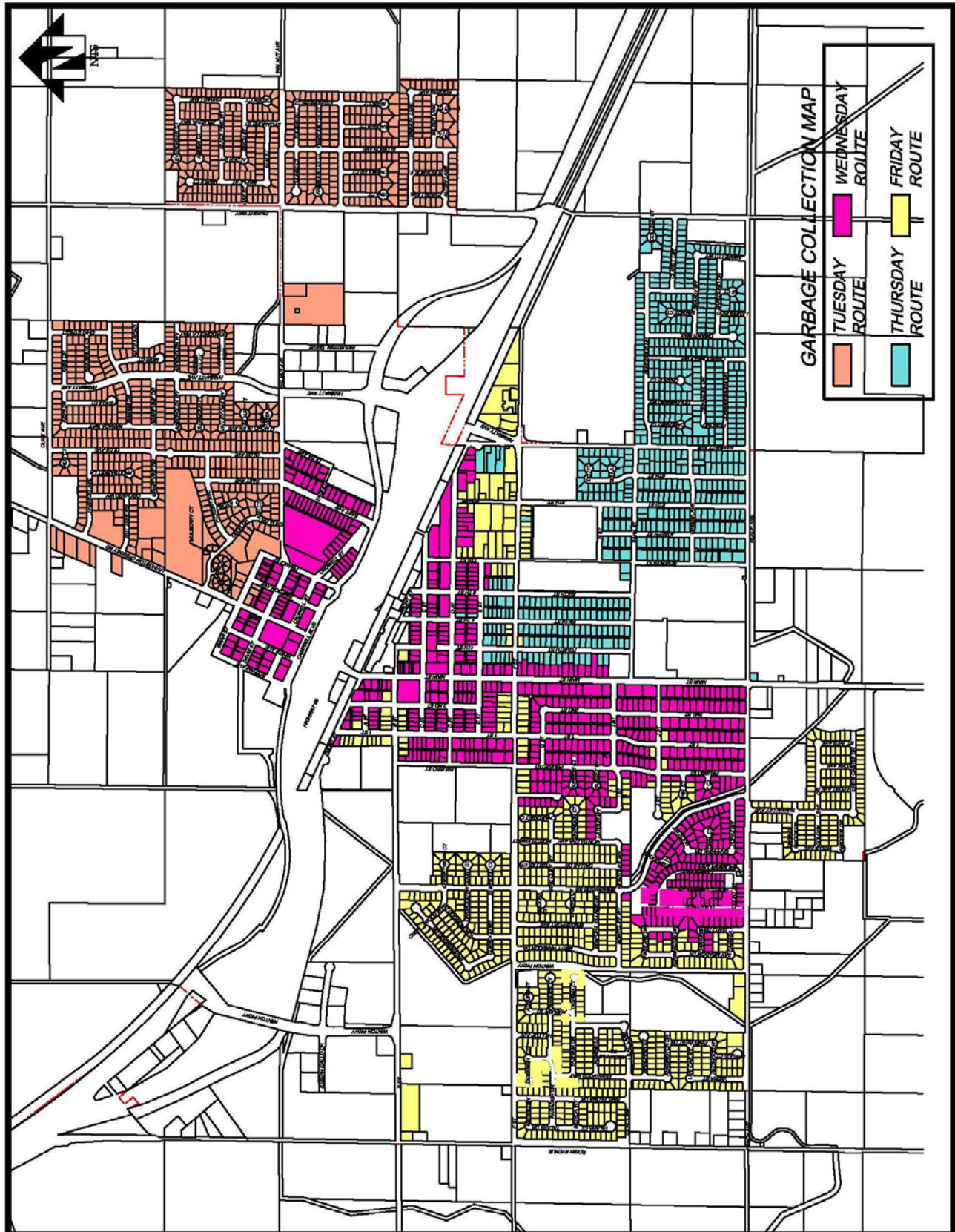
The City handles all billings and collections for the collection of solid waste in Livingston and has agreed not to charge the contractor a franchise fee or billing fee until the City “determines a necessary and mutually agreed upon fee schedule.” No additional contract charges to the franchisee have been made since 2003.

In addition to picking up garbage and recyclable materials, the Sanitation Enterprise Fund is also responsible for street sweeping services. Streets are swept in accordance with the schedule outlined on Figure 62.

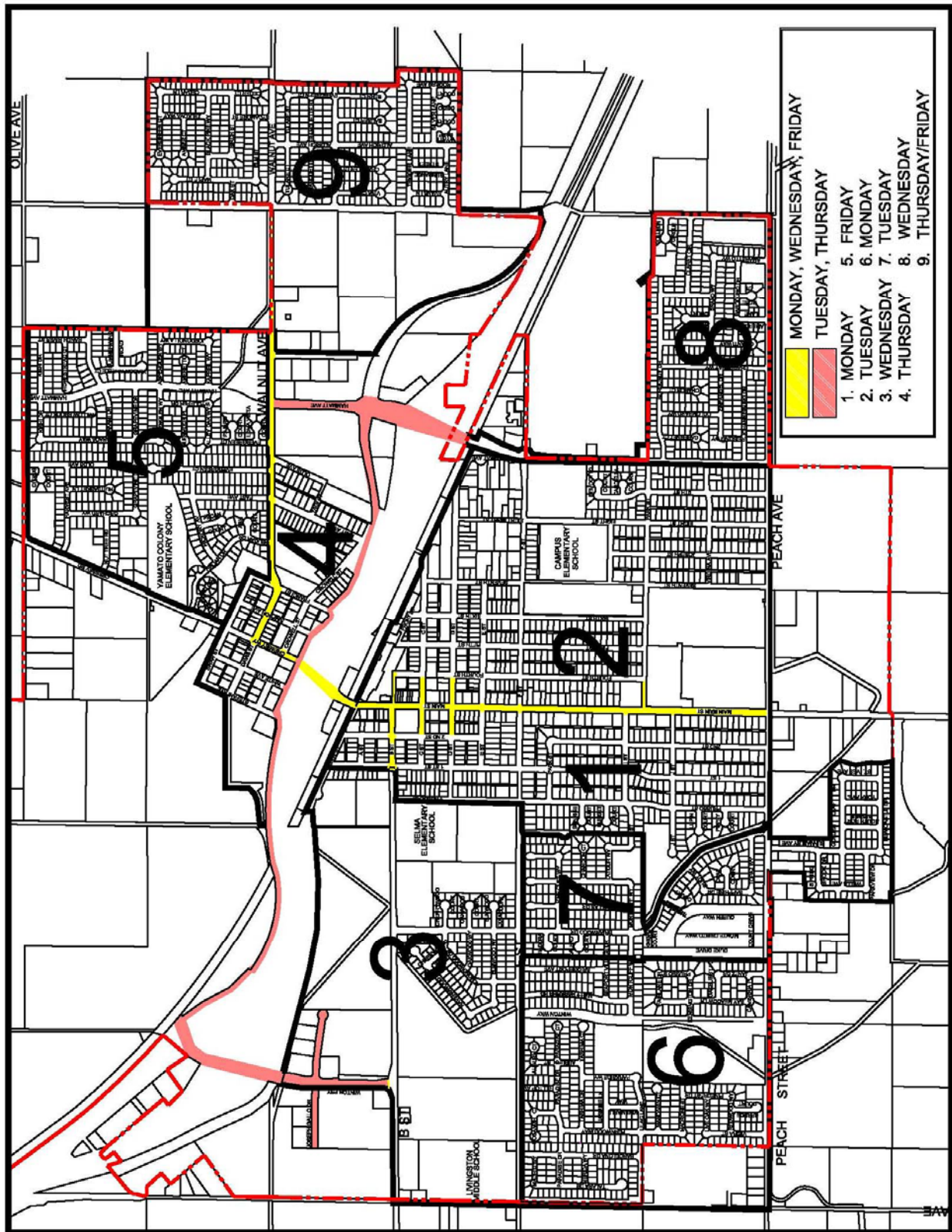
Assembly Bill 939 requires the City to recycle at least 50 percent of its solid waste each year. Fines of up to \$10,000 per day can be imposed on Livingston by the State of California if the City fails to meet its recycle goals. The City diverted the following tonnage from the landfill during calendar year 2009 to meet its Assembly Bill 939 requirement:

Waste Category	Tons Diverted from Disposal
Concrete	74.41
Dirt and Leaves	88.70
Organics (Other than green waste)	120.92
Green Waste	118.23
Metals	28.13
Mixed Paper	2.49
Wood	109.56
Comingled Recyclables	36.24
<b>Total Tons</b>	<b>578.68</b>

Figure 75  
Livingston Public Works Garbage Collection Routes



**Figure 76**  
**Livingston Public Works Street Sweeping Routes**



## Revenue Assumptions

FY2012 revenues in the Sanitation Enterprise Fund are expected to be \$1,00,000 from solid waste collection charges to residential, commercial and industrial customers. The City also expects to collect \$2,300 in parking lot maintenance fees, \$12,000 in late fees and penalties, \$5,000 from the State Beverage Container Recycling Grant and \$1,500 in other revenues. Total Sanitation Enterprise Fund revenues during FY2012 are projected to be \$1,020,800.

## Goals and Performance Measures

(To be Completed by June 30, 2012)

- 1. Goal:** Monitor and oversee the contract with Gilton Solid Waste Management, Inc. to insure that residential, commercial and industrial customers receive high levels of service.  
**Performance Measure:** Phone calls to City regarding complaints and customer complaint logs maintained by the contractor under the Franchise Agreement. Report to City Council.
- 2. Goal:** Review Title 8, Chapter 2 of the Livingston Municipal Code relating to solid waste.  
**Performance Measure:** Title 8, Chapter 2 of the Livingston Municipal Code is reviewed and appropriate amendments are sent to the City Council for consideration.
- 3. Goal:** Review Title 8, Chapter 7 of the Livingston Municipal Code relating to the collection and loading of recyclable materials.  
**Performance Measure:** Title 8, Chapter 7 of the Livingston Municipal Code relating to the collection and loading of recyclable materials is reviewed and appropriate amendments are presented to the City Council for consideration.
- 4. Goal:** Take proposals and purchase a new street sweeper through a lease-purchase agreement.  
**Performance Measure:** Proposals are taken and a new street sweeper is purchased through a lease-purchase agreement.
- 5. Goal:** Place recycling information on City website.  
**Performance Measure:** Recycling information is placed on City website.
- 6. Goal:** Place notices providing information about recycling and encouraging people to recycle once every three months in the City's utility bill envelopes.  
**Performance Measure:** Recycling notices are placed into the City utility bill envelopes. Report to City Council.
- 7. Goal:** Operate a drop off recycling center at the Public Works Department yard.  
**Performance Measure:** City operates recycling center at the Public Works yard.
- 8. Goal:** Meet all the requirements to receive the Beverage Container Recycling Grant from the California Department of Conservation.  
**Performance Measure:** Obtain the Beverage Container Recycling Grant from the California Department of Conservation.
- 9. Goal:** Conduct fall green waste cleanup program.  
**Performance Measure:** Conduct green waste and curbside Spring Cleanup is completed.
- 10. Goal:** Complete commercial street sweeping every week, and residential street sweeping every other week.  
**Performance Measure:** Street sweeping reports.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**



**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Provides a clear, clean and open visual image of the community that reflects the highest standards of design quality for public and private commercial, residential, institutional and industrial development.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and other services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

## Sanitation Enterprise Fund Revenues

### Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2103-000-3311	Beverage Container Recycling Grant <sup>362</sup>	5,000	5,000	5,000	5,000	5,000
2103-000-3406	True Value Parking Lot Maintenance <sup>363</sup>	1,778	1,873	2,347	2,388	2,300
2103-000-3407	Plaza Parking Lot Maintenance	700	0	0	0	0
2103-000-3426	Sanitation User Charges <sup>364</sup>	920,337	928,272	1,242,918	1,001,586	1,000,000
2103-000-3515	Late Charges and Penalties	19,147	18,842	15,252	12,038	12,000
2103-000-3610	Interest Income	0	0	0	0	0
2103-000-3954	Reimbursements and Refunds	146	4,333	1,615	1,585	1,500
2103-000-3956	RMA Insurance Refunds	0	0	0	0	0
	<b>Total Sanitation Enterprise Fund Revenues</b>	<b>947,108</b>	<b>958,320</b>	<b>1,267,132</b>	<b>1,022,597</b>	<b>1,020,800</b>

<sup>362</sup>The City receives a Beverage Container Recycling Grant under the California Beverage Container Recycling and Litter Reduction Act each year from the California Department of Conservation. These funds come from the California Redemption Value (CRV) that is charged by retailers on all beverage containers purchased in the State of California. The City received \$5,000 in FY2007, \$5,000 in FY2008, \$5,000 in FY2009, \$5,000 in FY2010, \$5,000 in FY2011 and a projected \$5,000 in FY2012.

<sup>363</sup> On October 14, 1992, the City of Livingston entered into a parking lot maintenance agreement with True Value Hardware Store. Under the 20-year agreement, True Value Hardware Store agreed to construct parking lot improvements and permit the parking lot to be a public parking lot. In addition, True Value Hardware Store also agreed to pay a monthly maintenance fee.

# Sanitation Enterprise Fund Expenditures

## Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2103-825-4110	Salaries and Wages—Regular	258,117	213,130	219,381	137,925	118,325
2103-825-4120	Salaries and Wages—Part Time	4,272	0	0	0	0
2103-825-4130	Salaries and Wages—Overtime	7,101	6,962	4,695	-461	700
2103-825-4210	Medical Insurance <sup>365</sup>	65,673	69,685	77,336	40,525	35,800
2103-825-4220	Social Security	0	0	0	0	0
2103-825-4221	Medicare Insurance	3,596	3,005	3,100	1,864	1,625
2103-825-4230	PERS—Retirement Employer Contribution	20,440	19,738	20,630	10,124	14,990
2103-825-4231	PERS—Employee Contribution	15,513	13,752	14,130	6,539	8,760
2103-825-4250	Unemployment Insurance <sup>366</sup>	704	1,156	1,702	1,597	850
2103-825-4260	Workers' Compensation <sup>367</sup>	9,718	12,877	9,660	7,015	8,675
2103-825-4290	Physical Examinations	0	0	0	0	0
2103-825-4291	Uniform Expense	798	1,117	576	440	500
	<b>Total Personnel Services</b>	<b>385,932</b>	<b>341,422</b>	<b>351,210</b>	<b>205,568</b>	<b>190,225</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2103-825-4300	Professional Services	10,302	36,741	13,100	18,424	20,000
2103-825-4310	Contract Services <sup>368</sup>	2,554	2,676	4,021	3,693	35,000
2103-825-4311	Service Agreements	0	0	0	0	0
2103-825-4312	Disposal Contract Services <sup>369</sup>	644,909	650,618	664,117	675,120	680,000
2103-825-4320	Registration/Tuition/Training	0	0	0	309	400

<sup>365</sup> The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>366</sup> The City pays 6.2% of the employee's first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

<sup>367</sup> Livingston's Workers' Compensation premium is based on the City's total payroll. The Sanitation Enterprise Fund's share of the total premium based on payroll is \$8,675 in FY2012.

<sup>368</sup> \$2,652 for contract services is primarily for Springbrook financial software support in FY2011.

<sup>369</sup> The Livingston City Council approved an exclusive solid waste collection Franchise Agreement with Gilton Solid Waste Management, Inc. on March 4, 1986. The franchise agreement requires Gilton Solid Waste Management to provide solid waste collection at least once a week to all residential customers and more frequently to commercial and industrial customers if needed. Gilton Solid Waste Management, Inc. is not required to remove any waste resulting from the construction, alteration or repair of "buildings, house moving or demolition." Nor are they required under the franchise to remove any large dead animals or any "materials containing infectious or contagious diseases."

Gilton Solid Waste Management, Inc. is prohibited from making collections in residential areas prior to 5:00 a.m. or after 6:00 p.m. The company may not conduct collections at schools, churches, or those portions of commercial districts adjacent to residential neighborhoods prior to 4:00 a.m. or after 6:00 p.m.

The City handles all billings and collections for the collection of solid waste in Livingston and has agreed not to charge the contractor a franchise fee or billing fee until the City "determines a necessary and mutually agreed upon fee schedule." No additional contract charges to the franchisee have been made since 2003.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2103-825-4331	City Audit	6,625	6,833	7,331	6,850	7,050
2103-825-4340	Computer Support Agreements	0	0	0	2,499	2,800
2103-825-4430	Vehicle Maintenance and Operation	4,476	3,505	3,396	1,566	1,700
2103-825-4431	Equipment Maintenance and Operations	9,116	16,984	18,827	1,956	2,500
2103-825-4432	Facilities Maintenance and Operations	350	1,123	0	0	0
2103-825-4438	True Value Parking Lot Maintenance	0	0	0	0	0
2103-825-4440	Rents and Leases	303	0	1,964	0	500
2103-825-4520	Property and Liability Insurance <sup>370</sup>	31,499	31,780	31,000	30,735	39,185
2103-825-4530	Communications, Cell Phones and Telephones	681	986	460	419	500
2103-825-4540	Advertisement	0	0	0	0	500
2103-825-4550	Printing	63	0	1,210	185	300
2103-825-4580	Travel/Conference/Meetings	0	0	0	0	0
2103-825-4606	Small Tools and Equipment	106	188	26	0	200
2103-825-4611	Office Supplies	1,803	2,466	1,604	1,750	2,200
2103-825-4612	Postage <sup>371</sup>	4,131	3,686	2,999	2,095	2,200
2103-825-4618	Reimbursements and Refunds	19	403	0	0	0
2103-825-4619	Miscellaneous Expenditures	485	119	500	0	500
2103-825-4641	Dues/Memberships/Fees	0	0	0	0	0
2103-825-4691	Recycling and Litter Reduction Grant Expense	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>717,422</b>	<b>758,108</b>	<b>750,555</b>	<b>745,601</b>	<b>795,535</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
2103-825-7410	Equipment Purchases	0	0	818	4,997	2,500
2103-825-7430	Furniture and Fixture Purchases	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>818</b>	<b>4,997</b>	<b>2,500</b>

## Total Sanitation Enterprise Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Sanitation Enterprise Fund Expenditures</b>	<b>1,103,354</b>	<b>1,099,530</b>	<b>1,102,583</b>	<b>956,166</b>	<b>988,260</b>

<sup>370</sup>The Sanitation Enterprise Fund's insurance premium for FY2011 will be \$41,672.

<sup>371</sup>Although the Sanitation collection charges are included in the water and sewer utility bills, no postage was charged to the Sanitation Enterprise Fund in FY2004. \$4,217 was charged to postage in FY2005, \$4,579 was charged in FY2006, \$3,196 in FY2007, \$4,100 in FY2008 and \$4,100 in FY2009.

