

Management Services

Mission and Overview

Management Services is the division through which the City Manager, the chief administrative officer of the City, directs and coordinates the official services and business affairs of the City. Staff works closely with the City Council, recommending policy alternatives and assuring the proper and efficient implementation of Council-approved policies, programs and directives. The Internal Audit group, is responsible for examining every phase of operations to insure the City's assets are properly recorded and safeguarded and that operations are conducted in an efficient and effective manner. This division coordinates the development of new departments and sections, assists in their management, and is responsible for the preparation and presentation of the annual City budget to the City Council for its review and adoption. Also a unit of the Management Services department, the Public Information Office (PIO), oversees the dissemination of information to the public through various publications such as City Views and the City's Government Access Channel 6 on Charter Cable. The PIO serves as liaison with the media and oversees

	Expenditures Actual 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditures 12/31/05	Estimated 2005-06	Budget 2006-07	Budget 2007-08
<u>General Fund</u>						
City Council	392,034	405,082	209,031	435,462	464,234	477,038
Membership and Dues	116,288	58,789	22,585	58,789	56,239	56,239
City Manager	1,598,130	1,818,677	1,191,643	1,875,962	1,955,612	1,987,973
City Auditor	543,673	673,424	317,419	693,479	764,423	782,829
Special Events	-	25,000	-	25,000	35,000	35,000
Total General Fund	2,650,124	2,980,972	1,740,678	3,088,693	3,275,508	3,339,079
<u>Cable Access Fund</u>	428,596	473,721	236,599	496,688	576,951	722,023
Mgmt. Services Grand Total	3,078,720	3,454,693	1,977,277	3,585,381	3,852,459	4,061,102
	Expenditures Actual 2004-05	Current Year Appropriation 2005-06		Estimated 2005-06	Budget 2006-07	Budget 2007-08
Total Salaried Positions	25.00	25.00		25.00	26.00	26.00

Management Services

2005/2006 Accomplishments

- City staff responded to successive emergency events including the Jan/Feb 2005 rainstorms and mudslides and the January 26, 2005 Metrolink Train Derailment.
- Coordinated and facilitated the Long Range Planning process.
- Provided staff support and coordinated planning of commemorative and cultural diversity events.
- Coordinated and provided staff support for the City's Centennial celebration which also included the production of a special Centennial Edition of City Views.
- In coordination with Information Services worked on the re-design of City's entire website, most specifically coordinated redesign and reformatting of City Manager's page.
- Coordinated Pedestrian Safety Campaign, including creation of multilingual Public Service Announcements.
- Secured approximately \$2,000,000 in Federal Appropriation Funds.
- Completed negotiation with Pasadena Humane Society for permanent Animal Care and Control Services.
- Organized the First Annual Jewels of Glendale Award Luncheon where two outstanding Glendale women were honored with over 250 participants in attendance. The event raised approximately \$10,000.00 for anti-violence, mentoring and economic literacy programming in the City of Glendale.

2006/2007 and 2007/2008 Goals

- Ensure the implementation of City Council policy directives.
- Ensure that the City operates in an efficient and cost effective manner.
- Continue to promote, support and facilitate the Long Range Planning process.
- Continue to support and facilitate Commemorative Events and Unity Fest event.
- Establish a City-wide Customer Service Front-line team.
- Support and facilitate the City's Centennial events.
- Secure Federal appropriation for Glendale projects/programs.
- Publish a directory of local resources that serve women and children.
- Complete the Status of Women and Girls in Glendale Report for publication and distribution.
- Enhance communication with non-English speaking community.
- Participate in Franchise Renewal discussions with Charter Communications.
- Continue Pedestrian Safety and Anti-Litter Campaigns.
- Enhance communication associated with the Public Information Officer Annex in the City's Emergency Operations Center (EOC).
- Oversee the completion of the external management audit of the building permit and land entitlement processes.
- Perform audits on major hotels and motels to ensure compliance with the Transient Occupancy Tax (TOT) as stated in the Glendale Municipal Code.
- Perform an audit of the Harris Utility Billing System to ensure that customer billings are appropriate. This will ensure all City utility services are properly being accounted for.

