

# *Parks, Recreation, and Community Services*

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## **Mission Statement**

Enhance quality of life by providing safe and well-maintained places, preserving open space and historical resources, caring for people, strengthening the bonds of community and creating opportunities for renewal, growth and enrichment.

## **FY 2002/03 Accomplishments**

- Completed Construction Edison School/Pacific Park Project.
- Completed Bidding Phase and initiated construction of Deukmejian Wilderness Park.
- Completed Bidding Phase and Construction of Elk Mini-Park.
- Completed Windsor Mini-Park Master Plan and Environmental Process Phase and Demolition Phase.
- Completed Harvard Mini-Park Master Plan, Environmental Process and Demolition Phase.
- Completed acquisition of Palmer Street properties.
- Awarded Grant Request for Murray/Hayden Grant and received \$494,000 for Windsor Mini-Park Acquisition and Construction.
- Awarded grant request for \$175,000 Proposition A Excess Grant Funds for general park development.
- Planned and coordinated the planting of 152 Arbor Day trees throughout the parks of Glendale.
- Secured approximately \$232,000 in grant funding to support the Youth Outreach Program (\$100,000), the Intramural Sports Program at two middle schools (\$42,000), and the Arts Education Program (\$90,000).
- The Youth Outreach Program contacted 622 teens, provided case management assistance to over 100, and assisted 35 youth in securing employment.
- The Park N Play mobile recreation program visited 20 unduplicated sites and provided after school enrichment programs to over 1800 youth.

**FY 2003/04 Goals**

- Complete Construction and Commissioning of Deukmejian Wilderness Park.
- Complete Construction and Commissioning of Verdugo Park Skate Facility.
- Complete Construction of Glendale Adult Recreation Center Project.
- Complete Bidding and Construction Sparr Heights Community Center Renovation Project.
- Complete Construction Documents, Bidding and Construction of Windsor Mini-Park.
- Complete Construction Documents, Bidding and Construction of Harvard Mini-Park.
- Complete Fremont School Park Construction Documents and Bidding.
- Initiate Franklin School Park Construction Master Plan and environmental process.
- Complete Cedar Mini-Park Environmental Impact Report, Master Plan and initiate Construction Documents.
- Complete Construction Documents, Bidding and initiate construction of Glendale RiverWalk Phase.
- Initiate programs and develop a Community Advisory Committee for Pacific Park and Community Center.
- Implement the Arts Funding Strategy by developing an Arts component to the Long Range Financial plan, developing a nexus study for an arts impact fee, and evaluating the impact of allocating a percentage of new Transient Occupancy Tax funds to the Arts.
- Improve debris basin maintenance at the Glendale Sports Complex by installing silt dams in all exposed canyons.

**2003/04 Budget Adopted Appropriations**

	<u>Salaries and Benefits</u>	<u>Maintenance and Operation</u>	<u>Capital Outlay</u>	<u>Total</u>
<b>General Fund</b>				
Parks Administration	751,034	102,742	-	853,776
Parks	3,558,255	1,423,027	40,280	5,021,562
Facility and Event Services	124,024	201,511	-	325,535
Recreation	910,661	141,305	-	1,051,966
Senior Programs	310,208	88,353	-	398,561
Youth Services	626,268	78,254	-	704,522
Pacific Community Center	546,596	167,380	-	713,976
Budgeted Underexpenditures				(150,000)
<b>Total General Fund</b>	<b>6,827,046</b>	<b>2,202,572</b>	<b>40,280</b>	<b>8,919,898</b>
<b>Nutritional Meals Fund</b>	338,919	281,987	-	620,906
<b>Capital Improvement Fund</b>	-	-	2,334,000	2,334,000
<b>Recreation Fund</b>				
Parks	79,825	7,200	-	87,025
Facility and Event Services	759,933	418,073	-	1,178,006
Recreation	158,600	196,205	-	354,805
Youth Services	81,733	63,524	-	145,257
Pacific Community Center	-	34,066	-	34,066
Sports Complex	307,593	223,614	-	531,207
<b>Total Recreation Fund</b>	<b>1,387,684</b>	<b>942,682</b>	<b>-</b>	<b>2,330,366</b>
<b>Total Adopted Appropriation</b>	<b>8,553,649</b>	<b>3,427,241</b>	<b>2,374,280</b>	<b>14,205,170</b>
	<b>Budget 2001-2002</b>	<b>Budget 2002-2003</b>	<b>Estimated 2002-2003</b>	<b>Budget 2003-2004</b>
Total Personnel	102.00	108.25	107.25	109.25

