



FY 2012 Adopted Budget



City of Dixon
600 East A Street
Dixon, CA 95620
(707) 678-7000
www.ci.dixon.ca.us

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ELECTED OFFICIALS

Jack Batchelor, Jr., Mayor
Michael Ceremello, Vice-Mayor
Dane Besneatte, Councilmember
Thom Bogue, Councilmember
Rick Fuller, Councilmember
James Slaughter, City Treasurer

EXECUTIVE STAFF

Nancy L. Huston, City Manager
Jon Cox, Police Chief
Jeremy Craig, Director of Finance, and Information Technology
Michael F. Dean, City Attorney
Dave Dowswell, Community Development Director
Mark Heckey, Economic Development Director
Steve Johnson, Acting City Clerk and Human Resources Director
Aaron McAlister, Fire Chief

BUDGET STAFF

Nancy L. Huston, City Manager
Jeremy Craig, Director of Finance & Information Technology
Kate Zawadzki, Accounting Manager
Rebecca A. Hendrix, Management Analyst (Finance)
Donna Jacobs, Accounting and Payroll Analyst

CITY WEBSITE ADDRESS

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Guide to the Document

A budget serves many purposes. It is the City's annual financing and spending plan, providing a means for allocating resources to meet the needs and desires of the residents of the City. The budget balances City revenues with community priorities and requirements. The annual budget serves as a communications device, a policy document, resource allocation tool, an accountability tool and a management tool. The budget document grants spending authority to City staff, as well as providing the spending plan for the City of Dixon.

Document Organization

Budget Overview

In this section, the City Manager's Transmittal Letter summarizes the budget by outlining major programs in progress, critical issues and challenges for the fiscal year. The budget overview also summarizes the financial components of the City, including revenues and expenditures.

Summary Information

This section of the budget contains summary information about the structure of the City Government. It includes a citywide organization chart, summary financial tables and staffing levels for the budget year.

General Fund and Sub Funds

The accounts of the City are organized based on funds, departments, and account groups. These funds and account groups are organized to segregate and account for restricted resources. Each fund and account group is a separate accounting entity. The General Fund is the primary revenue source for services that include public safety (police and fire), street maintenance, parks and recreation and neighborhood and community services. This section includes the department descriptions and staffing.

Other Funds

The other funds section contains non-general fund sources of revenues. These funds are grouped into Redevelopment, Grants, Special Revenue Funds, Capital Funds, Special Assessments Districts, Debt Service, and Enterprise Funds. Each fund type is described in this section and a financial summary is provided for each.

Budget Process / Calendar / Policies

This section contains budget policies and procedures adopted by the City Council specific to the financial management of the City of Dixon.

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June 8, 2011

Honorable Mayor and City Council:

I am pleased to present you with a consolidated budget document for Fiscal Year 2011/12. The Budget includes City expenditures totaling \$35.7 million for the upcoming year. The proposed General Fund Budget for FY 2011/12 totals \$13.4 million. This letter covers the major issues which have impacted both this and future year's budgets. This information is organized in the following manner:

1. Economic Outlook – a brief summary of the economy and its impact on the FY12 budget;
2. Key Budget Decisions and Processes – a high level description of the processes and decisions proposed for the budget;
3. Budget Assumptions – key assumptions used in calculations for the budget;
4. Fund Highlights – financial information at the fund level;
5. Debt Service – a recap of outstanding debt service and its impact on the budget;
6. Personnel Changes – a recap of changes in personnel and personnel costs which impact the budget.
7. Property Tax Impact – a description of the impact on property taxes on the FY12 budget.

1) ECONOMIC OUTLOOK

The 2010-11 budget year saw continued weakness in the national economy. While the Gross Domestic Product (GDP) began demonstrating growth, declines in the housing market and the unemployment rate continued to dominate the news. National unemployment was 8.8% in April 2011, with GDP growth being attributed to increased productivity and record federal spending.

California's economy continued to perform at a rate even further depressed than the national economy. April's unemployment rate for California was 12.3% with a continued record housing downturn causing large decreases in property tax at the state and local level. These downward pressures have continued to create a large State Budget deficit. Despite the confiscation of nearly \$1.7 billion in Redevelopment and Local Agency funds in Budget Year 2010 and an additional \$350 million in 2011, the Governor's May Budget Revision estimated a \$10 billion deficit in the State Budget through Fiscal Year 2012. In addition, the May revise still calls for the elimination of Redevelopment Agencies statewide and the confiscation of their reserves by the State. As the Governor

and Assembly struggle to close this budget gap, the City will be in danger of continued lost funding to its various operations. Locally, the economic downturn has led to a near stop in all development in the City. This downturn is of particular concern to development fee funds which pay for existing debt, such as police and fire fees. With no new development in nearly four years, those funds are unable to pay debt service and those payments are being made from other reserve funds. Property tax reductions from the downturn in housing prices combined with reduced economic activity lowering sales taxes have led to the City's two major revenues sources being reduced significantly over the past two years and budget year 2012 does not appear to offer any substantial recovery from those reductions. Specifically, sales taxes were down 12.4% from previous year, resulting in year end results approximately \$299,000 below budget.

In the General Fund, the estimated year end results for FY2010-11 show revenues ending approximately \$567,000 below budget, however, cost containment strategies adopted by City Staff show expenditures for the year ending the year \$746,000 below budget. In total, the year end results shows expenditures exceeding revenues by \$567,000 or roughly \$179,000 better than budgeted. This led to a projected year end reserve equivalent to 14.53% of expenditures, well within the City Council's 5%-15% goal.

2) KEY BUDGET DECISIONS AND PROCESSES

In formulating the current budget FY 2011/12, the following major decisions were made:

1. One day furlough of all city employees will continue (4.6% reduction in salary)
2. Continued decreases in overall staffing by reviewing early retirements and layoffs possibilities
3. Any vacancy in non-sworn positions to be considered for elimination or left vacant, for a limited term, to achieve one time savings
4. No additional State of California cuts to City revenues (ex. HUTA and RDA)
5. PERS employer costs currently proposed by CalPERS are implemented into the budgeted personnel costs. Future rate increases after FY 2013 are not estimated or budgeted in the five year forecast
6. City will continue to budget and purchase new technology products to make the organization more efficient and transparent to the Community.
7. FY 2012 includes a new annual transfer of \$50,000 from the General Fund to a new Infrastructure Fund (831) to begin setting aside resources for necessary infrastructure rehabilitation and replacement.

As discussed above, the State of California's Budget is forecasted to have a large deficit and as of this writing discussions relating to next year's State Budget haven't led to a cohesive plan to address fiscal sustainability. We are very susceptible to being

negatively impacted by whatever solutions are reached at the State level, so it is likely further budget revisions may be necessary whenever the State finally completes its budget process. In FY 2011/12, if the City continues to see no new residential development and/or is unable to seek grants and funding for new infrastructure and programs for Dixon, the Council will be requested to review another organization restructuring plan later in the year.

Budget workshops were held on May 31st and June 6th with the Council. A detailed budget calendar is included in the budget document.

NEW FUNDS

In 2011, there is one new fund for the City:

Fund 831 Reserve for Infrastructure Projects - was formed to track transfers from the General Fund to address City Council's desire to begin setting aside fund reserves for necessary infrastructure rehabilitation.

3. BUDGET ASSUMPTIONS

The 2012 Budget assumes marginal improvements in the overall economy as reflected in assumed decreases in property tax revenues, small increases in sales tax revenues and assumes minimum new development within the City. Due to this flat scenario, the budget assumes continued staffing reductions, no new programs and services that generate higher costs to the City and controlled personnel cost increases. As in the prior year budget, potential employee cost reductions will continue to be discussed with all labor groups.

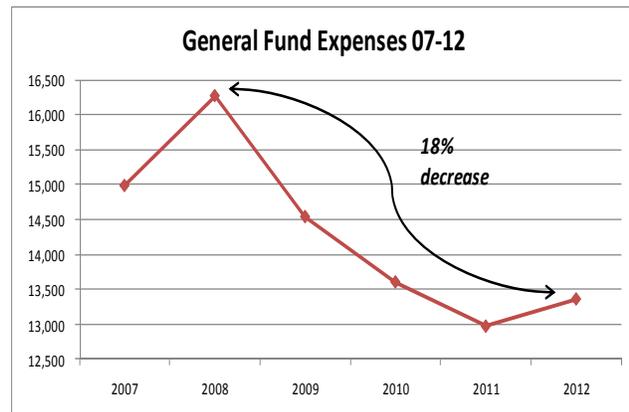
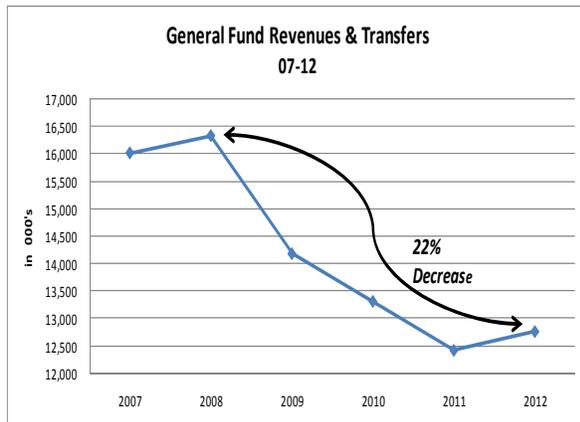
Onetime revenues, such as grants, have not been included unless already awarded to the City. Onetime expense savings have been included to the extent they are approved and quantifiable. Unknown savings are presented with a very conservative estimate and will be revised once the actual savings is known.