## **Projected Estimated Changes to Sanitation Enterprise Fund Balance<sup>372</sup>**

Estimated Beginning FY2012 Sanitation Enterprise Fund Balance on July 1, 2011:	\$ (364,670)
Estimated Ending FY2012 Sanitation Enterprise Fund Balance on June 30, 2012:	\$ (332,130)

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<sup>372</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# LIVINGSTON REDEVELOPMENT AGENCY COMMUNITY REDEVELOPMENT FUND

(Fund No. 5000)

## Fund Mission

The mission of the Livingston Redevelopment Agency Community Redevelopment Fund is to account for all activities, revenues, expenditures, assets and liabilities for the purpose of securing commercial and industrial development for job creation and revitalization of blighted residential, commercial or industrial areas in the City of Livingston.

## Fund Description

The Livingston Redevelopment Agency is one of 422 redevelopment agencies in the State of California. Today, 81 percent of the cities and 52 percent of the counties have redevelopment agencies. These redevelopment agencies have 760 redevelopment project areas and receive \$3.4 billion in property tax increment revenues each year.<sup>373</sup>

California Redevelopment agencies have the power to:

1. Plan, develop, redesign, clear, reconstruct or rehabilitate all or part of a redevelopment project area. This includes the construction or reconstruction of public improvements such as streets, curbs, gutters, sidewalks, parks, and community facilities such as libraries, community centers, police and fire substations.
2. Buy and sell property for redevelopment. Redevelopment agencies under California law have the power of eminent domain and may convey property to other private persons or entities for development and use.
3. Provide financial assistance for residential, commercial, industrial, public space and structures appropriate or necessary for the public good.
4. Expand employment opportunities, increase low- and-moderate income housing and provide an environment for social, economic, and psychological growth and well-being of all citizens.

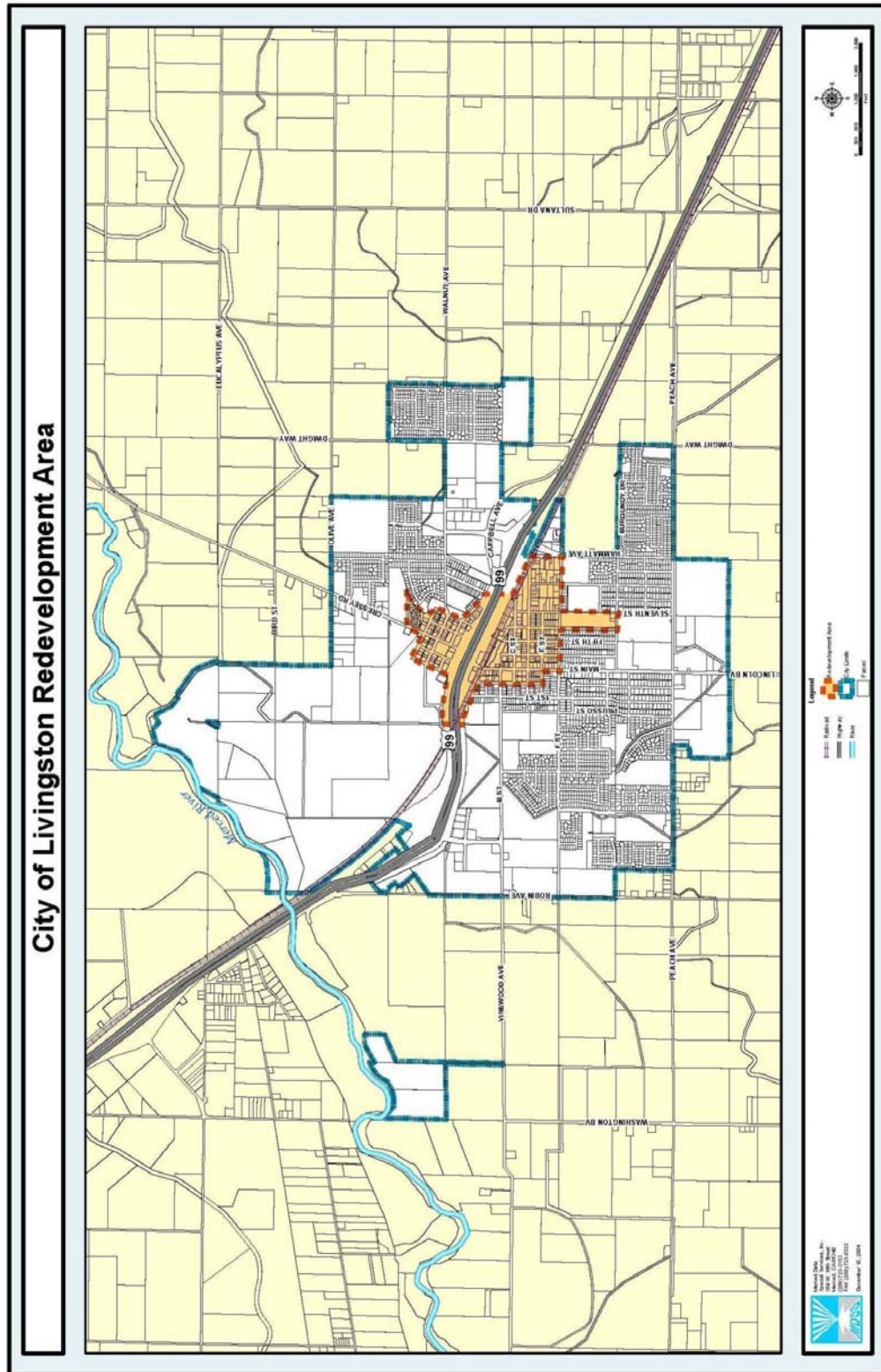
The Livingston Redevelopment Agency is a blended component unit of the City of Livingston, although technically it is a separate government unit under California law. It was established in 1985 pursuant to the Community Redevelopment Law of the California Health and Safety Code to eliminate urban blight and administer the City's redevelopment activities and projects. California's Community Redevelopment Law (Chapter 710, Statutes of 1951) was enacted by the California Legislature with the objective of redeveloping those areas found in many communities that have suffered from unsafe, unfit, deteriorated, and economically dislocated properties.

The Livingston Redevelopment Agency was established for the primary purpose of providing a vehicle to eliminate blighted conditions and thus ensure that the City's economic base would prosper. This economic base along with associated tax revenues would grow primarily through the development of new public improvements, commercial and industrial projects, and affordable housing. The Livingston Redevelopment Agency has the following objectives.

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<sup>373</sup>California Redevelopment Association.

**Figure 78**  
**Livingston Redevelopment Agency Project Area**



**City of Livingston Redevelopment Area**

- Eliminate existing blighted conditions and the prevention of recurring blight within the project areas.
- Provide public services and facilities as necessary and required for the development of the project areas.
- Eliminate environmental deficiencies including inadequate street improvements, inadequate utility systems, and inadequate public services.
- Upgrade pedestrian environment within the project areas, particularly the downtown.
- Enhance the visual image of the project areas, including the provision of an environment with a positive image and sense of identity.
- Encourage the participation of project area residents in the formation, refinement and implementation of the redevelopment plan in order to ensure that redevelopment proposals are directly beneficial to the people who live and work within the project areas.
- Encourage, promote and assist in the development and expansion of local commerce, needed commercial and industrial facilities and increased employment opportunities within the project areas.
- Create a more cohesive and unified Livingston community by strengthening the physical, social and economic ties between residential, commercial, industrial, recreational and public land uses within the project areas.
- Provide a procedural and financial mechanism to assist, compliment and coordinate public and private development, redevelopment, revitalization and enhancement of the Livingston community.

The Agency established its first redevelopment project area in 1985 and a second project area in 1999. (See map in Figure 78.) The Agency's primary source of revenue comes from property taxes, referred to as "tax increment." The assessed valuation of all property within the project area is determined on the date of adoption of the Redevelopment Plan. The property taxes related to the incremental increase in assessed values after the adoption of the Redevelopment Plan are allocated to the Agency. All taxes on the "frozen" assessed valuation of the property are allocated to the City and the other districts.

The Agency has no power to levy and collect taxes and any legislative property tax reduction might reduce the amount of tax revenues that would otherwise be available to pay the principal and interest on debt. Property tax exemptions could have a similar effect. Conversely, any increase in the tax rate or assessed valuation, or any reduction or elimination of present exemptions increases tax revenues that would be available to pay principal and interest on debt. Tax increment revenues are not subject to the limitations imposed by the Gann Limit since the voters approved Article XVI of the California Constitution in 1952.

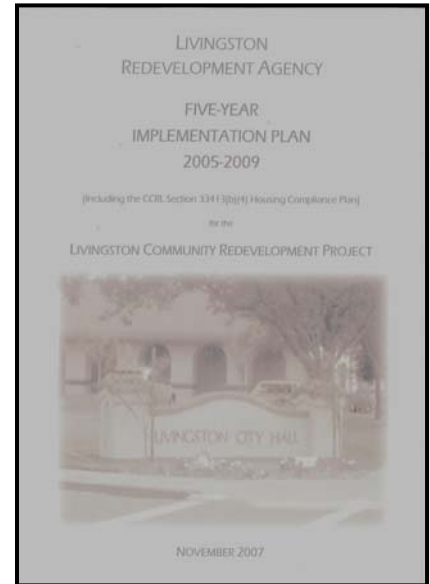
The Community Redevelopment Fund accounts for financial activities for the development or redevelopment of project areas, including the acquisition of properties, site improvement costs, other benefit costs to the project areas and administrative expenses incurred in sustaining the Agency.

On October 6, 1993, Governor Pete Wilson signed Assembly Bill 1290. This legislation along with its companion, Senate Bill 732, contained significant changes in the California Community Redevelopment Law. One of the provisions of the bill is that each redevelopment agency must adopt a five-year Implementation

Plan.<sup>374</sup> The Livingston Redevelopment Agency Implementation Plan is organized into two major components. The first component assesses the blighted conditions in the Project Area and develops a Five-Year Implementation plan for the elimination of blight. The second component addresses the Livingston Redevelopment Agency's housing responsibilities with regard to low- and moderate-income housing production and replacement.

This plan is essentially the charter of the authorized redevelopment actions within a defined geographic area. The contents of a redevelopment plan are generally:

1. Legal description of the project area.
2. Redevelopment goals and objectives.
3. Permitted land uses and land use controls.
4. Permitted means of financing redevelopment actions.
5. Owner participation opportunities and business reentry preferences.
6. Authority to buy and sell property.
7. Identification of proposed public improvements.
8. Affordable housing requirements.
9. Supporting actions by the community.
10. Procedures for amendment.



**Livingston Redevelopment Agency Five-Year Implementation Plan (2005-2009)**

Redevelopment agencies must set aside 20 percent of the tax increment revenues from the project area in a separate Low- and-Moderate-Income Housing Special Revenue Fund to be used for the purpose of increasing, improving and preserving the community's supply of affordable housing. They must also replace, on a one-for-

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<sup>374</sup>One of the provisions of Assembly Bill 1290 is the requirement that each agency adopt a five-year Implementation Plan. The requirement for implementation plans reflects a strong legislative concern that redevelopment activities should be connected with the blight that justified adoption of the redevelopment plan in the first place. The Implementation Plan is one of several requirements which now direct redevelopment agencies that activities be linked to elimination of blight. Agencies need to constantly evaluate their activities to ensure this linkage is maintained. Each agency that had adopted a redevelopment plan prior to December 31, 1993, had to adopt, after public hearing, an Implementation Plan on or before December 31, 1994. Thereafter, the Implementation Plan had to be revised and adopted every five years.

Among the other requirements, the Implementation Plan must describe specific goals and objectives of the agency for the project area, specific programs, including potential projects and estimated expenditures to be made during the next five years, and an explanation of how these goals, objectives, programs and expenditures will eliminate blight remaining in the project areas and implement the requirements of Sections 33334.2, 33334.4 and 33334.13. The Implementation Plan required of redevelopment agencies with existing project areas must describe how the agency will implement both the requirement to increase, improve and preserve low- and moderate-income housing. The section of the plan addressing low- and moderate-income housing and estimated amounts which will be deposited in the Low- and Moderate-Income Housing Fund during each of the next five years and estimates of the expenditures of the monies from the Low- and Moderate-Income Housing Special Revenue Fund during each of the five years. If the Implementation Plan contains a project that will result in the destruction of low- or moderate-income housing, a separate replacement housing plan must be prepared by an agency that, among other requirements, identifies proposed locations for the replacement of dwelling units pursuant to Section 33413.5. (This plan must be prepared not less than 30 days prior to the execution of an agreement for the acquisition of real property, or other specific agreements.)



one basis, any low- or moderate-income housing destroyed or removed from the project area by redevelopment action.

In June 0f 2011 the Governor signed into law AB 26 which provides for the suspension of redevelopment agencies as of the date of the bill and subsequent dissolution of redevelopment agencies, and AB 27 which provides that the suspension and dissolution provisions not apply to agencies if the legislative body of the agency's sponsoring entity (the City Council) adopts an ordinance committing to pay specified amounts for distribution to schools and other taxing entities. The City has elected to participate in the AB 27 "voluntary" payment program that permits agencies to continue operation. The City's annual payment for the FY2012 is \$247,800 and will be paid from the Low and Moderate Income fund (unless the California Supreme Court overturns AB x1 26 and AB x1 27).

Members of the City Council automatically sit as the Livingston Redevelopment Agency Board. The City Manager is the Executive Director and the City staff provides all support services. Currently the Agency meetings are held just before regular City Council meetings.

## Revenue Assumptions

The Livingston Redevelopment Agency Community Redevelopment Fund property tax revenues are projected to be \$437,200 during FY2012 and \$1,000 is projected to be collected in interest revenue. Total financial resources to be appropriated from all revenue sources are \$438,200.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

- 1. Goal:** Update the Livingston Redevelopment Agency Five-Year Implementation Plan as required by law.  
**Performance Measure:** The Livingston Redevelopment Agency Five-Year Implementation Plan is updated as required by law and sent to the City Council for approval.
- 2. Goal:** Work with the California Redevelopment Association and the League of California Cities to protect City redevelopment funds from raids from the State of California.  
**Performance Measure:** Staff and City Council work with the California Redevelopment Association and the League of California Cities to protect City redevelopment funds from raids from the State of California.
- 3. Goal:** Complete downtown beautification projects by May 2011.  
**Performance Measure:** Downtown beautification projects are completed by May 2011.
- 4. Goal:** Promote retail activities and attract and retain retail tenants in the Downtown Commercial District.  
**Performance Measure:** City promotes retail activities and retains tenants in the Downtown Commercial District. Report to the City Council.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Provides a clear, clean and open visual image of the community that reflects the highest standards of design quality for public and private commercial, residential, institutional and industrial development.

**Value:** Recognizes that it is in the midst of one of earth's great natural treasures and its unique, spectacular, and fragile environment is worthy of preservation and careful stewardship.

**Value:** Fosters retail commercial, office and light industrial enterprises that will preserve the City's natural environment, capitalize on the City's natural beauty, provide tax revenues to fund City services and be conducive to the City's desire to be a rural, open and uncrowded community.

**Value:** Promotes buildings and public infrastructure development that are practical, aesthetically pleasing and in harmony with the environment and surrounding landscape.

**Value:** Provides an atmosphere in which people can live in good health, move safely about the community (even at night) and feel confident that they and their property are protected from criminal harm, flood and other natural hazards and man-made disasters.

**Value:** Fosters a feeling of community spirit, community identity and promotes a sense of full citizen participation, guaranteeing an opportunity for everyone to share in the activities, duties, responsibilities and benefits of the City.

**Value:** Welcomes and accommodates the needs and desires of current residents, future residents and visitors, and lives with the spirit of volunteerism where neighbors work together for the common good to build a strong and vibrant community.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Value:** Provides cultural, recreational and contemplative opportunities for the residents and visitors to Livingston.

**Value:** Shoulders the full share of the community's county, regional and state responsibilities, acknowledging that the City is part of a larger community and that the provision of services and the solution to certain problems must be the result of intergovernmental cooperation.

**Vision:** Maintains the spectacular views of the valley and surrounding hills that form the backdrop to the community. It preserves this natural beauty, environmental quality and vital natural resources through appropriate stewardship of the land, ensuring visual and physical harmony between the natural and the man-made environment.

**Vision:** Preserves its general open, rural, low profile, uncrowded character punctuated with ample open space, large set backs, panoramic views and pristine vistas of the surrounding hills.

**Vision:** Promotes urban design features that provide artful integration of building site with the environment with an emphasis on earth-tone colors, desert architecture, exterior building materials, monument signs, large building set backs, appropriate landscaping, berms and features that hide or reduce the visibility of negative urban features such as parking lots.

**Vision:** Includes a variety of residents, varied in age, family makeup, income levels and interests, who can commonly enjoy the beauty, economic opportunities, recreational activities and cultural amenities of the City and surrounding region.

**Vision:** Provides a practical, landscaped, aesthetically pleasing and environmentally sensitive transportation circulation network that includes roads, bike paths, walkways and trails that are easily accessible and that efficiently and safely transport residents and visitors throughout the City and surrounding region. The circulation system, especially major corridors, will provide panoramic views of the community's surrounding environment and will avoid blocking these views with walls, fences, overhead power lines or other visually negative features.

The circulation system will be landscaped and will link neighborhoods, parks, schools, libraries, shopping areas, topographic features, pristine primitive areas and wildlife habitat.

**Vision:** Views economic development as the sustained creation of community wealth and the generation of tax revenues through the retention, expansion and development of diversified business opportunities that are compatible with the environment, community values and community vision. Quaint shops, neighborhood commercial developments, office developments, light industrial enterprises, restaurants, motels and pedestrian malls are in harmony with Livingston’s small town character, scenic beauty and natural resources which are the foundation of its economic strength and quality of life.

**Vision:** Interacts and works with other governmental entities for the mutual benefit of the City, county, region, state and nation.

**Vision:** Provides creative, orderly and efficient community facilities and municipal services that meet the needs of residents and visitors. Community facilities are sensitively and successfully integrated into the natural environment with necessary municipal and public utility services including police, fire, emergency medical, water, wastewater, storm water, electrical power, natural gas, cable television, communications, library, building, community development, solid waste and public education services implemented at the lowest possible cost.