Account Summary	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
<u>Financial</u>					
Salaries & Benefits	644,973	750,954	392,260	751,525	751,034
Maintenance & Operation	146,702	200,094	124,289	193,342	102,742
Capital	13,957	-	-	-	-
Charges - Other Depts	-	-	-	-	-
Total	<u>\$ 805,632</u>	<u>\$ 951,048</u>	<u>\$ 516,548</u>	<u>\$ 944,867</u>	<u>\$ 853,776</u>

Personnel Classification Detail

	Budget <u>2001-2002</u>	Budget <u>2002-2003</u>	Estimated <u>2002-2003</u>	Budget <u>2003-2004</u>
Administrative Analyst	1.00	1.00	1.00	1.00
Asst. Dir. of Parks & Community Svcs.	1.00	1.00	1.00	1.00
Dir. of Parks & Community Services	1.00	1.00	1.00	1.00
Office Services Specialist II	1.00	1.00	1.00	1.00
Office Services Supervisor (Steno)	1.00	1.00	1.00	1.00
Project Coordinator	1.00	1.00	1.00	1.00
Senior Executive Analyst	0.00	1.00	0.00	0.00
Senior Office Services Specialist	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00
TOTAL	<u>8.00</u>	<u>9.00</u>	<u>8.00</u>	<u>8.00</u>

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
<b>Salaries &amp; Benefits</b>					
41100 Salaries	506,072	612,613	310,746	612,000	629,359
41200 Overtime	4,325	-	-	-	-
41300 Hourly Wages	56,144	62,100	39,938	62,100	42,500
41600 Compensated Absences	6,882	4,667	4,378	4,700	9,440
41700 Other Benefits	3,945	2,300	3,195	3,200	3,200
41800 Life Insurance	1,723	1,658	755	1,650	1,704
41900 Disability Insurance	4,328	4,451	2,091	4,450	4,183
42000 Vision Insurance	1,761	1,500	773	1,500	1,500
42100 Medical Insurance	38,558	43,917	19,210	41,000	41,286
42200 Dental Insurance	4,638	4,831	2,098	4,500	4,069
42300 Unemployment Insurance	685	581	343	700	629
42400 Compensation Insurance	6,714	5,226	3,394	5,225	5,473
42500 Medicare	9,020	6,710	5,100	10,000	7,191
42600 Social Security	175	400	239	500	500
Total	<u>\$ 644,973</u>	<u>\$ 750,954</u>	<u>\$ 392,260</u>	<u>\$ 751,525</u>	<u>\$ 751,034</u>
<b>Maintenance &amp; Operation Detail</b>					
42800 Auto Allowance	8,760	9,200	4,388	9,200	9,200
43050 Repair Buildings & Grounds	1,450	-	-	-	-
43110 Contractual Services	83,068	105,900	97,050	105,900	8,800
43150 City Services	9	-	-	-	-
44100 Repairs to Equipment	-	-	225	250	-
44120 Repairs to Office Equipment	784	3,222	943	2,500	3,200
44300 Telephone	8,465	10,000	4,452	9,500	10,000
44450 Postage	5,225	9,000	1,294	5,000	9,000
44550 Travel	392	7,570	-	5,000	7,350
44650 Training	1,465	4,500	282	6,000	4,500
44700 Computer Software	-	2,610	1,188	2,000	2,600
44750 Insurance & Surety Bonds	11,901	31,492	5,828	31,492	31,492
44800 Membership & Dues	649	1,000	807	1,000	1,000
45050 Periodicals & Newspapers	121	200	30	150	200
45100 Books	13	150	70	150	150
45150 Furniture & Equipment	5,791	-	744	750	-
45200 Maps & Blue Prints	-	150	-	150	150
45250 Office Supplies	12,161	11,000	4,569	10,500	11,000
45300 Small Tools	-	100	-	50	100
45350 General Supplies	1,719	-	-	-	-
46900 Business Meetings	1,602	500	649	750	500
47000 Miscellaneous	3,152	3,500	1,770	3,000	3,500
47010 Discount Earned & Lost	(25)	-	-	-	-
Total	<u>\$ 146,702</u>	<u>\$ 200,094</u>	<u>\$ 124,289</u>	<u>\$ 193,342</u>	<u>\$ 102,742</u>