	<u>Actual Expenditures 2004-05</u>	<u>Current Year Appropriation 2005-06</u>	<u>Year to Date Expenditure 12/31/05</u>	<u>Estimated Expenditures 2005-06</u>	<u>Budget 2006-07</u>	<u>Budget 2007-08</u>
Account Summary						
<u>Financial</u>						
Salaries & Benefits	301,416	312,479	151,839	347,859	376,859	389,712
Maintenance & Operation	90,618	87,603	57,192	87,603	82,375	82,326
Capital	-	5,000	-	-	5,000	5,000
Charges - Other Depts	-	-	-	-	-	-
Total	<u>\$ 392,034</u>	<u>\$ 405,082</u>	<u>\$ 209,031</u>	<u>\$ 435,462</u>	<u>\$ 464,234</u>	<u>\$ 477,038</u>

Personnel Classification Detail

	Budget 2004-2005	Budget 2005-2006	Estimated 2005-2006	Budget 2006-2007	Budget 2007-2008
Administrative Associate	1.00	1.00	1.00	1.00	1.00
Executive Secretary (Confidential)	1.00	1.00	1.00	1.00	1.00
Office Services Specialist II	0.50	0.50	0.50	0.50	0.50
Office Services Secretary	0.50	0.50	0.50	0.50	0.50
Sub-Total Full Time	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Councilmember	5.00	5.00	5.00	5.00	5.00
Sub-Total Part Time	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
TOTAL	<u><u>8.00</u></u>	<u><u>8.00</u></u>	<u><u>8.00</u></u>	<u><u>8.00</u></u>	<u><u>8.00</u></u>

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
Salaries & Benefits						
41100 Salaries	197,308	224,616	90,133	224,616	240,628	249,464
41200 Overtime	3,378	-	125	125	-	-
41300 Hourly Wages	11,473	-	-	-	-	-
41600 Compensated Absences	2,188	3,052	889	3,052	4,090	4,213
41700 Other Benefits	2,395	2,100	823	2,100	2,800	2,800
41800 Life Insurance	247	134	639	1,300	456	470
41900 Disability Insurance	1,104	874	566	1,132	1,650	1,700
42000 Vision Insurance	1,448	1,500	858	1,500	1,836	1,836
42100 Medical Insurance	72,038	57,704	44,412	88,000	89,000	91,670
42200 Dental Insurance	5,282	5,604	3,008	5,604	6,000	6,180
42300 Unemployment Insurance	212	190	90	190	241	248
42400 Compensation Insurance	1,167	951	496	1,000	1,389	1,499
42500 Medicare	3,124	2,440	1,313	2,440	3,489	3,594
42600 Social Security/PARS	52	125	-	-	-	-
42700 PERS Retirement	-	13,189	8,487	16,800	25,280	26,038
Total	301,416	312,479	151,839	347,859	376,859	389,712

Maintenance & Operation Detail						
42800 Auto Allowance	22,171	31,540	14,643	31,500	31,500	31,500
43110 Contractual Services	779	4,000	2,954	4,000	4,000	4,000
43150 City Services	6	-	365	365	-	-
44100 Repairs to Equipment	117	-	-	-	-	-
44120 Repairs to Office Equipment	304	500	-	-	500	500
44300 Telephone	3,465	3,000	1,459	3,000	1,748	1,748
44450 Postage	87	1,200	19	500	400	400
44550 Travel	12,852	15,000	16,160	17,500	13,524	13,475
44700 Computer Software	74	577	-	-	400	400
44750 Insurance & Surety Bonds	3,631	2,715	3,159	3,159	3,036	3,036
44800 Membership & Dues	25	500	-	-	-	-
45050 Periodicals & Newspapers	60	379	60	300	300	300

