

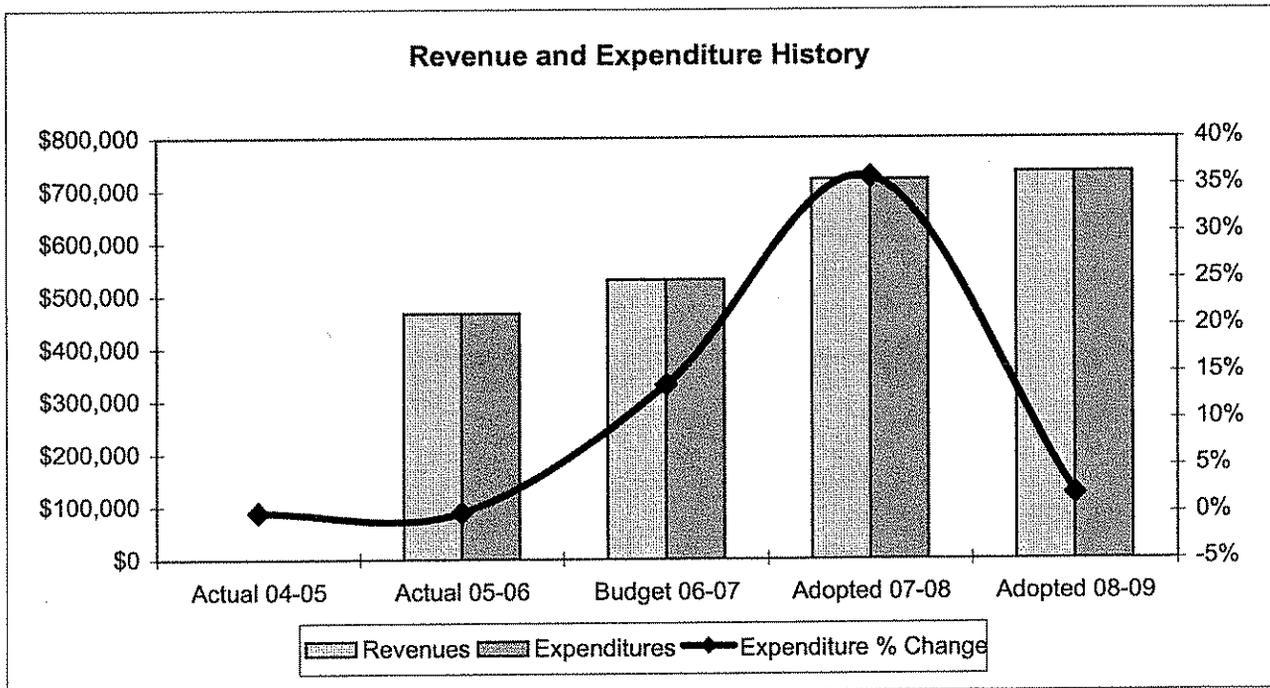
Internal Service Funds Summary

	Actual 2004-05	Actual 2005-06	Amended Budget 2006-07	Estimated 2006-07	Adopted Budget 2007-08 (2)	% (2/1)	Adopted Budget 2008-09 (3)	% (3/2)
Revenues								
Admin Services - Enterprises	0	467,330	530,965	504,455	721,045	36%	735,305	2%
Fleet & Equipment Services	0	390,600	404,030	377,560	468,710	16%	459,485	-2%
Workers' Compensation	0	489,220	611,170	623,170	649,860	6%	513,150	-21%
Equipment Replacement	0	676,445	107,990	114,980	250,910	132%	250,180	0%
Vehicle Replacement	0	1,518,660	760,400	461,995	1,018,745	34%	472,620	-54%
Facility Maintenance	0	594,385	273,690	285,690	324,655	19%	335,760	3%
Retirement Stabilization	232,485	1,100,975	1,524,245	1,281,335	1,302,880	-15%	1,342,060	3%
Revenue Total	\$ 232,485	5,237,615	4,212,490	3,649,185	4,736,805	12%	4,108,560	-13%
Expenses								
Admin Services - Enterprises	0	467,330	530,965	504,455	721,045	36%	735,305	2%
Fleet & Equipment Services	0	390,600	404,030	377,560	468,710	16%	459,485	-2%
Workers' Compensation	0	427,435	576,055	425,075	585,390	2%	594,125	1%
Equipment Replacement	0	97,245	283,130	72,400	77,315	-73%	95,095	23%
Vehicle Replacement	0	175,765	803,130	370,900	1,052,000	31%	207,330	-80%
Facility Maintenance	0	68,390	480,610	333,585	718,300	49%	308,040	-57%
Retirement Stabilization	0	831,655	1,241,325	1,254,360	1,284,840	4%	1,426,810	11%
Expense Total	\$ 0	2,458,420	4,319,245	3,338,335	4,907,600	14%	3,826,190	-22%
Combined Surplus/(Deficit)	232,485	2,779,195	(106,755)	310,850	(170,795)	60%	282,370	-265%
Working Capital								
Admin Services - Enterprises	0	0	0	0	0	-	0	-
Fleet & Equipment Services	0	0	0	0	0	-	0	-
Workers' Compensation	0	61,785	96,900	259,880	324,350	235%	243,375	-25%
Equipment Replacement	0	258,790	83,650	301,370	474,965	468%	630,050	33%
Vehicle Replacement	0	614,520	571,790	705,615	672,360	18%	937,650	39%
Facility Maintenance	0	525,995	319,075	478,100	84,455	-74%	112,175	33%
Retirement Stabilization	232,485	501,805	784,725	528,780	546,820	-30%	462,070	-15%
Total Working Capital	\$ 232,485	1,962,895	1,856,140	2,273,745	2,102,950	13%	2,385,320	13%