4. FUND HIGHLIGHTS

GENERAL FUND

The General Fund is the main operating fund of the City and includes all activity not specifically restricted to a different fund. Major downturns, in property and sales tax revenues due to the severe recession, have placed pressure on the operating fund to continue to provide core services. The following charts demonstrate the impact the

economic downturn has had on revenues and expenditure in the General Fund.



GENERAL FUND REVENUES

Below is a summary of major increases and decreases in revenues from the 2011 to the 2012 budget. In total, the change is small given the change in grant activity and a small anticipated increase in sales tax activity. The City will continue to look for revenue enhancements via grant requests and other programs which would help the General Fund.

Revenue budget FY2011 11,443,983

Revenue increases:

Sales tax increase due to activity	159,992
Sales tax triple flip increased activity	40,008
Building permits due to additional projects	25,000
Plan check fees due to projects	18,000
Grant funds - FEMA - Breathing Apparatus	143,126
SB90 Reimburse - expect to receive	25,000
Grant funds - other - home grant	60,000
All other small increases	56,990

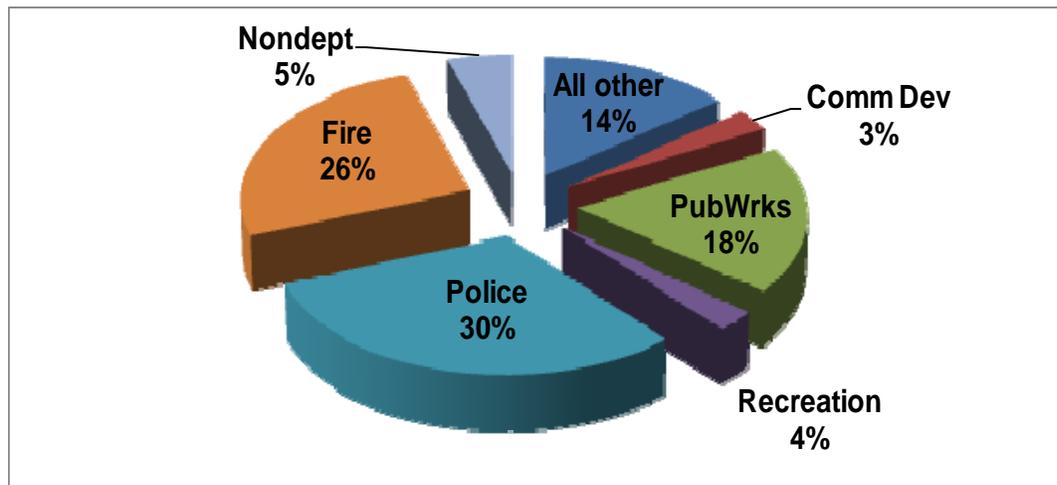
Revenue decreases:

Property taxes per county	(34,009)
PW fees w/o city engineer	(24,005)
Fire department fees from PY high	(16,500)
Grant funds - PD completion of grants	(11,400)
Grant funds - PW completion of grant	(103,000)
Workers comp refund - one time prior year	(134,436)
All other small decreases	(31,646)

Revenue budget FY2012 11,617,103

(without Transfers)

GENERAL FUND EXPENSES (FUND 100)



Public Safety is the primary expenditure of the General Fund comprising fifty-six (56%) percent of the budget. Public Works, Recreation and Community Development combine for an additional twenty-five (25%) percent. All other expenditures contains City Council, City Manager, City Clerk, Finance, Information Technology, Human Resources, and Economic Development Departments, which all combine to comprise fourteen (14%) percent of the fund's budget. The non departmental area represents insurance and legal expenses which are not directly attributable to any department.

Expenditures are budgeted to increase compared to the 2011 budget year due to increases in retirement costs and capital costs that can no longer be deferred.

DIXON REDEVELOPMENT AGENCY (Fund 510)

The Dixon Redevelopment Agency (RDA) budget has been greatly impacted in recent years by the State confiscation of funds from the Agency's annual budget. In budget year 2010, the Dixon RDA remitted \$768,000 to the State. In Fiscal Year 2011, the Dixon RDA paid \$158,000 to the State of California. For Fiscal Year 2012, the Governor has proposed eliminating Redevelopment Agencies and confiscating all funds for the State Budget. This recommendation has not been taken up by the State Legislature; however, given this unknown issue, the budget includes two scenarios showing RDA operating normally and RDA being eliminated.

5. DEBT SERVICE

The City has multiple external and two internal debts which are funded through various fund budgets. A brief summary of each is charted below.

DEBT SERVICE SCHEDULE

Debt Service	Debt Fund	FY2012 Payment	Outstanding Balance	Funding Source	Exp
External Debt Service					
City Hall	240	51,750	450,000	430 - Administrative Facilities CIP Fund	2022
Redevelopment Tax Increment Bonds	510	353,000	3,055,000	510 - Redevelopment	2025
1996 Lease Revenue Bonds (Police Building)	250	189,925	665,000	404 - Community Development CIP Fund	2015
1997 Lease Revenue Bonds (Fire Building)	270	244,535	2,015,000	404 - Community Development CIP Fund	2022
1998 Sr. Lien Reassessment Rev Bonds	280	606,998	3,510,000	Assessments	2021
1998 Jr. Lien Reassessment Rev Bonds	280	1,045,625	6,630,000	Assessments	2021
DPFA Sewer COPS	260	189,752	1,580,000	305 - Sewer Operating Fund	2022
Internal Debt Service					
Pond C Advance	450	-	1,371,818	460 - Transportation	N/A
South Dixon Sewer Trunk Line	310	125,000	504,078	400 - Capital Improvements	2015

Debt financing continues to be an issue for the City, as development related fees intended to finance debt service for the police and fire facilities have disappeared with no substantial development in the past four years within the City. Once again in 2012, the City will be drawing down funds from its Community Development CIP fund to pay for the debt service of both of those debt issues. The Community Development Fund has adequate funds to provide debt service payments through 2012, but if development activity does not return a new financing source will need to be identified for those bonds for 2013 and beyond.

In addition, the Sewer Debt fund ran out of funds in 2012 to pay debt service and the payment of the DPFA Sewer COPS debt is now being paid from the Sewer Operating Fund (305) until adequate development occurs to generate sufficient fees to cover the debt service. This new burden on the operating fund will impact the Fund's ability to finance needed future improvements and will put upward pressure on user fees.

6. PERSONNEL CHANGES

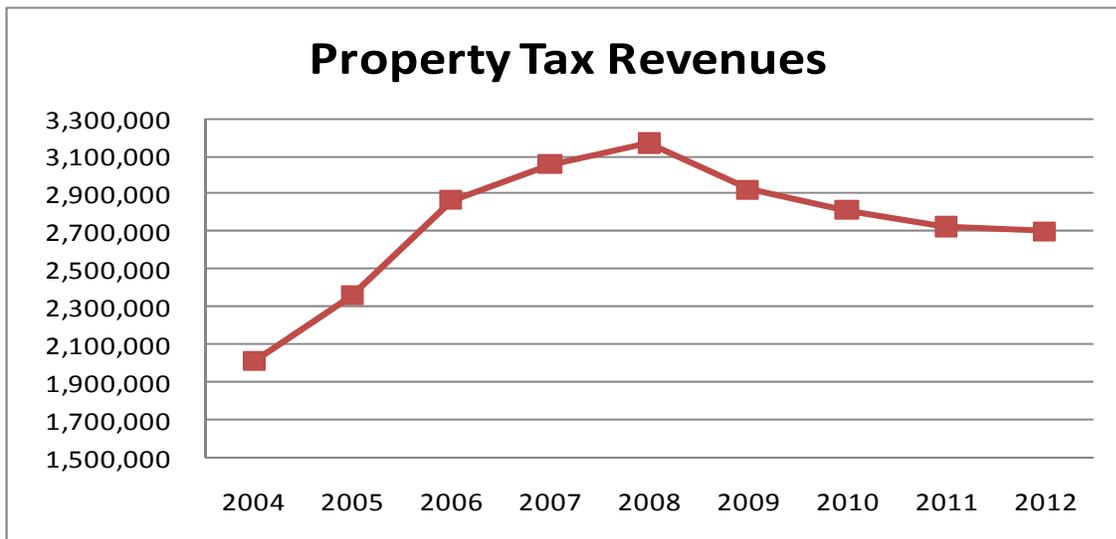
The City will continue to lower its staffing levels in budget year 2012, with total FTE's citywide reducing from 107.79 to 104.21, or approximately a three percent (3%) reduction. Total FTE's are twenty percent (20%) lower than staffing highs of 2008, when total FTE's were 129.58. The City may continue to see decreases in FTE's as it restructures due to the economic downturn and seeks opportunities through retirements, attrition or layoffs to lower personnel totals.

In response to the reduction of staffing and the elimination or deferral of replacing senior management positions, the City has restructured its general fund department to a minimal number that more closely reflect activities and supervising areas. The schedule of FTEs on page 47 best identifies those departments which were consolidated. This

restructuring will reduce accounting related entries and better align the organization for future operations.

