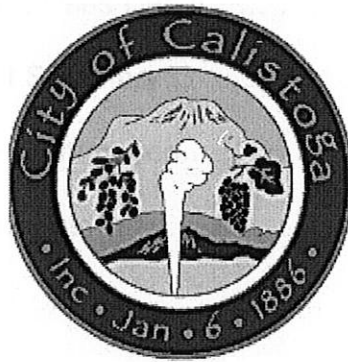


City of Calistoga Draft Budget Proposal



Workshop #1
May 24, 2012

CITY OF CALISTOGA MISSION STATEMENT

To set policy and direction through a process of trust and transparency that reflects the goals of the community and ensures their safety and well being.

We are dedicated to serving the needs and desires of our citizens by:

- Maintaining and enhancing economic viability.
- Offering excellent professional services to all customers.
- Establishing, improving and maintaining City infrastructure.
- Creating an environmentally sustainable community.
- Maintaining the small-town, rural character of Calistoga.
- Expanding and improving recreational services and facilities.

City Council

Jack Gingles, Mayor
Michael Dunsford, Vice Mayor
Chris Canning, Councilmember
Gary Kraus, Councilmember
Karen Slusser, Councilmember

City Management Staff

Richard Spitler, City Manager/City Clerk
Michelle Marchetta Kenyon, City Attorney
Steve Campbell, Fire Chief
Jonathan Mills, Police Chief
Dan Takasugi, City Engineer & Public Works Director
Gloria Leon, Administrative Services Director/City Treasurer
Ken MacNab, Planning & Building Manager
Olivia Lemen, Recreation Manager
Amanda Davis, Deputy City Clerk

City Council Goals And Objectives

FY 2012/2013

April 3, 2012

Maintain and enhance the economic vitality of the community.

Objectives:

- Encourage, manage and advance key private development and renovation projects.
- Evaluate and revise as necessary development impact fees.
- Develop and adopt a long-term General Fund revenue, expenditure and capital improvement projects forecast.
- Enhance the General Fund Reserves to 25% of total operating expenses within three years.
- Adopt a fiscal year budget with conservative assumptions and with the enhancement of reserve funds.
- Continue to reduce City operating costs.
- Capitalize on potential projects to stimulate economic vitality and to avoid stagnation.

Priority Projects:

- Increase contributions to General Fund reserve each year for a three year time period to bring it back up to 25% of total operating expenses (approx. \$1.6 million). For Fiscal Year 2012/13 the contribution will be at least \$183,000.
- Update development impact fees so that they are defensible and more responsive to economic realities and commensurate with the impact of new development on the community. Estimated one time cost is \$50,000.

Offer excellent professional services to all customers.

Objectives:

- Continue to provide a high standard in the delivery of emergency and general municipal services.
- Improve the delivery of private development related services.
- Streamline and simplify processes.
- Expand and improve communication and transparency.
- Maintain focus on existing key assignments and priorities. Evaluate available time and resource demands before committing to or assigning new tasks. Evaluate and adjust staffing levels as necessary to reflect increased demands.

Priority Project:

- Adopt a City file achieve system, prepare a schedule for each department and implement system.

Establish, improve and maintain City infrastructure.

Objectives:

- Continue to maintain the high level of service and reliability available to the community through our infrastructure systems and facilities.
- Complete construction of the 1.5 million gallon water storage tank at Mt. Washington.
- Continue program for long term maintenance and repair of City sidewalks.
- Support local efforts to design and construct a new gazebo at Pioneer Park.
- Provide routine maintenance and cleaning of downtown sidewalks from May to the end of October.
- Support efforts to fund street maintenance and repair and to educate Calistoga citizens about the condition and cost of maintaining and repairing city streets.

Priority Projects:

- Continue the Sidewalk Repair and Maintenance Mitigation Program. This is an annual sidewalk inspection, minor trip hazard repair, and major trip hazard cost-share program for specific areas of town. Estimated cost is \$60,000 per year.
- Provide City non-financial support to local efforts to design a new gazebo at Pioneer Park.
- Complete construction of the Mt. Washington 1.5 million gallon water storage tank.

Create an environmentally sustainable community.

Objectives:

- Implement "green" environmental sustainability polices and initiatives.
- Continue to pursue funding opportunities for geothermal and photovoltaic system improvements.
- Adopt a local Climate Protection Plan.
- Improve and enhance pedestrian walkways and bicycle trails.

Priority Project:

- Adopt a local Climate Protection Plan after Napa County has approved a countywide plan.

Maintain the small-town rural character and economy of Calistoga.

Objectives:

- Develop and implement a work plan to address General Plan and Municipal Code conflicts, inconsistencies and needed policy direction.

Priority Project:

- Prepare a work plan that addresses potential conflicts and inconsistencies between General Plan policies and Municipal Code. Present to City Council with a schedule to accomplish needed changes.

Expand and improve recreational facilities.

Objectives:

- Work with the County to improve the Calistoga Library.
- Work with citizen efforts to install a community dog park and bocce ball courts at Logvy Park.

Priority Projects:

- Assist community members in their efforts to install a community dog park and bocce ball courts at Logvy Park.

CITY OF CALISTOGA
General Fund Revenue Budget Summary
FY 2012-13

2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	Dollar	Percent
Actual	Actual	Actual	Actual	Revised Budget	Proposed Budget	Change	Change

Property Tax	1,460,792	1,709,998	1,654,593	1,685,569	1,609,900	1,547,369	-62,531	-3.9%
Sales Tax	819,646	842,611	670,908	746,907	840,000	920,000	80,000	9.5%
Transient Occupancy Tax	3,402,228	3,208,611	3,042,315	3,430,486	3,620,000	3,829,500	209,500	5.8%
Other Taxes	329,146	311,292	292,757	312,784	289,100	310,182	21,082	7.3%
Licenses and Permits	84,431	93,964	69,219	68,287	72,000	62,100	-9,900	-13.8%
Fines, Forfeits & Penalties	49,296	49,811	42,577	53,486	49,000	46,000	-3,000	-6.1%
Use of Money & Property	32,002	24,231	30,393	25,089	25,000	13,100	-11,900	-47.6%
Funds from Other Agencies	84,490	75,943	71,192	80,354	61,000	60,000	-1,000	-1.6%
Grants	77,131	5,000	5,000	0	14,000	5,000	-9,000	-64.3%
Charges for Services	621,652	565,557	642,201	597,056	634,157	535,180	-98,977	-15.6%
Other Revenue	79,084	215,283	780,949	109,216	135,000	10,000	-125,000	-92.6%

Total General Fund Revenues	7,039,898	7,102,301	7,302,104	7,109,234	7,349,157	7,338,431	-10,726	-0.1%
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**** Please Note:**

Property Tax and Sales Tax are projections from our consultants HDL.

Transient Occupancy Tax is estimated to be \$3,700,000 for FY 11-12 therefore based on this amount we are projecting for FY 12-13 a 3.5% increase.

There were 2 grants in FY 11-12 and we are projecting 1 grant in FY 12-13.

Use of Money and Property we are projecting less in interest earnings.

Charges for Services - Projecting less development and less revenues from recreation activities.

Other Revenue are one time types of revenues so this fluctuates from year to year.

City of Calistoga
2012-13 Budget Summary for General and Enterprise Funds
AT A GLANCE

	General Fund	Water Operations	Water Capital	WW Operations	WW Capital	Totals
Revenues	7,338,431	2,274,125	8,977	2,257,930	22,888	11,902,351
Expenditures						
Operating Expenditures	(6,336,412)	(2,011,601)	(3,809,390)	(1,656,284)	(36,500)	(13,850,187)
Transfers						
Transfers In from Gas Tax, COPS Measure A for CIP projects	165,000					165,000
Mobile Home Park			485,000			485,000
Abandoned Vehicle	11,000					11,000
Community Development Fund	4,600					4,600
Debt payments	56,000					56,000
Deutsche Loan Proceeds	(477,165)	(532,785)		(694,466)		(1,704,416)
USDA loan proceeds	100,000					100,000
			3,277,559			3,277,559
Special Projects						
Reserves replenishment			831			831
Development impact fees Update	(56,000)					(56,000)
Soils remediation	(6,000)					(6,000)
Community Pool Facility	(100,000)					(100,000)
Total Net Change in Cash Balances 12-13	699,454	(270,261)	(37,023)	(92,820)	(13,612)	285,738
Ending Projected Fund Balance FY 11-12	717,752	231,577	0	(131,605)	0	817,724
Adjustments fo FY 11-12 Budget to cover deficit	(131,605)	0	0	131,605	0	0
Revised Ending Projected Fund Balance FY 11-12	586,147	231,577	0	0	0	817,724
Total Net Change in Cash Balances FY 12-13	699,454	(270,261)	(37,023)	(92,820)	(13,612)	285,738
Ending Fund Balance FY 12-13	1,285,601	(38,684)	(37,023)	(92,820)	(13,612)	1,103,462
<i>Adjustments to Fund Balance to Cover Deficit Balances:</i>						
Transfers from General Fund to Cover Deficit Water	(38,684)	38,684				0
Transfers from General Fund to Cover Deficit Water Capital	(37,023)		37,023			0
Transfers from General Fund to Cover Deficit WWTP	(92,820)			92,820		0
Transfers from General Fund to Cover Deficit WWTP Capital	(13,612)				13,612	0
Adjusted Total Fund Balance FY 12-13	1,103,462	-	-	-	-	1,103,462