## Community Redevelopment Fund Revenues

### Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5000-000-3010	Current Secured Taxes—Area 1 <sup>375</sup>	130,084	138,723	228,901	203,324	203,000
5000-000-3012	Current Secured Taxes—Area 2 <sup>376</sup>	202,445	177,289	191,098	202,248	202,000
5000-000-3020	Current Unsecured Taxes <sup>377</sup>	7,744	8,729	16,772	18,226	18,000
5000-000-3022	Current Unsecured Taxes—Area 2	725	10,484	14,400	1,145	1,500
5000-000-3030	Delinquent Secured Taxes	141	178	0	104	0
5000-000-3032	Delinquent Secured Taxes—Area 2	10,063	0	0	0	0
5000-000-3040	Delinquent Unsecured Taxes	419	104	555	1,039	100
5000-000-3042	Delinquent Unsecured Taxes—Area 2	359	162	482	906	1,000
5000-000-3050	Home Owners Property Relief (HOPTR)	1,745	1,963	3,748	3,706	3,500
5000-000-3052	Home Owners Property Relief (HOPTR)	2,352	2,270	3,070	3,024	3,000
5000-000-3070	Supplemental Property Taxes—SB813 <sup>378</sup>	7,526	7,520	-4,812	-767	600
5000-000-3072	Supplemental Property Taxes—SB813—Area 2	35,203	461	4,096	4,612	4,500
5000-000-3191	Property Tax Penalties and Fines	350	0	0	0	0
5000-000-3610	Interest Income	18,395	10,104	3,449	1,964	1,000
5000-000-3660	Gain from Sale of Assets <sup>379</sup>	195,036	0	0	0	0

<sup>375</sup>Taxable property includes land, improvements, and other properties that are accounted for on the property tax rolls, which are primarily maintained by the Merced County Assessor. Tax rolls contain an entry for each parcel of land, including parcel number, owner’s name and value. Secured property taxes are taxes on property that, in the opinion of the assessor, have sufficient value to guarantee payment of the tax levies and that, if unpaid, can be satisfied by the sale of the property by the tax collector.

The Livingston Redevelopment Agency Area 1 secured property taxes will be reduced from \$130,084 in FY2008 to an estimated \$125,000 in FY2011 due to a reduction in assessed valuation caused by property foreclosures in the project area.

<sup>376</sup>The Livingston Redevelopment Agency Area 2 secured property taxes will be reduced from \$202,445 in FY2008 to an estimated \$162,000 in FY2011 due to a reduction in assessed valuation caused by property foreclosures in the project area.

<sup>377</sup>Unsecured property taxes are taxes on property that, in the opinion of the assessor, do not constitute sufficient “permanence” or have other intrinsic qualities to guarantee payment of taxes levied against it.

<sup>378</sup>State law requires the County Assessor to reappraise property upon change in ownership and completion of new construction. The SB813 supplemental property tax assessment reflects the difference between the new value and the old value. The County Auditor-Controller calculates the supplemental property tax and then prorates it, based upon the number of months remaining in the fiscal year in which the event occurred.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5000-000-3670	Lot Lease/Rental Income	1,050	0	0	0	0
5000-000-3954	Reimbursements/Refunds	430	0	95	8	0
5000-000-3956	RMA Insurance Refund	0	0	0	0	0
5000-000-3989	Project Bid Pkgs. Revenue	0	0	0	0	0
	<b>Total Community Redevelopment Revenues</b>	<b>614,067</b>	<b>357,987</b>	<b>461,854</b>	<b>439,539</b>	<b>438,200</b>

## Use of Community Redevelopment Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Community Redevelopment Fund Balance <sup>380</sup>	54,444	0	67,648	99,295	160,175
	<b>Total Use of Community Redevelopment Fund Balance</b>	<b>54,444</b>	<b>0</b>	<b>67,648</b>	<b>99,925</b>	<b>160,175</b>

## Total Redevelopment Agency Community Redevelopment Fund Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Redevelopment Agency Community Redevelopment Fund Revenues</b>	<b>668,511</b>	<b>357,987</b>	<b>529,502</b>	<b>538,834</b>	<b>598,375</b>

## Community Redevelopment Fund Expenditures

### Personnel Services

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5000-500-4110	Salaries and Wages—Regular	40,836	44,062	42,629	74,710	34,375
5000-500-4120	Salaries and Wages—Part Time	0	0	0	0	0
5000-500-4210	Group Insurance	4,143	5,194	6,510	8,634	4,610
5000-500-4220	Social Security	309	299	295	312	310
5000-500-4221	Medicare Insurance <sup>381</sup>	588	631	549	999	425
5000-500-4230	PERS—Retirement Employer Contribution	2,801	3,715	3,552	5,074	4,580
5000-500-4231	PERS—Employee Contribution	2,167	2,588	2,433	3,277	2,675
5000-500-4250	Unemployment Insurance <sup>382</sup>	328	270	439	485	450

<sup>379</sup>The Chae Sun Lee Family Revocable Trust paid the Livingston Redevelopment Agency \$549,297 in FY2006 for its interest in the parking lot at 1471 “B” Street (plaza parking lot). The Livingston Redevelopment Agency sold its interest in FY2008 in the remaining plaza parking lot at 1471 “B” Street to Jaime Fuentes for \$195,036.

<sup>380</sup>The use of \$265,728 in FY2007, \$54,444 in 2008, and \$154,001 in FY2010 from the Community Redevelopment Fund Balance represented the taking of prior year’s accumulated fund surplus and appropriating it for expenditure in FY2007, FY2008, and FY2010.

<sup>381</sup>The City began paying the entire employee health insurance premium cost for all full-time employees in February 2006. FY2011 the City was notified by its employee health insurance carrier that it anticipated an 11.9% increase for FY2012. Once notified the City took the initiative to explore other avenues in the health insurance market. After exploring the market the City made the decision to change insurance carriers to CSAC JPA/Anthem Blue Cross which gave the City a 17.53% or \$192,024 savings in premiums for FY2012. The City is currently requiring the employees to pay a portion of the costs which totals \$50.00 per month starting July 1, 2011.

<sup>382</sup>The City pays 6.2% of the employee’s first \$7,000 for unemployment insurance to the California Employment Development Department (EDD). The City had a balance of (\$11,088.20) in its unemployment reserve account with the California Employment Development Department (EDD) on July 31, 2010.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5000-500-4260	Workers' Compensation <sup>383</sup>	1,306	1,996	1,951	2,891	4,750
	<b>Total Personnel Services</b>	<b>52,478</b>	<b>58,755</b>	<b>58,358</b>	<b>96,382</b>	<b>52,175</b>

## Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5000-500-4300	Professional Services	16,285	4,523	3,143	12,748	12,500
5000-500-4310	Contract Services	6,625	6,833	6,833	6,850	7,000
5000-500-4430	Vehicle Maintenance and Operation	0	0	0	0	0
5000-500-4520	Insurance	0	0	0	0	0
5000-500-4530	Communications/Cell Phones/Telephones	0	0	0	0	0
5000-500-4540	Advertising	30	70	62	0	0
5000-500-4553	Housing Element Update Expense <sup>384</sup>	0	34,006	16,914	459	1,000
5000-500-4557	Downtown Specific Plan <sup>385</sup>	5,776	0	0	0	0

<sup>383</sup>Livingston's Workers' Compensation premium is based on the City's total payroll. The Livingston Redevelopment Agency's share of the total premium based on payroll is \$4,750.

<sup>384</sup> State law requires that the Housing Element of the General Plan be updated every five years. The City spent \$34,006 in FY2009 and \$10,000 in FY2010 to update the Housing Element of the General Plan.

<sup>385</sup>The Livingston Redevelopment Agency plans to develop a Downtown Specific Plan that will provide the vision, goals, objectives, architectural standards and action plans to revitalize and improve the community's aesthetics, business environment and tax revenue of the downtown area. The need for a Downtown Specific Plan has become increasingly evident as more commercial developers and retail owners choose to locate outside the downtown. The project involves development of a Downtown Specific Plan that incorporates the elements of zoning, land use regulation, architectural design, development standards and an economic development strategy that will create a vibrant and commercially viable downtown area. The consultant will work with the City Council, staff, landowners and other stakeholders to accomplish the following:

- Help align the design of both public and private sector projects into retail, residential and mixed use design practices.
- Enable innovative and creative site planning, building design and development.
- Clarify expectations by communicating requirements to all stakeholders.
- Help expedite design review by focusing on adherence to standards.
- Contribute to a more efficient design review and entitlement process.
- Determine the properties that can serve as nodes of activity for civic and commercial uses.
- Identify new retail or service commercial uses in the downtown district, given existing retail tenants and trends in market demand.
- Determine tax increment and bonding capacity comparisons for development prototypes, including a new service commercial center and mixed use downtown retail and service commercial development.
- Identification and mapping of pedestrian and streetscape improvements that may leverage development at gateway or catalyst sites.
- Prepare a five-to-ten year Downtown Redevelopment Strategy, including planning and financing action steps.

The preparation of the Downtown Specific Plan has been delayed due to the faltering economy and reduction in Livingston Redevelopment Agency revenues caused by housing foreclosures in the project area.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5000-500-4558	Agency Five-Year Implementation Plan <sup>386</sup>	10,175	0	0	0	0
5000-500-4562	Merced County Property Tax Administrative Fee	7,305	8,189	11,508	15,117	15,200
5000-500-4580	Travel/Conferences/ Meetings	61	0	3,111	0	0
5000-500-4611	Office Supplies	0	0	0	0	0
5000-500-4618	Reimbursements/Refunds	350	0	0	0	0
5000-500-4619	Miscellaneous Expenditures	50	0	0	0	0
5000-500-4625	Entity Pass-Through Payments	0	0	158,430	176,891	176,900
5000-500-4640	Books/ Subscriptions/ Periodicals	0	0	0	0	0
5000-500-4641	Dues/Memberships/Fees	1,180	1,255	1,475	1,590	1,600
5000-500-4690	Payment to State Education Revenue Augmentation Fund (E.R.A.F.) <sup>387</sup>	0	0	152,320	31,360	32,000

<sup>386</sup>\$7,923 was spent in FY2007 and \$10,175 was spent in FY2008 for Urban Futures to complete the 2005-2009 Livingston Redevelopment Agency Five-Year Implementation Plan to comply with California Redevelopment Law (Health and Safety Code Section 33490 *et. seq*) which among other requirements obligates redevelopment agencies to prepare new implementation plans, conduct a public hearing for the purpose of reviewing redevelopment programs; project expenditures; establish goals and objectives, and to generally evaluate the progress of on-going redevelopment projects on a regular five-year cycle. \$7,150 has been budgeted during FY2011 to update the Livingston Redevelopment Agency Five-Year Implementation Plan.

<sup>387</sup>The State Legislature adopted legislation in September 2002 to take \$75 million in redevelopment funds from cities and counties throughout the State of California to assist in solving the State budget crisis. Livingston was required to contribute \$4,316 during FY2003 to the State’s Education Revenue Augmentation Fund (ERAF). The budget passed by the Legislature on July 29, 2003, required municipal Redevelopment Agencies to pay \$135 million in local property taxes to the State Education Revenue Augmentation Fund (ERAF) by May 10, 2004. Livingston’s FY2004 share was \$28,776. The agreement between the League of California Cities and the budget passed by the State Legislature on July 27, 2004, required municipal Redevelopment Agencies to make additional contributions to the State Education Revenue Augmentation Fund (ERAF). Livingston’s share of that state-wide contribution was \$23,890 for FY2005 and \$6,271 for FY2006. This transfer of municipal property tax increment revenues reduced the State General Fund educational obligations. Funds collected from municipalities were distributed by the Merced County Auditor in accordance with instructions received from the school superintendents and chancellors of the community colleges. The FY2007 and FY2008 State budgets contained no Livingston Redevelopment Agency property tax shift to State Government. However, in FY2009, the State Legislature adopted AB1389 which shifted \$350 million from city redevelopment agencies across the State of California to the State Education Revenue Augmentation Fund (ERAF). The Livingston Redevelopment Agency share of this was \$15,500.

The California Redevelopment Association (CRA) and the cities of Moreno Valley and Madera filed a lawsuit, seeking to invalidate the requirement that the transfers be made and to prohibit the State from enforcing county auditors to divert these redevelopment funds to the Educational Revenue Augmentation Fund (ERAF).

The court ruled in favor of the cities and found that State raids of redevelopment funds to balance the State’s budget are unconstitutional, violating Article XVI, Section 16 of the California Constitution. This Section in Article XVI states that redevelopment funds can only be used to finance redevelopment project activities. The judge found that taking redevelopment funds to balance the state’s budget—the unquestioned reason for AB1389 does not qualify as a constitutionally permitted use of tax increment funds and is a clear violation of the California Constitution. Superior Court Judge Lloyd Connelly held that “the distribution of contributions by RDAs to their county Education Revenue Augmentation Funds (ERAF) in accordance with the requirements of Section 33685 can be expected to regularly result in the use of RDAs tax increment revenues by schools and education programs unrelated to RDAs redevelopment projects.”

Despite the clear unconstitutionality and the Superior Court ruling, just three months later in July 2009, Legislators and the Governor approved budget bill ABX4-26 which authorized a \$2.05 billion raid of local redevelopment funds, including \$1.7 billion in FY2010 and another \$350 million in FY2011. The bill requires these funds to be deposited by the City into the county “Supplemental” Education Revenue Augmentation Fund (SERAF) to be distributed to schools to meet the State’s Proposition 98 obligations to education. The State Legislature tinkered with the language of the bill in an attempt to overcome its previous adverse court ruling on the taking. Under this bill, funds distributed to schools or county offices of education from SERAF must be used to serve pupils living in the project area or in housing supported by redevelopment funds. The State claims that funding schools within a redevelopment project area “furthers” the purpose of redevelopment.

**On May 4, 2010, Sacramento Superior Court Judge Lloyd Connelly upheld ABX4-26. The California Redevelopment Association (CRA) Board of Directors voted to appeal the judge’s decision and requested a stay on the payment of redevelopment funds to the State pending a decision of the Court of Appeals. Judge Connelly denied the request for a**

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5000-500-7400	Administration Service Charge	0	0	0	0	0
5000-500-8400	Community Promotions	0	0	0	0	0
	<b>Total Maintenance and Operations</b>	<b>47,837</b>	<b>54,876</b>	<b>353,796</b>	<b>245,015</b>	<b>246,200</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5000-500-7410	Equipment Purchase	0	0	0	0	0
5000-500-7563	Downtown Improvement Projects	0	0	0	0	0
5000-500-7629	Front & First Sidewalk Installation Project <sup>388</sup>	85,975	7,887	0	0	0
5000-500-7638	Court Theater Project <sup>389</sup>	3,961	0	178	2,239	0

**stay and California Redevelopment Association (CRA) advised its members to make their payments. On May 10, 2010, the City of Livingston made its required payment of \$152,320.**

League of California Cities Executive Director Chris McKenzie reacted to the Court's decision by comparing it to an elaborate shell game with public funds:

“The Court upheld a scheme yesterday that lets Sacramento politicians steal local redevelopment funds for any purpose they can cook up and call it a ‘redevelopment’ purpose. Today the politicians are raiding redevelopment funds to offset what the state owes schools without actually benefiting the schools. Tomorrow, if this court decision is upheld, they will steal local funds to finance virtually any program so they don’t have to honestly balance the state budget. The possibilities are virtually endless. This type of state budget gimmickry only deepens the public’s cynical view of state officials and destroys local efforts to create jobs and stimulate California’s weakened economy.”

**History of the Education Revenue Augmentation Fund (ERAF):** When Proposition 13 was on the ballot in 1978, State Treasurer Jess Unruh publicly stated that the State had an “obscene surplus” of \$4 billion. This State surplus was one of the factors that probably led to the passage of Proposition 13, which limited property taxes to one percent of the assessed valuation. After the passage of Proposition 13, the State Legislature used most of the \$4 billion to “bail out” local governments, by replacing much of the property taxes that had been lost with State funds. Since the State Legislature was prohibited from giving funds directly to cities, counties and special districts, formulas were devised wherein property taxes were shifted from schools to local governments, and the State used its funds to replace the school funds. The legislative vehicle used to accomplish the purpose was Assembly Bill 8.

This system worked until the early 1990’s when the State faced huge budget deficits. The State Legislature, in addition to raising some taxes, turned to local government to collectively generate more than \$4 billion through what became known as the “Assembly Bill 8 Reversal.” In effect, the State Legislature reversed what it had done after Proposition 13, by shifting property taxes from local government back to the schools, thereby freeing up a like amount of money in the State General Fund to be used for other purposes. To account for or track the funds shifted to the schools, the “Education Revenue Augmentation Fund (ERAF)” was established. It was important for the State to establish the ERAF account because, as the property tax value in the ERAF increases each year, it offsets the amount of money the State must pay schools under the Proposition 98 guarantee. Legislative efforts by local government groups over the years to require that the growth of ERAF be given to local governments rather than the schools, have been defeated or vetoed by the Governor. The California Department of Finance argued that it would result in a “cost” to the State of at least \$150 million in the first year alone, as the State would have to provide an amount to schools equal to the amount shifted to local government from the ERAF account.

<sup>388</sup>The City spent \$17,898 in FY2007, \$85,977 in FY2008 and \$7,887 in FY2009 to install street lights and curb, gutter and sidewalk on Front Street from Second Street to the Vintage West Apartments.

<sup>389</sup>The Livingston Court Theater Project consists of the restoration and recreation of the existing 1947 movie house into a multi-use performing arts center of approximately 8,000 square feet flanked by two-story commercial buildings totaling approximately 12,000 square feet. The Court Theater originally was designed and built by Vincent Rainey in 1945. The theater was in operation until 1977. Once the theater closed the building began to deteriorate. In 2000 a group of concerned citizens saw a need to have the theater restored to accommodate the local performing arts. The Court Theater Committee was organized by the City Council to prepare restoration plans and secure government and private funding for the project. Plans for the restoration of the Court Theater are moving forward. The City Council voted on October 3, 2006, to approve a contract with an architect to begin preparing plans and specifications for the restoration. Plans and specifications have been

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Capital Expenditures</b>	<b>89,936</b>	<b>7,887</b>	<b>178</b>	<b>2,239</b>	<b>0</b>

## Transfers to Other Funds

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5000-500-7990	Transfer to the General Fund to Repay RDA Loan <sup>390</sup>	478,260	139,246	117,170	195,198	300,000
	<b>Total Transfers to Other Funds</b>	<b>478,260</b>	<b>139,246</b>	<b>117,170</b>	<b>195,198</b>	<b>300,000</b>

## Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Redevelopment Community Redevelopment Special Revenue Fund Expenditures</b>	<b>668,511</b>	<b>260,764</b>	<b>529,502</b>	<b>538,834</b>	<b>598,375</b>

completed by the architect. An environmental document, a mitigated negative declaration, was also approved on October 3, 2006. The Livingston City Council unanimously approved floor plans and elevations for the restoration of the Court Theater on April 3, 2007. (See Figure 79.)