	<u>Expenditures</u> Actual 2001-02	<u>Current Year</u> Appropriation 2002-03	<u>Year to Date</u> Expenditures 12/31/02	<u>Estimated</u> Expenditures 2002-03	<u>Budget</u> 2003-04
Account Summary					
<u>Financial</u>					
Salaries & Benefits	3,263,659	3,553,023	1,811,143	3,460,919	3,558,255
Maintenance & Operation	1,451,452	1,477,266	903,911	1,408,295	1,423,027
Capital	106,511	58,184	12,786	-	40,280
Charges - Other Depts	-	-	-	-	-
Budgeted Underexpenditure	-	(150,000)	-	(150,000)	(150,000)
Total	<u>\$ 4,821,622</u>	<u>\$ 4,938,473</u>	<u>\$ 2,727,840</u>	<u>\$ 4,719,214</u>	<u>\$ 4,871,562</u>

Personnel Classification Detail

	Budget 2001-2002	Budget 2002-2003	Estimated 2002-2003	Budget 2003-2004
Administrative Analyst	0.00	0.00	0.00	0.00
Building Repairer	6.00	6.00	6.00	6.00
Equipment Operator I	2.00	2.00	2.00	2.00
Gardener	25.00	25.40	25.40	24.40
Maintenance Worker	6.00	6.00	6.00	6.00
Park Maintenance Supervisor	3.00	3.00	3.00	3.00
Park Ranger	1.00	1.00	1.00	1.00
Park Ranger Supervisor	1.00	1.00	1.00	1.00
Park Services Administrator	1.00	1.00	1.00	1.00
Park Services Manager	0.00	5.00	5.00	5.00
Park Services Supervisor	5.00	0.00	0.00	0.00
Pesticide Applicator	1.00	1.00	1.00	1.00
Senior Building Repairer	2.00	2.00	2.00	2.00
Senior Gardener	4.00	4.00	4.00	4.00
Senior Office Services Specialist	1.00	1.00	1.00	1.00
Senior Park Ranger	1.00	1.00	1.00	1.00
TOTAL	<u>59.00</u>	<u>59.40</u>	<u>59.40</u>	<u>58.40</u>

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
Salaries & Benefits					
41100 Salaries	2,485,098	2,733,523	1,381,979	2,675,477	2,750,073
41200 Overtime	15,453	-	18,475	18,474	-
41300 Hourly Wages	281,452	282,022	131,276	252,485	298,955
41600 Compensated Absences	29,698	40,470	22,787	40,470	42,271
41700 Other Benefits	5,487	2,450	2,450	2,450	(16)
41800 Life Insurance	1,646	1,364	848	1,364	143
41900 Disability Insurance	8,231	9,397	6,649	9,397	14,744
42000 Vision Insurance	4,405	4,512	2,281	4,512	4,464
42100 Medical Insurance	193,352	239,472	110,470	220,305	224,172
42200 Dental Insurance	22,264	23,097	11,866	23,097	24,460
42300 Unemployment Insurance	2,768	2,652	1,550	2,652	2,802
42400 Compensation Insurance	190,354	185,622	107,386	185,622	169,887
42500 Medicare	22,608	24,614	12,646	24,614	26,300
42600 Social Security	844	-	481	-	-
42700 PERS Retirement	-	3,828	-	-	-
Total	<u>\$ 3,263,659</u>	<u>\$ 3,553,023</u>	<u>\$ 1,811,143</u>	<u>\$ 3,460,919</u>	<u>\$ 3,558,255</u>
Maintenance & Operation Detail					
42800 Auto Allowance	5,729	6,300	2,040	6,300	6,300
42900 Uniform Allowance	9,297	8,500	6,088	8,500	8,500
43050 Repair Buildings & Grounds	153,440	168,947	102,978	120,000	168,947
43060 Utilities	551,650	625,000	436,388	668,000	625,000
43080 Rent	5,484	3,700	1,387	2,000	3,700
43110 Contractual Services	224,381	221,600	107,007	205,465	211,600
43150 City Services	12	-	15	15	-
44100 Repairs to Equipment	4,599	5,900	5,450	7,000	5,900
44120 Repairs to Office Equipment	494	1,900	608	1,300	1,900
44200 Advertising	-	-	1,205	-	-
44250 Communications Maint	152	-	-	-	-
44300 Telephone	14,807	10,000	6,638	12,000	10,000
44350 Vehicle Maintenance	36,318	52,000	38,595	50,000	52,000
44400 Janitorial Services	37,222	34,000	17,077	30,000	34,000
44450 Postage	104	-	15	15	-
44550 Travel	323	4,330	296	1,280	1,180
44600 Laundry & Towel Service	-	-	35	-	-
44650 Training	7,075	6,000	5,061	8,000	9,150
44700 Computer Software	51	1,000	-	400	1,000
44750 Insurance & Surety Bonds	120,206	131,871	39,387	87,632	87,632
44760 Regulatory	-	-	674	-	-
44800 Membership & Dues	445	550	280	400	550
45050 Periodicals & Newspapers	1,417	-	-	-	-