General Fund Sources and Uses FY 07-08 through 12-13 Budgets

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Operating Revenues

Property Tax	1,460,792	1,709,998	1,654,593	1,685,569	1,546,129	1,609,900	1,547,369
Sales Tax	819,646	842,611	670,908	746,907	781,311	840,000	920,000
Transient Occupancy Tax	3,402,228	3,208,611	3,042,315	3,430,486	3,477,521	3,620,000	3,829,500
Other Taxes	329,146	311,292	292,757	312,784	294,880	289,000	310,182
Licenses and Permits	84,431	93,964	69,219	68,287	67,235	72,000	62,100
Fines, Forfeitures and Penalties	49,296	49,811	42,577	53,486	34,000	49,000	46,000
Interest and Use of Property	32,002	24,231	30,393	25,089	35,100	25,000	13,100
Revenues From Other Agencies	84,490	75,943	71,192	80,354	60,000	61,000	60,000
Grants - Operations	77,131	5,000	5,000	-	5,000	14,000	5,000
Charges for Services	621,652	565,557	642,201	597,056	634,157	634,157	535,180
Other Revenues	79,084	215,283	780,949	109,216	35,000	135,000	10,000
Total Operating Revenues	7,039,898	7,102,301	7,302,104	7,109,234	6,970,333	7,349,057	7,338,431

Operating Expenditures

Support Services	1,390,796	1,413,358	1,269,440	1,657,708	1,060,208	1,378,132	1,434,456
City Council & City Clerk	160,726	167,873	147,922	171,588	155,979	147,807	165,110
Fire Services	678,681	776,844	803,942	753,329	762,084	681,555	759,351
Planning & Building	604,125	694,242	649,714	602,201	428,866	408,547	437,708
Police Services	2,181,776	2,273,600	2,218,018	2,249,220	2,321,079	2,269,944	2,141,446
Public Works	993,318	1,025,257	889,242	962,660	1,009,285	889,061	873,519
Recreation Services	516,515	665,636	724,108	802,776	536,443	543,457	524,822
Total Operating Expenditures	6,525,937	7,016,810	6,702,384	7,199,481	6,273,944	6,318,503	6,336,412

Net Operating Surplus/ (Deficit)	513,961	85,491	599,720	(90,247)	696,389	1,030,554	1,002,019
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Other Sources

Debt Proceeds	-	1,908,121	-	-	-	1,415,000	-
Deutsche Lease Financing	-	-	-	-	-	855,000	100,000
Grants - Improvements	-	833,107	273,603	1,021,350	-	-	-

Other Uses

Special Projects	87,163	186,553	16,345	5,800	66,500	23,000	56,000
Capital Improvement Projects	-	-	-	-	-	-	-
Streets	837,767	61,331	6,770	600,000	-	-	-
Parks	35,106	-	-	-	-	-	-
Buildings	1,540,746	3,726,197	1,057,445	875,504	10,000	865,000	100,000
Other	36,881	24,155	23,540	43,130	72,000	(32,000)	6,000
Total Capital Projects	2,450,500	3,811,683	1,087,755	1,518,633	82,000	833,000	106,000

General Fund Sources and Uses FY 07-08 through 12-13 Budgets

	Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
Debt Payments - TRAN Issue Co	100,000	125,000	-	39,930	-	1,453,043	-

Transfers From or (To) Other Funds							
Capital Facilities Fund			579,466	1,176,748			
Gas Tax Fund	418,377	115,031		80,000	95,000	95,000	95,000
Police Grants Fund	88,693	18,312	60,000	78,910	70,000	70,000	70,000
Recreation Donations & Vamo Fur	19,000	12,000	16,619	12,000	-	-	-
Landscape Maintenance Funds	(340)	-	-	4,750	2,000	1,210	-
Mobile Home Park Programs Fund	2,815	10,468	5,000	10,500	-	11,000	11,000
Community Pool Fund	-	667,816	-	-	-	-	-
CDBG Fund	-	70,000	25,041	-	-	-	-
Abandoned Vehicle Fund	-	4,350	4,350	4,600	4,600	4,600	4,600
Quality of Life Fund	-	295,854	-	-	-	-	-
Adjustment YE (Adjust Transfers In)	900,156	30,745	(18,811)	(279,542)	-	-	-
Advance to WWTP Operations	-	-	(897,107)	(397,408)	-	(131,605)	(92,820)
Advance to WWTP Capital	-	-	-	-	-	-	(13,612)
Advance to Water Operations	(21,088)	-	-	(462,400)	-	-	(38,684)
Advance to Water Capital	-	-	-	-	-	-	(37,023)
Equipment Fund	-	-	-	-	-	-	-
Community Development Fund	660,200	-	-	-	-	50,000	56,000
Debt Service Fund	(119,050)	(249,471)	-	(510,990)	(559,000)	(522,480)	(477,165)
Net All Transfers	1,948,763	975,105	(225,442)	(282,832)	(387,400)	(422,275)	(422,704)

Net Fund Surplus or (Deficit)	(174,939)	(321,412)	(456,219)	(916,093)	160,489	569,236	517,315
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Beginning Fund Balance	1,885,574	1,710,635	1,389,223	933,004	597,911	16,911	586,147
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Ending Fund Balance	1,710,635	1,389,223	933,004	16,911	758,400	586,147	1,103,462
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** An adjustment is expected in FY 11-12 of \$131,605 to be transferred out to the Wastewater for a Deficit Balance

Fund Balance							
Emergencies and General Contingency - Policy of 30% of Operations	1,605,635	701,681	670,238	(88,089)	653,400	481,147	898,462
General Contingency	-	582,542	157,766	-	-	-	-
PERS Increase in Rates	-	-	-	-	-	-	50,000
GASB 45 Regulations for Retiree Benefits	-	-	-	-	-	-	50,000
General Liability Claims	105,000	105,000	105,000	105,000	105,000	105,000	105,000
Total Reserves	1,710,635	1,389,223	933,004	16,911	758,400	586,147	1,103,462

Emergency & Contingency Reserves As A Percent of Operating Expenditures	0%	0%	-1.2%	10.4%	7.6%	14.2%
All Reserves As A Percent of Operating Expenditures	20%	14%	0.2%	12.1%	9.3%	17.4%

General Fund CIP Project Summary

Project #	Description	Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
Streets								
5123	Pavement Management System	-	-	-	-	-	-	-
New	Bus Shelters	8,476	-	-	-	-	-	-
5402	Pavement Maintenance	829,291	49,311	6,770	-	-	-	-
5461	Grant St Reconstruction- Stevenson/Lake	-	-	-	-	-	-	-
5464	Washington St Bike Ln- Corp Yard to Duna	-	-	-	-	-	-	-
5488	Depot Parking Lot Repair	-	-	-	-	-	-	-
5489	Fire Station Parking Lot	-	-	-	-	-	-	-
5487	Ceder St Reconstruction - Lillie to So Oak	-	-	-	-	-	-	-
5508	24" Storm Drain Culvert Repair	-	12,020	-	-	-	-	-
5453	SE Storm Drainage	-	-	-	600,000	-	-	-
SUBTOTAL STREETS		837,767	61,331	6,770	600,000	0	0	0

Parks								
5405	Logvy Community Park Improvements	-	-	-	-	-	-	-
5155	Pioneer Park Improvements	35,106	-	-	-	-	-	-
5462	Bank Stabilization - Centennial Park	-	-	-	-	-	-	-
SUBTOTAL PARKS		35,106	0	0	0	0	0	0

General Fund CIP Project Summary

Project #	Description	Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
Buildings & Facilities								
5408	Public Works Facility	22,058	10,727	-	-	-	-	-
5503	Monhoff Facility Improvements	2,307	-	75,028	-	-	-	-
5159	Teen/Art Center	66,957	251,005	4,207	-	-	-	-
5409	Fire House Seismic Renovation & Rehabilit	53,561	80,908	863,593	759,674	-	-	-
5451	Community Pool Facility	1,378,899	3,364,346	110,374	88,623	-	850,000	100,000
5505	Community Pool Geothermal	-	-	-	-	-	-	-
5469	Community Center Audio/Visual Improvem	-	-	-	-	-	-	-
5501	Facility Improvements City Hall	16,964	5,602	4,243	27,207	10,000	15,000	-
5507	Facility Improvements - Police	-	13,032	-	-	-	-	-
5506	Facility Improvements - Planning	-	577	-	-	-	-	-
SUBTOTAL BUILDINGS & FACILITIES		1,540,746	3,726,197	1,057,445	875,504	10,000	865,000	100,000

Other Improvements								
5187	Soils Remediation	16,881	13,967	14,837	16,245	20,000	20,000	6,000
5504	Bicycle Transportation Plan Implementation	20,000	1,350	8,703	6,650	-	-	-
5502	Access Facility & Sidewalk Improvements	-	8,838	-	20,235	52,000	(52,000)	-
5510	Bus Shelter Improvements	-	-	-	-	-	-	-
SUBTOTAL OTHER		36,881	24,155	23,540	43,130	72,000	(32,000)	6,000

Total All General Fund Projects		2,450,500	3,811,683	1,087,755	1,518,633	82,000	833,000	106,000
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General Fund