The restoration of the Court Theater is an important component of improving the downtown area. Livingston plans to restore the Court Theater for use as a multi-purpose City facility for cultural and community events. The facility will include meeting rooms, classrooms, and office space to be used by many of the service agencies in Livingston. Grants and development fees and the Livingston Redevelopment Agency are providing funds for the renovation. The total cost of the restoration of the Court Theater is estimated to be \$7,652,672. The cost breakdown is as follows:

Court Theater Restoration Construction Costs	\$7,221,472
Architectural Fees	<u>431,200</u>
Total	\$7,652,672

The expenses of the Court Theater will be covered by the following revenues:

Roberti-Z' Berg Harris State Park Grant	\$ 500,000
Community Development Block Grant (CDBG)	500,000
California Pollution Control Financing Authority	350,000
Livingston Redevelopment Agency	<u>361,524</u>
Total	\$1,711,524
Remaining Amount to be Financed	\$5,941,148

In addition to funds from grants, bonds and the Livingston Redevelopment Agency, the City Council established a one percent amenities fee on all new building permits issued pursuant to any development agreement approved by the City after that date. Seventy-five percent of the amenities fee is dedicated to the Court Theater. The City collected \$32,602 in FY2006 and \$65,500 in FY2007 in Court Theater amenities fees. No Court Theater amenities fees were collected in FY2008.

<sup>390</sup> In 1985, the City of Livingston and the Livingston Redevelopment Agency entered into an agreement in which the City would set forth activities, services and facilities, which the City would render for and make available to the Agency in furtherance of the activities and functions of the Agency. The Agency would reimburse the City for actions undertaken and costs and expenses incurred by it, for and on behalf of the Agency. There is no fixed payment schedule for this agreement. The advances are repaid to the City's General Fund periodically from surplus monies available to the Agency. The Livingston Redevelopment Agency will pay the General Fund \$202,580 in FY2011 including \$95,343 in principal and \$107,237 in interest. The balance of the General Fund loan to the Livingston Redevelopment Agency is projected to be \$977,029 on June 30, 2011.

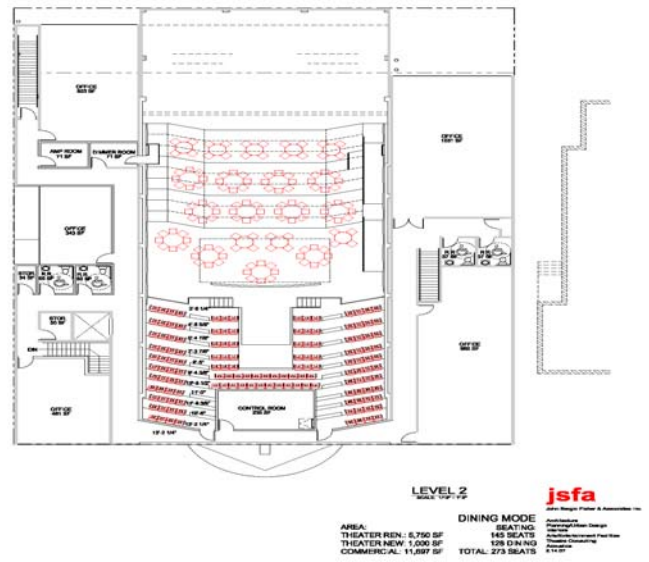
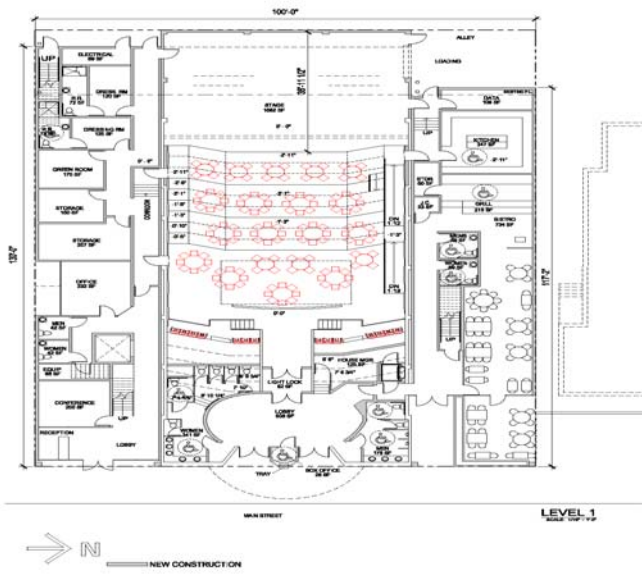


**Figure 79**  
**Court Theater Floor Plans and Elevations**



SCHEME 4 LIVINGSTON COURT THEATER

COURT THEATER - LIVINGSTON, CA



AREA		DINING MODE	
THEATER REN.	5,750 SF	SEATING	145 SEATS
THEATER NEW	1,000 SF	SEATING	139 DINING
COMMERCIAL	11,897 SF	TOTAL	273 SEATS



## **Projected Estimated Changes to Community Redevelopment Special Revenue Fund Balance<sup>391</sup>**

Estimated Beginning FY2012 Community Redevelopment Special Revenue Fund Balance on July 1, 2011:	\$ (733,330)
Estimated Ending FY2012 Community Redevelopment Special Revenue Fund Balance on June 30, 2012:	\$ (893,505)

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<sup>391</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.

# LIVINGSTON REDEVELOPMENT AGENCY LOW- AND MODERATE- INCOME HOUSING FUND

(Fund No. 5010)

## Fund Mission

The mission of the Low- and Moderate-Income Housing Special Revenue Fund in the Livingston Redevelopment Agency is to account for all activities, revenues, expenditures, assets and liabilities used for increasing or improving housing for low- and moderate-income households.

## Fund Description

The Low- and Moderate-Income Special Revenue Fund has been established by the Livingston Redevelopment Agency to comply with the California Redevelopment Law and Assembly Bill 1290 adopted on January 1, 1994. Each agency by law must set aside 20 percent of its property tax increment funds to increase, improve and preserve low- and moderate-income housing. (California Community Redevelopment Law Section 33334.2) In addition, each agency must adopt a Five-Year Implementation Plan that contains a section addressing low- and moderate-income housing. This section of the Implementation Plan must make projections of revenues and expenditures over five-year periods. Each agency must also replace, in equal or greater number, very low-, and low- and moderate-income housing units (which have an equal or greater number of bedrooms) and bedrooms which are destroyed or removed as a result of a redevelopment project.<sup>392</sup>

## Revenue Assumptions

The Livingston Redevelopment Agency Low- and Moderate-Income Housing Special Revenue Fund tax revenues during FY2012 are projected to be \$108,300. Interest revenues are projected to be \$1,500. Total revenues for FY2012 for the Low- and Moderate-Income Housing Fund are projected to be \$109,800. The only expenditure planned in FY2012 is the payment dictated by the State of California to participate in the "Volunteer Payment Program" in the amount of \$247,800. The Redevelopment Agency Low-and Moderate-Income Housing Fund Balance is projected to decrease from \$840,293 to \$702,293 by June 30, 2012.

## Goals and Performance Measures

(To Be Completed by June 30, 2012)

**1. Goal:** Use code enforcement program to identify substandard housing and housing in need of substantial rehabilitation. Take appropriate corrective action.

**Performance Measure:** Code enforcement program is implemented and appropriate corrective action is taken.

**2. Goal:** Provide information about City and County rehabilitation programs to low- and moderate-income households with homes and apartments in need of repairs.<sup>393</sup>

**Performance Measure:** Information is provided about City and County rehabilitation programs to low- and moderate-income households with homes and apartments in need of repairs.

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<sup>392</sup>Very low income households are those earning not more than 50 percent of the area median income; lower income households are those earning between 51 percent and 80 percent of the area median income and low- and moderate-income households are those earning between 81 percent and 120 percent of area median income.

<sup>393</sup>Based on the Housing Condition survey completed as part of the "Livingston Housing Element 2003-2008," approximately 82 percent of the housing stock was in sound condition or needed only minor repairs, while 16 percent was in a deteriorated condition.

**3. Goal:** Monitor affordable multi-family housing projects to help prevent conversion of affordable units to market units. Work with non-profit organizations and other agencies to preserve affordability of these units.  
**Performance Measure:** City monitors affordable multi-family housing projects to prevent conversion of affordable units to market units. City works with non-profit organizations and other agencies to preserve affordability of these units.

**4. Goal:** Use no less than 20 percent of the Agency's property tax increment to preserve, increase and improve the community's supply of low- and-moderate income housing.  
**Performance Measure:** Livingston Redevelopment Agency uses no less than 20 percent of the Agency's property tax increment to preserve, increase and improve the community's supply of low- and-moderate income housing.

**5. Goal:** Provide information at City Hall on PG&E and Merced Irrigation District (MID) weatherization and energy assistance programs.  
**Performance Measure:** Information is provided at City Hall on PG&E and Merced Irrigation District (MID) weatherization and energy assistance programs.

## Community Vision and Community Values Link

**The annual goals and performance measures are linked and established to achieve the Long-term Community Vision based on Community Values.**

**Value:** Promotes the development of a wholesome, serviceable and attractive City resulting from orderly development and preservation of its natural beauty.

**Value:** Provides a clear, clean and open visual image of the community that reflects the highest standards of design quality for public and private commercial, residential, institutional and industrial development.

**Value:** Fosters a feeling of community spirit, community identity and promotes a sense of full citizen participation, guaranteeing an opportunity for everyone to share in the activities, duties, responsibilities and benefits of the City.

**Value:** Welcomes and accommodates the needs and desires of current residents, future residents and visitors, and lives with the spirit of volunteerism where neighbors work together for the common good to build a strong and vibrant community.

**Value:** Promotes efficient and effective municipal services and makes adequate provisions in community planning for police, fire, emergency medical, roads, water, sewer, natural gas, storm water, schools, libraries, parks and other public facilities and services. Community facilities are sensitively and successfully integrated into the natural environment.

**Value:** Provides a municipal government that is honest, dependable, inventive, creative, economical and ethical.

**Vision:** Preserves its general open, rural, low profile, uncrowded character punctuated with ample open space, large set backs, panoramic views and pristine vistas of the surrounding hills.

**Vision:** Promotes urban design features that provide artful integration of building site with the environment with an emphasis on earth-tone colors, desert architecture, exterior building materials, monument signs, large building set backs, appropriate landscaping, berms and features that hide or reduce the visibility of negative urban features such as parking lots.

**Vision:** Includes a variety of residents, varied in age, family makeup, income levels and interests, who can commonly enjoy the beauty, economic opportunities, recreational activities and cultural amenities of the City and surrounding region.

**Vision:** Provides choices in housing types and housing densities in a variety of neighborhoods that are seamlessly integrated together and well insulated from high volume roadways, noise and nonresidential land uses. Neighborhoods harmonize and compliment one another through good urban design, architectural standards and landscaping where residents can fulfill their varied individual housing needs and dreams of home ownership. Housing fosters a sense of neighborhood among nearby residents and a sense of community through landscaped linkages with surrounding neighborhoods, parks and pristine areas.

## Low and Moderate Income Housing Fund Revenues

### Intergovernmental Revenues

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5010-000-3010	Current Secured Property Tax Increment <sup>394</sup>	32,521	34,681	57,225	50,831	51,000
5010-000-3012	Current Secured Property Tax Increment—Area 2 <sup>395</sup>	50,611	44,322	47,774	50,562	51,000
5010-000-3020	Current Unsecured Property Tax Increment <sup>396</sup>	1,936	2,182	4,193	4,556	1,800
5010-000-3022	Current Unsecured Property Tax Increment—Area 2	181	2,621	3,600	286	1,100
5010-000-3030	Delinquent Secured Property Tax Increment	0	0	0	26	0
5010-000-3032	Delinquent Secured Property Tax Increment---Area 2	2,516	0	0	0	0
5010-000-3040	Delinquent Unsecured Property Tax Increment	105	26	139	260	300
5010-000-3042	Delinquent Unsecured Property Tax Increment—Area 2	90	40	120	227	250
5010-000-3050	Home Owners Property Tax Relief (HOPTR)	436	491	937	926	925
5010-000-3052	Home Owners Property Tax Relief (HOPTR)---Area 2	588	568	767	756	775
5010-000-3070	Supplemental Property Tax Increment—SB813 <sup>397</sup>	1,881	1,880	-1,203	-192	0
5010-000-3072	Supplemental Property Tax Increment—SB813—Area 2	8,801	115	1,024	1,153	1,150
5010-000-3610	Interest Income	8,262	5,685	2,118	1,893	1,500
	<b>Total Low and Moderate Housing Revenues</b>	<b>107,928</b>	<b>92,611</b>	<b>116,694</b>	<b>111,284</b>	<b>109,800</b>

### Use of Low and Moderate Housing Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Use of Low and Moderate Housing Fund Balance <sup>398</sup>	0	0	0	0	138,000

<sup>394</sup>Pursuant to the California Health and Safety Code Section 3334.2, the Livingston Redevelopment Agency has set aside 20 percent of its Redevelopment Agency property tax increment for the purpose of increasing the supply of low- and moderate-income housing. Taxable property includes land, improvements, and other properties that are accounted for on the property tax rolls, which are primarily maintained by the Merced County Assessor. Tax rolls contain an entry for each parcel of land, including parcel number, owner’s name and value. Secured property taxes are taxes on property that, in the opinion of the assessor, have sufficient value to guarantee payment of the tax levies and that, if unpaid, can be satisfied by the sale of the property by the tax collector

The Livingston Redevelopment Agency Area 1 secured property taxes will be reduced from \$32,521 in FY2008 to an estimated \$26,000 in FY2011 due to a reduction in assessed valuation caused by property foreclosures in the project area.

<sup>395</sup>The Livingston Redevelopment Agency Area 2 secured property taxes will be reduced from \$50,611 in FY2008 to an estimated \$37,000 in FY2011 due to a reduction in assessed valuation caused by property foreclosures in the project area.

<sup>396</sup>Unsecured property taxes are taxes on property that, in the opinion of the assessor, do not constitute sufficient “permanence” or have other intrinsic qualities to guarantee payment of taxes levied against it.

<sup>397</sup>State law requires the County Assessor to reappraise property upon change in ownership and completion of new construction. The SB813 supplemental property tax assessment reflects the difference between the new value and the old value. The County Auditor-Controller calculates the supplemental property tax and then prorates it, based upon the number of months remaining in the fiscal year in which the event occurred.

<sup>398</sup>The use of \$265,728 in FY2007, \$54,444 in 2008, and \$154,001 in FY2010 from the Community Redevelopment Fund Balance represented the taking of prior year’s accumulated fund surplus and appropriating it for expenditure in FY2007, FY2008, and FY2010.

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Use of Low and Moderate Housing Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>138,000</b>

## Total Redevelopment Agency Low and Moderate Income Housing Special Revenue Fund Revenues and Use of Fund Balance

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Redevelopment Agency Low and Moderate Income Housing Special Revenue Fund Revenues and Use of Fund Balance</b>	<b>107,928</b>	<b>92,611</b>	<b>116,694</b>	<b>111,284</b>	<b>247,800</b>

## Low and Moderate Income Housing Fund Expenditures Maintenance and Operations

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
5010-500-4562	Merced County Property Tax Administrative Fee	0	0	2,877	0	0
5010-500-4626	AB26 Agency Obligation Payment	0	0	0	0	247,800
	<b>Total Maintenance and Operations</b>	<b>0</b>	<b>0</b>	<b>2,877</b>	<b>0</b>	<b>247,800</b>

## Capital Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	Capital Expenditures <sup>399</sup>	0	0	0	0	0
	<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Total Fund Expenditures

Account Number	Account Description	Actual FY2008	Actual FY2009	Actual FY2010	Estimated FY2011	Proposed FY2012
	<b>Total Fund Expenditures</b>	<b>0</b>	<b>0</b>	<b>2,877</b>	<b>0</b>	<b>247,800</b>

<sup>399</sup>No capital expenditures are planned during FY2011.

## **Projected Estimated Changes to Low and Moderate Income Housing Special Revenue Fund Balance<sup>400</sup>**

Estimated Beginning FY2012 Low and Moderate Income Housing Special Revenue Fund Balance on July 1, 2011:	\$ 840,293
Estimated Ending FY2012 Low and Moderate Income Housing Special Revenue Fund Balance on June 30, 2012:	\$ 702,293

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<sup>400</sup>Accountants employ the term “Fund Balance” to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government’s budgetary basis. In both cases, “Fund Balance” is intended to serve as a measure of the financial resources available in a governmental fund. It is essential the City of Livingston maintain adequate levels of fund balance to provide working capital, mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are also a crucial consideration in long-term financial planning.