	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
45150 Furniture & Equipment	8,940	11,000	16,816	11,000	11,000
45170 Computer Hardware	133	-	-	-	-
45250 Office Supplies	7,180	3,700	3,055	2,000	3,700
45300 Small Tools	11,440	8,000	3,701	5,000	8,000
45350 General Supplies	104,253	42,920	45,665	50,000	42,920
46000 Depreciation	136,910	126,988	61,360	126,988	126,988
46900 Business Meetings	2,279	3,060	369	3,000	3,060
47000 Miscellaneous	7,192	-	1,722	2,000	-
47010 Discount Earned & Lost	(79)	-	-	-	-
Total	<u>\$ 1,451,452</u>	<u>\$ 1,477,266</u>	<u>\$ 903,911</u>	<u>\$ 1,408,295</u>	<u>\$ 1,423,027</u>

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
Account Summary					
<u>Financial</u>					
Salaries & Benefits	85,011	118,409	43,693	100,892	124,024
Maintenance & Operation	194,523	177,270	122,365	176,035	201,511
Capital	17,980	61,761	61,761	-	-
Charges - Other Depts	-	-	-	-	-
Total	<u>\$ 297,515</u>	<u>\$ 357,440</u>	<u>\$ 227,818</u>	<u>\$ 276,927</u>	<u>\$ 325,535</u>

Personnel Classification Detail

	Budget <u>2001-2002</u>	Budget <u>2002-2003</u>	Estimated <u>2002-2003</u>	Budget <u>2003-2004</u>
Community Services Supervisor	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
TOTAL	<u><u>1.00</u></u>	<u><u>1.00</u></u>	<u><u>1.00</u></u>	<u><u>1.00</u></u>

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
<b>Salaries &amp; Benefits</b>					
41100 Salaries	57,524	62,918	32,635	65,268	65,975
41200 Overtime	1,508	-	1,532	1,531	-
41300 Hourly Wages	16,728	46,368	3,130	24,700	43,720
41600 Compensated Absences	692	-	532	600	990
41700 Other Benefits	397	-	1,457	-	-
41800 Life Insurance	-	-	-	-	-
41900 Disability Insurance	43	-	-	-	293
42000 Vision Insurance	222	696	138	276	276
42100 Medical Insurance	5,445	5,439	3,212	6,111	6,820
42200 Dental Insurance	398	-	200	350	400
42300 Unemployment Insurance	73	-	35	80	66
42400 Compensation Insurance	713	1,416	349	750	4,016
42500 Medicare	1,266	1,128	473	1,226	957
42600 Social Security	3	444	-	-	511
<b>Total</b>	<b>\$ 85,011</b>	<b>\$ 118,409</b>	<b>\$ 43,693</b>	<b>\$ 100,892</b>	<b>\$ 124,024</b>
<b>Maintenance &amp; Operation Detail</b>					
42800 Auto Allowance	188	480	-	200	200
43050 Repair Buildings & Grounds	14,987	-	-	-	-
43080 Rent	1,612	-	3,354	3,354	1,500
43110 Contractual Services	127,443	141,700	109,835	141,700	155,840
43150 City Services	-	-	-	-	50
44100 Repairs to Equipment	518	-	-	-	500
44200 Advertising	3,180	11,535	219	11,536	11,300
44250 Communications Maint	79	-	-	-	-
44300 Telephone	2,623	1,200	250	1,200	2,100
44400 Janitorial Services	2,187	-	-	-	-
44450 Postage	10,428	9,720	2,744	7,007	11,000
44550 Travel	-	1,880	-	-	-
44650 Training	646	600	1,525	1,800	525
44750 Insurance & Surety Bonds	1,242	2,203	599	1,300	2,203
44800 Membership & Dues	-	-	125	125	-
45100 Books	-	200	-	100	-
45150 Furniture & Equipment	8,756	1,102	-	1,102	-
45250 Office Supplies	1,590	600	221	900	1,200
45350 General Supplies	11,145	5,200	836	2,004	1,300
45450 Printing & Graphics	65	-	-	-	-
46000 Depreciation	-	-	-	-	8,793
46900 Business Meetings	589	-	36	50	-
47000 Miscellaneous	7,244	850	3,697	3,657	5,000
47010 Discount Earned & Lost	-	-	(1,077)	-	-
<b>Total</b>	<b>\$ 194,523</b>	<b>\$ 177,270</b>	<b>\$ 122,365</b>	<b>\$ 176,035</b>	<b>\$ 201,511</b>