Administrative Services Fund

This Internal Service Fund was established to account for the accumulation and allocation of costs pertaining to utility billing, liability and property insurance of the Water and Wastewater Utilities Funds. The responsibility for managing this fund will lie primarily with the Finance Department with review and concurrence of Public Works Department. This fund will carry no fund balance from year to year.

Fund 111 Division 3101	Actual 2004-05	Actual 2005-06	Amended Budget 2006-07 (1)	Estimated Actual 2006-07	Adopted 2007-08 (2)	% (2/1)	Adopted 2008-09 (3)	% (3/2)
Revenue Total	\$ 0	467,330	530,965	504,455	721,045	36%	735,305	2%
Expenses								
Salary & Wages	\$ 0	209,000	238,645	234,660	315,350	32%	305,930	-3%
Benefits	0	82,120	89,135	89,690	121,030	36%	126,980	5%
Services & Supplies	0	174,195	200,910	177,905	281,645	40%	300,195	7%
Capital Outlay	0	0	0	0	0	-	0	-
Internal Service Charges	0	2,015	2,275	2,200	3,020	33%	2,200	-27%
Expense Total	\$ 0	467,330	530,965	504,455	721,045	36%	735,305	2%
Net Contribution / (Use)	\$ 0	0	0	0	0		0	
Working Capital	\$ 0	0	0	0	0		0	



Equipment Services Division

Public Works Department

Division Responsibilities

The Equipment Services Division provides vehicle and equipment maintenance and repair services for all City departments including the Police and Fire Departments. Their work includes preventative maintenance, corrective maintenance, safety checks, fuel dispensing and monitoring, fleet maintenance, vehicle painting and bodywork. The Division also operates the diesel and gasoline fuel storage tanks.

Highlights and Accomplishments in Fiscal Years 2005-07

In addition to providing routine maintenance service on all 192 City vehicles, this division has also performed specialty work on many vehicles including modifications to meet specific needs of various departments, rehabilitation work to keep vehicles with good maintenance records in service longer and fast turnaround work on emergency vehicles to ensure that there is no "down time" on these critical vehicles which need to remain in service 24 hours a day.

Priorities for Fiscal Years 2005-07

The Division's primary focus will be the implementation of the computerized citywide fleet management program that will keep track of the exact costs of maintenance and repair of vehicles, fuel consumption, and replacement schedules.

Unmet Needs

The budget includes *one-time funding of \$21,000 from the General Fund in the 2007/08 FY for a part-time clerical employee (Senior Admin. Clerk) in Equipment Services for a 1-year period only to implement the computerized maintenance program and mandatory documentation required by the State Air Board, California Department of Motor Vehicles and the County Environmental Health Department.* The mandatory documentation requirements have exceeded the available time of the regular full time maintenance mechanic staff that is focused on vehicle and equipment repair and maintenance. As an internal service fund, the cost of this temporary employee will be shared among the various departments and divisions (13) using fleet services.

City Manager Recommendations for Unmet Needs Funding

Please refer to this section under the overall Public Works Department narrative.