Department and Program Summaries

FY 07-08 through 12-13

Program #	Department and Program	Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
SUPPORT SERVICES								
4114	City Manager	157,557	183,868	157,258	124,464	130,234	119,015	146,575
4176	Economic Vitality	303,513	314,293	338,851	326,544	322,919	321,246	270,837
4113	Legal Services	64,361	142,675	39,593	174,498	120,000	120,000	120,000
4108	Finance	314,881	279,372	240,995	220,498	262,887	221,010	218,240
4170	Risk Management	362,156	319,369	327,371	539,433	346,635	318,664	365,147
4172	Personnel	75,241	63,628	59,356	106,386	75,374	88,009	125,226
4119	Non-Departmental	113,086	110,153	106,017	165,886	(197,841)	190,188	188,431
Total		1,390,796	1,413,358	1,269,440	1,657,708	1,060,208	1,378,132	1,434,456
Year over Year Change			2%	-10%	31%	-36%	-17%	4%
CITY COUNCIL & CITY CLERK								
4110	City Council	45,180	59,033	40,616	57,695	48,892	46,707	49,972
4111	City Clerk	104,440	91,701	97,420	99,077	97,978	95,491	107,738
4133	Elections	11,106	17,139	9,886	14,816	9,109	5,609	7,400
4112	City Treasurer	-	-	-	-	-	-	-
Total		160,726	167,873	147,922	171,588	155,979	147,807	165,110
Year over Year Change			4%	-12%	16%	-9%	-14%	12%
FIRE SERVICES								
4117	Fire Services	678,681	776,844	803,942	753,329	762,084	681,555	759,351
Total		678,681	776,844	803,942	753,329	762,084	681,555	759,351
Year over Year Change			14%	3%	-6%	1%	-10%	11%
PLANNING & BUILDING								
4109	Planning Commission	1,426	6,341	6,619	3,725	8,350	6,159	6,775
4120	Bicycle Advisory Committee	87	223	378	0	1,400	1,400	1,200
4177	Building & Fire Code Board of Ap	-	-	177	-	-	-	100
4178	Design Advisory Panel	-	-	-	-	-	-	-
4115	Planning	254,968	396,738	370,979	375,913	270,124	247,242	266,365
4125	Building Inspection Services	347,643	290,940	271,561	222,562	148,993	153,746	163,268
Total		604,125	694,242	649,714	602,201	428,866	408,547	437,708
Year over Year Change			15%	-6%	-7%	-29%	-32%	7%
POLICE SERVICES								
4116	Police Services	1,674,404	1,712,006	1,746,160	1,767,130	1,839,481	1,792,684	1,698,097
4129	Police Dispatch	454,487	489,128	455,006	464,148	462,094	461,012	443,349
4138	Emergency Services	52,885	72,466	16,852	17,942	19,504	16,248	-
Total		2,181,776	2,273,600	2,218,018	2,249,220	2,321,079	2,269,944	2,141,446
Year over Year Change			4%	-2%	1%	3%	1%	-6%
PUBLIC WORKS								
4121	Public Works Administration	140,905	137,129	126,542	102,541	145,487	124,490	111,283
4122	Streets	326,706	296,725	267,098	334,824	315,255	246,544	227,846
4123	Park Maintenance	233,984	211,776	195,489	183,916	201,932	182,546	187,045
4126	Pool Maintenance	-	62,785	67,060	107,193	107,956	120,328	126,218
4124	Maintenance Shop	28,631	28,605	25,475	24,646	29,859	25,628	23,289
4127	Building Maintenance	263,092	288,237	207,577	209,541	208,796	189,525	197,838
Total		993,318	1,025,257	889,242	962,660	1,009,285	889,061	873,519
Year over Year Change			3%	-13%	8%	5%	-8%	-2%

General Fund Department and Program Summaries FY 07-08 through 12-13

Program #	Department and Program	Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
RECREATION SERVICES								
4150	Community Resources Commission	419	44	8	4,429	-	-	-
4152	Recreation Programs	260,141	332,508	277,084	335,017	123,261	130,341	119,251
4153	Education/Recreation Courses	60,690	43,916	61,943	85,315	86,076	75,329	65,902
4154	Senior Activities	13,838	16,630	10,971	14,170	2,750	14,050	29,461
4156	Aquatic Services	6,782	92,270	209,765	181,041	153,340	145,331	161,857
4107	Community Promotions	35,861	36,143	30,738	22,200	20,000	24,500	15,000
4155	Community Activities	41,526	39,167	27,647	51,978	28,928	30,572	24,100
4174	Library Services	68,570	77,222	74,294	72,846	84,440	83,930	74,809
4173	Sharpsteen Museum	17,735	18,222	16,365	18,010	22,648	24,404	24,442
4405	Transit - Shuttle	10,953	9,514	15,293	17,771	15,000	15,000	10,000
Total		516,515	665,636	724,108	802,776	536,443	543,457	524,822
Year over Year Change			29%	9%	11%	-33%	-32%	-3%
Total Operations		6,525,937	7,016,810	6,702,384	7,199,481	6,273,944	6,318,503	6,336,412
			8%	-4%	7%	-13%	-12%	0%
Equipment Replacement								
Special Projects								
4402	Urban Design Plan	26,890	(754)	3,121	25	9,000	9,000	-
4670	Housing Element	-	-	5,117	415	-	14,000	-
4671	CDBG Econ Dev & Planning	-	-	-	-	-	-	-
4604	Busk Abatement 2007	43,188	154,434	6,380	-	-	-	-
4605	Karpak Abatement 2008	12,552	12,556	-	-	-	-	-
4606	Community Enhancement and Beautification	4,533	19,451	716	-	-	-	-
4607	Services and Development Impact Fee Updates	-	-	-	3,070	55,000	-	56,000
4608	Green Initiatives	-	866	1,011	2,290	2,500	-	-
4609	Conservation and Safety General Plan Updates	-	-	-	-	-	-	0
Total Special Projects		87,163	186,553	16,345	5,800	66,500	23,000	56,000
Capital Improvements								
	Streets	837,767	61,331	6,770	600,000	-	-	-
	Parks	35,106	-	-	-	-	-	-
	Buildings & Facilities	1,540,746	3,726,197	1,057,445	875,504	10,000	865,000	100,000
	Other	36,881	24,155	23,540	43,130	72,000	(32,000)	6,000
Total Capital Improvements		2,450,500	3,811,683	1,087,755	1,518,633	82,000	833,000	106,000
Total General Fund Appropriations		9,063,600	11,015,046	7,806,484	8,723,915	6,422,444	7,174,503	6,498,412

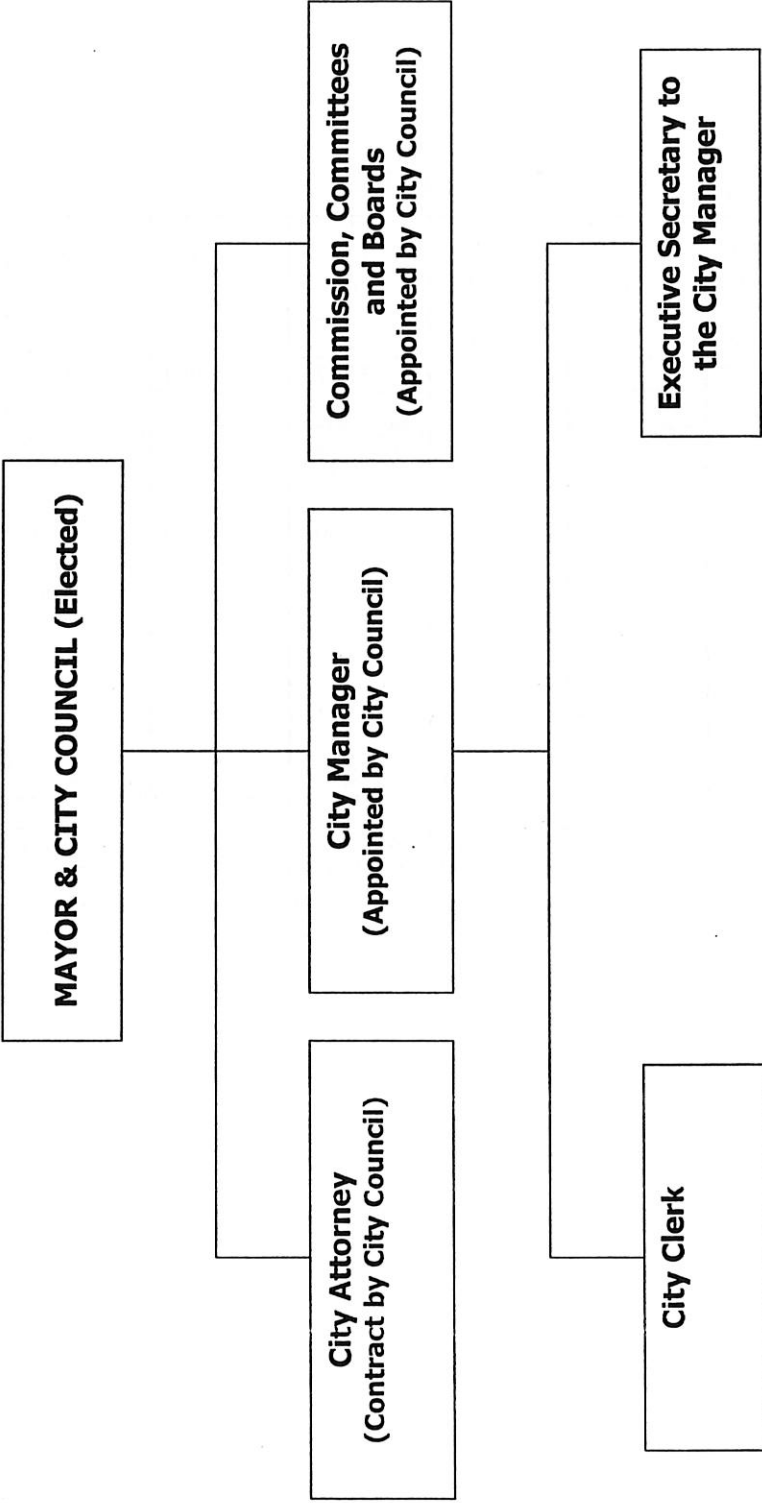
General Fund

Department and Program Summaries

FY 07-08 through 12-13

Program #	Department and Program	Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
Debt Service								
4430	Debt Service Payments	100,000	125,000	125,000	39,930	-	1,453,043	-
Total Debt Service		100,000	125,000	125,000	39,930	-	1,453,043	-
Other Uses								
Transfers Out								
	Water Operations/WWTP Operati	21,088	-	897,107	397,408	-	-	182,139
	Debt Service	119,050	249,471	-	510,990	559,000	522,480	477,165
	Silverado/Palisades Districts	340	-	-	-	-	-	-
	Water Operations	-	-	-	462,400	-	-	-
	Transit	-	-	-	-	-	-	-
	Equipment Fund	-	-	-	-	-	-	-
	Mobile Home Park Programs Fun	-	-	-	-	-	-	-
	Police Grants	-	-	-	-	-	19,245	-
	Quality of Life Fund	-	-	-	-	-	-	-
Total Other		140,478	249,471	897,107	1,370,798	559,000	541,725	659,304
Total General Fund Uses		9,304,078	11,389,517	8,828,591	10,134,643	6,981,444	9,169,271	7,157,716