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
45100 Books	123	426	-	-	400	400
45150 Furniture & Equipment	1,801	2,132	532	2,132	1,500	1,500
45170 Computer Hardware	144	-	-	-	-	-
45250 Office Supplies	37,126	18,558	15,509	18,558	18,558	18,558
45350 General Supplies	18	-	-	-	-	-
46900 Business Meetings	4,452	4,380	1,994	4,380	4,380	4,380
47000 Miscellaneous	3,383	2,696	339	2,210	2,129	2,129
Total	<u>\$ 90,618</u>	<u>\$ 87,603</u>	<u>\$ 57,192</u>	<u>\$ 87,603</u>	<u>\$ 82,375</u>	<u>\$ 82,326</u>

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
Account Summary						
<u>Financial</u>						
Salaries & Benefits	-	-	-	-	-	-
Maintenance & Operation	116,288	58,789	22,585	58,789	56,239	56,239
Capital	-	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-	-
Total	\$ 116,288	\$ 58,789	\$ 22,585	\$ 58,789	\$ 56,239	\$ 56,239

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
Maintenance & Operation Detail						
44800 Membership & Dues	116,288	58,789	22,585	58,789	56,239	56,239
Total	<u>\$ 116,288</u>	<u>\$ 58,789</u>	<u>\$ 22,585</u>	<u>\$ 58,789</u>	<u>\$ 56,239</u>	<u>\$ 56,239</u>

	<u>Actual Expenditures 2004-05</u>	<u>Current Year Appropriation 2005-06</u>	<u>Year to Date Expenditure 12/31/05</u>	<u>Estimated Expenditures 2005-06</u>	<u>Budget 2006-07</u>	<u>Budget 2007-08</u>
Account Summary						
<u>Financial</u>						
Salaries & Benefits	1,220,501	1,284,150	716,537	1,337,754	1,455,172	1,498,387
Maintenance & Operation	377,629	566,527	475,106	570,209	521,640	521,586
Capital	-	-	-	-	10,800	-
Charges - Other Depts	-	-	-	-	-	-
Budgeted Underexpenditure	-	(32,000)	-	(32,000)	(32,000)	(32,000)
Total	<u>\$ 1,598,130</u>	<u>\$ 1,818,677</u>	<u>\$ 1,191,643</u>	<u>\$ 1,875,962</u>	<u>\$ 1,955,612</u>	<u>\$ 1,987,973</u>

Personnel Classification Detail

	Budget <u>2004-2005</u>	Budget <u>2005-2006</u>	Estimated <u>2005-2006</u>	Budget <u>2006-2007</u>	Budget <u>2007-2008</u>
Administrative Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Associate	0.00	0.00	0.00	0.00	0.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00
Assistant Public Information Officer	1.00	1.00	1.00	1.00	1.00
Assistant To City Manager	1.00	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00	1.00
Deputy City Manager	1.00	1.00	1.00	1.00	1.00
Executive Secretary (Confidential)	1.00	1.00	1.00	1.00	1.00
Office Services Specialist II	0.50	0.50	0.50	0.50	0.50
Office Services Secretary	0.50	0.50	0.50	0.50	0.50
Public Information Officer	0.50	0.50	0.50	0.50	0.50
Secretary to City Manager (Steno)	1.00	1.00	1.00	1.00	1.00
Senior Administrative Analyst	1.00	1.00	1.00	1.00	1.00
TOTAL	<u>10.50</u>	<u>10.50</u>	<u>10.50</u>	<u>10.50</u>	<u>10.50</u>