# City of Livingston

The Last Stop



## SECTION 9

# STATISTICAL INFORMATION



**Opening of Underpass and Freeway Through Livingston--1939**



**Figure 80**  
**City of Livingston**  
**Assessed Property Values**  
**FY2002-FY2011**

Real Property								
Fiscal Year					Gross		Inventory	Net
	Land	Improvements	Personal Property	Exemptions	Assessed Value	Homeowners Exemptions	Exemptions	Assessed Value
2002	62,215,963	235,919,547	15,717,356	6,235,541	305,617,325	8,404,200	0	299,213,125
2003	68,648,276	251,891,540	19,150,208	3,656,837	336,033,187	8,610,000	0	327,423,187
2004	86,223,205	291,846,139	18,702,410	6,047,744	390,724,010	8,902,600	0	381,821,410
2005	114,201,582	354,745,545	31,713,995	10,614,707	490,046,415	9,560,600	0	480,485,815
2006	161,666,148	433,920,469	37,542,122	10,509,026	622,619,713	9,636,200	0	612,983,513
2007	212,158,150	499,289,859	39,526,207	11,204,050	739,770,166	9,899,400	0	729,870,766
2008	178,510,915	500,169,003	41,989,322	10,870,537	709,798,703	10,529,400	0	699,269,303
2009	137,681,888	462,251,084	37,815,224	12,369,863	625,378,333	10,225,600	0	615,152,733
2010	96,501,828	495,301,064	28,374,606	12,610,560	607,566,938	10,467,800	0	597,099,138
2011	89,998,483	485,992,637	26,888,990	9,502,149	593,377,961	10,432,800	0	582,945,161

Source: Merced County's Assessed Values Annual Report

**Figure 81**  
**City of Livingston**  
**ASSESSED VALUES OF SECURED AND UNSECURED PROPERTY**  
**FY2002-FY2011**

Fiscal Year	Secured			Unsecured			Total Gross Assessed Value	Total Net Assessed Value	Total Net Annual % Increase
	Gross Assessed Value	Homeowner & Other Exemptions	Net Assessed Value	Gross Assessed Value	Other Exemptions	Net Assessed Value			
2002	303,764,474	14,635,341	289,129,133	10,088,392	4,400	10,083,992	313,852,866	299,213,125	6.88
2003	329,161,150	12,266,837	316,894,313	10,528,874	0	10,528,874	339,690,024	327,423,187	9.43
2004	386,055,363	14,950,344	371,105,019	10,716,391	0	10,716,391	396,771,754	381,821,410	16.61
2005	491,140,224	20,173,496	470,966,728	9,520,898	1,811	9,519,087	500,661,122	480,485,815	25.84
2006	633,128,739	20,145,226	612,983,513	County Provided Secured and Unsecured Information Combined					27.60
2007	750,974,216	21,103,450	729,870,766	County Provided Secured and Unsecured Information Combined					19.00
2008	720,669,240	21,399,937	699,269,303	County Provided Secured and Unsecured Information Combined					(4.21)
2009	637,748,196	22,595,463	615,152,733	County Provided Secured and Unsecured Information Combined					(13.00)
2010	620,177,498	23,078,360	597,099,138	County Provided Secured and Unsecured Information Combined					(2.83)
2011	593,377,961	19,934,949	582,945,161	County Provided Secured and Unsecured Information Combined					(2.87)

Source: Merced County's  
Assessed Values Annual Report

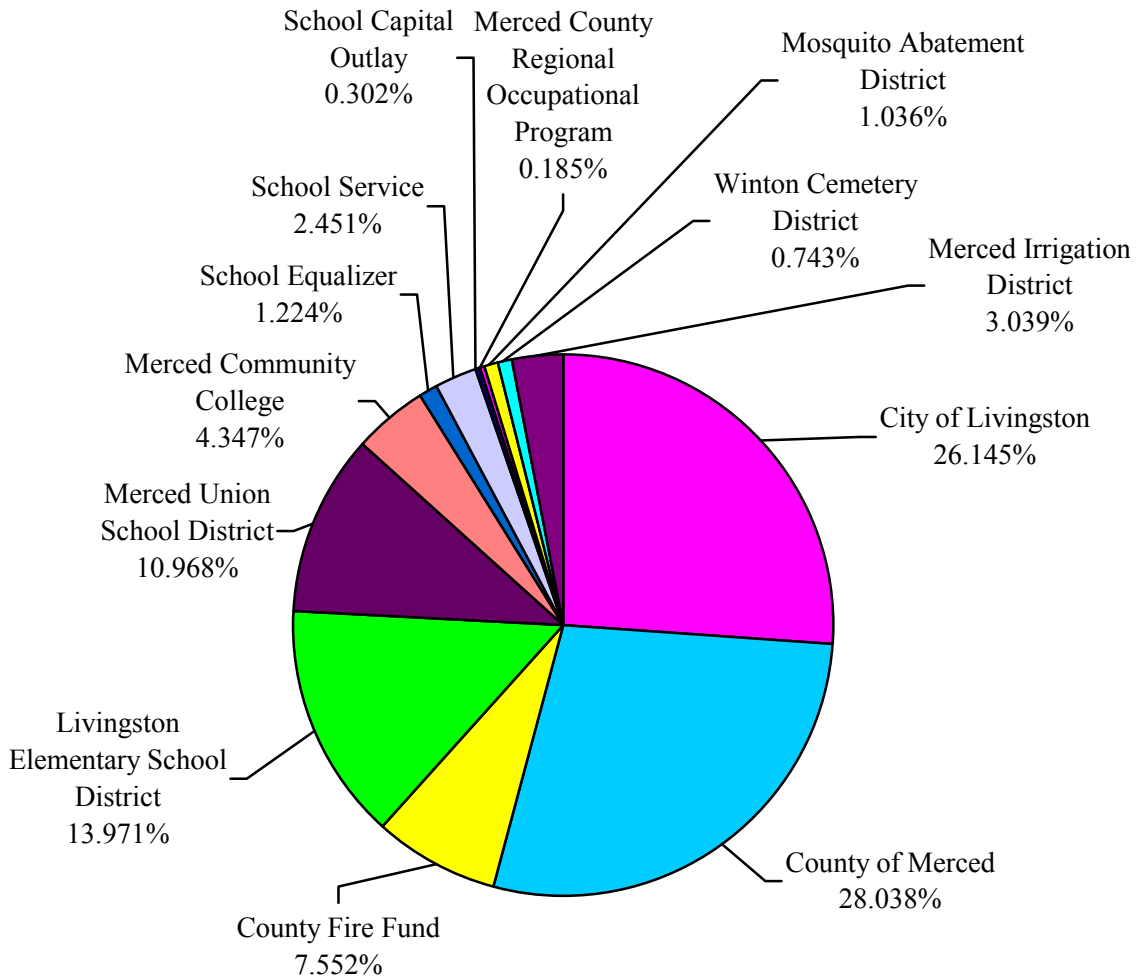
**Figure 82**  
**City of Livingston**  
**Analysis of the General County \$1.00**  
**Percentage Factor For Each Taxing Agency**  
**Within The City's Tax Rate Area**

TAXING AGENCY	% FACTORS BY TAX RATE AREAS
City of Livingston	0.261445
County of Merced General Fund	0.280383
County Fire Fund	0.075518
Livingston Elementary School District	0.139706
Merced Union High School District	0.109680
Merced Community College	0.043467
School Equalizer	0.012235
School Service	0.024512
School Capital Outlay	0.003016
Merced County Regional Occupational Program	0.001852
Mosquito Abatement District	0.010360
Winton Cemetery District	0.007431
Merced Irrigation District	0.030392
<b>TOTAL</b>	<b>\$1.00</b>

Note: The above factors represent each taxing agency's percentage share of incremental growth in general property taxes.

Source: Merced County Auditor - Controller/Treasurer - Tax Collector

**Figure 83**  
**City of Livingston**  
**Property Tax Distribution Percentages**  
**To Local Taxing Agencies**  
**Within the City of Livingston**



**This table shows how much of each property tax dollar goes to each taxing entity in the City of Livingston.**

**Figure 84**  
**City of Livingston**  
**Principal Property Taxpayers**  
**FY2011**

Taxpayer (A)	Type of Business	Assessed Value	% of Total Net Assessed Values
Foster Farms Inc. Corp	Food Processing	\$ 157,248,165	29.94
TA Operating Corporation	Commercial	9,003,663	1.71
DHI Olive Tree Association	Residential	4,982,086	.95
Livingston Commons Investors	Commercial	3,619,276	.69
System Capital Real Property	Commercial	2,713,094	.52
Blueberry Crossing	Developer	2,502,756	.48
Livingston Partners LLC	Residential	2,307,951	.44
Livingston 172 LP	Vacant	2,259,820	.43
Federal National Mortgage Asso.	Residential	2,234,575	.43
RBC Real Estate Finance Inc.	Vacant	1,665,000	.32
		<b>188,536,386</b>	<b>35.90%</b>

(A) Based on 2011 Assessed Property Values  
Source: Merced County Assessor's Office

**Figure 85**  
**City of Livingston**  
**Principal Employers**  
**FY2011**

Name	Business	Employees
Foster Farms	Poultry Plant	2,500
Livingston Union School District	Elementary Schools	309
City of Livingston	Government	127
Merced Union School District	Livingston High School	100
McDonalds	Fast Food Restaurant	55
Fresenius	Medical Product Manufacturer	32
Jack-In-The-Box	Fast Food Restaurant	18
Sam's Food City	Grocery Store	22
Liberty Market	Grocery Store	25
Rite Aide Pharmacy	Drug Store	17

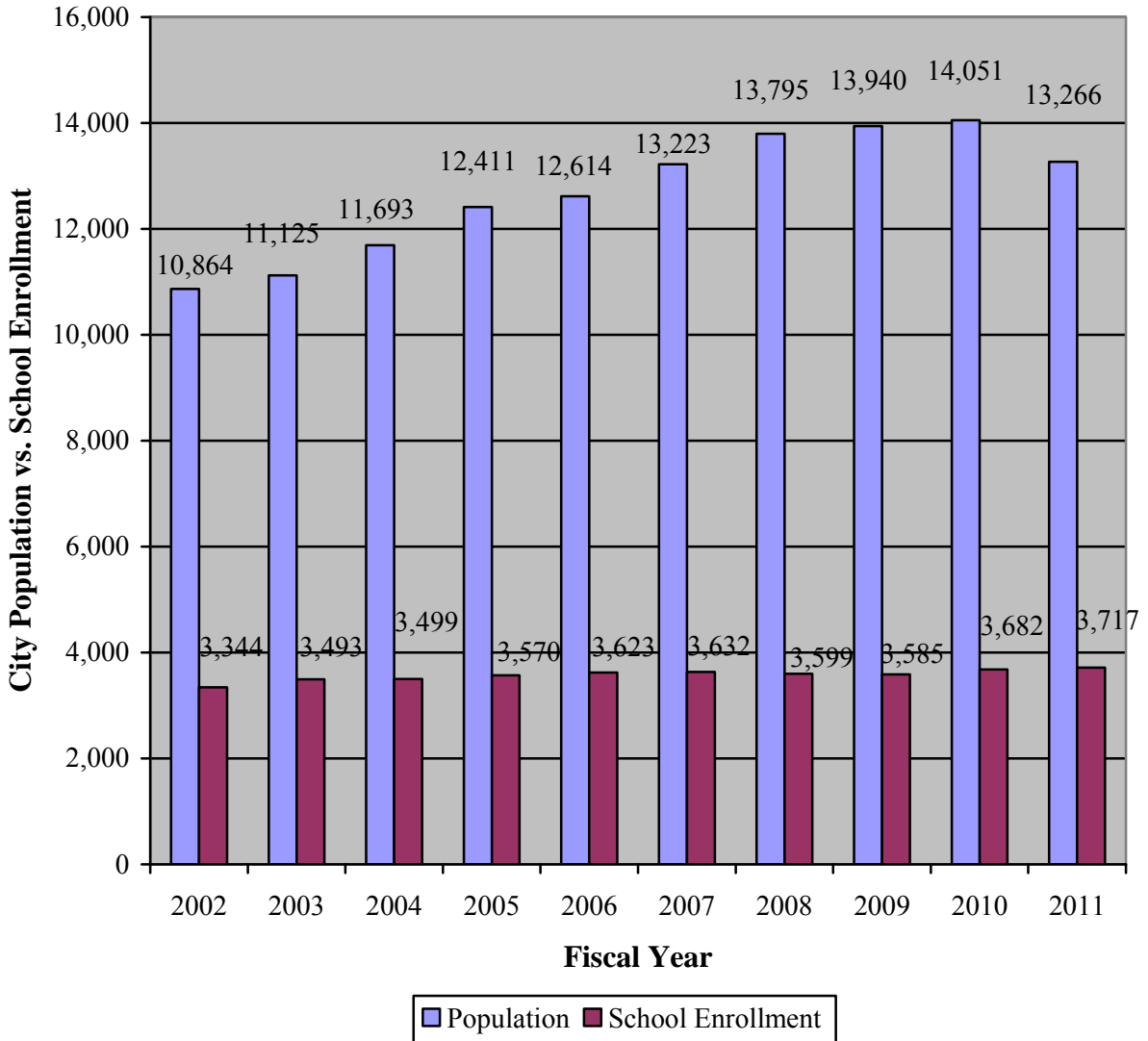
**Figure 86**  
**City of Livingston**  
**City Population Growth Compared to School District Growth**  
**FY2002-FY2011**

Fiscal Year	Population	Livingston Union School District	Livingston High School
2002	10,864	2,367	977
2003	11,125	2,433	1,060
2004	11,693	2,433	1,066
2005	12,344	2,447	1,123
2006	12,614	2,451	1,172
2007	13,287	2,508	1,124
2008	13,795	2,447	1,152
2009	13,940	2,425	1,160
2010	14,051	2,512	1,170
2011	13,266	2,546	1,171

**Source: California Department of Finance**  
**Livingston Union School District**  
**Merced Union High School District**

**This table shows the growth in City population and school enrollment from FY2002 to FY2011. During this period, Livingston's population dropped from 14,051 to 13,266. School enrollment has barely increased during this 10-year period.**

**Figure 73  
City of Livingston  
Population Growth Compared to  
School Enrollment Growth  
FY2002 - FY2011**



Source: California Department of Finance  
Livingston Union School District  
Merced Union High School District

This table shows the growth in City population and school enrollment from FY2002 to FY2011. During this period, the population dropped from 14,051 to 13,266. School enrollment did not increase significantly during this period of time. The table shows school enrollment growth only increasing from 3,344 in FY2002 to 3,717 in FY2011.



## Figure 88 Miscellaneous Statistics

Date of Incorporation	September 11, 1922
Form of Government	Council/Manager
Number of Employees (Full-time, Part-time, Volunteers)	121
Area in Square Miles	3.2
Population	13,266
 Government Facilities and Services:	
Miles of Paved Streets and Alleys	41.6
Number of Street Lights	488
 Culture and Recreation:	
Community Centers	1
Senior Citizen Centers	1
Parks	8
Park Acreage	53.89
Swimming Pool Complex	1
Soccer Field	7
Baseball Fields (Sports Complex)    3	3
Baseball Fields (Alvernaz)        1	1
Baseball Fields (Little Guys)     1	1
 Fire Protection:	
Number of Stations:	1
Number of Fire Personnel and Officers	1
Number of Part-time/Volunteers	15
 Police Protection:	
Number of Police Personnel and Officers	41
Number of Patrol Units	16
 Water System:	
House and Commercial Accounts	3,064
Miles of Water Mains	36
 Sewer System:	
House and Commercial Accounts	3,023
Miles of Sanitary Sewers	29
 Refuse:	
House and Commercial Accounts	2,957
 Elections:	
Registered Voters	4,130
Votes Cast Last Election	1,897
Percentage Voting Last Election	46%

## History of Livingston



Idan-Ha Hotel

David Baldwin Chedester, a wagon master of a wagon train from Iowa, is acknowledged as the first settler of Livingston in 1862. He supplied food and produce to the railroad gangs building the railroad. On November 4, 1871, the day which preceded the crossing of the Merced river by the Central (now Southern) Pacific Railroad, Edward Olds, an ex-member of the railway gang, set up a saloon and clothing "store" on the banks of the Merced river. The only other existing building was a grain warehouse built in 1868 by William Little who owned 2,500 acres of land for grain and grazing. Development into a town site was stimulated by railway gang workers, gold seekers, and farmers. Before there was a town, there was only the railway station of Cressey named after the pioneer family who owned 7,500 acres. The town was named after the famed African explorer Dr. Livingstone



The Palms Restaurant

whose disappearance at the time was created world-wide publicity. Mr. Little laid out the town by platting a visionary 80 blocks, 40 blocks on each side of the railroad track. He hoped the large number of blocks would make Livingston the county seat. He offered to sell lots of 25 by 125 feet for \$1.00 if Livingstone were chosen. In 1872, the town lost the election for a new county seat to Merced by 200 votes. In 1873, in a petition for a new post office, the final letter "E" was inadvertently deleted and the town officially became Livingston. In 1883 Cyrus Bliven purchased all the land owned by William Little including the unsold portions of the projected town site. He grew grain on the town site for many years. Mr. Bliven and his mansion eventually gained notoriety.



Water Tower

First, for holding séances and spiritual meetings for guests from as far away as San Francisco and Los Angeles. Then, later as a hideaway for Bill Dalton (the infamous Dalton gang of western lore), who had married Bliven's daughter while hiding from the law authorities of Kansas. Livingston experienced a period of slow growth until land speculators and promoters such as the Hunter Land Company began to extol the virtues of the area to land hungry families from as far away as Iowa. This followed the granting of rights-of-way through the Bliven's land for irrigation purposes in 1908. By 1909, water was on the land. Because of irrigation, Livingston was able to achieve a period of steady growth. Livingston was incorporated in 1922 with Charles Daman as its first mayor.

Agriculture has been its primary industry. The grape industry and later vineyards then Gallo Wineries have achieved worldwide prominence as do the sweet potato and almond industries. Livingston is the world



Railroad Station

headquarters for Foster Farms and has the largest chicken slaughter house and processing plant in the world within the city limits. Diversity of our citizens is a trademark feature. Our Mexican population with its historical presence in the area is the dominant ethnic group. The Yamato colony, the only Japanese colony in America, have become successful land owners. The Portuguese from the Azore Islands are prominent in the dairy industry and in sweet potato farming. Filipinos filled a void for farm labor. Mennonites found a religious haven and remained as family farmers. More recently, Sikhs of India have arrived. Livingston has had a historically exciting past and looks forward to an even more promising future!