Staffing Summary

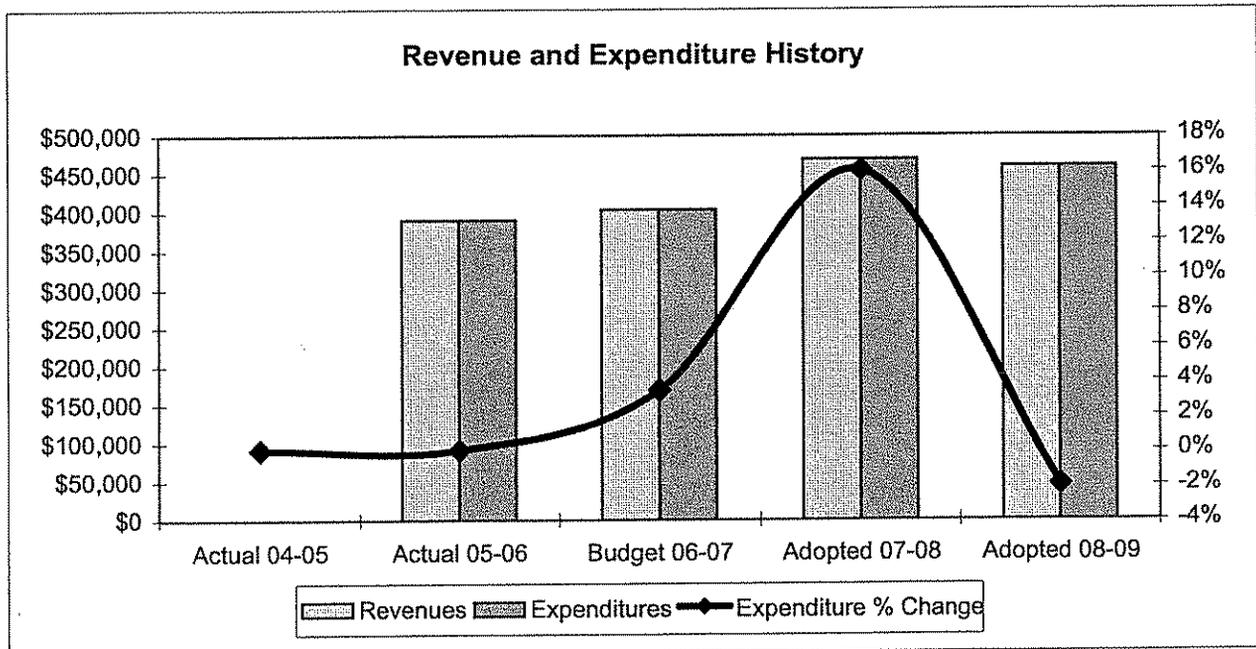
Division Personnel	Actual 2003-04	Actual 2004-05	Actual 2005-06	Actual 2006-07	Proposed 2007-08	Proposed 2008-09
Senior Mechanic	1.00	1.00	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00	2.00	2.00
Senior Administrative Clerk (a)	0.25	0.25	0.25	0.25	0.25	0.25
Total	3.25	3.25	3.25	3.25	3.25	3.25

(a) This position is divided equally to Streets, Equipment Services, Water and Wastewater.

Fleet and Equipment Services Fund

This Internal Service Fund was created to account for the preparation, maintenance and repair of mechanical equipment and vehicles for other City departments. This fund will be the responsibility of the Public Works Department, and will carry no fund balance from year to year.