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
Salaries & Benefits						
41100 Salaries	1,063,401	1,071,529	583,799	1,071,529	1,135,068	1,169,120
41200 Overtime	127	3,000	-	500	3,000	3,000
41300 Hourly Wages	1,836	16,680	376	1,000	16,680	16,680
41600 Compensated Absences	17,761	15,469	9,795	19,591	19,296	19,875
41700 Other Benefits	2,645	4,000	700	1,400	3,425	3,425
41800 Life Insurance	3,145	2,283	1,914	3,828	3,462	3,566
41900 Disability Insurance	8,183	7,479	5,199	10,398	9,342	9,622
42000 Vision Insurance	2,481	2,328	1,298	2,595	2,466	2,466
42100 Medical Insurance	92,630	71,806	56,911	113,821	114,000	117,420
42200 Dental Insurance	9,280	7,220	5,112	10,224	10,300	10,609
42300 Unemployment Insurance	1,078	966	584	1,169	1,155	1,190
42400 Compensation Insurance	5,930	4,830	3,213	6,426	6,670	7,197
42500 Medicare	12,004	10,493	6,543	13,086	10,743	11,065
42700 PERS Retirement	-	66,067	41,094	82,187	119,565	123,152
Total	\$ 1,220,501	\$ 1,284,150	\$ 716,537	\$ 1,337,754	\$ 1,455,172	\$ 1,498,387
Maintenance & Operation Detail						
42800 Auto Allowance	17,718	21,930	10,588	21,930	22,080	22,080
43080 Rent	-	-	10,956	10,955	-	-
43110 Contractual Services	246,565	237,456	237,456	217,456	183,618	183,618
43150 City Services	1,264	-	11,618	-	-	-
44100 Repairs to Equipment	117	-	-	-	-	-
44120 Repairs to Office Equipment	479	1,000	180	500	1,000	1,000
44300 Telephone	12,662	9,700	5,757	11,100	6,702	6,699
44450 Postage	2,219	4,322	839	4,322	4,322	4,322
44550 Travel	16,939	16,839	9,713	16,839	13,911	13,860
44650 Training	593	2,900	52	1,000	2,900	2,900
44700 Computer Software	-	900	-	500	900	900
44750 Insurance & Surety Bonds	19,133	18,659	10,276	18,659	20,194	20,194
44800 Membership & Dues	4,041	3,179	3,255	3,392	3,500	3,500

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
45050 Periodicals & Newspapers	60	828	160	828	800	800
45100 Books	842	528	49	528	600	600
45150 Furniture & Equipment	355	1,500	-	1,500	2,000	2,000
45250 Office Supplies	22,008	87,224	5,931	87,224	23,500	23,500
45350 General Supplies	596	143,200	143,200	143,200	143,200	143,200
45450 Printing & Graphics	-	-	926	926	64,224	64,224
46000 Depreciation	2,622	4,362	2,181	4,362	2,651	2,651
46900 Business Meetings	6,473	6,670	3,653	6,670	7,220	7,220
47000 Miscellaneous	23,019	5,330	18,317	18,318	18,318	18,318
47010 Discount Earned & Lost	(74)	-	-	-	-	-
Total	<u>\$ 377,629</u>	<u>\$ 566,527</u>	<u>\$ 475,106</u>	<u>\$ 570,209</u>	<u>\$ 521,640</u>	<u>\$ 521,586</u>

Account Summary	<u>Actual Expenditures 2004-05</u>	<u>Current Year Appropriation 2005-06</u>	<u>Year to Date Expenditure 12/31/05</u>	<u>Estimated Expenditures 2005-06</u>	<u>Budget 2006-07</u>	<u>Budget 2007-08</u>
<u>Financial</u>						
Salaries & Benefits	492,848	560,776	301,819	580,762	740,858	761,264
Maintenance & Operation	50,825	147,648	15,600	147,717	56,565	56,565
Capital	-	-	-	-	2,000	-
Charges - Other Depts	-	(35,000)	-	(35,000)	(35,000)	(35,000)
Total	<u>\$ 543,673</u>	<u>\$ 673,424</u>	<u>\$ 317,419</u>	<u>\$ 693,479</u>	<u>\$ 764,423</u>	<u>\$ 782,829</u>

Personnel Classification Detail

	Budget <u>2004-2005</u>	Budget <u>2005-2006</u>	Estimated <u>2005-2006</u>	Budget <u>2006-2007</u>	Budget <u>2007-2008</u>
Audit Supervisor	0.00	0.00	0.00	0.00	0.00
City Auditor	1.00	1.00	1.00	1.00	1.00
Internal Audit Associate	0.00	0.00	0.00	1.00	1.00
Internal Auditor	1.00	1.00	1.00	0.00	0.00
Principal Internal Auditor	2.00	2.00	2.00	2.00	2.00
Senior Internal Auditor	0.00	0.00	0.00	1.00	1.00
Senior Investigator	1.00	1.00	1.00	1.00	1.00
TOTAL	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>6.00</u>	<u>6.00</u>