7. PROPERTY TAX DISCUSSION

The real estate property correction in the United States over the past three years has hit California particularly hard and Dixon is not immune from its effects. The large downturn evidenced between 2008 and 2009 has slowed, however, home values are still moving downward and numerous commercial properties are being reviewing for possible reductions. As the results of the commercial appeals are known, further downward revisions to property tax revenues may be necessary.



It is important to understand due to Proposition 13, the impact of this real property downturn has far reaching implications to the City's finances for decades to come. Under Proposition 13, the tax value of a home is its purchase price and the value cannot rise by more than 2% per year. Given the large number of foreclosures in the past three years, as those homes sell a new base is being established for taxes which is often 50-60% of the previous tax base. The following is a brief illustration from an actual Dixon home:

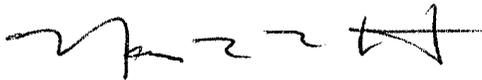
Projects in excess of \$250,000 are detailed in the Capital Funds which begin on page 193 of the budget document. A West B Pedestrian Undercrossing (\$1.3mil in Fund 470) will require future maintenance costs, but will provide a safe route for pedestrians. The Core Area Drainage project will alleviate flooding issues in the downtown core area (\$1,200,000 in Fund 451) and reduce costs and insurance exposure related to weather events.

ACKNOWLEDGEMENTS

In conclusion, I would like to personally thank Finance and Technology Director Jeremy Craig for his efforts to produce the consolidated Budget Document. I would also like to thank the following Finance employees who worked on the budget: Rebecca Hendrix, Donna Jacobs and Kate Zawadzki.

Finally, I would also like to thank my senior managers, Jeremy Craig, Jon Cox, Mark Heckey, Dave Dowswell, Royce Cunningham, Aaron McCalister and Steve Johnson for their contributions on their individual departmental budgets.

Respectfully submitted,



Nancy L. Huston

City Manager

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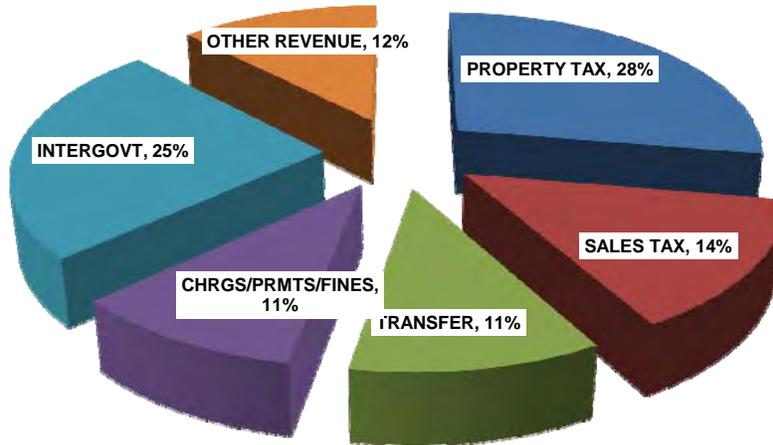


**CITY OF DIXON
REVENUE SUMMARY BY FUND
WITHOUT TRANSFERS**

FUND	ACTUAL 2009	ACTUAL 2010	REVISED 2011	PROJECTED 2011	PROPOSED 2012	% Change FY11 PROPOSED TO FY10 REVISED	% Change FY12 PROPOSED TO FY11 PROJECTED
General							
General Fund	(12,925,831)	(11,160,945)	(11,860,677)	(11,443,983)	(11,617,103)	-2%	2%
Council Discretionary Fund	(6,038)	(8,759)	(3,250)	-	-	-100%	-
Recreation	(112,352)	(87,832)	(88,100)	(67,338)	(74,940)	-15%	11%
Performing Arts	(15,972)	-	-	-	-	-	-
Planning Agreements	(100,173)	(36,970)	-	-	-	-	-
Equipment Replacement	(70,442)	(16,789)	(2,500)	(18,000)	(20,000)	700%	11%
Building Reserve	12,161	(1,950)	-	(1,200)	(1,200)	-	0%
Infrastructure Reserve	-	-	-	-	-	-	-
	(13,218,646)	(11,313,244)	(11,954,527)	(11,530,521)	(11,713,243)		
Enterprise							
Sewer - O&M	(1,744,002)	(2,204,655)	(2,231,563)	(2,287,102)	(2,246,441)	1%	-2%
Sewer - Improvements	(155,039)	(88,572)	-	-	-	-	-
Sewer-Rehab Projects	(23,530)	(5,072)	-	-	-	-	-
Sewer Capital Mixed	-	-	-	-	-	-	-
Transit	(766,900)	(678,104)	(860,071)	(853,146)	(672,000)	-22%	-21%
	(2,689,470)	(2,976,404)	(3,091,634)	(3,140,248)	(2,918,441)		
Special Revenue							
Redevelopment	(1,936,930)	(1,745,630)	(1,775,827)	(1,510,987)	(1,668,970)	-6%	10%
Redev Set Aside	(517,560)	(450,920)	(427,132)	(397,979)	(408,193)	-4%	3%
Home Loan	(32,843)	(17,751)	(25,200)	-	(6,100,000)	24106%	-
CA Used Oil	(10,068)	(6,109)	(5,010)	(5,000)	(5,000)	0%	0%
Police Grants	(101,976)	(101,109)	(100,800)	(100,000)	-	-100%	-100%
CDBG	(83,846)	(48,016)	(44,500)	(88,939)	(58,750)	32%	-34%
CDBG Grant PTA	(15,640)	(6,869)	-	-	-	-	-
Gas Tax	(413,518)	(336,374)	(464,762)	(469,115)	(482,287)	4%	3%
Traffic Safety	(37,905)	(31,081)	(36,000)	(50,000)	(38,000)	6%	-24%
Police - Asset Forfeiture	(61)	(1,738)	(50)	-	-	-100%	-
Taxi Service	(87)	(746)	-	-	-	-	-
CFD 2003-1 Valley Glen	(235,872)	(247,970)	(233,900)	(231,613)	(231,500)	-1%	0%
CFD Brookfield	(5,440)	(1,380)	(1,371)	(5,000)	(10,250)	648%	105%
Lighting & Landscaping #1-10	(144,021)	(144,233)	(144,174)	(139,800)	(136,000)	-6%	-3%
	(3,535,768)	(3,139,925)	(3,258,726)	(2,998,433)	(9,138,950)		
Capital Projects							
Unrestricted CIP	(20,662)	(14,937)	(127,000)	(125,200)	(125,000)	-2%	0%
Capital Funds - IP/ED	754	(30)	-	-	-	-	-
Capital Funds - Comm Dev	(30,214)	(10,472)	(12,000)	(1,050)	(1,250)	-90%	19%
Fire	(34,149)	(10,582)	-	-	-	-	-
Police	(14,497)	(2,801)	-	-	-	-	-
City Facilities	(28,908)	(8,986)	(1,500)	(250)	(400)	-73%	60%
Public Works	(46,828)	(135,509)	(432,000)	(557,870)	(51,000)	-88%	-91%
Storm Drainage	(43,338)	(7,533)	-	(4,245)	-	-	-100%
Core Area Drainage	-	(12,404)	(792,500)	-	-	-100%	-
Transportation	(564,944)	(675,373)	(1,220,000)	(521,361)	(289,500)	-76%	-44%
Transit CIP	(204,905)	(258,443)	(1,301,000)	(12,000)	(488,000)	-62%	3967%
Recreation CIP	(10,596)	(5,584)	(5,000)	-	-	-100%	-
Agricultural Land Mitigation	(34,439)	(1,231)	(500)	-	-	-100%	-
	(1,032,727)	(1,143,885)	(3,891,500)	(1,221,976)	(955,150)		
Debt Service							
City Hall Debt Reserve	(8,229)	(625)	-	-	-	-	-
DPIC	(70)	(98)	(75)	-	-	-100%	-
DPFA	(2,983)	(432)	(950)	(100)	-	-100%	-100%
DPFA - Sewer COPS	(7,520)	(2,121)	(900)	(1,000)	(75)	-92%	-93%
DPFA Fire	(2,748)	(377)	(1,250)	(100)	-	-100%	-100%
DPFA - Assess Districts	(2,352,007)	(2,094,653)	(1,688,000)	(1,484,644)	(1,618,295)	-4%	9%
	(2,373,556)	(2,098,306)	(1,691,175)	(1,485,844)	(1,618,370)		
Agency							
West A Street AD	(696,400)	(544,567)	(677,238)	(607,627)	(630,000)	-7%	4%
NFSAD	(1,787,350)	(1,648,151)	(1,745,589)	(1,607,277)	(1,636,000)	-6%	2%
	(2,483,751)	(2,192,718)	(2,422,827)	(2,214,904)	(2,266,000)		
	(25,333,918)	(22,864,482)	(26,310,389)	(22,591,926)	(28,610,154)		