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
Account Summary					
<u>Financial</u>					
Salaries & Benefits	745,049	988,148	481,097	870,488	910,661
Maintenance & Operation	151,059	179,573	42,698	180,456	141,305
Capital	2,755	9,000	-	-	-
Charges - Other Depts	-	-	-	-	-
Total	<u>\$ 898,863</u>	<u>\$ 1,176,721</u>	<u>\$ 523,795</u>	<u>\$ 1,050,944</u>	<u>\$ 1,051,966</u>

**Personnel Classification Detail**

	<u>Budget 2001-2002</u>	<u>Budget 2002-2003</u>	<u>Estimated 2002-2003</u>	<u>Budget 2003-2004</u>
Administrative Analyst	1.00	0.00	0.00	0.00
Community Services Administrator	1.00	1.00	1.00	1.00
Community Services Coordinator	0.00	1.00	1.00	1.00
Community Services Manager	1.50	1.50	1.50	1.50
Community Services Supervisor	2.00	2.00	2.00	2.00
Rec. & Community Svcs. Coordinator	1.50	1.50	1.50	1.50
Senior Administrative Analyst	0.00	1.00	1.00	1.00
TOTAL	<u>7.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
<b>Salaries &amp; Benefits</b>					
41100 Salaries	471,876	526,037	293,329	466,164	471,995
41200 Overtime	1,614	-	1,321	1,548	-
41300 Hourly Wages	201,786	373,962	154,567	317,436	352,293
41600 Compensated Absences	5,584	-	2,985	6,562	7,080
41700 Other Benefits	2,081	-	1,803	5,000	5,000
41800 Life Insurance	1,333	5,160	505	1,694	1,427
41900 Disability Insurance	3,423	-	1,457	3,304	2,465
42000 Vision Insurance	1,620	-	609	551	274
42100 Medical Insurance	36,212	42,523	14,427	38,210	36,638
42200 Dental Insurance	4,916	204	1,710	590	204
42300 Unemployment Insurance	669	-	449	5,281	374
42400 Compensation Insurance	6,550	23,293	4,446	11,121	19,182
42500 Medicare	6,328	12,202	3,283	10,285	10,765
42600 Social Security	1,058	-	207	-	-
42700 PERS Retirement	-	4,767	-	2,743	2,964
Total	<u>\$ 745,049</u>	<u>\$ 988,148</u>	<u>\$ 481,097</u>	<u>\$ 870,488</u>	<u>\$ 910,661</u>
<b>Maintenance &amp; Operation Detail</b>					
42800 Auto Allowance	8,466	7,100	4,103	9,186	9,086
43050 Repair Buildings & Grounds	-	-	-	-	2,500
43060 Utilities	-	1,920	-	1,920	1,920
43080 Rent	-	5,000	306	8,000	10,000
43110 Contractual Services	50,427	72,637	4,192	69,884	11,900
43150 City Services	24	600	-	700	700
44100 Repairs to Equipment	-	-	125	1,000	1,000
44200 Advertising	10,356	5,750	-	5,750	9,250
44300 Telephone	8,841	8,640	2,865	4,600	6,450
44350 Vehicle Maintenance	-	360	-	250	360
44450 Postage	1,706	2,640	884	1,575	3,575
44550 Travel	8,520	11,963	2,737	9,997	13,200
44650 Training	8,414	4,040	1,217	4,250	6,400
44700 Computer Software	2,213	-	87	300	1,500
44750 Insurance & Surety Bonds	12,367	11,565	8,474	10,920	10,920
44800 Membership & Dues	1,350	2,300	1,140	1,715	2,600
45050 Periodicals & Newspapers	1,185	240	138	300	550
45100 Books	69	120	257	500	500
45150 Furniture & Equipment	7,929	5,340	1,625	6,000	6,215
45170 Computer Hardware	255	-	-	500	1,000
45250 Office Supplies	5,038	5,500	3,695	6,215	8,200
45350 General Supplies	14,062	20,499	6,686	23,964	22,719
45400 Reports & Publications	-	-	-	-	300
45450 Printing & Graphics	-	-	-	200	2,700