# City of Livingston

The Last Stop



## SECTION 10 GLOSSARY OF ACRONYMS AND TERMS



Livingston High School Band--1931

# GLOSSARY OF ACRONYMS

<b>AB:</b>	Assembly Bill
<b>BAD:</b>	Benefit Assessment District
<b>BJA:</b>	Bureau of Justice
<b>BOE:</b>	Board of Equalization
<b>CAL-HFA:</b>	California Housing Finance Agency
<b>CDF:</b>	California Department of Forestry
<b>CEQA:</b>	California Environmental Quality Act
<b>CalPERS:</b>	California Public Employees Retirement System
<b>CalTRANS:</b>	California Department of Transportation
<b>CARMA:</b>	California Affiliated Risk Management Authorities
<b>CD:</b>	Certificates of Deposit
<b>CDBG:</b>	Community Development Block Grant
<b>CDIAC:</b>	California Debt and Investment Advisory Commission
<b>CLEEP:</b>	California Law Enforcement Equipment Program
<b>CIP:</b>	Capital Improvement Plan
<b>CMAQ:</b>	Congestion, Mitigation and Air Quality Funds
<b>COP:</b>	Certificates of Participation
<b>COPS:</b>	California Citizen Option for Public Safety
<b>CPI:</b>	Consumer Price Index
<b>CRL:</b>	California Redevelopment Law
<b>CSJRMA:</b>	Central San Joaquin Risk Management Authority
<b>CVIP:</b>	Central Valley Improvement Project
<b>DARE:</b>	Drug Abuse Resistance Education
<b>DDA:</b>	Disposition and Development Committee
<b>DHS:</b>	Department of Health Services
<b>DOF:</b>	Director of Finance (State of California)
<b>DOJ:</b>	Department of Justice
<b>DVP:</b>	Delivery v. Payment
<b>EAP:</b>	Employee Assistance Program
<b>EDA:</b>	Economic Development Administration
<b>EIR:</b>	Environmental Impact Report
<b>ERMA:</b>	Employment Risk Management Authority
<b>ERAF:</b>	Education Revenue Augmentation Fund
<b>ESL:</b>	English as a Second Language
<b>FASB:</b>	Financial Accounting Standards Board
<b>FDIC:</b>	Federal Deposit Insurance Corporation
<b>FNMA:</b>	Federal National Mortgage Association
<b>FSA:</b>	Federally Sponsored Agencies
<b>GAAP:</b>	Generally Accepted Accounting Principals
<b>GAGAS:</b>	Generally Accepted Government Auditing Standards
<b>GC:</b>	Government Code
<b>GIS:</b>	Geographic Information System
<b>GASB:</b>	Government Accounting Standards Board
<b>HMO:</b>	Health Maintenance Organization
<b>HOME:</b>	Home Investment Partnerships Program
<b>HUD:</b>	U.S. Department of Housing and Urban Development

<b>ICMA:</b>	International City/County Management Association
<b>IRS:</b>	Internal Revenue Service
<b>JEPA:</b>	Joint Exercise of Powers Agreement
<b>LAFCO:</b>	Local Agency Formation Commission
<b>LAIF:</b>	Local Agency Investment Fund
<b>LGIP:</b>	Local Government Investment Pool
<b>LTF:</b>	Local Transportation Funds
<b>MAGEC:</b>	Multi-Agency Gang Enforcement Consortium
<b>MCAG:</b>	Merced County Association of Governments
<b>M&amp;I:</b>	Municipal and Industrial
<b>MIS:</b>	Management Information System
<b>MOE:</b>	Maintenance of Effort
<b>NASD:</b>	National Association of Securities Dealers
<b>NCGA:</b>	National Council on Governmental Accounting
<b>PAC:</b>	Project Area Committee
<b>PG&amp;E:</b>	Pacific Gas and Electric Company
<b>PDL:</b>	Pregnancy Disability Leave
<b>POST:</b>	Peace Officer Standards Training
<b>PUC:</b>	Public Utilities Commission
<b>RBCA:</b>	Risk Based Corrective Action Environmental Study
<b>RDA:</b>	Redevelopment Agency
<b>RFP:</b>	Request for Proposal
<b>RP:</b>	Repurchase Agreement
<b>RSTP:</b>	Regional Surface Transportation Program
<b>RTA:</b>	Regional Transportation Agency
<b>RWQCB:</b>	Regional Water Quality Control Board
<b>SAD:</b>	Special Assessment District
<b>SB:</b>	Senate Bill
<b>SCADA:</b>	Supervisory Control and Data Acquisition System
<b>SDI:</b>	State Disability Insurance
<b>SOI</b>	Sphere of Influence
<b>SRO:</b>	School Resource Officer
<b>TI:</b>	Tax Increment
<b>TIF:</b>	Tax Increment Financing
<b>TDA:</b>	Transportation Development Act
<b>TEA-21:</b>	Transportation Equity Act for the 21 <sup>st</sup> Century
<b>TDS:</b>	Total Dissolved Solids
<b>UWMP:</b>	Urban Water Management Plan
<b>UWMPA:</b>	Urban Water Management Plan Act
<b>USBR:</b>	U.S. Bureau of Reclamation
<b>VLF:</b>	Vehicle License Fees
<b>WAM:</b>	Weighted Average Maturity
<b>YTC:</b>	Yield to Call

# GLOSSARY OF TERMS

**Absentee Owner:** Property owner who owns property at one location, but lives or operates a business at another location.

**Accountability:** Being obligated to explain one's actions, to justify what one does. Accountability requires governments to answer to the citizenry—to justify the raising of public resources and the purposes for which they are used. Governmental accountability is based on the belief that the citizenry has a “right to know,” and a right to receive openly declared facts that may lead to public debate by citizens and their elected representatives.

**Accrual Basis of Accounting:** A method of accounting that recognizes the financial effect of transactions, events, and inter-fund activities when they occur, regardless of the timing of related cash flows.

**Accrued Interest:** The accumulated interest due on a bond as of the last interest payment made by the issuer.

**Accumulated Depreciation:** A valuation account to record the accumulation of periodic credits made to record the expiration of the estimated service life of fixed assets.

**Activity:** A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible (e.g., *police* is an activity within the *public safety* function).

**Actuarial Accrued Liability:** Term used in connection with defined benefit pension plans. That portion, as determined by a particular actuarial cost method, of the actuarial present value of pension plan benefits and expenses which is not provided for by future normal costs.

**Actuarial Assumptions:** Term used in connection with defined benefit pension plans. Assumptions as to the occurrence of future events affecting pension costs, such as: mortality, withdrawal, disablement and retirement; changes in compensation and government-provided pension benefits; rates of investment earnings and asset appreciation or depreciation; procedures used to determine the actuarial value of assets; characteristics of future entrants for open group actuarial cost methods; and other relevant items.

**Actuarial Cost Method:** Term used in connection with defined benefit pension plans. A procedure for determining the actuarial present value of pension benefits and expenses and for developing an actuarially equivalent allocation of such value to time periods, usually in the form of a normal cost and an actuarial accrued liability.

**Actuarial Value of Assets:** Term used in connection with defined benefit pension plans. The value of cash, investments, and other property belonging to a pension plan, as used by the actuary for the purpose of an actuarial valuation. The actuarial value of assets, which may represent an average value over time, normally differs from the amount reported in the financial statements, which is a point-in-time measure (i.e., as of the date of the statement of net assets).

**Ad Valorem Tax:** A tax assessed based on the dollar value of an item or activity. Typical examples are property taxes and sales taxes. Ad valorem taxes, contrast with per-unit taxes, such as alcoholic beverage and cigarette taxes, which are assessed at a fixed dollar per unit purchased.

**Adopted Budget:** The official budget as approved by the Livingston City Council at the start of each fiscal year.

**Advance Refunding:** A transaction in which new debt is issued to provide monies to pay interest on old, outstanding debt as it becomes due, and to pay the principal on the old debt either as it matures or at an earlier call

date. An advance refunding occurs before the maturity or call date of the old debt, and the proceeds of the new debt are invested until the maturity or call date of the old debt. Most advance refundings result in defeasance of debt.

**Agency:** A debt security issued by a federal or federally sponsored agency. Federal agencies are backed by the full faith and credit of the U.S. Government. Federally sponsored agencies (FSA's) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of federal agency is the Government National Mortgage Association (GNMA). An example of a FSA is the Federal National Mortgage Association (FNMA).

**Agency Fund:** One of the types of a Fiduciary Fund Type. Agency funds are used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). Agency Funds typically involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments.

**Amortization:** The systematic reduction of the amount owed on a debt issue through periodic payments of principal.

**Annual Appropriated Budget:** The expenditure authority and related estimated revenues created by the appropriation bills or ordinances that are approved by the Livingston City Council and signed into law by the Mayor. The annual appropriated budget would include all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes.

**Annual Required Contribution (ACR):** Term used in connection with defined benefit pension plans. The employer's mandated contribution for the year, calculated in accordance with certain parameters. The parameters include requirements for the frequency and timing of actuarial valuations as well as for the actuarial methods and assumptions that are acceptable for financial reporting.

**Appropriation:** A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

**Arbitrage:** The simultaneous purchase and sale of the same or an equivalent security in order to profit from price discrepancies. In government finance, the most common occurrence of arbitrage involves the investment of the proceeds from the sale of tax-exempt securities in a taxable money market instrument that yields a higher rate, resulting in interest revenue in excess of interest costs.

**Assessed Valuation:** A valuation set upon real estate or other property by a government as a basis for levying taxes. Assessed value multiplied by the tax rate determines the property tax.

**Assessment District.** A defined area of land which will be benefited by the acquisition, construction or maintenance of a public improvement. An assessment district is not a separate government entity.

**Audit:** A review of the City's accounts by an independent auditing firm to substantiate year-end fund balances, reserves, cash on hand, revenues, and expenditures.

**Availability Criterion:** Principle of the modified accrual basis of accounting according to which revenues may only be recognized when they are collectible within the current period or soon enough thereafter to be used to pay liabilities.

**Availability Period:** A specified period immediately following the close of the fiscal year by the end of which cash must be collected for related revenue to be recognized in accordance with the availability criterion of modified accrual accounting.



**Average Life:** The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

**Base Value:** The total assessed value of property within a Redevelopment Agency project area in the year in which the redevelopment project is approved.

**Base Year:** The year in which the Redevelopment Agency plan is adopted.

**Basis of Accounting:** The time of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes. For example, the effects of transactions or events can be recognized on an accrual basis (that is, when the transactions or events take place), or on a cash basis (that is, when cash is received or paid). Basis of accounting is an essential part of measurement focus because a particular timing of recognition is necessary to accomplish a particular measurement focus.

**Basis Point:** A unit of measurement used in the valuation of fixed-income securities equal to 1/100 of 1 percent of yield, e.g., "1/4" of 1 percent is equal to 25 basis points.

**Benefit Assessment.** Charges levied on parcels to pay for public improvements or services provided within a pre-determined district or area according to the benefit the parcel receives from the improvement or services.

**Benefit Assessment Bonds.** Bonds levied by cities, counties and special districts to acquire or construct public improvements which convey a special benefit to a defined group of properties.

**Benefit Assessment District:** An area of the City, established in accordance with State law, whose residents pay an annual assessment for service which specifically benefits them.

**Betterment:** An addition made to, or change made in, a capital asset, other than maintenance, to prolong its life or to increase its efficiency or capacity. The cost of the addition or change is added to the book value of the asset. The term "improvement" is preferred.

**Bid:** The indicated price at which a buyer is willing to purchase a security or commodity.

**Blighted Areas:** Areas and/or structures of a community which constitute either physical, social, or economic liabilities requiring redevelopment in the interest of health, safety, and general welfare of the people of the community and the state.

**Book Value:** The value at which a security is carried on the inventory lists or other financial records of an investor. The book value may differ significantly from the security's current value in the market.

**Bond:** A written promise to pay a specific sum of money called the face value or principal amount, at a specified date or dates in the future, called maturity date(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a period of time and requires greater legal formality.

**Broker:** A broker brings buyers and sellers together for a commission. He or she does not take a position.

**Budget:** A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. It can designate the financial plan presented to the appropriating body for adoption or the plan finally approved by that body.

**Budget Document:** The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. The budget document usually consists of three parts. The first part contains a message from the budget-making authority, together with a summary of the significant financial data supporting

the summary. These schedules show in detail the information as to past years' actual revenues, expenditures and other data used in making estimates. The third part is composed of drafts of the appropriation, revenue and borrowing measures necessary to put the budget in effect.

**Budget Message:** A general discussion of the annual budget as presented in writing by the budget-making authority to the legislative body. The budget message should contain an outline of the government's experience during the past period of financial reporting and its financial status at the time of message, and recommendations regarding the financial policy for the coming period.

**Budgetary Control:** The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

**Business-Type Activities:** One of two classes of activities reported in the government-wide financial statements. Business-type activities are financed in whole or part by fees charged to external parties for goods or services. These activities are usually reported in Enterprise Funds.

**California Community Redevelopment Law:** Redevelopment law of the state contained in California Health and Safety Code, Division 24, Part 1 (Section 33000 et seq.)

**Callable Bond:** A bond issue in which all or part of its outstanding principal amount may be redeemed before maturity by the issuer under specified conditions.

**Call Price:** The price at which an issuer may redeem a bond prior to maturity. The price is usually at a slight premium to the bond's original issue price to compensate the holder for loss of income and ownership.

**Call Risk:** The risk to a bondholder that a bond may be redeemed prior to maturity.

**Capital and Related Financing Activities:** Term used in connection with cash flows reporting. Capital and related financing activities include (a) acquiring and disposing of capital assets used in providing services or producing goods, (b) borrowing money for acquiring, constructing, or improving capital assets and repaying the amounts borrowed, including interest, and (c) paying for capital assets obtained from vendors on credit.

**Capital Assets:** Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

**Capital Expenditure:** A Capital Expenditure is an outlay of funds for fixed assets, including land, buildings, machinery, equipment, construction in progress, design in progress, improvements and infrastructure with an original cost of \$5,000 or more.

**Capital Improvements Plan (CIP):** A plan for capital expenditure to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program of the City. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

**Capital Projects Fund:** A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds, special assessment funds, and trust funds).

**Certificate of Deposit (CD):** A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

**Capital Outlay:** A budget category which includes all equipment having a unit cost of more than \$500 and a useful life of more than one year.

**Cash:** The term, used in connection with cash flow reporting, includes not only currency on hand, but also demand deposits with banks or other financial institutions. *Cash* also includes deposits in other kinds of accounts or cash management pools that have the general characteristics of demand deposit accounts in that the governmental enterprise may deposit additional cash at any time and also effectively may withdraw cash at any time without prior notice or penalty.

**Cash Sale/Purchase:** A transaction which calls for delivery and payment of securities on the same day that the transaction is initiated.

**Collateral:** Term used in connection with deposits with financial institutions. Security pledged by a financial institution to a governmental entity for its deposit.

**Commercial Paper:** An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

**Component Unit:** A legally separate organization for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading.

**Consumer Price Index (CPI):** A statistical description of price levels provided by the U.S. Department of Labor. The change in this index from year to year is used to measure the cost of living and economic inflation.

**Contributed Capital:** This equity is obtained from other sources (e.g., capital grants). Thus it is somewhat like "capital stock" and "paid-in-capital in excess of par" for private enterprises. Proprietary fund equity is divided into "contributed capital" and "retained earnings."

**Convexity:** A measure of a bond's price sensitivity to changing interest rates. A high convexity indicates greater sensitivity of a bond's price to interest rate changes.

**Cost-Reimbursement Basis:** Term used in connection with internal service funds. The setting of charges so that costs are systematically recovered on a break-even basis over time.

**Coupon Rate:** The annual rate of interest received by an investor from the issuer of certain types of fixed-income securities. Also known as the "interest rate."

**County Assessor:** An elected official whose main duty is to set values on real property for the purpose of taxation within the county. The Assessor is responsible for the creation and maintenance of assessor parcels from final subdivisions, parcel maps, lot line adjustments, record of survey, deeds and miscellaneous documents.

**County Auditor-Controller:** The chief accounting officer of the county established to provide various accounting and property tax administration services to the county and other local governments within the county. The Auditor-Controller is responsible for budget control, disbursements and receipts, financial reporting, and for audits of certain agencies within the county. Auditor-Controllers are nonpartisan elected officials serving four-year terms.

**County Treasurer-Tax Collector:** Administers the billing, collection, and reporting of property tax revenues and conducts Tax Defaulted Property Sales for real property tax delinquencies remaining after five years. Treasurer-Tax Collectors are nonpartisan elected officials serving four-year terms.

**Credit Quality:** The measurement of the financial strength of a bond issuer. This measurement helps an investor to understand an issuer's ability to make timely interest payments and repay the loan principal upon maturity.

Generally, the higher the credit quality of a bond issuer, the lower the interest rate paid by the issuer because the risk of default is lower. Credit quality ratings are provided by nationally recognized rating agencies.

**Credit Risk:** The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

**Current:** A term which, applied to budgeting and accounting, designates the operation of the present fiscal period as opposed to past or future periods. It usually connotes financial resources likely to be used or converted into cash within one year.

**Current Yield (Current Return):** A yield calculation determined by dividing the annual interest received on a security by the current market price of that security.

**Dealer:** A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his or her own account.

**Debt Financing:** Issuance of bonds and other debt instruments to finance municipal improvements and services.

**Debt Instrument:** Written pledge to repay debt such as bills, notes and bonds.

**Debt Service:** Payment of principal and interest on long-term indebtedness.

**Debt Limit:** The maximum amount of gross or net debt that is legally permitted.

**Debt Service Fund:** Governmental Fund Type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Deferred Revenues:** Resource inflows that do not yet meet the criteria for revenue recognition. Unearned amounts are always reported as deferred revenue. In governmental funds, earned amounts also are reported as deferred revenue until they are available to liquidate liabilities of the current period.

**Deficit:** (1) The excess of liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period, or in the case of proprietary funds, the excess of expenses over income during an accounting period.

**Defined Benefit Pension Plan:** A pension plan having terms that specify the amount of pension benefits to be provided at a future date or after a certain period of time; the amount specified usually is a function of one or more factors such as age, years of service, and compensation.

**Delivery Versus Payment (DVP):** A type of securities transaction in which the purchaser pays for the securities when they are delivered either to the purchaser or his/her custodian.

**Demolition:** Clearance or removal of a structure in order to carry out the Redevelopment Agency redevelopment plan.

**Department:** An organizational unit comprised of divisions or programs. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

**Depreciation:** The expiration in the service life of fixed assets, other than wasting assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a fixed asset other than a wasting asset which is charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, is charged with a portion of such cost. Through this process, the entire cost of asset is ultimately charged off as an expense.

**Derivative Security:** Financial instrument created from, or whose value depends upon, one or more underlying assets or indexes of asset values.

**Development Impact Fees:** Fees placed on the development of land or conditions required for the approval of a development project such as the donation (“dedication” or “exaction”) of certain lands (or money) to specific public uses. The fees are typically justified as an offset to the future impact that development will have on existing infrastructure.

**Direct Costing:** Term used in connection with the valuation of capital assets. Use of source data (e.g., invoices) to establish the historical cost of a capital asset.

**Discount:** The amount by which the par value of a security exceeds the price paid for the security.

**Diversification:** Dividing investment funds among a variety of securities offering independent returns.

**Documentary Transfer Tax:** Tax imposed on documents recorded in the transfer of ownership in real estate as distinguished from a Real Property Transfer Tax which may only be imposed by Charter Cities.

**Duration:** A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

**Earmarked Funds:** Funds that have been tagged or “earmarked” for a specific purpose.

**Economic Resources Measurement Focus:** Measurement focus under which the aim of a set of financial statements is to report all inflows, outflows, and balances affecting or reflecting an entity’s net assets. The economic resources measurement focus is used for proprietary and fiduciary funds, as well as for government-wide financial reporting. It also is used by business enterprises and not-for-profit organizations in the private sector.

**Education Revenue Augmentation Fund (ERAF):** Accounts established by the State Legislature to receive shifts of property tax revenues from cities, counties, special districts, and redevelopment agencies. The additional ERAF property tax revenues to schools enable the State General Fund to reduce support from the State General Fund, thereby saving the state billions of dollars annually.

**Effectiveness:** Term used in connection with the evaluation of internal controls and performance measurement. The degree to which an entity, program, or procedure is successful in achieving its goals and objectives.