Note: Transfers excluded from revenue totals

**CITY OF DIXON
FY 2012 BUDGET REVENUE BY SOURCE
INCLUDES TRANSFERS**



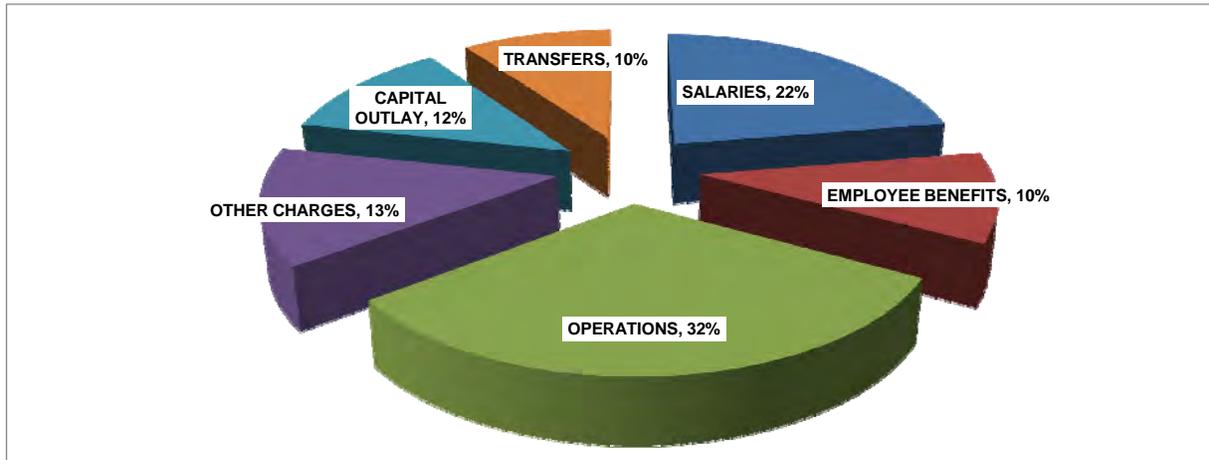
FUND	PROPERTY TAX	SALES TAX	TRANSFER	CHARGES/PERMITS/FINES	INTER. GOVT	OTHER REVENUE	TOTAL
General Fund	2,701,348	4,558,000	1,100,943	926,000	370,870	3,060,885	12,718,046
Council Discretionary Fund	-	-	-	-	-	-	-
Recreation	-	-	-	69,940	5,000	-	74,940
Performing Arts	-	-	-	-	-	-	-
Planning Agreements	-	-	-	-	-	-	-
DPIC	-	-	49,180	-	-	-	49,180
DPFA	-	-	206,195	-	-	-	206,195
DPFA - Sewer COPS	-	-	347,160	-	-	75	347,235
DPFA Fire	-	-	308,560	-	-	-	308,560
DPFA - Assess Districts	1,617,495	-	-	-	-	800	1,618,295
Sewer - O&M	-	-	-	2,194,941	-	51,500	2,246,441
Sewer - Improvements	-	-	-	-	-	-	-
Sewer-Rehab Projects	-	-	-	-	-	-	-
Sewer Capital Mixed	-	-	371,666	-	-	-	371,666
Transit	-	-	-	80,000	592,000	-	672,000
Unrestricted CIP	-	-	-	-	-	125,000	125,000
Capital Funds - Comm Dev	-	-	-	-	-	1,250	1,250
Police	-	-	-	-	-	-	-
City Facilities	-	-	-	-	-	400	400
Public Works	-	-	-	-	51,000	-	51,000
Storm Drainage	-	-	-	-	-	-	-
Core Area Drainage	-	-	718,951	-	-	-	718,951
Transportation	-	-	-	-	289,500	-	289,500
Transit CIP	-	-	-	-	488,000	-	488,000
Recreation CIP	-	-	121,000	-	-	-	121,000
Agricultural Land Mitigation	-	-	-	-	-	-	-
Redevelopment	1,564,770	-	25,000	-	-	104,200	1,693,970
Redev Set Aside	390,693	-	-	-	-	17,500	408,193
Home Loan	-	-	-	-	6,100,000	-	6,100,000
CDBG Home Rehab Loan	-	-	-	-	-	-	-
Gas Tax	-	-	-	-	-	482,287	482,287
Traffic Safety	-	-	-	38,000	-	-	38,000
CA Used Oil	-	-	-	-	5,000	-	5,000
Police Grants	-	-	-	-	-	-	-
Police - Asset Forfeiture	-	-	-	-	-	-	-
CDBG	-	-	-	-	-	58,750	58,750
Lighting & Landscaping #1-10	136,000	-	154,136	-	-	-	290,136
CFD 2003-1 Valley Glen	230,000	-	-	-	-	1,500	231,500
CFD Brookfield	-	-	-	10,250	-	-	10,250
West A Street AD	625,000	-	-	-	-	5,000	630,000
NFSAD	1,630,000	-	-	-	-	6,000	1,636,000
DFFD	-	-	-	-	-	-	-
Equipment Replacement	-	-	50,000	-	-	20,000	70,000
Building Reserve	-	-	-	-	-	1,200	1,200
Infrastructure Reserve	-	-	50,000	-	-	-	50,000
TOTAL	8,895,306	4,558,000	3,502,791	3,319,131	7,901,370	3,936,347	32,112,945
PERCENT OF TOTAL	28%	14%	11%	10%	25%	12%	100%

CITY OF DIXON
APPROPRIATIONS SUMMARY BY FUND
WITHOUT TRANSFERS

	ACTUAL 2009	ACTUAL 2010	REVISED 2011	PROPOSED 2012	% Change FY12 PROPOSED TO FY11 ADOPTED	% Change FY12 PROPOSED TO FY11 REVISED
FUND						
General						
General Fund	14,472,653	13,304,184	13,564,090	13,156,793	-2%	-3%
Council Discretionary Fund	68,841	22,482	5,000	-	-	-100%
Recreation	110,049	96,060	68,526	56,135	-18%	-18%
Performing Arts	20,186	-	-	-	-	-
Planning Agreements	111,381	23,663	-	-	-	-
Equipment Replacement	-	-	150,000	-	-100%	-100%
Building Reserve	-	-	-	-	-	-
Infrastructure Reserve Fund	-	-	-	-	-	-
	14,783,110	13,446,390	13,787,616	13,212,929		
Enterprise						
Sewer - O&M	1,308,631	1,227,608	1,275,000	1,179,141	-7%	-8%
Sewer - Improvements	1,399,708	1,392,849	125,000	125,000	0%	0%
Sewer-Rehab Projects	254,104	217,305	639,317	240,000	-51%	-62%
Sewer Capital Mixed	-	-	428,333	371,666	-13%	-13%
Transit	637,128	568,194	873,338	537,041	-33%	-39%
	3,599,571	3,405,956	3,340,988	2,452,848		
Special Revenue						
Redevelopment	1,278,311	2,224,031	1,655,510	974,766	-41%	-41%
Redev Set Aside	660,805	555,971	1,145,750	1,115,750	-3%	-3%
Home Loan	431	11,609	42,000	6,100,000	14424%	14424%
CDBG Home Rehab Loan	-	-	-	-	-	-
CA Used Oil	4,523	5,392	5,000	5,000	0%	0%
Police Grants	84,364	56,723	85,142	122,808	44%	44%
CDBG	257,180	130,900	39,500	79,500	101%	101%
CDBG Grant PTA	15,960	-	-	-	-	-
Gas Tax	41,762	16,454	155,808	379,000	149%	143%
Traffic Safety	27,121	24,160	39,000	32,000	-18%	-18%
Police - Asset Forfeiture	-	-	1,000	-	-100%	-100%
Taxi Service	948	350	-	-	-	-
CFD 2003-1 Valley Glen	172,772	104,322	131,790	107,575	-18%	-18%
CFD Brookfield	12,996	10,941	5,953	10,250	72%	72%
Lighting & Landscaping #1-10	126,933	152,153	317,762	309,810	-3%	-3%
	2,684,107	3,293,005	3,624,215	9,236,459		
Capital Projects						
Unrestricted CIP	-	51,781	-	-	-	-
Capital Funds - IP/ED	-	-	-	-	-	-
Capital Funds - Comm Dev	-	-	-	-	-	-
Fire	-	-	-	-	-	-
Police	-	-	-	-	-	-
City Facilities	20,692	596	-	-	-	-
Public Works	63,586	193,425	1,365,650	51,000	-93%	-96%
Storm Drainage	32,872	588	-	-	-	-
Core Area Drainage	-	29,849	975,550	1,161,261	19%	19%
Transportation	434,504	1,112,634	2,409,976	745,000	-58%	-69%
Transit CIP	364,909	116,560	1,295,500	525,000	-59%	-59%
Recreation CIP	11,998	19,525	298,045	348,000	39%	17%
Agricultural Land Mitigation	-	1,110,000	-	-	-	-
	928,561	2,634,958	6,344,721	2,830,261		
Debt Service						
City	-	-	-	-	-	-
DPIC	51,125	54,770	53,250	51,750	-3%	-3%
DPFA POLICE	194,687	192,818	190,870	193,495	1%	1%
DPFA - Sewer COPS	1,250	1,300	193,638	191,152	-1%	-1%
DPFA Fire	247,077	250,969	249,795	248,060	-1%	-1%
DPFA - Assess Districts	2,410,981	1,857,646	1,685,172	1,660,473	-1%	-1%
	2,905,120	2,357,503	2,372,725	2,344,930		
Agency						
West A Street Assessment District	1,114,669	519,859	680,697	543,000	-20%	-20%
North First Street Assessment District	3,431,684	1,539,959	1,739,836	1,541,650	-11%	-11%
	4,546,353	2,059,818	2,420,533	2,084,650		
TOTALS	29,446,822	27,197,630	31,890,797	32,162,076		