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
46900 Business Meetings	4,903	3,900	1,346	4,215	3,500
47000 Miscellaneous	4,991	9,459	2,823	8,515	4,260
47010 Discount Earned & Lost	(56)	-	-	-	-
Total	<u>\$ 151,059</u>	<u>\$ 179,573</u>	<u>\$ 42,698</u>	<u>\$ 180,456</u>	<u>\$ 141,305</u>



	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
Account Summary					
<u>Financial</u>					
Salaries & Benefits	227,714	270,935	148,357	284,876	310,208
Maintenance & Operation	92,197	90,965	52,754	105,306	88,353
Capital	5,521	2,137	2,137	-	-
Charges - Other Depts	-	-	-	-	-
Total	<u>\$ 325,431</u>	<u>\$ 364,037</u>	<u>\$ 203,248</u>	<u>\$ 390,182</u>	<u>\$ 398,561</u>

## Personnel Classification Detail

	Budget 2001-2002	Budget 2002-2003	Estimated 2002-2003	Budget 2003-2004
Community Services Manager	0.50	0.50	0.50	0.50
Custodial Worker	1.00	1.00	1.00	1.00
Office Services Specialist I	0.00	0.00	0.00	0.00
Rec. & Community Svcs. Coordinator	2.00	1.00	1.00	1.00
Community Svcs. Coordinator	0.00	1.00	1.00	1.00
TOTAL	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
<b>Salaries &amp; Benefits</b>					
41100 Salaries	146,967	199,732	105,460	197,376	204,864
41200 Overtime	283	-	-	-	-
41300 Hourly Wages	66,557	38,415	32,324	66,458	68,784
41600 Compensated Absences	1,707	2,961	1,401	2,802	2,998
41700 Other Benefits	101	-	614	1,226	-
41800 Life Insurance	137	1,165	114	228	206
41900 Disability Insurance	465	-	499	998	1,509
42000 Vision Insurance	210	-	166	232	214
42100 Medical Insurance	6,010	18,569	4,482	8,964	14,900
42200 Dental Insurance	1,538	-	849	1,698	3,051
42300 Unemployment Insurance	209	-	125	250	205
42400 Compensation Insurance	2,045	5,383	1,241	2,482	11,345
42500 Medicare	1,485	3,400	1,081	2,162	2,132
42600 Social Security	-	1,310	-	-	-
Total	<u>\$ 227,714</u>	<u>\$ 270,935</u>	<u>\$ 148,357</u>	<u>\$ 284,876</u>	<u>\$ 310,208</u>
<b>Maintenance &amp; Operation Detail</b>					
42800 Auto Allowance	502	550	346	550	550
43050 Repair Buildings & Grounds	2,109	1,500	5,261	5,261	1,500
43060 Utilities	41,282	40,500	22,263	40,500	40,500
43110 Contractual Services	18,261	25,500	9,014	25,500	25,500
44100 Repairs to Equipment	1,024	50	1,201	6,401	50
44120 Repairs to Office Equipment	29	900	29	900	900
44200 Advertising	313	-	-	-	-
44300 Telephone	3,846	3,570	1,401	3,570	3,570
44350 Vehicle Maintenance	-	558	-	-	-
44400 Janitorial Services	4,386	3,000	1,725	3,000	558
44450 Postage	226	200	19	300	200
44550 Travel	-	1,570	-	3,145	2,605
44650 Training	2,017	1,200	188	1,200	1,200
44750 Insurance & Surety Bonds	4,557	5,537	2,971	4,890	4,890
44800 Membership & Dues	205	530	140	530	530
45150 Furniture & Equipment	635	-	-	-	-
45250 Office Supplies	581	500	1,015	1,515	500
45300 Small Tools	-	200	-	200	200
45350 General Supplies	4,900	5,000	4,418	5,000	5,000
46900 Business Meetings	698	100	30	100	100
47000 Miscellaneous	6,626	-	2,733	2,744	-
Total	<u>\$ 92,197</u>	<u>\$ 90,965</u>	<u>\$ 52,754</u>	<u>\$ 105,306</u>	<u>\$ 88,353</u>