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**City of Calistoga Administration Organizational Chart
FY 2012-2013**

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **City Council**

Program: **City Council**

Account Code: **01-4110**

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PERSONNEL SERVICES								
4303	FICA/MEDICARE	920	918	918	1,130	29,709	2,729	924
4308	ELECTED PART-TIME SALARIES	12,000	12,000	12,000	12,100	12,133	12,000	12,000
4311	MEDICAL/DENTAL	19,469	26,700	21,813	37,826		26,923	32,260
4312	WORKERS COMP	83	85	118	123		337	688
4313	OTHER BENEFITS	192	195	187	197		198	100
SUBTOTAL		32,662	39,898	35,037	51,375	41,842	42,187	45,972
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	248	208	253	174	50	320	300
4402	CONTRACT SERVICES	-	6,849	40				
4410	ADVERTISING	3,165	2,317	2,392	2,002	1,500	700	500
4664	COUNCILMEMBER GARCIA	155						
4663	MAYOR GINGLES	6,208	5,513	1,837	2,306	3,000	3,000	2,800
4671	COUNCILMEMBER SLUSSER	1,509	2,050	75	85	200	200	100
4665	VICE MAYOR DUNSFORD	80	40	50	40	200	200	100
4666	COUNCILMEMBER KRAUS	299	66		-	100	100	100
4667	COUNCILMEMBER CANNING	-	120	170	1,714	2,000	-	100
4808	PROMOTION	853	1,972	762				
SUBTOTAL		12,517	19,135	5,579	6,320	7,050	4,520	4,000
TOTAL PROGRAM BUDGET		45,180	59,033	40,616	57,695	48,892	46,707	49,972

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **City Clerk**
 Program: **City Clerk**
 Account Code: **01-4111**

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PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	60,248	49,877	57,432	53,642	57,830	56,923	56,501
4303	FICA/MEDICARE	4,573	3,650	4,179	3,987	29,018	4,357	4,498
4305	INCENTIVE PAY	-	-	60	-	-	917	1,919
4308	PART TIME SALARIES	1,545	-	-	-	-	-	-
4310	PERS	15,225	14,447	14,667	13,696	-	11,462	11,890
4311	MEDICAL/DENTAL	9,773	9,534	9,075	12,463	-	8,789	13,459
4312	WORKERS COMP	432	460	629	643	-	1,644	3,347
4313	OTHER BENEFITS	337	225	249	250	-	224	311
SUBTOTAL		92,134	78,193	86,291	84,681	86,848	84,316	91,925
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	4,198	2,742	3,202	5,034	2,980	2,980	2,900
4402	CONTRACT SERVICES	2,503	3,934	3,963	6,164	4,400	5,200	5,200
4405	TRAINING & MEETINGS	819	138	354	30	-	-	1,000
4410	ADVERTISING	80	-	-	-	-	-	-
4415	POSTAGE & REPRODUCTION	963	1,016	438	908	900	900	900
4429	PHONE	723	1,381	994	-	800	-	-
4430	DUES & SUBSCRIPTIONS	629	315	347	291	155	200	200
4650	TRAINING & MEETINGS	993	2,432	181	319	245	245	1,500
4510	EQUIPMENT FUND RENTAL	1,400	1,550	1,650	1,650	1,650	1,650	4,113
SUBTOTAL		12,307	13,508	11,129	14,396	11,130	11,175	15,813
TOTAL PROGRAM BUDGET		104,440	91,701	97,420	99,077	97,978	95,491	107,738

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **City Clerk**

Program: **Elections**

Account Code: **01-4133**

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PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	6,495	6,650	6,450	5,535	6,038	3,888	-
4303	FICA/MEDICARE	477	487	474	404	3,071	288	-
4310	PERS	1,875	1,693	1,650	1,396		721	-
4311	MEDICAL/DENTAL	1,149	1,271	948	1,428		673	-
4312	WORKERS COMP	43	51	66	64		28	-
4313	OTHER BENEFITS	37	30	29	25		11	-
SUBTOTAL		10,076	10,182	9,616	8,852	9,109	5,609	0
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	297	153	163	55	-	-	100
4402	CONTRACT SERVICES	-	6,804		5,909	-	-	7,000
4410	ADVERTISING	120		107	-	-	-	100
4415	POSTAGE & REPRODUCTION	-						-
4650	TRAINING & MEETINGS	613						200
SUBTOTAL		1,030	6,957	270	5,964	0	0	7,400
TOTAL PROGRAM BUDGET		11,106	17,139	9,886	14,816	9,109	5,609	7,400

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Support Services**

Program: **City Manager**

Account Code: **01-4114**

PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	87,725	113,065	107,215	78,433	85,928	76,374	89,666
4303	FICA/MEDICARE	6,237	7,440	6,211	6,419	25,978	5,019	7,023
4305	INCENTIVE PAY	-	3,300	30	1,950	3,600	2,913	1,543
4308	PART TIME SALARIES	9,193	2,096	512	1,848	1,848	-	-
4310	PERS	23,540	26,851	17,066	12,804		17,982	18,563
4311	MEDICAL/DENTAL	10,009	9,674	5,851	3,423		3,275	10,889
4312	WORKERS COMP	1,513	1,618	2,207	2,251		2,807	5,226
4313	OTHER BENEFITS	489	1,062	2,244	863		265	369
4314	SHARE THE SAVINGS	-	-	-	-		-	800
SUBTOTAL		138,706	165,106	141,337	107,991	117,354	108,635	134,079
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	1,105	2,098	758	2,004	1,800	1,800	1,000
4403	UTILITIES	2,946	2,913	2,856	2,262	2,500	2,500	2,500
4405	TRAINING & MEETINGS	683	112	1,440	7,005	-	-	500
4406	AUTO ALLOWANCE	4,800	4,800	4,400	5	-	-	-
4415	POSTAGE & REPRODUCTION	231	616	163	31	200	200	200
4429	PHONE	2,712	3,060	2,059	-	2,500	-	-
4430	DUES & SUBSCRIPTIONS	631	485	465	65	600	600	900
4650	TRAINING & MEETINGS	2,744	1,378	480	1,800	1,980	1,980	1,800
4510	EQUIP FUND RENTAL	3,000	3,300	3,300	3,300	3,300	3,300	5,596
SUBTOTAL		18,852	18,762	15,921	16,473	12,880	10,380	12,496
TOTAL PROGRAM BUDGET		157,557	183,868	157,258	124,464	130,234	119,015	146,575

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Support Services**

Program: **Economic Vitality**

Account Code: **01-4176**

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PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	14,542	15,427	23,451	15,775	17,676	14,108	13,775
4303	FICA/MEDICARE	825	869	1,300	1,179		869	1,075
4305	INCENTIVE PAY	-	-		-		180	180
4310	PERS	3,707	3,911	3,572	2,046		3,397	2,840
4311	MEDICAL/DENTAL	1,638	1,681	981	59		118	124
4312	WORKERS COMP	234	341	450	464		534	800
4313	OTHER BENEFITS	80	64	59	22	3,243	40	43
SUBTOTAL		21,026	22,293	29,814	19,544	20,919	19,246	18,837
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	-						
4402	CONTRACT SERVICES Calistoga Chamber of Commerce - Visitors Bureau	282,023	292,000	309,037	307,000	302,000	302,000	252,000
4405	TRAINING & MEETINGS	-						
4415	POSTAGE & REPRODUCTION	-						
4430	DUES & SUBSCRIPTIONS	465						
SUBTOTAL		282,488	292,000	309,037	307,000	302,000	302,000	252,000
TOTAL PROGRAM BUDGET		303,513	314,293	338,851	326,544	322,919	321,246	270,837