Note: Transfers excluded from totals

CITY OF DIXON
FY 2012 BUDGET EXPENDITURE BY ELEMENT
INCLUDES TRANSFERS



FUND	SALARIES	EMPLOYEE BENEFITS	OPERATIONS	OTHER CHARGES	CAPITAL OUTLAY	TRANSFERS	TOTAL
General Fund	7,082,009	3,329,682	2,378,646	5,628	360,828	204,136	13,360,929
Council Discretionary Fund	-	-	-	-	-	-	-
Recreation	16,910	875	38,350	-	-	55,418	111,553
Planning Agreements	-	-	-	-	-	-	-
DPIC	-	-	-	51,750	-	-	51,750
DPFA	-	-	3,570	189,925	-	-	193,495
DPFA - Sewer COPS	-	-	1,400	189,752	-	-	191,152
DPFA Fire	-	-	3,525	244,535	-	-	248,060
DPFA - Assess Districts	-	-	7,850	1,652,623	-	-	1,660,473
Sewer - O&M	491,134	212,801	438,230	-	36,975	941,493	2,120,634
Sewer - Improvements	-	-	-	125,000	-	52,333	177,333
Sewer-Rehab Projects	-	-	-	-	240,000	-	240,000
Sewer Capital Mixed	-	-	-	-	371,666	-	371,666
Transit	254,970	137,933	144,138	-	-	54,583	591,624
Unrestricted CIP	-	-	-	-	-	12,479	12,479
Capital Funds - Comm Dev	-	-	-	-	-	514,755	514,755
City Facilities	-	-	-	-	-	54,578	54,578
Public Works	-	-	-	-	51,000	1,997	52,997
Storm Drainage	-	-	-	-	-	-	-
Core Area Drainage	-	-	-	-	1,161,261	-	1,161,261
Transportation	-	-	90,000	-	655,000	5,141	750,141
Transit CIP	-	-	-	-	525,000	7,904	532,904
Recreation CIP	-	-	-	-	348,000	11,955	359,955
Agricultural Land Mitigation	-	-	-	-	-	-	-
Redevelopment	-	-	621,766	353,000	-	910,727	1,885,493
Redev Set Aside	-	-	1,115,750	-	-	30,000	1,145,750
Home Loan	-	-	6,050,000	-	50,000	-	6,100,000
CDBG Home Rehab Loan	-	-	-	-	-	-	-
Gas Tax	-	-	20,000	-	359,000	317,485	696,485
Traffic Safety	-	-	32,000	-	-	6,297	38,297
CA Used Oil	-	-	5,000	-	-	-	5,000
Police Grants	35,434	4,975	82,400	-	-	-	122,808
Police - Asset Forfeiture	-	-	-	-	-	-	-
CDBG	-	-	79,500	-	-	2,978	82,478
CDBG Grant PTA	-	-	-	-	-	-	-
Lighting & Landscaping #1-10	97,059	57,076	155,674	-	-	-	309,810
CFD 2003-1 Valley Glen	-	-	57,575	-	50,000	11,510	119,085
CFD Brookfield	-	-	6,250	-	4,000	-	10,250
West A Street AD	-	-	18,000	525,000	-	8,654	551,654
NFSAD	-	-	11,650	1,530,000	-	19,811	1,561,461
Equipment Replacement	-	-	-	-	-	278,000	278,000
Building Reserve	-	-	-	-	-	558	558
Infrastructure Reserve	-	-	-	-	-	-	-
TOTAL	7,977,517	3,743,343	11,361,274	4,867,213	4,212,730	3,502,792	35,664,868
PERCENT OF TOTAL	22%	10%	32%	14%	12%	10%	100%

**CITY OF DIXON
BUDGET OVERVIEW
FY2011 and FY2012
RDA CONTINUES**

GENERAL FUND AND SUB FUNDS

	GRAND TOTAL ALL FUNDS	<i>General Fund</i>	<i>Council Discretionary</i>	<i>Recreation</i>	<i>Planning</i>	<i>Equip. Repl. Reserve</i>	<i>Bldg. Reserve</i>	<i>Infrastructure Reserve</i>	Total
		100	102	103	190	820	830	831	
FY2011 PROJECTED RESOURCES AND APPROPRIATIONS									
Beginning Fund Balance - July 2010	21,965,534	2,426,962	138,290	25,417	12,017	2,166,276	267,735	-	5,036,697
Estimated Revenue & Transfers	26,277,979	12,421,824	-	67,338	-	68,000	1,200	-	12,558,362
Total Projected Available Resources	48,243,513	14,848,786	138,290	92,755	12,017	2,234,276	268,935	-	17,595,059
Proposed Appropriations	27,612,086	12,989,345	-	56,142	-	83,410	74,970	-	13,203,867
Ending Fund Balance - June 30, 2011	20,631,427	<u>1,859,440</u>	<u>138,290</u>	<u>36,613</u>	<u>12,017</u>	<u>2,150,866</u>	<u>193,965</u>	<u>-</u>	4,391,191
		14.53%	<i>General Fund Reserve</i>						
Fund Balance Variance: June 30, 2010 to June 30, 2011	-6.07%					Percent Increase/Decrease(-)			-12.82%
FY2012 PROJECTED RESOURCES AND APPROPRIATIONS									
Beginning Fund Balance - July 2011	20,631,427	1,859,440	138,290	36,613	12,017	2,150,866	193,965	-	4,391,191
Estimated Revenue & Transfers	32,112,944	12,718,046	-	74,940	-	70,000	1,200	50,000	12,914,186
Total Projected Available Resources	52,744,372	14,577,486	138,290	111,553	12,017	2,220,866	195,165	50,000	17,305,377
Proposed Appropriations	35,664,868	13,360,929	-	111,553	-	278,000	558	-	13,751,040
Ending Fund Balance - June 30, 2012	17,079,504	<u>1,216,557</u>	<u>138,290</u>	<u>(0)</u>	<u>12,017</u>	<u>1,942,866</u>	<u>194,607</u>	<u>50,000</u>	3,554,337
		9.25%	<i>General Fund Reserve</i>						
Fund Balance Variance: June 30, 2011 to June 30, 2012	-17.22%					Percent Increase/Decrease(-)			-19.06%

**CITY OF DIXON
BUDGET OVERVIEW
FY2011 and FY2012
RDA CONTINUES**

	RDA FUNDS			ENTERPRISE FUNDS						
	510	520	Total	Wastewater O&M, CIP, Rehab			Transit		Total	
				305	310	315	316	350		
FY2011 PROJECTED RESOURCES AND APPROPRIATIONS										
Beginning Fund Balance - July 2010	1,181,594	1,685,826	2,867,420	841,976	1,269,406	4,421	-	66,712	2,182,515	
Estimated Revenue & Transfers	1,535,987	397,979	1,933,966	2,287,102	-	490,000	105,000	853,146	3,735,248	
Total Projected Available Resources	2,717,581	2,083,805	4,801,386	3,129,078	1,269,406	494,421	105,000	919,858	5,917,763	
Proposed Appropriations	2,526,058	342,457	2,868,515	2,372,435	170,833	190,000	105,000	854,861	3,693,129	
Ending Fund Balance - June 30, 2011	<u>191,523</u>	<u>1,741,348</u>	<u>1,932,871</u>	<u>756,643</u>	<u>1,098,573</u>	<u>304,421</u>	<u>-</u>	<u>64,997</u>	<u>2,224,634</u>	
<i>Fund Balance Variance:</i>										
<i>June 30, 2010 to June 30, 2011</i>			-32.59%	<i>Percent Increase/Decrease(-)</i>						1.93%
FY2012 PROJECTED RESOURCES AND APPROPRIATIONS										
Beginning Fund Balance - July 2011	191,523	1,741,348	1,932,871	756,643	1,098,573	304,421	-	64,997	2,224,634	
Estimated Revenue & Transfers	1,693,970	408,193	2,102,163	2,246,441	-	-	371,666	672,000	3,290,107	
Total Projected Available Resources	1,885,493	2,149,541	4,035,034	3,003,084	1,098,573	304,421	371,666	736,997	5,514,741	
Proposed Appropriations	1,885,493	1,145,750	3,031,243	2,120,634	177,333	240,000	371,666	591,624	3,501,257	
Ending Fund Balance - June 30, 2012	<u>-</u>	<u>1,003,791</u>	<u>1,003,791</u>	<u>882,450</u>	<u>921,240</u>	<u>64,421</u>	<u>-</u>	<u>145,373</u>	<u>2,013,484</u>	
<i>Fund Balance Variance:</i>										
<i>June 30, 2011 to June 30, 2012</i>			-48.07%	<i>Percent Increase/Decrease(-)</i>						-9.49%