Account Summary	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
<u>Financial</u>					
Salaries & Benefits	582,766	610,131	297,653	430,081	626,268
Maintenance & Operation	148,472	106,798	70,754	68,667	78,254
Capital	13,397	-	-	-	-
Charges - Other Depts	-	-	-	-	-
Total	<u>\$ 744,635</u>	<u>\$ 716,929</u>	<u>\$ 368,408</u>	<u>\$ 498,748</u>	<u>\$ 704,522</u>

## Personnel Classification Detail

	Budget <u>2001-2002</u>	Budget <u>2002-2003</u>	Estimated <u>2002-2003</u>	Budget <u>2003-2004</u>
Community Services Coordinator	2.00	3.05	3.05	3.05
Community Services Specialist	0.80	1.00	1.00	1.00
Community Services Supervisor	3.00	2.00	2.00	2.00
Program Specialist	0.00	0.00	0.00	0.00
Youth Outreach Worker	2.00	0.00	0.00	0.00
TOTAL	<u>7.80</u>	<u>6.05</u>	<u>6.05</u>	<u>6.05</u>

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
<b>Salaries &amp; Benefits</b>					
41100 Salaries	238,517	252,304	158,133	226,579	330,503
41200 Overtime	7,518	292	-	-	-
41300 Hourly Wages	301,204	314,569	114,461	176,627	245,565
41600 Compensated Absences	2,865	3,639	2,646	3,257	4,958
41700 Other Benefits	-	1,050	-	-	417
41800 Life Insurance	332	1,706	258	375	289
41900 Disability Insurance	823	-	1,001	881	1,517
42000 Vision Insurance	663	-	450	477	477
42100 Medical Insurance	14,057	13,588	9,763	10,365	18,017
42200 Dental Insurance	1,638	-	1,008	428	1,288
42300 Unemployment Insurance	521	-	272	-	331
42400 Compensation Insurance	5,034	14,500	2,693	4,602	18,617
42500 Medicare	7,465	6,104	4,877	4,432	4,289
42600 Social Security	2,130	2,379	2,092	1,374	-
42700 PERS Retirement	-	-	-	684	-
<b>Total</b>	<b>\$ 582,766</b>	<b>\$ 610,131</b>	<b>\$ 297,653</b>	<b>\$ 430,081</b>	<b>\$ 626,268</b>

**Maintenance & Operation Detail**

42800 Auto Allowance	1,650	2,000	1,022	958	1,020
42900 Uniform Allowance	3,164	-	-	370	1,896
43050 Repair Buildings & Grounds	4,950	-	-	-	1,800
43080 Rent	12,053	-	2,519	898	-
43110 Contractual Services	9,853	1,500	1,349	2,774	4,350
43150 City Services	3	-	400	400	-
44100 Repairs to Equipment	-	-	-	-	-
44120 Repairs to Office Equipment	-	-	12	12	-
44200 Advertising	4,069	2,400	100	830	1,600
44300 Telephone	6,665	6,920	2,870	5,993	7,500
44450 Postage	241	2,016	573	843	1,755
44550 Travel	4,613	5,250	-	2,048	1,100
44650 Training	3,428	2,130	1,329	2,559	2,650
44700 Computer Software	1,456	-	1,795	-	-
44750 Insurance & Surety Bonds	8,865	4,602	4,624	4,602	4,602
44800 Membership & Dues	1,230	1,805	445	715	1,300
45050 Periodicals & Newspapers	676	-	-	-	-
45100 Books	43	600	57	214	300
45150 Furniture & Equipment	14,872	-	822	823	-
45250 Office Supplies	12,176	6,687	4,991	8,888	7,400
45350 General Supplies	38,986	31,898	6,489	29,118	31,646
46000 Depreciation	-	-	-	-	3,855
46900 Business Meetings	2,251	1,000	4,417	4,747	-