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
Salaries & Benefits						
41100 Salaries	417,212	480,305	239,631	480,305	596,279	612,293
41200 Overtime	-	1,000	-	-	-	-
41300 Hourly Wages	51	-	-	-	-	-
41600 Compensated Absences	7,499	6,844	4,398	7,000	9,075	9,347
41700 Other Benefits	6,707	1,100	2,975	3,100	1,800	1,800
41800 Life Insurance	1,443	975	945	1,500	1,793	1,847
41900 Disability Insurance	3,423	2,994	2,225	3,400	4,591	4,729
42000 Vision Insurance	1,254	1,104	690	1,104	1,380	1,380
42100 Medical Insurance	41,945	27,343	26,904	41,900	53,800	55,414
42200 Dental Insurance	3,914	2,769	2,337	3,900	4,700	4,841
42300 Unemployment Insurance	424	348	240	348	534	550
42400 Compensation Insurance	2,335	1,741	1,318	2,300	3,083	3,326
42500 Medicare	6,641	5,048	3,461	6,700	7,740	7,972
42700 PERS Retirement	-	29,205	16,696	29,205	56,083	57,765
42799 Salary Charges Out	-	(35,000)	-	(35,000)	(35,000)	(35,000)
Total	\$ 492,848	\$ 525,776	\$ 301,819	\$ 545,762	\$ 705,858	\$ 726,264

Maintenance & Operation Detail						
42800 Auto Allowance	4,485	4,680	2,640	4,680	5,280	5,280
43110 Contractual Services	27,875	124,345	7,049	124,345	33,345	33,345
43150 City Services	-	-	627	-	-	-
44300 Telephone	(9)	-	-	-	-	-
44450 Postage	-	80	-	80	90	90
44550 Travel	1,084	-	-	-	-	-
44650 Training	2,945	2,200	280	2,200	2,200	2,200
44700 Computer Software	343	1,500	-	1,500	1,500	1,500
44750 Insurance & Surety Bonds	7,216	5,444	4,074	5,444	6,030	6,030
44800 Membership & Dues	1,025	1,200	-	1,200	1,200	1,200
45100 Books	-	380	-	380	400	400
45150 Furniture & Equipment	235	-	-	-	-	-

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
45170 Computer Hardware	1,324	-	-	-	-	-
45250 Office Supplies	3,804	4,039	862	4,039	4,000	4,000
45350 General Supplies	-	1,980	-	1,980	1,200	1,200
46900 Business Meetings	260	-	69	69	120	120
47000 Miscellaneous	238	1,800	-	1,800	1,200	1,200
Total	\$ 50,825	\$ 147,648	\$ 15,600	\$ 147,717	\$ 56,565	\$ 56,565

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
Account Summary						
<u>Financial</u>						
Salaries & Benefits	-	5,000	-	-	5,000	5,000
Maintenance & Operation	-	20,000	-	25,000	30,000	30,000
Capital	-	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-	-
Total	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 35,000	\$ 35,000

	Actual Expenditures 2004-05	Current Year Appropriation 2005-06	Year to Date Expenditure 12/31/05	Estimated Expenditures 2005-06	Budget 2006-07	Budget 2007-08
Salaries & Benefits						
41200 Overtime	-	5,000	-	-	5,000	5,000
Total	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
Maintenance & Operation Detail						
43110 Contractual Services	-	-	-	-	15,000	15,000
45350 General Supplies	-	20,000	-	25,000	15,000	15,000
Total	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>