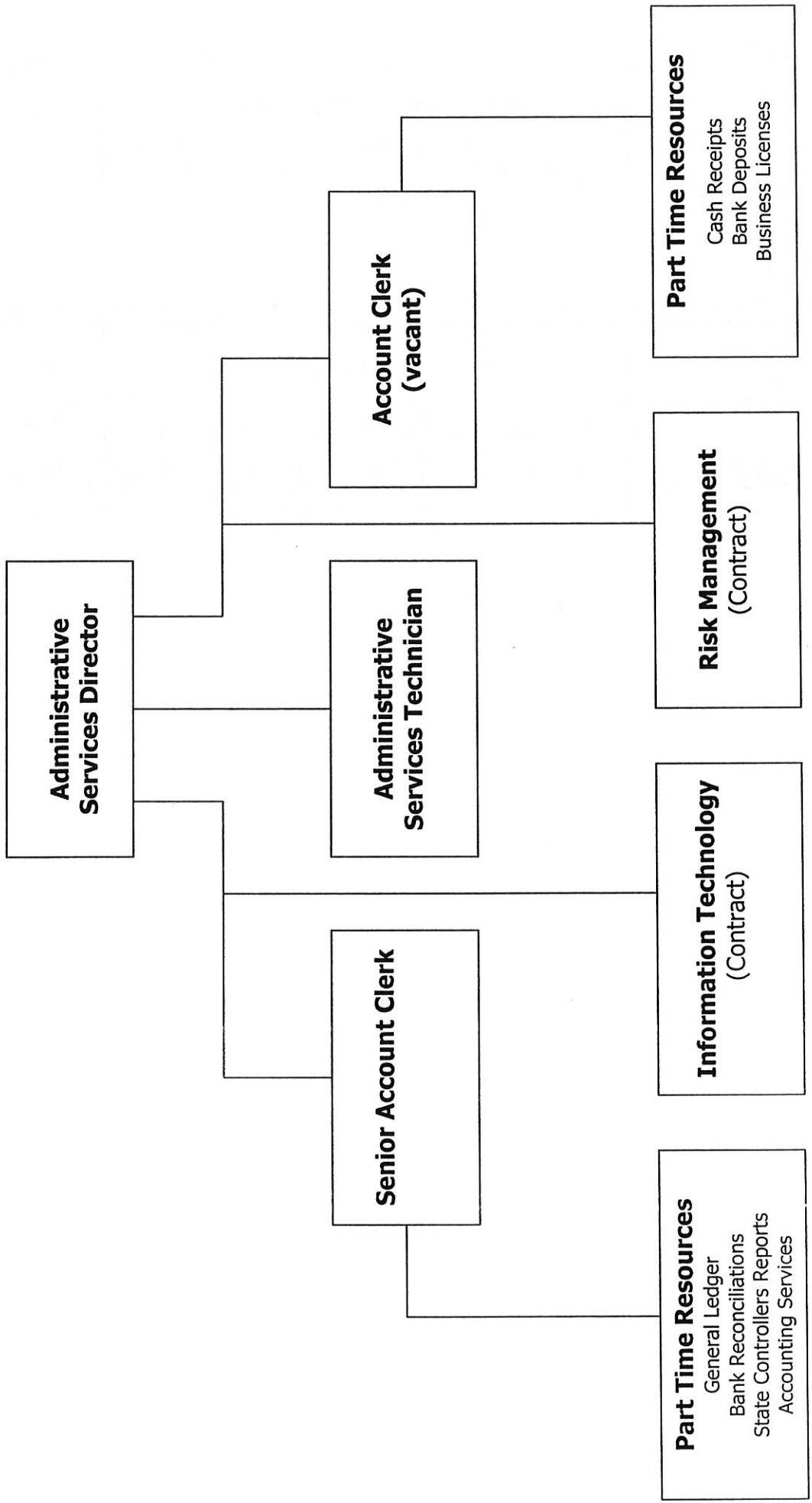
Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Support Services**

Program: **Legal Services**

Account Code: **01-4113**

<i>SERVICES & SUPPLIES</i>							
4402	CONTRACT SERVICES						
4402	City Attorney	64,361	142,675	39,593	174,346	100,000	100,000
4410	Special Legal Counsel & Litigation	-			152	20,000	20,000
	SUBTOTAL	64,361	142,675	39,593	174,498	120,000	120,000
TOTAL PROGRAM BUDGET							
		64,361	142,675	39,593	174,498	120,000	120,000



**City of Calistoga Administrative Services Department Staffing Chart
FY 2012/2013**

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: Support Services - Administrative Services

Program: Finance

Account Code: 01-4108

PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	163,718	144,036	141,219	115,520	147,088	107,187	112,200
4302	OVERTIME	6			350	500	-	
4303	FICA/MEDICARE	12,053	9,189	10,644	9,296	69,791	8,720	9,194
4305	INCENTIVE PAY	-	-	30	-		466	-
4308	PART TIME SALARIES	-	1,024	1,366	7,384	9,058	7,008	7,200
4310	PERS	41,886	34,055	35,377	28,733		21,357	22,835
4311	MEDICAL/DENTAL	27,287	23,007	16,754	21,763		14,642	13,829
4312	WORKERS COMP	1,827	1,840	2,593	2,718		3,920	6,842
4313	OTHER BENEFITS	926	668	602	455		410	484
SUBTOTAL		247,704	213,819	208,584	186,219	226,437	163,710	172,584
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	3,170	2,957	4,016	3,047	2,500	3,000	2,210
4402	CONTRACT SERVICES							
	Accounting Services	-	46,765	14,969	8,500	8,500	8,500	14,174
	Business License System	2,580			2,800	3,600	3,600	3,000
	Revenue Enhancement Program	46,148			8,330	7,000	29,500	11,000
4403	UTILITIES	3,001	3,055	3,059	2,103	2,800	2,000	2,100
4405	TRAINING & MEETINGS	192	988	145	32	100	100	100
4415	POSTAGE & REPRODUCTION	2,290	3,269	2,743	3,372	2,800	4,600	4,300
4429	PHONE	2,727	2,134	1,509	-	2,500	-	-
4430	DUES & SUBSCRIPTIONS	425	445	195	573	400	500	345
4650	TRAINING & MEETINGS	1,645	440	275	21	750	-	-
4510	EQUIPMENT FUND RENTAL	5,000	5,500	5,500	5,500	5,500	5,500	8,427
SUBTOTAL		67,177	65,553	32,411	34,279	36,450	57,300	45,656
TOTAL PROGRAM BUDGET		314,881	279,372	240,995	220,498	262,887	221,010	218,240

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Support Services -Administrative Services**

Program: **Risk Management**

Account Code: **01-4170**

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PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	39,145	32,147	36,597	29,051	32,073	25,238	23,991
4303	FICA/MEDICARE	2,616	1,976	2,284	2,172		1,718	1,861
4305	INCENTIVE PAY	-	-				180	180
4310	PERS	9,945	7,426	6,923	5,435		5,244	4,919
4311	MEDICAL/DENTAL	5,346	3,616	2,509	2,628		1,073	890
4312	WORKERS COMP	622	613	875	926		967	1,385
4311	OTHER BENEFITS	203	134	109	68	11,362	68	79
SUBTOTAL		57,876	45,912	49,297	40,280	43,435	34,488	33,305
SERVICES & SUPPLIES								
4402	CONTRACT SERVICES							
	Liability & Property Claims Mgmt	-			-	-		-
	Employment Claims Mgmt - IEDA	2,600						
	Legal Services - Claims Mgmt	21,810	8,077					
	Other	-					4,500	1,500
4405	TRAINING & MEETINGS	-	10					-
4411	INSURANCE DEPOSITS/PREMIUMS							
	Liability Deposit	117,800	197,337	276,527	207,063	150,000	176,400	170,278
	Property Deposit	16,900			24,366	25,000	30,076	30,076
	Volunteer Insurance	824			2,209	2,200	2,200	700
	Flood Insurance	9,500						
	Public Employee Bond	1,200			963	1,000	1,000	908
	Workers Comp Adjustment	-			27,740		50,000	53,380
4435	CLAIMS RESERVE/PAYMENTS	133,645	68,033	1,547	236,813	125,000	20,000	75,000
SUBTOTAL		304,280	273,457	278,074	499,153	303,200	284,176	331,842
TOTAL PROGRAM BUDGET		362,156	319,369	327,371	539,433	346,635	318,664	365,147

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Support Services**

Program: **Personnel**

Account Code: **01-4172**

PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	18,385	15,427	28,250	26,643	29,223	19,998	22,833
4303	FICA/MEDICARE	1,118	869	1,634	2,008	9,051	1,313	1,772
4305	INCENTIVE PAY	-	-	30			180	180
4308	PART TIME SALARIES	-	-	-	126		1	-
4310	PERS	4,656	4,493	4,718	4,734		4,949	4,684
4311	MEDICAL/DENTAL	2,023	1,681	1,961	1,526		888	4,171
4312	WORKERS COMP	386	375	510	519		557	1,319
4313	OTHER BENEFITS	100	64	76	73		173	99
SUBTOTAL		26,668	22,909	37,179	35,628	38,274	28,059	35,058
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	48			187	300	300	200
4402	CONTRACT SERVICES							
	Personnel Services	5,000	32,589	13,727	49,330	20,000	50,000	77,507
	Pre-Employment Check & Testing	23,544			7,160	3,000	-	
	Preventative Medical	5,000			950			
	CalPERS Medical	1,500			4,585	6,000	-	
	Other (Unemployment claims)	1,800			1,940	500	-	
4405	TRAINING & MEETINGS	386	210		208	1,000	1,000	1,000
4410	ADVERTISING	6,065	2,314	2,539	204	200	2,500	3,000
4415	POSTAGE & REPRODUCTION	-		6	-	100	100	100
4424	HEALTH	5,231	5,606	5,905	6,194	6,000	6,000	8,361
4466	CELEBRATION						50	-
4499	CONTINGENCY						-	-
SUBTOTAL		48,573	40,719	22,177	70,758	37,100	59,950	90,168
TOTAL PROGRAM BUDGET		75,241	63,628	59,356	106,386	75,374	88,009	125,226