**CITY OF DIXON
BUDGET OVERVIEW
FY2011 and FY2012
RDA CONTINUES**

	GRANTS				SPECIAL REVENUE FUNDS					
	<i>HOME FTHB LOAN PROGRAM</i>	<i>CDBG</i>	<i>Used Oil Grant</i>	<i>Police Grants</i>		<i>Gas Tax</i>	<i>Traffic Safety</i>	<i>Asset Forfeiture</i>		
	525	570	550	560	Total	530	540	561	Total	
FY2011 PROJECTED RESOURCES AND APPROPRIATIONS										
Beginning Fund Balance - July 2010	39,695	30,341	4,746	157,721	232,503	319,066	18,885	3,899	341,850	
Estimated Revenue & Transfers	-	88,939	5,000	100,000	193,939	469,115	50,000	-	519,115	
Total Projected Available Resources	39,695	119,280	9,746	257,721	426,442	788,181	68,885	3,899	860,965	
Proposed Appropriations	-	15,178	5,000	63,612	83,790	519,228	26,297	-	545,525	
Ending Fund Balance - June 30, 2011	<u>39,695</u>	<u>104,102</u>	<u>4,746</u>	<u>194,109</u>	<u>342,652</u>	<u>268,953</u>	<u>42,588</u>	<u>3,899</u>	<u>315,440</u>	
Fund Balance Variance: June 30, 2010 to June 30, 2011										
					47.38%				-7.73%	
FY2012 PROJECTED RESOURCES AND APPROPRIATIONS										
Beginning Fund Balance - July 2011	39,695	104,102	4,746	194,109	342,652	268,953	42,588	3,899	315,440	
Estimated Revenue & Transfers	6,100,000	58,750	5,000	-	6,163,750	482,287	38,000	-	520,287	
Total Projected Available Resources	6,139,695	162,852	9,746	194,109	6,506,402	751,240	80,588	3,899	835,727	
Proposed Appropriations	6,100,000	82,478	5,000	122,808	6,310,286	696,485	38,297	-	734,782	
Ending Fund Balance - June 30, 2012	<u>39,695</u>	<u>80,374</u>	<u>4,746</u>	<u>71,300</u>	<u>196,115</u>	<u>54,755</u>	<u>42,291</u>	<u>3,899</u>	<u>100,945</u>	
Fund Balance Variance: June 30, 2011 to June 30, 2012										
					-42.77%				-68.00%	

**CITY OF DIXON
BUDGET OVERVIEW
FY2011 and FY2012
RDA CONTINUES**

CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS

	<i>CIP</i>	<i>Comm. Dev</i>	<i>City Facilities</i>	<i>Public Works</i>	<i>Storm Drainage</i>	<i>Core Area Drainage</i>	<i>Trans portation</i>	<i>Transit</i>	<i>Recreation</i>	<i>Ag. Land Mitigation</i>	Total
	400	404	430	440	450	451	460	470	480	490	
FY2011 PROJECTED RESOURCES AND APPROPRIATIONS											
Beginning Fund Balance - July 2010	218,991	1,038,383	233,704	785,246	(823,784)	55	3,640,701	535,588	301,103	64,881	5,994,868
Estimated Revenue & Transfers	125,200	1,050	250	557,870	4,245	1,272,000	681,361	12,000	-	-	2,653,976
Total Projected Available Resources	344,191	1,039,433	233,954	1,343,116	(819,539)	1,272,055	4,322,062	547,588	301,103	64,881	8,648,844
Proposed Appropriations	12,479	405,000	32,024	1,148,487	225,000	110,739	440,764	32,904	61,955	-	2,469,352
Ending Fund Balance - June 30, 2011	<u>331,712</u>	<u>634,433</u>	<u>201,930</u>	<u>194,629</u>	<u>(1,044,539)</u>	<u>1,161,316</u>	<u>3,881,298</u>	<u>514,684</u>	<u>239,148</u>	<u>64,881</u>	<u>6,179,492</u>

*Fund Balance Variance:
June 30, 2010 to June 30, 2011*

Percent Increase/Decrease(-) **3.08%**

FY2012 PROJECTED RESOURCES AND APPROPRIATIONS

Beginning Fund Balance - July 2011	331,712	634,433	201,930	194,629	(1,044,539)	1,161,316	3,881,298	514,684	239,148	64,881	6,179,492
Estimated Revenue & Transfers	125,000	1,250	400	51,000	-	718,951	289,500	488,000	121,000	-	1,795,101
Total Projected Available Resources	456,712	635,683	202,330	245,629	(1,044,539)	1,880,267	4,170,798	1,002,684	360,148	64,881	7,974,593
Proposed Appropriations	12,479	514,755	54,578	52,997	-	1,161,261	750,141	532,904	359,955	-	3,439,070
Ending Fund Balance - June 30, 2012	<u>444,233</u>	<u>120,928</u>	<u>147,752</u>	<u>192,632</u>	<u>(1,044,539)</u>	<u>719,006</u>	<u>3,420,657</u>	<u>469,780</u>	<u>193</u>	<u>64,881</u>	<u>4,535,523</u>

*Fund Balance Variance:
June 30, 2011 to June 30, 2012*

Percent Increase/Decrease(-) **-26.60%**

**CITY OF DIXON
BUDGET OVERVIEW
FY2011 and FY2012
RDA CONTINUES**

	SPECIAL ASSESSMENTS - L&L DISTRICTS AND CFD* FUNDS					DEBT SERVICE FUNDS						
	L&L Zones 1-10	Valley Glenn CFD	Brookfield CFD	West A	N.First Street	Total	DPIC	DPFA Police	DPFA Sewer COPS	DPFA Fire	DPFA Assmt. District	Total
	600	651	655	710	720		240	250	260/308	270	280	
FY2011 PROJECTED RESOURCES AND APPROPRIATIONS												
Beginning Fund Balance - July 2010	63,246	356,590	2,552	216,171	1,671,078	2,309,637	29,194	177,563	228,145	227,210	2,337,932	3,000,044
Estimated Revenue & Transfers	314,386	231,613	5,000	607,627	1,607,277	2,765,903	26,626	190,100	1,000	215,100	1,484,644	1,917,470
Total Projected Available Resources	377,632	588,203	7,552	823,798	3,278,355	5,075,540	55,820	367,663	229,145	442,310	3,822,576	4,917,514
Proposed Appropriations	303,201	103,435	7,200	483,654	1,459,257	2,356,747	53,250	190,720	191,763	249,615	1,705,812	2,391,160
Ending Fund Balance - June 30, 2011	<u>74,431</u>	<u>484,768</u>	<u>352</u>	<u>340,144</u>	<u>1,819,098</u>	<u>2,718,793</u>	<u>2,570</u>	<u>176,943</u>	<u>37,382</u>	<u>192,695</u>	<u>2,116,764</u>	<u>2,526,354</u>
Fund Balance Variance:												
June 30, 2010 to June 30, 2011						17.72%						-15.79%
Fund Balance Variance:												
June 30, 2011 to June 30, 2012						9.03%						7.30%
FY2012 PROJECTED RESOURCES AND APPROPRIATIONS												
Beginning Fund Balance - July 2011	74,431	484,768	352	340,144	1,819,098	2,718,793	2,570	176,943	37,382	192,695	2,116,764	2,526,354
Estimated Revenue & Transfers	290,136	231,500	10,250	630,000	1,636,000	2,797,886	49,180	206,195	347,235	308,560	1,618,295	2,529,465
Total Projected Available Resources	364,567	716,268	10,602	970,144	3,455,098	5,516,679	51,750	383,138	384,617	501,255	3,735,059	5,055,819
Proposed Appropriations	309,810	119,085	10,250	551,654	1,561,461	2,552,260	51,750	193,495	191,152	248,060	1,660,473	2,344,930
Ending Fund Balance - June 30, 2012	<u>54,757</u>	<u>597,183</u>	<u>352</u>	<u>418,490</u>	<u>1,893,637</u>	<u>2,964,419</u>	<u>-</u>	<u>189,643</u>	<u>193,465</u>	<u>253,195</u>	<u>2,074,586</u>	<u>2,710,889</u>

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Future Financial
Forecasting:
5-Yr Projections

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Future Financial Forecasting

The City of Dixon has been focusing on the financial well being of the community, and in doing so has completed a five-year forecast for the City's General Fund. Note the City used to perform similar long range forecasts for the Redevelopment Agency Tax Increment Fund, however, in 2011 the City Council dedicated the Redevelopment Funds to a major infrastructure project in the core area of the Redevelopment District, therefore no long range forecast is needed.

The purpose of a long-term forecast is to provide a long-term view of the revenues and expenditures for the General Fund listed above. The information provided in this section of the budget will enable City Council to evaluate the impact of policy choices on the long-term fiscal health of the City.

The City Council can change the City's long-term financial outlook based upon actions taken or policies enacted. The five-year forecast will enable the City Council to act more strategically and to understand the impact of its decisions.

The City Council is often faced with making decisions that have long-term fiscal impacts. These decisions include but are not limited to the following:

- Long-term consequences of employee pay and benefit policies
- Long-term financial responsibilities for increased City maintained Lighting and Landscaping districts
- Financial implications of growth policies adopted by the City Council
- Long-term consequences of debt service obligations

General Fund Forecasting Assumptions –

Revenues

Property Taxes were estimated by decreasing the Secured Property Tax estimate by 3% for the decreased assessed valuations for FY 2011-12. Future periods were forecasted relatively flat with a slight increase in 2013 and 2014 for the impact of new construction.