CABLE ACCESS
SUMMARY OF THE BUDGET FOR THE YEAR ENDED JUNE 30, 2007
FUND 280

	Actual Resources 2004-05	Original Estimate 2005-2006	Year to Date	Revised Estimated 2005-2006	Budget 2006-2007	Budget 2007-2008
<u>Estimated Financing Resources</u>						
<i>Revenue</i>						
Use of Money & Property	28,469	35,000	15,706	35,000	30,000	30,000
Revenue From Other Agencies	574,849	430,000	116,072	470,000	480,000	490,000
Misc & Non Operating Revenues	1,165	1,000	704	1,000	1,000	1,000
Fund Balance - Prior Year	-	7,721	104,117	-	65,951	201,023
Total Estimated Financing Resources	<u>\$ 604,483</u>	<u>\$ 473,721</u>	<u>\$ 236,599</u>	<u>\$ 506,000</u>	<u>\$ 576,951</u>	<u>\$ 722,023</u>
<u>Estimated Requirements</u>						
Salaries & Benefits	400,479	461,280	232,762	479,683	501,796	524,568
Maintenance & Operation	46,212	48,441	14,237	42,005	48,955	50,455
Capital	-	-	-	-	49,200	-
Charges To Other Funds	(18,095)	(36,000)	(10,400)	(25,000)	(23,000)	(23,000)
Capital Projects	-	-	-	-	-	170,000
Unallocated	175,887	-	-	9,312	-	-
Total Estimated Requirements	<u>\$ 604,483</u>	<u>\$ 473,721</u>	<u>\$ 236,599</u>	<u>\$ 506,000</u>	<u>\$ 576,951</u>	<u>\$ 722,023</u>

CABLE ACCESS
 DETAIL OF FINANCIAL RESOURCES
 FUND 280

Source	Actual Resources 2004-05	Original Estimate 2005-06	Year to Date 12/31/05	Revised Estimated 2005-06	Budget 2006-2007	Budget 2007-2008
<u>Uses of Money & Property</u>						
38000 Interest & Inv. Revenue	28,697	35,000	15,706	35,000	30,000	30,000
38005 Interest & Inv. (GASB 31)	(228)	-	-	-	-	-
Total	<u>\$ 28,469</u>	<u>\$ 35,000</u>	<u>\$ 15,706</u>	<u>\$ 35,000</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>
<u>Revenue From Other Agencies</u>						
34530 Cable Access Fees	574,849	430,000	116,072	470,000	480,000	490,000
Total	<u>\$ 574,849</u>	<u>\$ 430,000</u>	<u>\$ 116,072</u>	<u>\$ 470,000</u>	<u>\$ 480,000</u>	<u>\$ 490,000</u>
<u>Misc & Non Operating Revenue</u>						
38560 Miscellaneous Revenue	1,165	1,000	704	1,000	1,000	1,000
39080 Sales of Property	-	-	-	-	-	-
Total	<u>\$ 1,165</u>	<u>\$ 1,000</u>	<u>\$ 704</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>
Total Revenue	<u>\$ 604,483</u>	<u>\$ 466,000</u>	<u>\$ 132,482</u>	<u>\$ 506,000</u>	<u>\$ 511,000</u>	<u>\$ 521,000</u>

	<u>Actual Expenditures 2004-2005</u>	<u>Current Year Appropriation 2005-06</u>	<u>Year to Date Expenditures 12/31/05</u>	<u>Estimated Expenditures 2005-06</u>	<u>Budget 2006-2007</u>	<u>Budget 2007-2008</u>
Account Summary						
<u>Financial</u>						
Salaries & Benefits	400,479	461,280	232,762	479,683	501,796	524,568
Maintenance & Operation	46,212	48,441	14,237	42,005	48,955	50,455
Capital	-	-	-	-	49,200	-
Charges-Other Depts	(18,095)	(36,000)	(10,400)	(25,000)	(23,000)	(23,000)
Total	<u>\$ 428,596</u>	<u>\$ 473,721</u>	<u>\$ 236,599</u>	<u>\$ 496,688</u>	<u>\$ 576,951</u>	<u>\$ 552,023</u>

Personnel Classification Detail

	Budget <u>2004-2005</u>	Budget <u>2005-2006</u>	Estimated <u>2005-2006</u>	Budget <u>2006-2007</u>	Budget <u>2007-2008</u>
Broadcast Coordinator	0.00	0.00	0.00	0.00	0.00
Broadcast Manager	1.00	1.00	1.00	1.00	1.00
Broadcast Production Assistant	4.00	4.00	4.00	4.00	4.00
Broadcast Production Associate	1.00	1.00	1.00	1.00	1.00
Public Information Officer	0.50	0.50	0.50	0.50	0.50
TOTAL	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>	<u>6.50</u>