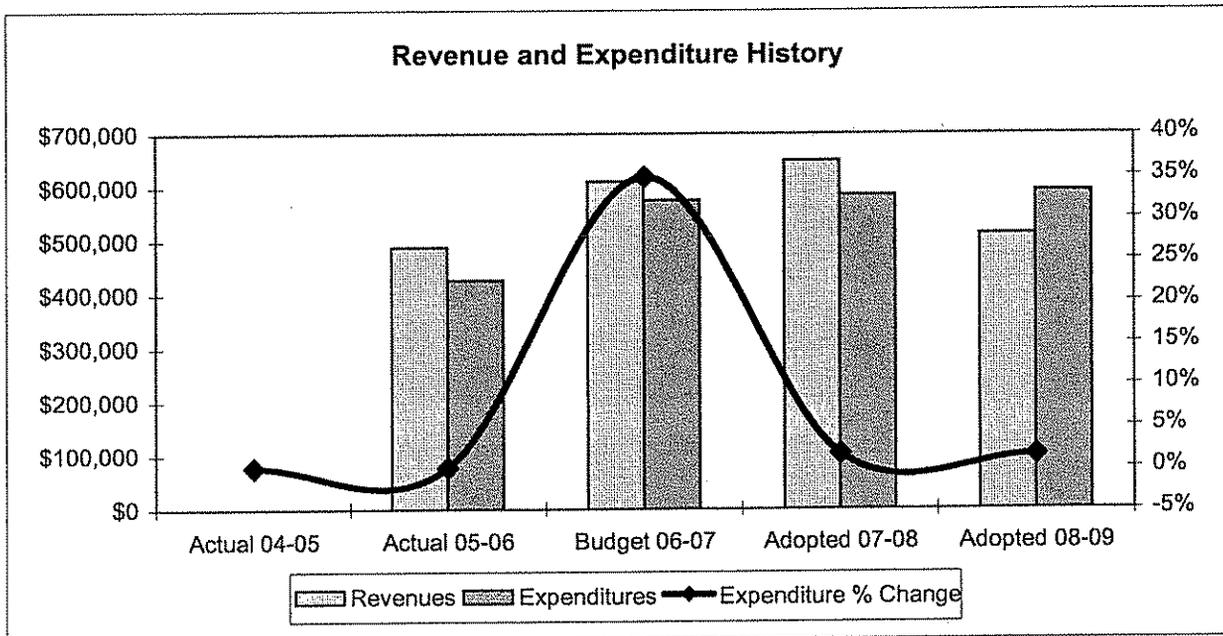
Fund 112 Division 8505	Actual 2004-05	Actual 2005-06	Amended Budget 2006-07 (1)	Estimated Actual 2006-07	Adopted 2007-08 (2)	% (2/1)	Adopted 2008-09 (3)	% (3/2)
Revenue Total	\$ 0	390,600	404,030	377,560	468,710	16%	459,485	-2%
Expenses								
Salary & Wages	\$ 0	198,040	208,790	208,750	237,580	14%	225,870	-5%
Benefits	0	76,150	80,830	80,830	82,280	2%	87,610	6%
Services & Supplies	0	81,260	87,690	61,220	105,810	21%	107,985	2%
Capital Outlay	0	13,785	5,000	4,800	13,900	178%	10,300	-26%
Internal Service Charges	0	21,365	21,720	21,960	29,140	34%	27,720	-5%
Expense Total	\$ 0	390,600	404,030	377,560	468,710	16%	459,485	-2%
Net Contribution / (Use)	\$ 0	0	0	0	0		0	
Working Capital	\$ 0	0	0	0	0		0	



Workers Compensation Fund

This Internal Service Fund was created to account for the accumulation and allocation of costs associated with the administration of medical coverage, temporary disability payments, safety training to all employees and maintaining excess insurance coverage for Workers Compensation.