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
47000 Miscellaneous	17,276	37,990	36,941	1,875	5,480
47010 Discount Earned & Lost	(50)	-	-	-	-
Total	<u>\$ 148,472</u>	<u>\$ 106,798</u>	<u>\$ 70,754</u>	<u>\$ 68,667</u>	<u>\$ 78,254</u>

	<u>Expenditures Actual 2001-02</u>	<u>Current Year Appropriation 2002-03</u>	<u>Year to Date Expenditures 12/31/02</u>	<u>Estimated Expenditures 2002-03</u>	<u>Budget 2003-04</u>
Account Summary					
<u>Financial</u>					
Salaries & Benefits	-	445,643	23,369	148,451	546,596
Maintenance & Operation	-	152,565	6,030	72,479	167,380
Capital	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 598,208</u>	<u>\$ 29,399</u>	<u>\$ 220,930</u>	<u>\$ 713,976</u>



## Personnel Classification Detail

	Budget 2001-2002	Budget 2002-2003	Estimated 2002-2003	Budget 2003-2004
Community Services Coordinator	0.00	2.00	2.00	2.00
Community Services Manager	0.00	0.00	0.00	0.00
Community Services Specialist	0.00	1.00	1.00	1.00
Community Services Supervisor	0.00	1.00	1.00	1.00
Custodial Worker	0.00	1.00	1.00	1.00
Office Services Specialist II	0.00	1.00	0.00	0.00
Office Services Specialist I	0.00	0.00	1.00	1.00
TOTAL	<u>0.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
Salaries & Benefits					
41100 Salaries	-	388,231	1,347	90,883	321,259
41300 Hourly Wages	-	55,348	21,867	-	175,522
41600 Compensated Absences	-	-	46	44,559	4,575
41700 Other Benefits	-	-	-	97	417
41800 Life Insurance	-	-	-	-	97
41900 Disability Insurance	-	-	-	397	634
42000 Vision Insurance	-	-	-	-	96
42100 Medical Insurance	-	-	-	-	24,343
42200 Dental Insurance	-	-	-	8,075	154
42300 Unemployment Insurance	-	-	-	-	357
42400 Compensation Insurance	-	1,560	-	-	17,476
42500 Medicare	-	360	68	3,224	1,666
42600 Social Security	-	-	41	1,135	-
42700 PERS Retirement	-	144	-	82	-
Total	\$ -	\$ 445,643	\$ 23,369	\$ 148,451	\$ 546,596
Maintenance & Operation Detail					
42800 Auto Allowance	-	-	-	-	-
42900 Uniform Allowance	-	-	-	650	2,365
43050 Repair Buildings & Grounds	-	26,000	-	5,000	18,000
43060 Utilities	-	-	-	10,000	58,907
43110 Contractual Services	-	-	-	-	13,720
43150 City Services	-	-	-	-	-
44100 Repairs to Equipment	-	-	-	-	3,000
44120 Repairs to Office Equipment	-	-	-	-	-
44200 Advertising	-	-	333	551	4,500
44300 Telephone	-	-	586	1,439	3,300
44350 Vehicle Maintenance	-	-	835	835	-
44400 Janitorial Services	-	-	-	500	1,500
44450 Postage	-	-	443	443	2,600
44550 Travel	-	-	-	350	2,200
44650 Training	-	-	1,895	1,895	850
44700 Computer Software	-	-	-	9,545	-
44750 Insurance & Surety Bonds	-	-	-	-	-
44800 Membership & Dues	-	-	-	500	900
45150 Furniture & Equipment	-	-	-	-	1,950

	Expenditures Actual 2001-02	Current Year Appropriation 2002-03	Year to Date Expenditures 12/31/02	Estimated Expenditures 2002-03	Budget 2003-04
45250 Office Supplies	-	-	655	2,430	2,818
45300 Small Tools	-	416	-	-	188
45350 General Supplies	-	123,649	1,112	37,691	47,482
46900 Business Meetings	-	-	37	150	300
47000 Miscellaneous	-	2,500	134	500	2,800
Total	<u>\$ -</u>	<u>\$ 152,565</u>	<u>\$ 6,030</u>	<u>\$ 72,479</u>	<u>\$ 167,380</u>