	Actual Expenditures 2004-2005	Current Year Appropriation 2005-06	Year to Date Expenditures 12/31/05	Estimated Expenditures 2005-06	Budget 2006-2007	Budget 2007-2008
<u>Salaries & Benefits</u>						
41100 Salaries	353,298	397,797	196,965	397,797	408,352	428,711
41200 Overtime	150	1,000	-	-	1,000	1,000
41300 Hourly Wages	11,972	25,000	3,287	15,000	10,000	10,000
41600 Compensated Absences	5,931	5,950	3,260	5,950	6,942	7,150
41700 Other Benefits	2,117	475	812	2,000	1,275	1,275
41800 Life Insurance	419	328	315	425	466	480
41900 Disability Insurance	1,708	1,025	1,004	2,000	2,434	2,507
42000 Vision Insurance	534	672	282	672	714	714
42100 Medical Insurance	14,129	18,194	7,879	18,194	15,800	16,274
42200 Dental Insurance	2,343	3,283	1,474	3,283	3,000	3,090
42300 Unemployment Insurance	365	369	200	369	419	432
42400 Compensation Insurance	2,010	1,843	1,101	2,000	2,307	2,376
42500 Medicare	5,351	5,344	2,879	5,350	6,080	6,262
42600 Social Security/PARS	150	-	43	43	-	-
42700 PERS Retirement	-	-	13,261	26,600	43,007	44,297
42799 Salary Charges Out	(13,689)	(30,000)	(8,636)	(20,000)	(20,000)	(20,000)
Total	<u>386,790</u>	<u>431,280</u>	<u>224,126</u>	<u>459,683</u>	<u>481,796</u>	<u>504,568</u>

Maintenance & Operation Detail

42800 Auto Allowance	-	2,370	2,340	2,800	2,900	2,900
43050 Repairs-Bldgs & Grounds	5,344	-	1,459	1,459	2,000	2,000
43110 Contractual Services	1	11,000	1,042	5,000	5,000	5,000
43150 City Services	826	-	-	-	5,000	5,000
44100 Repairs to Equipment	3,142	2,000	934	2,000	5,000	5,000
44300 Telephone	1,669	1,600	240	900	1,000	1,000
44450 Postage	197	400	313	400	400	400
44550 Travel	-	1,000	-	1,000	1,000	1,000
44650 Training	-	2,000	-	1,000	1,500	2,000
44700 Computer Software	952	1,000	447	1,000	1,000	1,000
44750 Insurance & Surety Bonds	6,212	6,081	3,404	6,081	6,705	6,705

	Actual Expenditures 2004-2005	Current Year Appropriation 2005-06	Year to Date Expenditures 12/31/05	Estimated Expenditures 2005-06	Budget 2006-2007	Budget 2007-2008
44800 Membership and Dues	800	990	50	990	500	500
45050 Periodicals & Newspapers	1,508	500	60	200	200	200
45150 Furniture & Equipment	9,902	4,000	1,036	4,000	2,000	2,000
45170 Computer Hardware	2,903	-	611	1,000	2,000	2,000
45250 Office Supplies	11,299	12,000	1,837	12,000	9,000	10,000
45350 General Supplies	145	-	-	-	-	-
45450 Printing and Graphics	-	-	425	425	500	500
46900 Business Meetings	20	500	25	250	250	250
47000 Miscellaneous	1,293	3,000	13	1,500	3,000	3,000
49050 Charges-Other Depts	(4,406)	(6,000)	(1,765)	(5,000)	(3,000)	(3,000)
Total	<u>\$ 41,806</u>	<u>\$ 42,441</u>	<u>\$ 12,473</u>	<u>\$ 37,005</u>	<u>\$ 45,955</u>	<u>\$ 47,455</u>