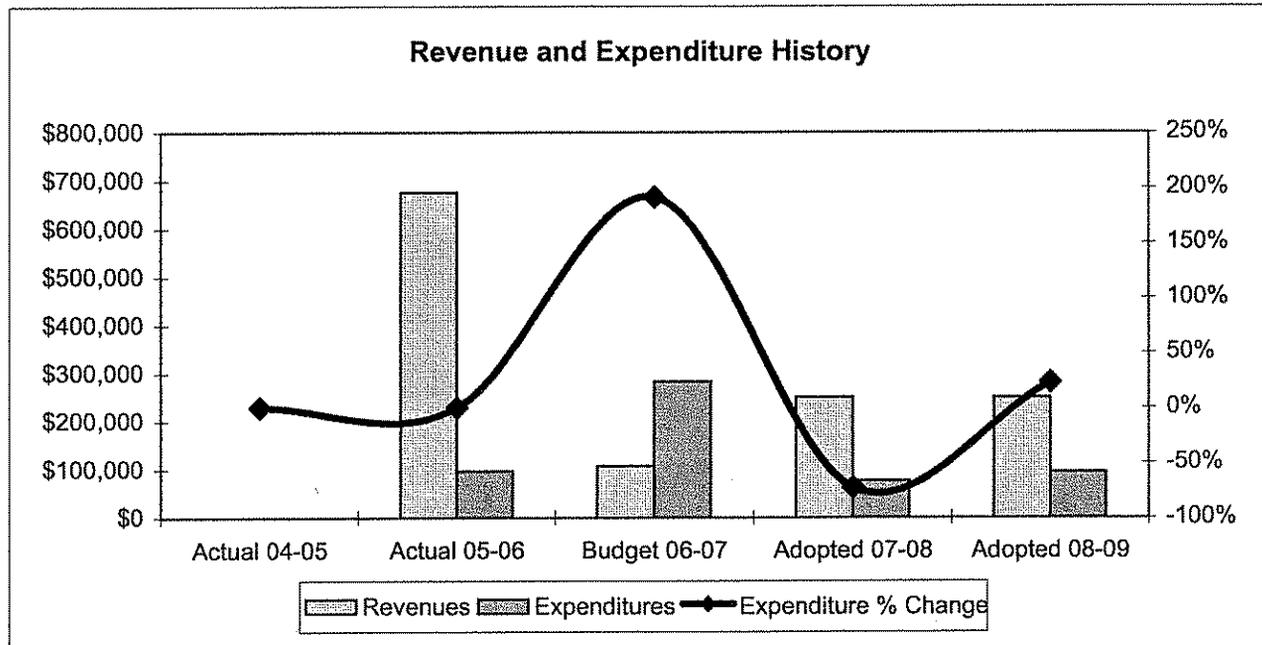
Fund 110 Division 2401	Actual 2004-05	Actual 2005-06	Amended Budget 2006-07 (1)	Estimated Actual 2006-07	Adopted 2007-08 (2)	%	Adopted 2008-09 (3)	%
						(2/1)		(3/2)
Revenue Total	\$ 0	489,220	611,170	623,170	649,860	6%	513,150	-21%
Expenses								
Salary & Wages	\$ 0	42,995	46,445	46,445	45,815	-1%	47,200	3%
Benefits	0	15,740	16,835	16,835	16,935	1%	17,765	5%
Services & Supplies	0	368,290	512,335	361,355	522,200	2%	528,820	1%
Capital Outlay	0	0	0	0	0	-	0	-
Internal Service Charges	0	410	440	440	440	0%	340	-23%
Expense Total	\$ 0	427,435	576,055	425,075	585,390	2%	594,125	1%
Net Contribution / (Use)	\$ 0	61,785	35,115	198,095	64,470		(80,975)	
Working Capital	\$ 0	61,785	96,900	259,880	324,350		243,375	
Cash Reserve for Outstanding Claims	0	657,610	600,000	550,000	550,000		550,000	
Loan to Purchase Fire Truck (VR-ISF)	0	0	0	0	(300,150)		(270,000)	
Working Capital	\$ 0	719,395	696,900	809,880	574,200		523,375	



Equipment Replacement Fund

This Internal Service Fund was created for the acquisition of replacement equipment.