The Sales Tax estimates were adjusted upward slightly for 2011-12 reflecting cost of living increases in consumer good, especially commodities. Thereafter, a 3% rate of growth is estimated until FY 2013-14, when a 5% growth is expected due to improvement in economic conditions and returning to a 3% increase in 2014-15.

The Motor Vehicle Tax is based upon estimates provided by the League of California Cities for 2010-11 and show increases in 2011-12 slowing in the rest of the five-year cycle.

Franchise Fees are estimated to remain constant in FY 2010-11 and increase by 2% per year thereafter with no foreseen changes in the coming years.

In FY 2010-11, Transient Occupancy Taxes returned to more normal levels and we are assuming FY2011-12 to remain a stable year with no growth. A normal increase of 3%

is anticipated in FY2012-13 and then a 5% increase is assumed for the remaining year to reflect an improved economy.

All Other Taxes, which include Property Transfer Taxes, Public Safety Sales Taxes and Business Licenses, are expected to remain stable in 2010-11 and 2011-12. Thereafter they are estimated to increase by 2% per year.

Admin Fees and Transfers represent recovery of costs for work performed by staff charged to the General Fund and overhead charged through the cost allocation plan. Admin fees are recovery of costs based upon the hourly rate including overhead of work performed by staff funded by the General Fund on specific Planning and Capital Improvement projects, Lighting and Landscaping and Community Services Districts and for work performed by the Economic Development and Transit staff. This category also includes recovery of cost allocated to Dixon Solano Water Agency, which is a legally separate agency and has a separate budget.

Charges for services for various city activities such as police and fire were projected to increase at a 3% rate throughout FY 2012-13 after coming off of historic lows in 2009-10. This is expected to decline to 2% per year beginning in FY 2013-14.

Expenditures

The estimate for Salary/Benefits was revised to reflect the most current information available as of May 2011. The FY 2010-11 estimate is based upon the already agreed upon MOU increases.

The estimate for Transfers was increased to \$189,586, the amount of the City's contribution to Lighting and Landscaping District and Community Facilities Districts operations. Beginning in FY2011-12, there is also a \$50,000 annual transfer to an infrastructure reserve fund to begin saving funds for needed capital projects. The budget for operating expenses has been estimated at \$2.33 million in 2011-12 and 2012-13 and then projected to increase 2% per year thereafter.

CITY OF DIXON GENERAL FUND FIVE YEAR PROJECTION
Fiscal Year 2011-12
WITHOUT BUDGET CHANGES TO CITY MEMORANDUMS

Description	Actual 2009-10	BUDGETED 2010-11	Year End Estimates	Projected 2011-12	Projected 2012-13	Projected 2013-14	Projected 2014-15	Projected 2015-16
Property Taxes	2,245,232	2,707,540	2,726,040	2,701,348	2,755,375	2,893,144	2,951,007	3,010,027
Sales Taxes	4,554,561	4,656,825	4,358,000	4,558,000	4,740,320	4,977,336	5,126,656	5,280,456
Motor Vehicle In Lieu Taxes	1,337,382	1,451,241	1,330,282	1,330,534	1,383,755	1,452,943	1,525,590	1,601,870
Franchise Fees	501,798	531,000	525,000	518,000	528,360	538,927	549,706	560,700
Transient Occupancy Taxes	156,509	180,000	180,000	180,000	183,600	192,780	202,419	212,540
All Other Taxes	187,265	187,000	187,000	187,000	190,740	194,555	198,446	202,415
Admin Fees	722,802	656,953	552,376	528,371	538,938	549,717	560,712	571,926
Charges for Svcs/ Permits/Fees	843,908	923,300	886,624	926,000	953,780	972,856	992,313	1,012,159
Grants	308,777	302,838	294,227	370,870	370,870	370,870	370,870	370,870
Interest Income	63,854	60,000	60,000	60,000	30,414	24,405	19,963	18,199
All Other Revenues	437,719	203,980	344,434	256,980	256,980	256,980	256,980	256,980
Total Revenues	11,359,807	11,860,677	11,443,983	11,617,103	11,933,133	12,424,513	12,754,660	13,098,140
Transfers-In	1,693,608	1,128,219	977,841	1,100,943	1,133,971	1,167,990	1,203,030	1,239,121
Total Revenues & Transfers	13,053,415	12,988,896	12,421,824	12,718,046	13,067,104	13,592,503	13,957,690	14,337,261
Expenditures								
Salary/Benefits	11,004,886	10,814,025	10,321,781	10,411,691	10,515,808	10,726,124	10,940,646	11,159,459
Operating Expenses	2,316,640	2,484,314	2,267,154	2,340,274	2,340,274	2,387,080	2,434,821	2,483,518
Capital	224,276	247,451	210,824	404,828	404,828	412,925	421,183	429,607
Transfers	34,607	189,586	189,586	204,136	209,239	214,470	219,832	225,328
Total Expenditures & Transfers	13,580,409	13,735,376	12,989,345	13,360,929	13,470,149	13,740,598	14,016,483	14,297,912
Variance Revenue vs Expense	(526,994)	(746,480)	(567,522)	(642,883)	(403,045)	(148,095)	(58,792)	39,350
Beginning Fund Balance	2,953,956	2,426,962	2,426,962	1,859,440	1,216,557	813,512	665,417	606,625
Adjustments to Fund Balance								
Ending Fund Balance	2,426,962	1,680,482	1,859,440	1,216,557	813,512	665,417	606,625	645,974
Ending Reserve (ExcTransfers)	17.92%	12.41%	14.53%	9.25%	6.13%	4.92%	4.40%	4.59%

ASSUMPTIONS:

- Salary/Benefits for 2010-11 onward does not include funding of the Director of Public Works/Community Services position.
- Does not include changes to MOU's for fiscal years 2011-12 and future years.

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City Council Goals

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City of Dixon Council Goals – FY2011-12

- As established in Resolution 11-035 dated March 22nd, 2011

Goals Summary:

- **Protect and Maintain Fiscal Sustainability**
 - Financial Plan for Declining Economy
 - Developing Budget Balance Plan
 - Retirement Options
 - Reduce the Cost of Employees
 - Outsourcing or Contracting for Services
 - Regionalize Services
 - Consolidating Service Levels / Departments
- **Provide Public Services at a High Level**
 - Contracting Out/Shared Services with Other Agencies
 - Provide Shared Services to/for Other Agencies
 - Continue to Work on Issues Related to Disabled Community and Seniors
- **Promote Economic Development for Dixon**
 - Economic Development Plan
 - Enhance Economic Development
 - Enhance Infrastructure to Aid Economic Development
 - Developing Partnership with UC Davis

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Budget Process / Calendar



Budget Practices and Policies

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Budget Process and Calendar

The budget process enables the City Council to make choices about staffing, equipment, and priorities to be addressed in the upcoming year. The City Council reviews the budget for the first time in May; however, the budget process begins in February of each year with a goal setting workshop to lay the groundwork for the expenditure requests from each department based on the priorities set by the City Council

Budget Roles and Responsibilities

This process includes formulation, preparation, implementation, administration and evaluation. All Department Directors are responsible to the City Manager, and the City Manager is responsible to the City Council for meeting the stated objectives and goals in the budget within the amounts appropriated in the budget. Individuals with specific responsibility for the budget process are as follows:

- The *City Council* sets the goals, objectives, and priorities that they want staff to concentrate on for the budget year. They are also responsible for reviewing the preliminary budget and approving the final budget for the fiscal year.
- The *City Manager* is responsible for implementing the goals, objectives and priorities of the City Council and recommending funding to carry out those goals, objectives, and priorities.
- The *Finance and Technology Director* and the staff in the Finance Department are responsible for preparing estimates of remaining costs for the current fiscal year, preparing short and long-range revenue and expenditure forecasts, calculating departmental salaries and benefits, and assisting departments during the budget process. This staff is also responsible for reviewing the departmental operating and capital improvement requests as well as reviewing the department budget requests with the Director of each department and the City Manager. The Finance and Technology Director prepares the budget material for review by the City Manager.
- The Departmental Directors are responsible for reviewing historical data, collecting data on future activities and opportunities that affect the department and using this information to prepare a budget that implements the City Councils goals, objectives and priorities while at the same time carrying out the mission of the department. Each Department Director is responsible for maintaining departmental control of the approved budget for their department throughout the fiscal year.

Budget Process

The General Fund budget is adopted by the City Council before July 1 of each year. Input is received from City Council and staff throughout the organization in preparing the budget.

Budget Phases

Policy/Goal Setting Phase-The City Council sets goals and projects that it feels would meet the needs of the citizens of the City. These goals and projects are reviewed and updated each year during a City Council retreat. This retreat is used to set priorities for projects to be undertaken in the next budget.

On March 24, 2009, the City Council formally adopted a Budget Policy for the City of Dixon.

Budget Development Phase-Based upon the goals, projects and priorities developed at the Council goal setting workshop, the departments develop budget requests that address new programs, evaluate existing programs, and review staffing levels. Each department begins with a base budget from the prior fiscal year adopted budget, adjusting for Memorandum of Understanding (MOU) changes and employee compensation, reducing for any one-time expenditures, increasing for known impacts, and adding new requests.

Budget Review/Modification Phase-The preliminary budget is presented by the City Manager, with the input of the Finance and Technology Director and each Department to refine the budget into a balanced financial plan. The preliminary budget is presented to the City Council at workshops for review and additional modification.