**Efficiency:** Term used in connection with the evaluation of internal controls and performance measurement. The degree to which an entity, program, or procedure is successful at achieving its goals and objectives with the least use of scarce resources. Efficiency necessarily presupposes effectiveness.

**Eminent Domain:** Authority of a government agency to acquire property for public purposes (not to be confused with meaning public buildings and improvements only). Also known as condemnation.

**Encumbrances:** Commitments related to unperformed (executory) contracts for goods and services.

**Enterprise Fund:** This fund type accounts for operations that are financed and run like a private business. It enables the governing body to provide goods or services to the general public on a continuing basis through user charges.

**Excise Tax:** Tax placed on a person for a voluntary act, making the tax avoidable. It includes sales and use tax, business license tax, transient occupancy tax (TOT) utility users tax, etc. Phrase “excise tax” is most commonly used to refer to a parcel tax.

**Exemption:** The exclusion from the tax base of certain types of transactions or objects. For example, federally-owned land is exempt from property taxes.

**Expenditures:** Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service and capital outlays. It includes the measurement focus classified as *other financing uses*.

**Fair Value:** Term used in connection with the valuation of investments. The amount at which a financial instrument could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

**Federal Deposit Insurance Corporation (FDIC):** A Federal agency that insures bank deposits, currently up to \$100,000 per deposit.

**Federal Accounting Standards Advisory Board:** Authoritative standard-setting body responsible for establishing Generally Accepted Accounting Principles (GAAP) for the federal government.

**Federal Funds (Fed Funds):** Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed funds are considered to be immediately available funds.

**Federal Funds Rate:** Interest rate charged by one institution lending federal funds to the other.

**Federal Reserve System:** The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C.; 12 regional banks and about 5,700 commercial banks are members of the system.

**Fee:** A charge to the consumer for the cost of providing a particular service. California government fees may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged, plus overhead.

**Fiduciary Funds:** Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government’s own programs. The Fiduciary Fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds and agency funds.

**Final Amended Budget:** Term used in connection with budgetary reporting. The original budget adjusted by all reserves, transfers, allocations, supplementary appropriations, and other legally authorized legislative and executive changes applicable to the fiscal year, whenever signed into law or otherwise legally authorized.

**Financial Accountability:** Term used in connection with the definition of the financial reporting entity. The level of accountability that exists if a primary government appoints a voting majority of an organization’s governing board and is either able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A primary government may also be financially accountable for governmental organizations with a separately elected governing board, a governing board appointed by another government, or jointly appointed board that is financially dependent on the primary government.

**Financial Accounting Standards Board (FASB):** The authoritative accounting and reporting standard-setting body for business enterprises and not-for-profit organizations. The FASB is the direct successor of the

Committee on Accounting Procedure and the Accounting Principles Board. The GASB and its predecessors have elected to apply a number of FASB's standards, as well as those of its predecessors, to state and local governments.

**Financial Audits:** Audits designed to provide independent assurance of the fair presentation of financial information.

**Financial Resources:** Resources that are or will become available for spending. Financial resources include cash and resources ordinarily expected to be converted to cash (e.g., receivables, investments). Financial resources also may include inventories and pre-pays (because they obviate the need to expend current available financial resources).

**Finding:** Term used in conjunction with public-sector auditing. Published communication of an internal control weakness or instance of noncompliance in connection with an audit conducted in accordance with GAGAS.

**Fines, Forfeitures and Penalties:** Revenues received and/or bail monies forfeited upon conviction of a misdemeanor or municipal infraction.

**Fiscal Accountability:** The responsibility of governments to justify that the actions in the current period have complied with public decisions concerning the raising and spending of public moneys in the short term (usually one budgetary cycle or one year). This term is used in contrast to *operational accountability*.

**Fiscal Funding Clause:** Term used in connection with capital leases. A clause in a lease agreement that generally provides that the lease is cancelable if the City Council or other funding authority does not appropriate the funds necessary for the government unit to fulfill its obligations under the lease agreement.

**Fiscal Year:** A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operation. Nearly all city fiscal years begin on July 1 and end June 30 of the following year.

**Five Percent Criterion:** Second of two tests used to determine whether a given governmental fund or enterprise fund must be reported as a major fund in the basic financial statements. This test is applied to the combined total assets, liabilities, revenues or expenses/expenditures of all governmental and enterprise funds for which the 10 percent criterion has been met.

**Fixed Assets:** Assets of a long-term nature which are intended to continue to be held or used such as land, buildings, improvements other than buildings, machinery, and equipment.

**Franchise Act of 1937:** Like the Broughton Act, restricts franchise collections to 2% of gross annual receipts, but includes a minimum fee of 2% of gross annual receipts, and includes a minimum fee of ½% of gross annual receipts for electric franchises or 1% of gross annual receipts for gas or water franchises operating within the City limits.

**Franchise Fee:** A fee levied upon utilities operating within the City limits which is based upon the gross revenue of the utility.

**Full Accrual:** This accounting method recognizes transactions and events as revenues/gains and expenses/losses when they occur, regardless of the timing of related cash flows. Proprietary funds rely upon this accounting method. In contrast, governmental funds rely upon "modified accrual" accounting.

**Full Faith and Credit:** Pledge by issuer of general obligation to bondholders that issuer "guarantees all available funds" be used to pay bondholders should the project go into default.

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

**Functional Revenue:** Revenues that can be associated with and allocated to one or more expenditure function and which meet one of the following criteria: (1) the revenue is generated from direct services, such as revenue from fees or charges; (2) the revenue associated with a specific service by external requirements, such as grant conditions, bond sale agreements, or statutory or charter requirements.

**Fund:** An independent fiscal and accounting entity with a self-balancing set of accounts which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Balance:** The difference between assets and liabilities reported in a Governmental Fund.

**Fund Classifications:** One of three categories (Governmental, Proprietary, and Fiduciary) used to classify fund types.

**Fund Type:** One of 11 classifications into which all individual funds can be categorized. Governmental Fund Types include the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, and Permanent Funds. Proprietary Fund Types include Enterprise Funds and Internal Service Funds. Fiduciary Fund Types include Pension (and other employee benefit) Trust Funds, Investment Trust Funds, Private- Purpose Trust Funds, and Agency Funds.

**General Fixed Assets:** Fixed assets used in operations accounted for in governmental funds. General Fixed Assets include all fixed assets not accounted for in proprietary funds or in trust and agency funds.

**General Fund:** The General Fund is one of five Governmental Fund Types and typically serves as the chief operating fund of a government. This fund is used to account for all financial resources except those required to be accounted for in another fund.

**General Law City:** A city that has not adopted a charter and is therefore bound by the State's general laws, even with respect to municipal affairs. In contrast, charter cities have authority over "municipal affairs," trumping state law governing the same topic.

**General Revenues:** All revenues that are not required to be reported as program revenues. All taxes, even those that are levied for a specific purpose, are general revenues and should be reported by the type of tax---for example, sales tax, property tax, franchise tax, income tax. All other non-tax revenues (including interest, grants, and contributions) that do not meet the criteria to be reported as program revenues should also be reported as general revenues.

**General Obligation Bonds:** Bonds for the payment of which the full faith and credit of the issuing government are pledged.

**General Revenue:** Those revenues that cannot be associated with a specific expenditure, such as property taxes (other than voter approved indebtedness), sales tax, and business license tax.

**General Tax:** A tax imposed for general governmental purposes, the proceeds of which are deposited into the General Fund. A majority vote of the electorate is required to impose, extend or increase any general tax.

**Generally Accepted Accounting Principles (GAAP):** The conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements. The various sources of GAAP for state and local government are set forth by SAS NO. 69, *The Meaning of "Present in Conformity with Generally Accepted Accounting Principles" in Independent Auditor's Report*.



**Generally Accepted Government Auditing Standards (GAGAS):** Standards for the conduct and reporting of both financial and performance audits in the public sector. The General Accounting Office promulgates GAGAS through its publication *Government Auditing Standards*, commonly known as the *Yellow Book*. The basic GAGAS standards are classed into three broad categories: general standards, fieldwork standards, and reporting standards. The general standards of GAGAS establish separate fieldwork and reporting standards for financial audits and performance audits. The fieldwork standards and reporting standards used for financial audits build upon the standards of fieldwork and the standards of reporting of GAGAS.

**Governmental Accounting Standards Board (GASB):** The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments. GASB was established in June 1984 to replace National Council on Government Accounting (NCGA).

**Governmental Activities:** Activities generally financed through taxes, intergovernmental revenues, and other non-exchange revenues. These activities are usually reported in governmental funds and internal service funds.

**Governmental Funds:** Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, and Permanent Funds.

**Grants:** Contributions of cash or other assets from another governmental agency to be used or expended for a specific purpose, activity or facility.

**Homeowner's Property Tax Relief:** Revenue from the state to offset city loss of property tax for state-imposed \$7,000 per dwelling homeowner exemption.

**Improvement Bond Act of 1915:** State law which allows cities, counties, and "public" districts to issue assessment bonds and bond anticipation notes. The Improvement Bond Act of 1915 Act does not authorize assessments.

**Infrastructure:** Public improvements which support development, including street lighting, sewers, flood control facilities, water lines, sewer lines, storm drain lines, telephone lines, etc.

**Improvement:** An addition made to, or change made in, a capital asset, other than maintenance, to prolong its life or to increase its capacity. The cost of the addition or change is added to the book value of the asset.

**Improvements Other than Buildings:** A fixed asset account which reflects acquisition value of permanent improvements other than buildings, which add value to land. Examples of such improvements are fences, retaining walls, sidewalks, pavements, gutters, tunnels, and bridges.

**Independent Auditor:** Auditors who are independent, both in fact and appearance, of the entities they audit. Both GAAS and GAGAS set specific criteria that must be met for an auditor to be considered to be independent.

**Indirect Expenses:** Expenses that cannot be specifically associated with a given service, program, or department and thus, cannot be clearly associated with a particular functional category.

**Infrastructure:** Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems.

**Interest Rate:** See "Coupon Rate."

**Interest Rate Risk:** The risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

**Interfund Activity:** Activity between funds of the City of Livingston and the Livingston Redevelopment Agency. Interfund activities are divided into two broad categories: reciprocal and nonreciprocal. Reciprocal interfund activity comprises interfund loans and interfund services provided and used. Nonreciprocal interfund activity comprises interfund transfers and interfund reimbursements.

**Interfund Loans:** Amounts provided between funds and blended component units of the primary government with a requirement for repayment.

**Interfund Transfers:** Flows of assets (such as cash or goods) between funds and blended component units of the City of Livingston without equivalent flows of assets in return and without a requirement for repayment.

**Internal Control Framework:** An integrated set of policies and procedures designed to assist management to achieve its goals and objectives. To be truly comprehensive, a government's internal control framework must (a) provide a favorable control environment, (b) provide for the continuing assessment of risk, (c) must provide for the design, implementation, and maintenance of effective control-related policies and procedures, (d) must provide for the effective communication of information, and (e) must provide for the on-going monitoring of the effectiveness of control-related policies and procedures as well as the resolution of potential problems identified by controls.

**Internal Service Funds:** Proprietary Fund Type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

**Inventory:** A detailed list showing qualities, descriptions and values of property, and, frequently, units of measure and unit prices.

**Investments:** Securities and real estate held for the production of revenues in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

**Investment Activities:** Term used in connection with cash flows reporting. Investing activities include making and collecting loans (except program loans) and acquiring and disposing of debt or equity instruments.

**Investment Earnings:** Revenue earned from the investment of idle public funds.

**Investment Policy:** A concise and clear statement of the objectives and parameters by institutional investors under the prudent person rule. Investment-grade is restricted to those obligations rated BBB or higher by a rating agency.

**Joint Powers Authority:** The Joint Exercise of Powers Act authorizes local public agencies to exercise common powers and to form joint powers authorities ("JPAS") for the purpose of jointly receiving or providing specific services.

**LAIF (Local Agency Investment Fund):** A special fund in the State Treasury which local agencies may use to deposit funds for investment. State law prohibits LAIF from impounding any depositor's funds and prohibits the fund from declaring bankruptcy. The LAIF fund is highly liquid in addition to being considered one of the most conservative of all investments. State statutes define and authorize the permissible investments of the fund.

**Land:** A fixed asset account which reflects the cost of land owned by the City of Livingston.

**Landscaping and Light Act of 1972:** The 1972 Act lets cities, counties and special districts levy assessments for land purchase and the construction, operation, and maintenance of parks, landscaping, lighting, traffic signals and graffiti abatement.

**Landscape and Lighting Assessment District:** An area of the City established in accordance with State law where residents pay an annual assessment for a service which specifically benefits them. This area of the law is much broader in defining services eligible for funding than that portion of the law relating to Benefit Assessment Districts (BAD). As such, a broader range of services are funded by Landscaping and Lighting Assessment Districts including park maintenance, street lighting and graffiti removal.

**Lapse Period:** A specified time at the beginning of a given budget period during which encumbrances outstanding at the end of the prior budget period may be liquidated using the prior year's budgetary authority. Many governments avoid the use of a lapse period by automatically appropriating as part of each new budget an amount sufficient to cover encumbrances outstanding at the end of the prior budget period.

**Levy:** (Verb) To impose taxes, special assessments or service charges for the support of governmental activities; (noun) the total amount of taxes, and/or special assessments and/or service charges imposed by a governmental agency.

**Licenses and Permits:** Charge designated to reimburse City for costs of regulating activities being licensed, such as licensing of animals, bicycles, etc.

**Lien:** A claim on assets, especially property, for the payment of taxes or utility service charges.

**Limited Obligation Bonds:** Similar to general obligation bonds except that security for the issuance is limited exactly to the revenues pledged in the bond statement and not to the full faith and credit of the City.

**Liquidity:** A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

**Local Government Investment Pool:** An investment by local governments in which their money is pooled as a method for managing local funds.

**Machinery and Equipment:** Tangible property of a more or less permanent nature, other than land or buildings, and improvements thereon. Examples are machinery, tools, trucks, automobiles, furniture, and furnishings.

**Maintenance of Effort (MOE):** A requirement, often as a condition of an intergovernmental subvention or supplemental tax, to maintain a level of spending at a certain level. Maintenance of Effort (MOE) requirements are intended to prevent or limit the use of the additional revenues to supplant existing revenues such that the new revenues result in an increase in the level of program spending and services.

**Major Fund:** A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The General Fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least five percent of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

**Major Program:** Term used in the context of Single Audits. As part of the Single Audit, the independent auditor must gain an understanding of internal controls over compliance for each major federal award program and then test those controls. In addition, the independent auditor must render an opinion on whether the government complied with laws, regulations, and provisions of controls or grant agreements that could have a direct and material effect on each federal award program

**Mark-to-Mark:** The process whereby the book value or collateral value of a security is adjusted to reflect its current market value.

**Market-Based Pricing:** Recent trend in pricing public services which uses the marketplace to regulate individual consumer behaviors consistent with overall societal goals by including the true cost of the service on society.

**Market Risk:** The risk that the value of a security will rise or decline as a result of changes in market conditions.

**Market Value:** (1) What a willing seller could reasonably expect to receive if he or she were to sell the property on the open market to a willing seller; (2) current market price of a security.

**Marks-Roos Bonds:** Bonds authorized by the Marks-Roos Local Bond Pooling Act of 1985 which provide local agencies with flexible financing powers through participation in joint powers authorities.

**Matching Requirement:** A requirement that a grant recipient contribute resources to a program that equals or exceed a predetermined percentage of amounts provided by the grantor.

**Material Weakness:** A reportable condition (internal control weakness) of such magnitude that it could potentially result in material misstatement of financial statements.

**Materiality:** The magnitude of an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement. The objective of accountability in governmental financial reporting adds another perspective to materiality. Specifically, accountability requires materiality to be judged not only in a quantitative manner but also in a qualitative manner. That is, accountability involves such issues as legal and contractual compliance that may not have a “material” effect on the entity’s reported operating results and financial position, but that would influence or change the judgment of a reasonable person about how the government has conducted its affairs during the period.

**Maturity:** The date upon which the principal or stated value of an investment becomes due and payable.

**Measurement Focus:** The objective of a measurement, that is, what is being expressed in reporting an entity’s financial performance and position. A particular measurement focus is accomplished by considering not only which resources, but also when the effects of transactions or events involving those resources are recognized (the basis of accounting). The measurement focus of government-wide financial statements, Proprietary Fund financial statements, and Fiduciary Fund financial statements is economic resources. The measurement focus of Governmental Fund financial statements is current financial resources.

**Mello-Roos Bonds:** Bonds allowing cities, counties, school districts and special districts to finance certain public capital facilities and services, especially in developing areas and areas undergoing rehabilitation. Property owners in the Mello-Roos district pay an annual special tax which is included on the property tax bill.

**Mello-Roos Community Facilities Tax:** Special non ad valorem tax imposed to finance public capital facilities and services in connection with new development.

**Modified Accrual Basis:** The accrual basis of accounting adapted to the Governmental Fund Type-Spending Measurement Focus. Under it, revenues are recognized when they become both “measurable” and “available to finance expenditures of the current period.” Expenditures are recognized when the related fund liability is incurred except for the following: (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay and other employee benefit amounts which need to be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if approximately offset by interest earnings on special assessment levies; and (5) principal and interest on long-term debts which are generally recognized when due. All government funds and expendable trust funds are accounted for using the modified accrual basis of accounting.

**Money Market Investment:** A short-term, highly liquid debt instrument, including commercial paper, banker's acceptances, and U.S. Treasury and agency obligations. Asset-backed securities, derivatives, and structured notes are not included in this term.

**Motor Vehicle License Fee (VLF):** The motor vehicle license fee (VLF) is a fee for the privilege of operating a vehicle on public streets. The VLF is levied annually at 2% of the market value of motor vehicles and is imposed by the state "in lieu" of local property taxes. VLF is also called Motor Vehicle In-Lieu Tax.

**Municipal Facilities Development Impact Fee:** A development impact fee levied upon new development to offset the impact that new development has upon specific City facilities and services.

**National Association of Securities Dealers (NASD):** A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

**National Council on Governmental Accounting (NCGA):** The immediate predecessor of the GASB as the authoritative accounting and financial reporting standard-setting body for state and local governments. The NCGA issued seven statements and 11 interpretations prior to its dissolution in June 1984. These statements and interpretations remain in effect unless superseded by a subsequent GASB pronouncement.

**Negotiated Sale:** What the price to be paid for land and improvements is mutually agreed upon by buyer and seller.

**Net Asset Value:** The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets which include securities, cash, and any accrued earnings, subtracting this from the fund's liabilities and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio.