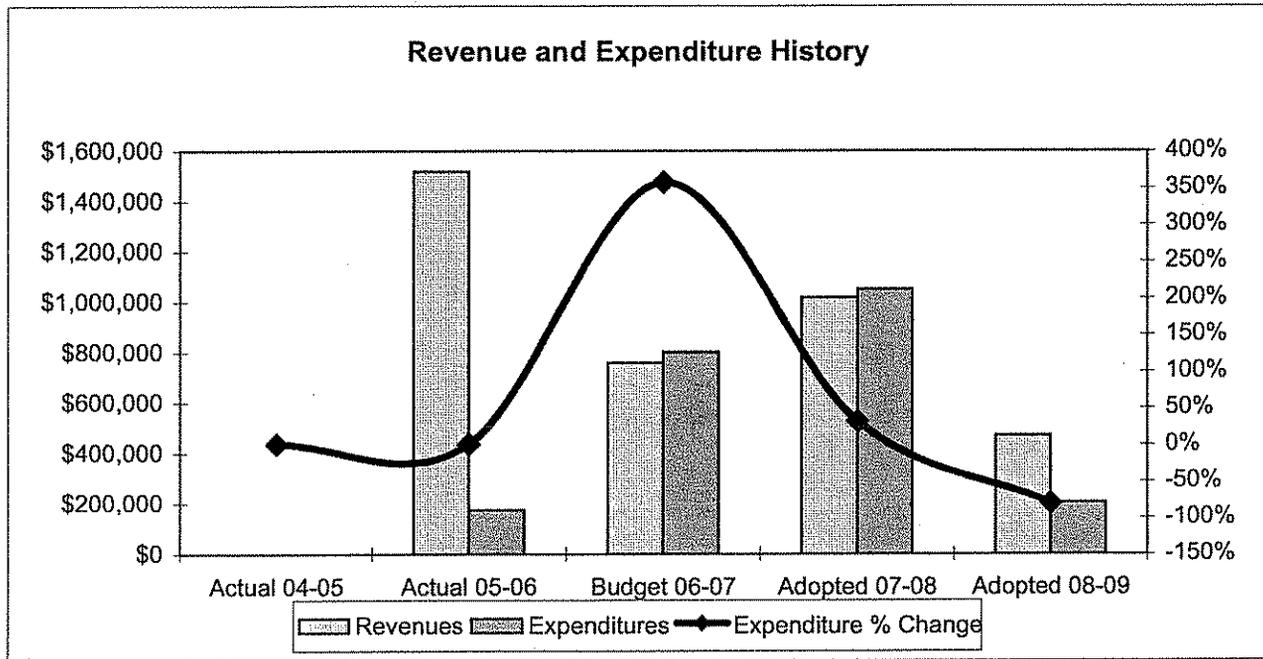
Fund 115 Divisions 1205-9505	Actual 2004-05	Actual 2005-06	Amended Budget 2006-07 (1)	Estimated Actual 2006-07	Adopted 2007-08 (2)	%	Adopted 2008-09 (3)	%
						(2/1)		(3/2)
Revenue Total	\$ 0	676,445	107,990	114,980	250,910	132%	250,180	0%
Expenses								
Salary & Wages	\$ 0	0	0	0	0	-	0	-
Benefits	0	0	0	0	0	-	0	-
Services & Supplies	0	0	0	0	0	-	0	-
Capital Outlay	0	97,245	283,130	72,400	77,315	-73%	95,095	23%
Expense Total	\$ 0	97,245	283,130	72,400	77,315	-73%	95,095	23%
Net Contribution / (Use)	\$ 0	579,200	(175,140)	42,580	173,595		155,085	
Working Capital	\$ 0	258,790	83,650	301,370	474,965		630,050	



Vehicle Replacement Fund

This Internal Service Fund was created for the acquisition of replacement vehicles.

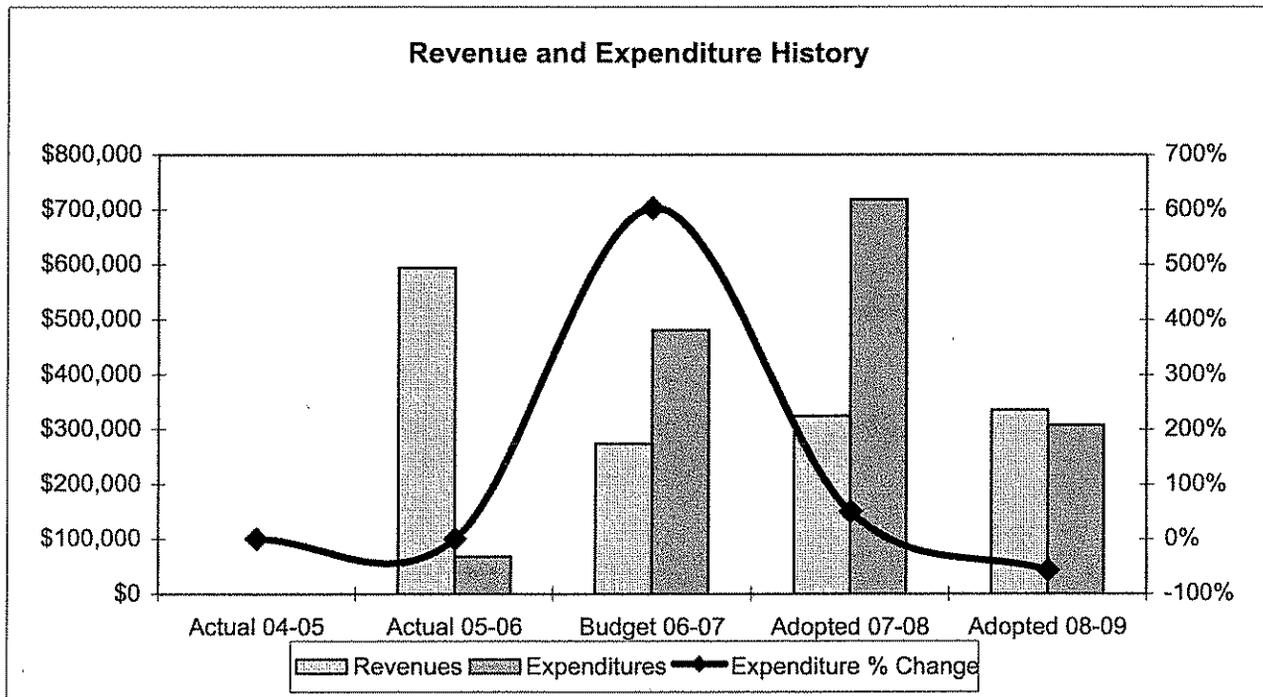
Fund 114 Divisions 4105-9505	Actual 2004-05	Actual 2005-06	Amended Budget 2006-07 (1)	Estimated Actual 2006-07	Adopted 2007-08 (2)	%	Adopted 2008-09 (3)	%
						(2/1)		(3/2)
Revenue Total	\$ 0	1,518,660	760,400	461,995	1,018,745	34%	472,620	-54%
Expenses								
Salary & Wages	\$ 0	0	0	0	0	-	0	-
Benefits	0	0	0	0	0	-	0	-
Services & Supplies	0	0	0	0	0	-	0	-
Capital Outlay	0	175,765	803,130	370,900	1,052,000	31%	207,330	-80%
Transfers	0	0	0	0	0	-	0	-
Expense Total	\$ 0	175,765	803,130	370,900	1,052,000	31%	207,330	-80%
Net Contribution / (Use)	\$ 0	1,342,895	(42,730)	91,095	(33,255)		265,290	
Working Capital	\$ 0	614,520	571,790	705,615	672,360		937,650	