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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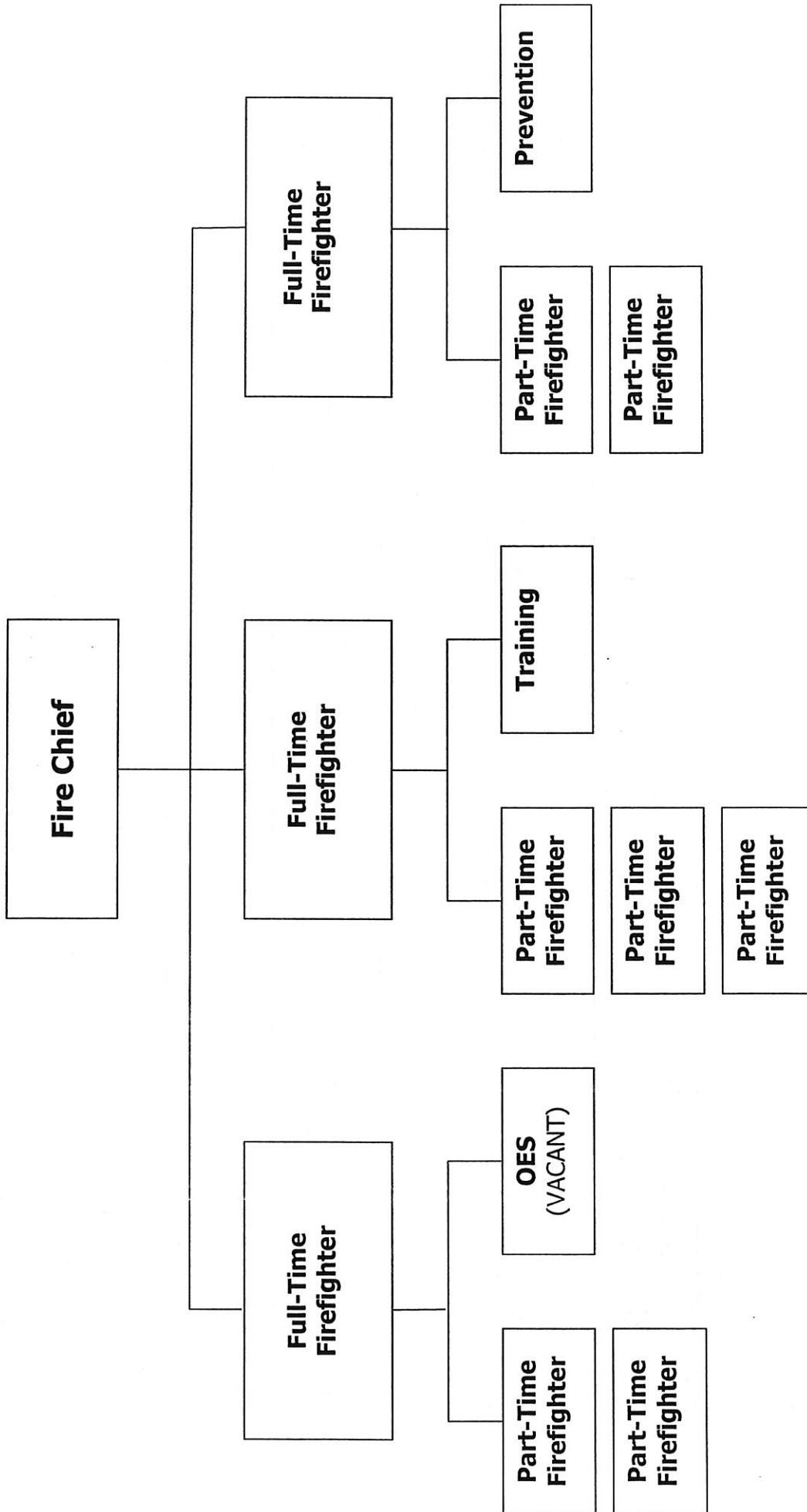
Department: **Support Services**

Program: **Non Departmental**

Account Code: **01-4119**

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SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	9,650	9,283	6,145	4,682	3,300	2,500	2,500
4402	CONTRACT SERVICES		33,457					
	NCTPA Support	-		28,408	4,482	4,500	6,460	6,500
	LAFCO Support	8,150			10,645	8,174	11,393	12,000
	NCLOG - Task Force Programs	200						
	Napa Cty - PropTax Collection	14,970			19,500	19,500	19,500	22,000
	City Meeting Recording	3,500						
	Other	5,000			682	500	5,500	5,000
4404	REPAIRS & MAINTENANCE	121						
4405	TRAINING & MEETINGS	-	350		-	-	-	
4414	AUDITING SERVICES	17,100	22,600	25,200	28,650	25,000	25,000	29,100
4415	POSTAGE & REPRODUCTION	10,932	1,248	759	838	500	500	2,552
4417	FUEL & OIL	1,244	992	926	873	550	2,500	2,300
4430	DUES & SUBSCRIPTIONS	6,437	10,013	5,733	7,307	5,935	5,935	5,618
4431	FEES	129			1,895		2,700	2,940
4432	LEASE PAYMENTS	2,806	2,052	3,456	-	1,500	1,500	-
4466	STAFF CELEBRATION	7,846	7,357	8,742	3,679	3,700	3,700	3,558
	EMPLOYEE CONCESSIONS					(445,000)	-	-
4499	CONTINGENCY	5,000	801	2,648	20,322	30,000	15,000	15,000
4501	SEPARATION EXPENSES	-			-	120,000	40,000	50,000
4510	EQUIP. FUND RENTAL	20,000	22,000	24,000	62,330	24,000	48,000	29,363
SUBTOTAL		113,086	110,153	106,017	165,886	(197,841)	190,188	188,431
TOTAL PROGRAM BUDGET		113,086	110,153	106,017	165,886	(197,841)	190,188	188,431



**City of Calistoga Fire Department Staffing Chart
FY 2012-2013**

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: Fire Services

Program: Fire Operations

Account Code: 01-4117

PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	225,394	284,184	299,764	279,491	296,449	265,945	299,701
4302	OVERTIME	48,164	60,729	81,353	10,795	12,706	23,812	18,000
4303	FICA/MEDICARE	27,490	34,059	33,947	29,985	236,619	28,617	31,242
4308	PART-TIME SALARIES	57,163	59,230	47,980	134,493	114,081	88,906	88,626
4309	SPECIAL PAY	39,309	39,535	38,428	6,850	18,094	9,854	14,344
4310	PERS	89,578	112,983	124,466	114,382		102,604	100,526
4311	MEDICAL/DENTAL	48,569	59,075	41,650	60,037		48,095	69,116
4312	WORKER'S COMP	15,494	22,912	27,912	23,053		17,149	23,249
4313	OTHER BENEFITS	4,595	2,835	3,454	1,874		1,438	1,520
SUBTOTAL		555,756	675,542	698,953	660,959	677,949	586,420	646,324
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	16,433	12,051	4,592	23,591	8,875	8,875	8,500
4402	CONTRACT SERVICES	2,349	2,912	5,105	5,346	3,980	3,980	4,570
4403	UTILITIES	9,417	10,181	8,448	8,335	8,000	10,000	10,230
4404	REPAIRS & MAINTENANCE	3,376	3,545	2,180	3,749	4,690	4,690	4,690
4405	TRAINING & MEETINGS	7,839	4,131	1,703	193	1,300	1,300	1,500
4408	UNIFORM ALLOWANCE	26,113	14,144	34,195	5,744	6,700	6,700	6,950
4410	ADVERTISING	-	-	-	-	-	-	-
4415	POSTAGE & REPRODUCTION	650	140	56	612	140	140	140
4417	FUEL & OIL	13,412	11,335	9,121	9,868	7,500	7,500	10,000
4420	MEDICAL SUPPLIES	4,824	1,403	1,955	1,931	2,000	2,000	3,000
4429	PHONE	7,910	8,360	4,594	-	7,950	7,950	7,950
4430	DUES & SUBSCRIPTIONS	600	100	40	-	-	-	175
4510	EQUIP FUND RENTAL	30,000	33,000	33,000	33,000	33,000	42,000	28,626
SUBTOTAL		122,925	101,302	104,989	92,369	84,135	95,135	86,331
Other								
5512	Angus Hi - Combat Hose							9,536
SUBTOTAL		0	0	0	0	0	0	9,536
TOTAL PROGRAM BUDGET		678,681	776,844	803,942	753,329	762,084	681,555	742,191
ESTIMATED PROGRAM REVENUES								
3243	Fire Services Reimbursements	126,123	131,286	190,486	50,020	130,000	130,000	130,000
TOTAL PROGRAM REVENUES		126,123	131,286	190,486	50,020	130,000	130,000	130,000
Net Program Subsidy by General Fun		552,558	645,558	613,456	703,309	632,084	551,555	612,191