**Net Income:** Proprietary fund excess of operating revenues, non-operating revenues, operating transfers-in over operating expenses, non-operating expenses, and operating transfers-out.

**Nexus:** In general, a minimum threshold of connection necessary within a taxing jurisdiction to allow taxing authority over out-of-state individuals or businesses. Requirement of Government Code Sections 66000 et seq. that there be a reasonable connection ("nexus") between required development impact fees and the development project in question.

**Nominal Yield:** The stated rate of interest that a bond pays its current owner, based on per value of the security. It is also known as the "coupon", "coupon rate", or "interest rate."

**Non-Operating Revenues:** Proprietary Fund revenues which are directly related to the funds primary service activities. They consist primarily of user charges for services.

**Number of Funds Principle:** The principle that only the minimum number of funds consistent with legal and operating requirements should be established, since unnecessary funds result in inflexibility, undue complexity, and inefficient financial administration.

**Offer:** An indicated price at which market participants are willing to sell a security or commodity. Also referred to as the "Ask Price."

**Operating Activities:** Term used in connection with cash flows reporting. Operating activities generally result from providing services and producing and delivering goods, and include all transactions and other events that are not defined as capital and related financing, non-capital financing, or investing activities.

**Operating Income:** The excess of proprietary fund operating revenues over operating expenses.

**Operational Accountability:** Governments' responsibility to report the extent to which they have met their operating objectives efficiently and effectively, using all resources available for this purpose, and whether they can continue to meet their objectives for the foreseeable future.

**Original Budget:** The first complete appropriated budget. The original budget may be adjusted by reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes before the beginning of the fiscal year. The original budget should also include actual appropriation amounts automatically carried over from prior years by law. For example, a legal provision may require the automatic rolling forward of appropriations to cover prior-year encumbrances.

**Ordinance:** A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a statute or a constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions which must be by ordinance and those which may be by resolution. Revenue raising measures such as the imposition of taxes, special assessments, and service charges universally require ordinances.

**Other Financing Source:** An increase in current financial resources that is reported separately from revenues to avoid distorting revenue trends. The use of the *other financing sources* category is limited to items so classified by GAAP.

**Other Financing Use:** A decrease in current financial resources that is reported separately from expenditures to avoid distorting expenditure trends. The use of the other financing uses category is limited to items so classified by GAAP.

**Outcome Measures:** Term used in connection with service efforts and accomplishments reporting. Indicators that measure accomplishments or results that occur (at least partially) because of services provided. Results also include measure of public perceptions of outcomes.

**Output Measures:** Term used in connection with service efforts and accomplishments reporting. Indicators that measure the quantity of services provided. Output measures include both measures of the quantity of service provided and measures of the quantity of a service provided that meets a certain quality requirement.

**Overlapping Debt:** Proportionate share that property within a government must bear the debts of other local governments located wholly or in part within the geographic boundaries of the City of Livingston. Except for special assessment debt, the amount of debt of each unit applicable to the City of Livingston is arrived at by (1) determining what percentage of the total assessed value of the overlapping jurisdiction lies within the limits of the reporting unit, and (2) applying this percentage to the total debt of the overlapping jurisdiction. Special assessment debt is allocated on the basis of the ratio of assessments receivable in each jurisdiction, which will be used wholly or in part to pay off the debt, to total assessments receivable, which will be used wholly or in part for this purpose.

**Par:** Face value or principal value of a bond, typically \$1,000 per bond.

**Parcel Tax:** Special non ad valorem tax on parcels of property generally based on either a flat per-parcel rate or a variable rate depending on the size, use and/or number of units on the parcel.

**Pension Plan:** An arrangement for the provision of pension benefits in which all assets accumulated for the payment of benefits may legally be used to pay benefits, including refunds of member contributions, to any of the plan members or beneficiaries, as defined in the terms of the plan.

**Pension Trend Data:** Actuarially based data over time concerning the funding progress of a defined benefit pension plan and employer's actual and annual required contributions to the plan.

**Performance Audit:** Auditing designed to evaluate the effectiveness or efficiency of an organization, program, or activity.

**Performance Measurement:** Commonly used term for service efforts and accomplishments reporting.

**Portfolio:** Collection of investment securities held by the City of Livingston.

**Positive Yield Curve:** A chart formation that illustrates short-term securities having lower yields than long-term securities.

**Possessory Interest:** Taxable private ownership of interest in tax-exempt public property.

**Primary Government:** Term used in connection with defining the financial reporting entity. A state government or general purpose local government such as the City of Livingston is a primary government.

**Prime Rate:** A preferred interest rate charge by commercial banks to their most creditworthy customers. Many interest rates are keyed to this rate.

**Principal:** The face value or par value of a debt instrument. Also may refer to the amount of capital invested in a given security.

**Private-Purpose Trust Funds:** A Fiduciary Trust Fund Type used to report all trust arrangements, other than those properly reported in Pension Trust Funds or Investment Trust Funds, under which principal and income benefit individuals, private organizations, or other governments.

**Program:** Group activities, operations or organizational units directed to attaining specific purposes or objectives.

**Project Area:** The area which is designated in the redevelopment plan for redevelopment and revitalization.

**Property Related Fee:** A levy imposed on a parcel or upon a person as an incident of property ownership for property-related service.

**Property Tax:** An ad valorem tax imposed on real property (land and permanently attached improvements) and tangible personal property (movable property).

**Property Tax In Lieu of Vehicle License Fee (VLF):** Property tax shares and revenues allocated to cities and counties beginning in FY2004-2005 as compensation for Vehicle License Fee (VLF) revenues previously allocated to cities and counties by the state.

**Proposition 1A (2004):** Voter approved state constitutional amendment protecting most major city, county and special district revenues from reduction or shifting by the State Legislature.

**Proposition 1A (2006):** Voter approved Constitutional amendment protecting the local allocation of state transportation sales tax revenues under Proposition 42 from reduction or shifting by the State Legislature.

**Proposition 4 (1979):** Also called the Gann Initiative. This initiative is now Article XIII B of the State Constitution, was drafted to be a companion measure to Proposition 13, Article XIII A of the Constitution. Article XIII B limits growth in government spending to changes in population and inflation.

**Proposition 8 (1978):** An amendment to Proposition 13, passed in November 1978 to allow County Assessors to recognize declines in value for property tax purposes. Revenue and Taxation Code Section 51 requires the

Assessor to annually enroll either a property's Proposition 13 base year value factored for inflation, or its market value as of January 1<sup>st</sup>, whichever is less.

**Proposition 13 (1978):** Article XIII A of the California Constitution, commonly known as Proposition 13, which limits the maximum annual increase of any ad valorem tax on real property to 1% of the full cash value of such property.

**Proposition 42 (2002):** Voter approved measure that directs the State Legislature to allocate revenues derived from the taxable sales of gasoline to certain transportation programs including to cities and counties.

**Proposition 98 (1990):** This measure establishes a minimum level of funding for public schools and community colleges and provides that any state revenues in excess of the appropriations limit be spent on schools.

**Proposition 111 (1994):** Voter approved measure that increased the state Motor Vehicle Tax by \$0.09 per gallon and made certain adjustments to the spending limits under Proposition 4 (1979).

**Proposition 172 (1993):** A 1993 measure which places a one-half cent sales tax for local public safety in the Constitution effective January 1, 1994. The tax is imposed by the state and distributed to cities and counties.

**Proposition 218 (1996):** A voter approved state Constitutional amendment, self-titled "Right to Vote on Taxes Act" expanded restrictions on local government revenue-raising, allowing voters to repeal or reduce taxes, assessments, fees, and charges through the initiative process; reiterating the requirement for voter approval for both "special taxes" and "general taxes," and imposing procedural and substantive limitations on assessments of real property and on certain types of fees.

**Proprietary Funds:** Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of Proprietary Funds: Enterprise Funds and Internal Service Funds.

**Prudent Person Rule:** An investment standard. In some states, the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state—the so-called—"legal list". In other states, the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

**Principal:** "Face or "par value" of an instrument. It does not include accrued interest.

**Rate of Return:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity; on a bond, the current income return.

**Real Property:** Land and permanently attached improvements.

**Redevelopment:** Planning, development, replanning, redesign, clearance, reconstruction, or rehabilitation of all or part of a project area.

**Redevelopment Agency:** The legislative body of the City of Livingston designated to act on behalf of the City to direct the redevelopment of designated areas of the City of Livingston in order to enhance economic development.

**Redevelopment Plan:** Plan adopted by the Redevelopment Agency for revitalization and redevelopment of land within the project area in order to eliminate blight and remedy conditions which caused it.

**Rehabilitation:** To improve, alter, modernize or modify an existing structure to make it safe, sanitary, and decent and/or bring it up to building code standards.



**Reimbursement Grant:** A grant for which a potential recipient must first incur qualifying expenditures to be eligible. Reimbursement grants are also referred to as “expenditure-driven grants.”

**Reimbursement for State Mandated Costs:** Article XIII B, Section 6 of the California Constitution which requires the state to reimburse local agencies for the cost of state-imposed programs. Process is commonly called “SB 90” after its original 1972 legislation.

**Regulatory Fee:** A charge imposed on a regulated action to pay for the cost of public programs or facilities necessary to regulate a business or other activity or mitigate the impacts of the fee payer on the community. A regulatory fee does not include a charge on a property or a property owner solely due to property ownership.

**Reliability:** The principle that financial information should be verifiable, free from bias, and faithfully represent what it purports to represent.

**Relocation:** The effort to assist and facilitate rehousing of families and single persons, businesses or organizations who are displaced due to redevelopment activities.

**Relocation Assistance:** Relocation payments to help families, individuals, businesses, and non-profit organizations which are displaced as a result of redevelopment activities. This includes aid in finding a new location, payments to help cover moving costs, and additional payments for certain other costs.

**Rents:** Revenues received through the rental of public properties to private parties such as convention space and library facilities.

**Repurchase Agreement (repo or RP):** An agreement of one party to sell securities at a specified price to a second party and a simultaneous agreement of the first party to repurchase the securities at a specified price or at a specified later date.

**Reserved Fund Balance:** The portion of a Governmental Fund’s net assets that is not available for appropriation.

**Resolution:** A special or temporary order of the legislative body requiring less formality than an ordinance.

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

**Restricted Net Assets:** A component of net assets calculated by reducing the carrying value of restricted assets by the amount of any related debt outstanding.

**Retained Earnings:** Equity resulting from provision of goods and services. Proprietary fund equity is divided into “contributed capital” and “retained earnings.”

**Revenue Bonds:** Bonds whereby the principal and interest are payable exclusively from the earnings of an Enterprise Fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund’s property.

**Revenues:** Increases in governmental fund type net current assets from other than expenditures refunds and residual equity transfers. Under NCGA Statement 1, general long-term debt proceeds and operating transfers-in are classified as “other financing sources” rather than revenues. Increases in proprietary fund type net total assets from other than expense refunds, capital contributions, and residual equity transfers. Under NCGA 1, operating transfers-in are classified separately from revenues.

**Reverse Repurchase Agreement (Reverse Repo):** An agreement of one party to purchase securities at a specified price from a second party and a simultaneous agreement by the first party to resell the securities at a specified price to the second party on demand or at a specified date.

**Safekeeping:** A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

**Sales Tax:** A tax imposed on the total retail price of any tangible personal property.

**Secured Property:** As the property tax is guaranteed by placing a lien on the real property, secured property is that real property in which the value of the lien on the real property and personal property located thereon is sufficient to assure payment of the tax.

**Secured Roll:** That property tax list containing all assessed property secured by land subject to local taxation.

**Securities:** Investment instruments such as bonds, stocks and other instruments of indebtedness or equity.

**Serial Bond:** A bond issue, usually of a municipality, with various maturity dates scheduled at regular intervals until the entire issue is retired.

**Service Charges:** Charges imposed to support services to individuals or to cover the cost of providing such services. The fees charged are limited to the cost of providing the service or regulation required (plus overhead).

**Short-Term Financing Methods:** Techniques used for many purposes, such as meeting anticipated cash flow deficits, interim financing of a project, and project implementation. Using these techniques involves issuance of short-term notes. Voter approval is not required.

**Sinking Fund:** Money accumulated on a regular basis in a separate custodial account that is used to redeem debt securities or preferred stock issues.

**Single Audit:** An audit performed in accordance with the Single Audit Act of 1984 (as amended) and the Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*. The Single Audit Act allows or requires governments (depending on the amount of federal assistance received) to have one audit performed to meet the needs of all federal grantor agencies. The Single Audit Act was amended in 1996.

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

**Special Assessment District (SAD):** A geographic area established by notice of the City Council and with public approval for the purpose of making capital improvements such as the construction of streets or sidewalks, or to accomplish some other public good through the financial participation and assessment of property owners within the area.

**Special Revenue Fund:** A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditures for specified purposes. Under NCGA Statement 1, the use of Special Revenue Funds is required only when legally mandated.

**Special Tax:** A tax that is collected and earmarked for a special purpose and deposited into a separate account. A two-thirds vote of the electorate is required to impose, extend or increase any special tax.

**Standby Charge:** A compulsory charge levied upon real property to defray in whole or in part the expense of providing operating or maintaining public improvements. The charge is "exactd for the benefit which accrues to

property by virtue of having water [or other public improvement] available to it, even though the water might not be used at the present time.” Proposition 218 classifies standby charges as “assessments” which must be imposed in compliance with Section 4.25 of Article XIII B of the State Constitution.

**Subventions:** Subsidy or financial support received from county, state or federal government. The state and county currently levy certain taxes that are “subvened” to cities, including motor vehicle license fees, state mandated costs and motor vehicle fuel tax, and Supplemental Law Enforcement Services Fund (SLESF).

**Supplemental Property Tax:** In the event a property changes ownership, the county collects a supplemental property tax assessment in the current tax year by determining a supplemental value. In future tax periods, the property carries the full cash value.

**Swap:** Trading one asset for another.

**Tangible Personal Property:** Movable property.

**Tax Allocation Bond:** A bond or financial obligation issued by the agency in order to generate funds to implement the redevelopment plan. The bond is repaid with tax increment flowing to the agency as a result of the agency’s revitalization of the project area.

**Taxes:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against a particular person or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered on to those paying such charges as, for example, sewer service charges.

**Tax-Anticipation Notes:** Short-term, interest-bearing note issued by a government in anticipation of tax revenues to be received at a later date. The note is retired from the tax revenues to which it is related.

**Tax Base:** The objects or transactions to which a tax is applied (e.g., parcels of property, retail sales, etc.). State law or local ordinances define the tax base and the objects or transactions exempted from taxation.

**Tax Increment:** The increase in property taxes within the redevelopment project area that result from increases in the project area assessed value that exceeds the base year assessed value.

**Tax-Increment Financing:** Financing secured by the anticipated incremental increase in tax revenues, resulting from the redevelopment of an area.

**Tax Rate:** The amount of tax applied to the tax base. The rate may be flat, incremental or a percentage of the tax base, or any other reasonable method.

**Teeter Plan:** Enacted in 1949, an alternative method for allocating delinquent property tax revenues, authorized by Revenue and Taxation Code Section 4701, in which the County Auditor allocates property tax revenues based on the total amount of property taxes billed, but not yet collected. The county government then collects and keeps the delinquency, penalty and interest payments.

**Timeliness:** The principle that financial statements must be issued soon enough after the reported events to affect decisions.

**Total Return:** The sum of all investment income plus changes in the capital value of the portfolio. For mutual funds, return on an investment is composed of share price appreciation plus any realized dividends or capital gains. This is calculated by taking the following components during a certain time period. (Price Appreciation) + (Dividends Paid) + (Capital Gains) = Total Return.

**Transactions and Use Tax:** Also known as an “add-on local sales tax,” a tax imposed on the total retail price of any tangible personal property and the use or storage of such property when sales tax is not paid.

**Transient Occupancy Tax:** Tax levied by cities on persons staying 30 days or less in a room(s) in a hotel, inn, motel, tourist home, non-membership campground or other lodging facility. Also called Transient Lodging Tax or Hotel Tax.

**Treasury Bills:** A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

**Treasury Bond:** Long-term U.S. Treasury securities having initial maturities of more than ten years.

**Treasury Notes:** Intermediate-term coupon bearing U.S. Treasury securities having initial maturities from one year to ten years.

**Triple Flip:** A mechanism used to repay state fiscal recovery bonds pursuant to Proposition 57 of 2004. Under the triple flip, the local sales and use tax rate is reduced from 1% to 0.75% with the 0.25% diverted to repay state fiscal recovery bonds. Cities and counties are reimbursed for the lost revenue from a shift of property tax revenue.

**Understandability:** The principle that information in financial reports should be expressed as simply as possible.

**Undesignated Unreserved Fund Balance:** Available expendable financial resources in a Governmental Fund that are not the object of tentative management plans (i.e., designations).

**Unearned Revenue:** A type of deferred revenue account used in connection with resources that have not yet been earned.

**Unfunded Actuarial Accrued Liability:** The excess of the actuarial accrued liability over the actuarial value of assets. This value may be negative, in which case it may be expressed as a *negative unfunded actuarial accrued liability*, the *excess of actuarial value of assets over the actuarial accrued liability*, or the *funding excess*.

**Unqualified Opinion:** An opinion rendered without reservation by the independent auditor that financial statements are fairly presented.

**Unrealized Revenues:** Term used in connection with budgeting. The difference between estimated revenues and actual revenues.

**Unrestricted Net Assets:** That portion of net assets that is neither restricted nor invested in capital assets (net of related debt).

**Unsecured Property:** As the property tax is guaranteed by placing a lien on the real property, unsecured property is that real property in which the value of the lien is not sufficient to assure payment of the property tax.

**Use Tax:** A tax imposed on the use or storage of tangible personal property when sales tax is not paid.

**User Fee:** Fees charged for the use of a public service or program such as for recreation programs or public document retrieval. User fees for property-related services are referred to as property-related fees.

**Utility Connection Fee:** Utility connection fees or capacity fees are imposed on the basis of a voluntary decision to connect to a utility system or to acquire the right to use additional capacity.

**Vehicle License Fee—Property Tax Swap:** The trade of most city and county vehicle license fee (VLF) revenue for additional property tax share and revenue.

**Volatility:** A degree of fluctuation in the price and valuation of securities.

**Voter Approved Property Tax for Indebtedness:** Includes ad valorem property taxes levied in addition to the 1% rate for voter approved debt, approved prior to July 1, 1978 or after July 1, 1986.

**Yield:** The total amount of revenue a government expects to receive from a tax, determined by multiplying the tax rate by the tax base. Also, the annual rate of return on an investment, expressed as a percentage of the investment.