Facility Maintenance Fund

This Internal Service Fund was created for the maintenance and remodeling of City-owned buildings and facilities.

Fund 113 Division 9205	Actual 2004-05	Actual 2005-06	Amended Budget 2006-07 (1)	Estimated Actual 2006-07	Adopted 2007-08 (2)	%	Adopted 2008-09 (3)	%
						(2/1)		(3/2)
Revenue Total	\$ 0	594,385	273,690	285,690	324,655	19%	335,760	3%
Expenses								
Salary & Wages	\$ 0	0	0	0	0	-	0	-
Benefits	0	0	0	0	0	-	0	-
Services & Supplies	0	0	0	0	0	-	0	-
Capital Outlay	0	68,390	480,610	333,585	718,300	49%	308,040	-57%
Transfers	0	0	0	0	0	-	0	-
Expense Total	\$ 0	68,390	480,610	333,585	718,300	49%	308,040	-57%
Net Contribution / (Use)	\$ 0	525,995	(206,920)	(47,895)	(393,645)		27,720	
Working Capital	\$ 0	525,995	319,075	478,100	84,455		112,175	



Retirement Stabilization Fund

This Internal Service Fund was created to provide for equalization of retirement costs. In June 2006, a Pension Obligation Bond was issued to pay-off the unfunded liability the City has with CALPERS for its retirement system; thereby decreasing the City's employer rate. Each department is being charged the "Normal Rate" for each employee as if no pension obligation bonds were issued. The difference between the remittance to CALPERS for retirement and the department charges allows for the payment of debt service associated with bonds.

Fund 116 Division 3102	Actual 2004-05	Actual 2005-06	Amended Budget 2006-07 (1)	Estimated Actual 2006-07	Adopted 2007-08 (2)	% (2/1) (2/1)	Adopted 2008-09 (3)	% (3/2) (3/2)
Revenue Total	\$ 232,485	1,100,975	1,524,245	1,281,335	1,302,880	-15%	1,342,060	3%
Expenses								
Salary & Wages	\$ 0	0	0	0	0	-	0	-
Benefits	0	0	0	0	0	-	0	-
Services & Supplies	0	0	0	0	0	-	0	-
Capital Outlay	0	0	0	0	0	-	0	-
Transfers	0	831,655	1,241,325	1,254,360	1,284,840	4%	1,426,810	11%
Expense Total	\$ 0	831,655	1,241,325	1,254,360	1,284,840	4%	1,426,810	11%
Net Contribution / (Use)	\$ 0	269,320	282,920	26,975	18,040		(84,750)	
Working Capital	\$ 232,485	501,805	784,725	528,780	546,820		462,070	