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: ****Fire Services**

Program: **Emergency Services**

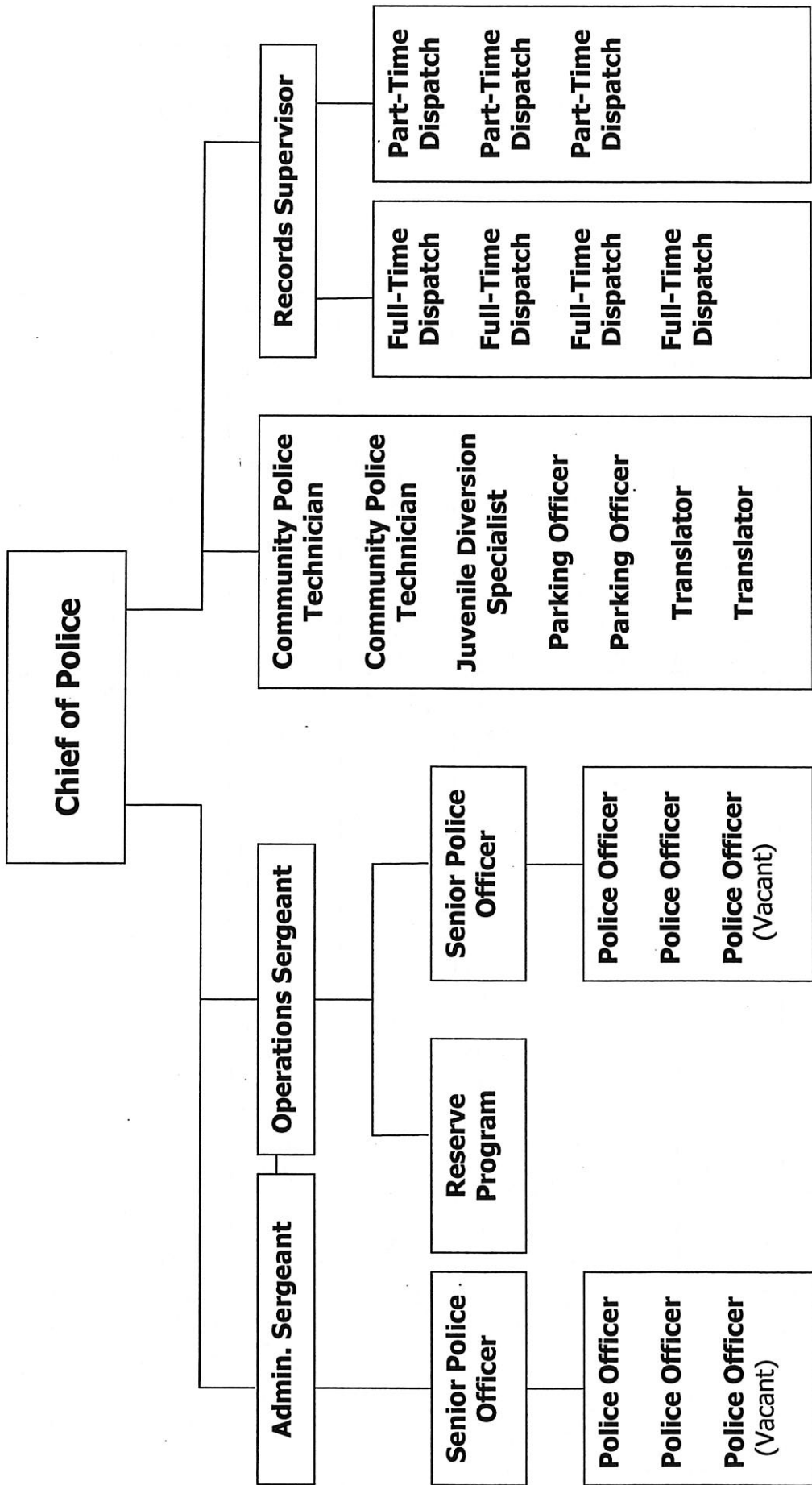
Account Code: **01-4138**

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PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	30,822	45,683	10,080	10,639	11,568	10,098	10,382
4302	OVERTIME	-	841					-
4303	FICA/MEDICARE	2,325	3,603	793	828	7,936	809	799
4308	PART TIME WAGES	-	2,252				-	-
4310	PERS	9,536	10,829	4,459	4,157		3,857	3,323
4311	MEDICAL/DENTAL	4,934	7,105	921	1,101		695	2,024
4312	WORKER'S COMP	795	1,056	-	1,183		755	595
4313	OTHER BENEFITS	158	93	36	34	-	34	37
SUBTOTAL		48,570	71,462	16,289	17,942	19,504	16,248	17,160
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	2,340	81	499	-	-	-	-
4404	REPAIRS & MAINTENANCE	-	-					
4405	TRAINING & MEETINGS	890	151	64	-	-	-	-
4415	POSTAGE & REPRODUCTION	-	-					
4429	PHONE	908	772					
4430	DUES & SUBSCRIPTIONS	176	-		-	-	-	-
SUBTOTAL		4,315	1,004	563	0	0	0	0
TOTAL PROGRAM BUDGET		52,885	72,466	16,852	17,942	19,504	16,248	17,160

** Prior to FY 12-13 this department was under Police Department

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**City of Calistoga Police Department Staffing Chart
FY 2012-2013**

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Police Services**

Program: **Police Operations**

Account Code: **01-4116**

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PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	779,875	823,884	845,292	842,445	863,081	836,265	767,400
4302	OVERTIME	56,189	57,006	44,081	70,900	71,026	123,020	123,020
4303	FICA/MEDICARE	72,023	75,071	76,581	77,426	648,003	80,414	72,535
4305	INCENTIVE PAY	6,600	7,200	7,200	7,200		4,200	6,000
4308	PART-TIME SALARIES	37,890	42,619	36,704	21,528	23,550	21,936	14,878
4309	SPECIAL PAY	59,684	54,572	72,965	66,502	73,821	89,753	86,376
4310	PERS	322,020	332,104	372,656	357,430		335,716	275,214
4311	MEDICAL/DENTAL	104,508	99,921	70,888	104,897		75,655	68,061
4312	WORKER'S COMP	49,594	53,745	72,789	73,790		57,398	53,977
4313	OTHER BENEFITS	3,694	3,536	3,416	3,208		3,327	3,319
SUBTOTAL		1,492,077	1,549,658	1,602,572	1,625,325	1,679,481	1,627,684	1,470,780

SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES:	9,558	9,291	9,932	5,774	8,000	8,000	7,000
4402	CONTRACT SERVICES	45,910	51,707	48,038	35,524	56,000	56,000	72,965
4403	UTILITIES	13,813	16,606	16,468	14,709	13,100	13,100	14,000
4404	REPAIRS & MAINTENANCE	3,755	619	220	65	500	500	500
4405	TRAINING & MEETINGS	1,345	1,132	413	116	500	1,500	1,000
4408	UNIFORM ALLOWANCE	5,915	7,241	3,468	5,448	8,000	8,000	7,000
4409	TRAINING & SEMINARS: POST	8,544	15,658	4,416	6,312	8,000	8,000	7,000
4410	ADVERTISING	-	-	-	-	-	-	-
4415	POSTAGE & REPRODUCTION	1,327	1,900	1,028	1,404	1,600	1,600	1,600
4417	FUEL & OIL	21,414	21,816	18,308	25,454	19,000	23,000	23,000
4430	DUES & SUBSCRIPTIONS	699	1,204	1,322	1,204	1,300	1,300	1,400
4431	FEES - BOOKING	-	-	1,009	6,675	5,850	5,850	5,000
4461	K-9 PROGRAM	1,436	1,493	5,414	5,435	3,600	3,600	3,600
4650	TRAINING & MEETINGS	662	1,130	-	135	1,000	1,000	1,000
4510	EQUIP FUND RENTAL	31,000	32,550	33,550	33,550	33,550	33,550	82,252
SUBTOTAL		182,327	162,347	143,586	141,804	160,000	165,000	227,317

TOTAL PROGRAM BUDGET		1,674,404	1,712,006	1,746,160	1,767,130	1,839,481	1,792,684	1,698,097
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ESTIMATED PROGRAM REVENUES								
41-3358	COPS Funding	100,000	100,000	100,191	100,000	100,000	100,000	100,000
3226/3256	Police Services	81,195	76,791	66,044	59,228	40,000	40,000	40,000
3210	POST Reimbursements	8,185	12,885	2,866	1,420	4,000	4,000	2,500
TOTAL PROGRAM REVENUES		189,380	189,676	169,101	160,648	144,000	144,000	142,500

Net Program Subsidy by General Fun		1,485,024	1,522,330	1,577,059	1,606,482	1,695,481	1,648,684	1,555,597
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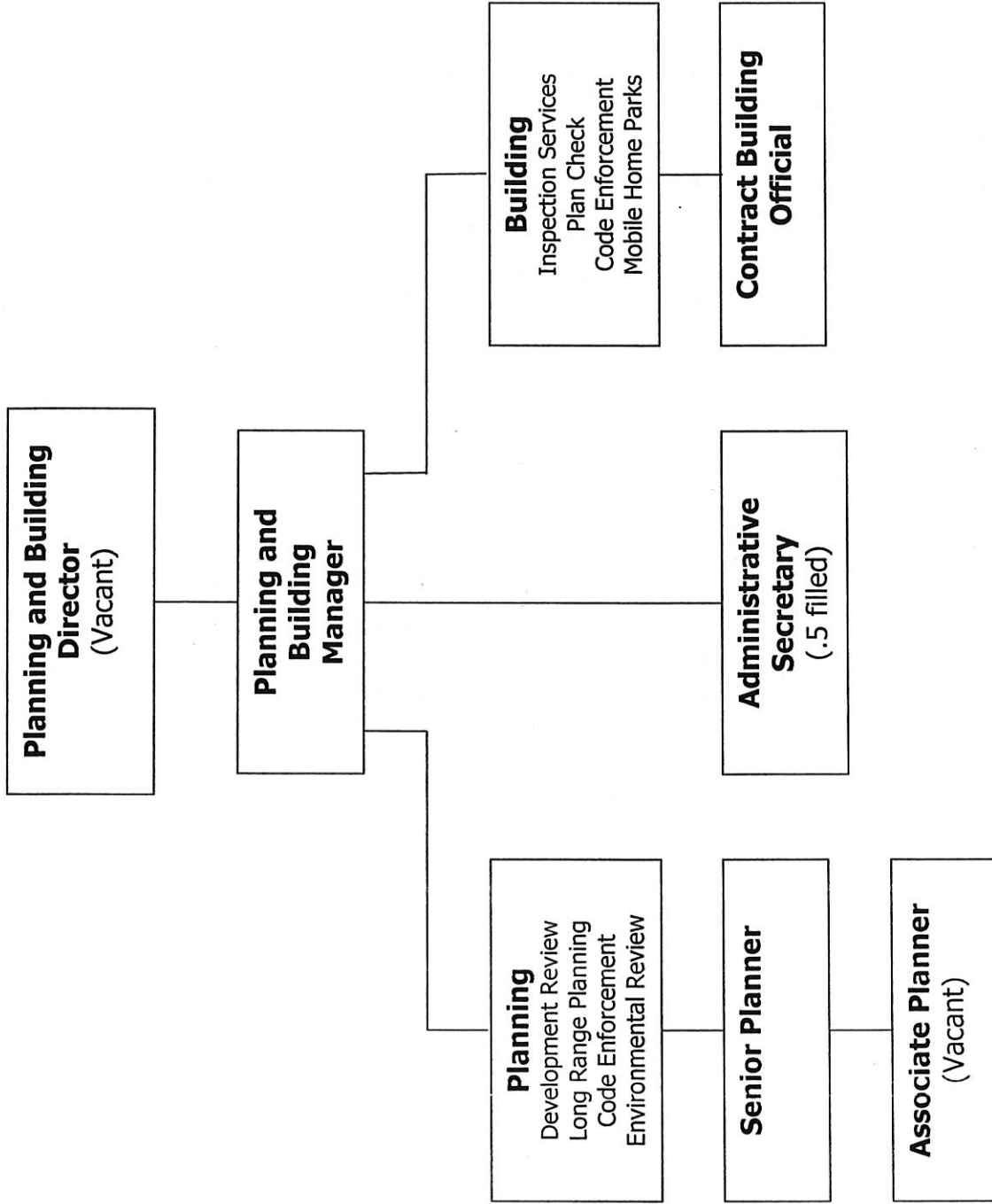
Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Police Services**
 Program: **Dispatch**
 Account Code: **01-4129**

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PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	212,071	225,777	222,902	241,425	247,992	226,641	222,072
4302	OVERTIME	15,909	20,809	5,067	879	1,117	2,973	4,500
4303	FICA/MEDICARE	22,313	23,083	22,761	21,834	144,776	23,068	23,599
4308	PART-TIME SALARIES	35,144	41,564	52,583	37,503	30,699	53,424	50,670
4309	SPECIAL PAY	38,102	30,994	25,643	19,782	22,560	30,732	28,029
4310	PERS	57,609	63,026	61,172	67,060		57,698	50,901
4311	MEDICAL/DENTAL	55,820	60,890	45,105	69,154		50,298	38,376
4312	WORKER'S COMP	1,508	1,721	2,268	2,243		8,535	17,561
4313	OTHER BENEFITS	1,491	1,141	1,145	1,098		1,193	1,241
SUBTOTAL		439,967	469,005	438,645	460,979	447,144	454,562	436,949
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	2,425	1,401	1,239	1,210	1,500	1,500	1,500
4402	CONTRACT SERVICES	-	-		-			-
4404	REPAIRS & MAINTENANCE	-	-		358	500	500	500
4405	TRAINING & MEETINGS	1,244	1,604	1,302	773	1,500	1,000	1,000
4408	UNIFORM ALLOWANCE	1,388	1,503	1,133	679	1,900	1,900	1,900
4409	TRAINING & SEMINARS: POST	771	1,793	348	149	1,500	1,500	1,500
4410	ADVERTISING	-	-		-			-
4415	POSTAGE & REPRODUCTION	-	-		-			-
4429	PHONE	8,642	13,822	12,339	-	8,000	-	-
4430	DUES & SUBSCRIPTIONS	50	-		-	50	50	-
SUBTOTAL		14,519	20,123	16,361	3,169	14,950	6,450	6,400
TOTAL PROGRAM BUDGET		454,487	489,128	455,006	464,148	462,094	461,012	443,349

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**City of Calistoga Planning and Building Department Staffing Chart
FY 2012-2013**

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Planning & Building**
 Program: **Planning Commission**
 Account Code: **01-4109**

SERVICES & SUPPLIES							
4401	MATERIALS & SUPPLIES:	335	1,660	104	90	100	100
4402	CONTRACT SERVICES	-	181	1,690	1,214	1,650	1,575
4405	TRAINING & MEETINGS	1,091	-	107	40	100	100
4410	ADVERTISING	-	-	128	81	309	-
4443	COMMISSION STIPEND		4,500	4,590	2,300	6,500	5,000
SUBTOTAL		1,426	6,341	6,619	3,725	8,350	6,775
TOTAL PROGRAM BUDGET		1,426	6,341	6,619	3,725	8,350	6,775

Department: **Planning & Building**
 Program: **Bicycle Advisory Committee**
 Account Code: **01-4120**

SERVICES & SUPPLIES							
4401	MATERIALS & SUPPLIES:	87	223	369	0	1,200	1,200
4415	POSTAGE & REPRODUCTION	-		9	-	200	-
SUBTOTAL		87	223	378	0	1,400	1,200
TOTAL PROGRAM BUDGET		87	223	378	0	1,400	1,200

	Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Planning & Building**

Program: **Planning**

Account Code: **01-4115**

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PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	152,913	241,611	242,071	240,976	183,439	150,241	158,514
4302	OVERTIME	5,285	7,246	-	357	513	513	99
4303	FICA/MEDICARE	11,179	18,057	17,994	20,924	69,142	11,394	12,213
4308	PART TIME SALARIES	301	1,609	527	1,484	-	-	-
4310	PERS	38,912	62,077	60,948	51,341	-	33,545	32,261
4311	MEDICAL/DENTAL	17,440	36,463	25,878	37,706	-	30,814	33,724
4312	WORKERS COMP	2,313	4,804	4,851	3,441	-	5,151	9,089
4313	OTHER BENEFITS	616	1,402	1,233	6,107	-	534	596
SUBTOTAL		228,960	373,269	353,502	362,336	253,094	232,192	246,496
SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	5,648	3,142	2,636	1,929	1,500	1,500	1,250
4402	CONTRACT SERVICES	60	929	544	1,286	-	-	-
4403	UTILITIES	3,070	3,122	2,636	2,262	2,200	2,200	2,200
4405	TRAINING & MEETINGS	1,990	704	505	190	1,000	1,000	1,000
4410	ADVERTISING	2,883	3,699	1,438	1,022	1,000	1,000	500
4415	POSTAGE & REPRODUCTION	1,474	2,599	1,150	1,528	1,500	3,000	3,000
4429	PHONE	2,682	3,354	2,823	-	3,480	-	-
4430	DUES & SUBSCRIPTIONS	1,040	1,520	1,145	760	750	750	750
4650	TRAINING & MEETINGS	3,162	-	-	-	1,000	1,000	1,000
4510	EQUIP FUND RENTAL	4,000	4,400	4,600	4,600	4,600	4,600	10,169
SUBTOTAL		26,008	23,469	17,477	13,577	17,030	15,050	19,869
TOTAL PROGRAM BUDGET		254,968	396,738	370,979	375,913	270,124	247,242	266,365

ESTIMATED PROGRAM REVENUES								
3219	Other Licenses & Permits	2,364	4,211	3,793	4,115	4,000	4,000	2,500
3219-1010	Use Permits	200	-	-	-	-	-	-
3244	Planning Services	36,888	54,137	46,749	68,152	62,731	62,731	18,200
3261	Other Filing Fees	2,141	1,245	300	3,050	3,000	3,000	-
3261-0001	Growth Mgmt Allocation Fees	2,600	3,000	-	600	1,000	1,000	-
TOTAL PROGRAM REVENUES		44,194	62,593	50,842	75,917	70,731	70,731	20,700

Net Program Subsidy By General Fund								
		210,775	334,145	320,137	299,996	199,393	176,511	245,665

Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Planning & Building**

Program: **Building Inspection Services**

Account Code: **01-4125**

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PERSONNEL SERVICES								
4301	FULL-TIME SALARIES	188,122	160,227	166,505	103,301	58,013	55,430	62,010
4302	OVERTIME	-	(1,352)	-	119	171	171	99
4303	FICA/MEDICARE	14,084	12,057	12,351	7,993	25,709	4,209	4,782
4308	PART TIME SALARIES	237	313	527	3,365	-	-	-
4310	PERS	46,932	41,513	42,225	20,831	-	12,204	12,620
4311	MEDICAL/DENTAL	36,805	31,024	21,723	15,223	-	11,155	12,518
4312	WORKERS COMP	3,169	2,180	3,856	4,715	-	3,470	3,559
4313	OTHER BENEFITS	964	667	624	313	-	3,357	247
SUBTOTAL		290,313	246,629	247,811	155,859	83,893	89,996	95,835

SERVICES & SUPPLIES								
4401	MATERIALS & SUPPLIES	6,387	1,865	4,072	717	1,500	1,500	750
4402	CONTRACT SERVICES	40,414	35,651	12,490	62,863	60,000	60,000	60,000
4404	REPAIRS & MAINTENANCE	36	-	-	-	-	-	-
4405	TRAINING & MEETINGS	3,274	1,772	1,953	-	-	-	-
4408	UNIFORM ALLOWANCE	395	519	525	-	-	-	-
4415	POSTAGE & REPRODUCTION	1,426	22	747	98	150	150	100
4417	FUEL & OIL	938	716	713	198	300	300	350
4429	PHONE	1,615	1,226	1,019	-	1,350	-	-
4430	DUES & SUBSCRIPTIONS	1,346	890	376	1,005	-	-	-
4510	EQUIP RENTAL FUND	1,500	1,650	1,855	1,822	1,800	1,800	6,233
SUBTOTAL		57,330	44,311	23,750	66,703	65,100	63,750	67,433

TOTAL PROGRAM BUDGET		347,643	290,940	271,561	222,562	148,993	153,746	163,268
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ESTIMATED PROGRAM REVENUES								
3212	Building Permit Fees	74,861	84,197	54,724	52,524	57,235	57,235	55,000
3263	Plan Check Fees	74,983	44,228	41,081	45,950	42,926	42,926	40,000
TOTAL PROGRAM REVENUES		149,844	128,425	95,805	98,474	100,161	100,161	95,000

Net Program Subsidy By General Fund		197,799	162,515	175,756	124,089	48,832	53,585	68,268
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Actual FY 07-08	Actual FY 08-09	Actual FY 09-10	Actual FY 10-11	Adopted FY 11-12	Revised Budget FY 11-12	Proposed Budget FY 12-13
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Department: **Planning & Building**

Program: **Building & Fire Code Board of Appeals**

Account Code: **01-4177**

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SERVICES & SUPPLIES							
4401	MATERIALS & SUPPLIES:	-	-	100	-	-	-
4415	POSTAGE & REPRODUCTION	-	-	77	-	-	100
SUBTOTAL		0	0	177	0	0	100
TOTAL PROGRAM BUDGET		-	-	177	-	-	100

Department: **Planning & Building**

Program: **Design Advisory Panel**

Account Code: **01-4178**

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SERVICES & SUPPLIES							
4401	MATERIALS & SUPPLIES:	-	-		-	-	-
4415	POSTAGE & REPRODUCTION	-	-		-	-	-
SUBTOTAL		0	0	0	0	0	0
TOTAL PROGRAM BUDGET		-	-	-	-	-	-

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