Adoption Phase-The final budget, as modified after the City Council workshops, is presented to the City Council for adoption. A public hearing is held and the City Council adopts the budget.

Implementation Phase-Department Directors are provided with budget status reports monthly. They are responsible for reviewing the reports and maintaining budgetary control throughout the fiscal year. The City Council receives financial reports monthly, which compares actual results with budgeted amounts.

Review and Approval of Budget

The City Council reviews the budget during the workshops held in May and June of each year. These workshops are open to the public and all city staff and provide a forum for the City Council to receive information and recommendations regarding the budget.

The budget for the General fund is required by law to be adopted prior to July 1 of each year. This year, budgets for the other funds will also be adopted by July 1, in a consolidated budget document along with the General Fund.

Amendment to the Budget

The budget is adopted at the fund and departmental level. The City Manager is authorized to make transfers between account codes and departments within each fund. City Council approval is required for transfers between funds, except for those inter-fund transfers approved in the budget.

The City of Dixon Adopted Budget includes the portion of the Capital Improvement Plan costs to be paid from the governmental funds and enterprise funds in the budget year.

**CITY OF DIXON
BUDGET PREPARATION CALENDAR (ALL FUNDS)
FY 2012**

Finance Estimates Labor Costs for FY2012	January 11, 2011
Gen Fund Revenues for FY2012	January 21, 2011
Mid Year Review discussed by City Council	January 25, 2011
CM Discusses Budget Plans in Staff Meeting/Q & A Session on budget preparation for staff involved in budget preparation	February 11, 2011
Finance distributes budget forms; fund balance estimates (all funds) and updated printouts of actual year to date Revenues & Expenditures	February 18, 2011
Department Budgets Due to Finance	March 18, 2011
CM Receives Department Budgets from Finance	March 25, 2011
CM/Finance Director Department Head Meetings to review requests	April 8-29, 2011
Finance works with CM to prepare Preliminary Budget	May 2-13, 2011
Preliminary Budget Released & (all funds incl. CIP) to City Council Gann Limit released for Public Review	May 16, 2011
Preliminary Budget Reviewed by City Council	May 16-31, 2011
Budget Workshop(s)	May 31, 2011 June 6, 2011
CM and budget staff prepares the Budget Resolution	June 3, 2011
Public Hearing Gann Limit and Adoption of FY2012 Budgets	June 14, 2011

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Budget and Fiscal Practices and Policies

Reporting Entity

The City of Dixon was incorporated March 30, 1878 and is a general law city. The City of Dixon maintains a Council-Manager form of government and provides the following services: public safety (police and fire), streets, water service, wastewater services, public improvements, recreational services, planning and zoning and general services. In addition, the financial responsibilities of the City of Dixon include the Dixon Redevelopment Agency, the Dixon Public Improvement Corporation, and the Dixon Public Financing Authority.

The Dixon-Solano Water Authority (DSWA) is a Joint Powers Authority with the Solano Irrigation District to provide water service for the city. For this reason, its budget is not a part of the City's Adopted Budget.

Fiscal Policies

The City has a number of formal fiscal policies. Formal Policies are adopted by Resolution and include the Budget Policy, Investment Policy, Purchasing Policy, and a Fixed Assets Capitalization, Inventory Control, and Replacement Policy.

Budget Policy

The purpose of this Budget Policy is to provide the City of Dixon with a statement of budget principles that will be followed by the City in connection with the preparation of future budgets for the City in accordance with sound fiscal practices to promote the fiscal sustainability of the City of Dixon. Included in this policy are the following:

- Definition of a balanced budget,
- Definition of the General Fund Reserve
- Reserve level policies for the General Fund, other funds, and related agencies

In most cases the General Fund is the fund that is most impacted by these principles as it is the primary source for revenues for services that include public safety, street maintenance, parks and recreation and neighborhood and community services.

Debt Service Policy

The City is debt adverse and will only enter into debt instruments for Capital Assets which have vital importance to City services. Debt instruments will only be considered when the useful life of the asset financed exceeds the debt service period required. In all debt issuance and disclosure processes, the City will follow best practices as detailed by the California Debt and Investment Advisory Commission.

Investment Policy

The purpose of this Policy is to provide the City of Dixon with a statement of recommended principles that will be followed by the City in connection with the future investment of funds not required for the immediate needs of the City. This Policy is also intended to provide guidance and direction to the officers of the City who may be charged by the City Council with the responsibility of carrying out the City's approved investment program for funds not required for the immediate needs of the City. Investment of bond proceeds, employee retirement or deferred compensation plans shall be governed by their respective authorizing documents.

This Policy generally requires the City of Dixon to invest public funds in a manner which will achieve the maximum security while meeting the daily cash flow demands of the City, reasonable investment return and conforming to all statutes, regulations, ordinances and resolutions governing the investment of public funds.

Purchasing Policy

This policy is an administrative policy which addresses the purchase of supplies and non-professional services. It includes information about how to handle these transactions in their various forms and within the constraints of legal and policy requirements.

The purchasing policy provides guidance for making purchases of supplies and nonprofessional services. It explains the various types of purchase transactions, and the procedures to use for each type of transaction. It covers the following areas:

- Purchases/Contracts for a Total of \$10,000.00 or More
- Purchases/Contracts for a Total of Less Than \$10,000.00
- Reviews Required Before Purchasing Process Can Begin
- Purchase Order and Contract Changes and Cancellations
- Standard Forms and Their Uses

In addition to its internal use and guidance, this policy also serves as direction for vendors interested in supplying materials, supplies, nonprofessional or professional services to the City.

Fixed Assets, Capitalization, Inventory Control and Replacement Policy

The purpose of this policy is to ensure adequate control and appropriate use of the City "fixed assets." The fixed asset policy defines fixed assets and establishes guidelines for their purchase, use, accounting, inventory, transfer, disposal and replacement.

It is the policy of the City of Dixon that fixed assets be properly accounted for and used for appropriate City uses. It is the responsibility of City Department Heads to ensure that:

- purchasing guidelines are followed;
- fixed assets are adequately controlled and used appropriately; and

- the Finance Department is notified when fixed assets are acquired, transferred or otherwise subject to disposal.

It is the responsibility of the Finance Department to ensure that:

- fixed assets information is maintained in accordance with generally accepted accounting principles;
- equipment replacement records and schedules are maintained so that funding will be available wherever possible to replace obsolete, outdated and worn-out pieces of equipment.

The City Manager is authorized to grant exceptions to specific provisions on a case-by-case basis within the intent of the overall policy. Due to current budgetary constraints, equipment replacement schedules are not being maintained as replacement has not been funded.

Fund Accounting

A fund is a separate fiscal and accounting entity with a separate set of accounting records. For example, a separate fund is used to account for the funds received by the City for the Gas Tax Program. The use of Fund Accounting is one of the basic requirements of generally accepted accounting principles (GAAP) for government and is a major difference between government and commercial accounting. It requires separate record keeping for each individual fund that a government uses.

Accounting Practices

The accounting and reporting policies of the City conform to generally accepted accounting principles (GAAP) applicable to state and local governments. Generally accepted accounting principles for local governments includes those principles prescribed by the Governmental Accounting Standards Board (GASB), which includes all statements and interpretations of the National Council on Governmental Accounting unless modified by the GASB and those principles prescribed by the American Institute of Certified Public Accountants in the publication entitled Audits of State and Local Governmental Units.

The section entitled "Fiscal Policies" summarizes the policies and practices used by the City of Dixon. All enterprise fund types use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The governmental fund types and agency funds use the modified accrual basis of accounting. Under this method, revenues are recognized when they become available and measurable. "Measurable" means the amount can be determined, and "Available"

means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized in the accounting period in which the fund liability is incurred.

Budgetary Basis of Accounting

The budgetary basis of accounting determines when a government charges expenditures to a budget appropriation, or when it credits revenues to its funds for budgeting purposes. Although the City presents financial statements in its Comprehensive Annual Financial Report (CAFR) in accordance with GAAP, the budget is adopted on a modified cash basis. The major difference between the two basis of accounting is as follows:

- For budgetary purposes, revenues are recorded when received. Under GAAP, revenues are recorded when susceptible to accrual.
- Capital expenditures are budgeted as an expense in the enterprise funds. Under GAAP, these expenditures are reclassified as fixed assets.

Basis of Budgeting

The City of Dixon uses a base budget budgeting method. Each department requests an annual appropriation sufficient to fund current service levels and other costs the department is responsible for managing.

The budget base year is the prior years' adopted budget, reducing it for any one-time expenditure, increasing it for known impacts (such as increased utility costs, and salary and benefit negotiated increases) and adding new proposed programs or activities.

Budget Reserve

General Fund Reserve

The beginning fund balance available reserve is comprised of the June 30th undesignated unreserved fund balance of the General Fund No. 100, plus the carry-over encumbrance reserves from the prior fiscal year which will be re-budgeted in the next fiscal year and the total fund balance of the General Fund Contingency Reserve Fund No. 101 as of June 30th.

It is the policy of the City Council of the City of Dixon to maintain a minimum General Fund reserve level of between 5% and 15%, depending upon the City's economic conditions. A higher reserve level is desirable.

Reserve Levels for Other Funds and related Agencies

The budgets for other funds and related agencies are considered balanced on a case-by-case basis to be determined by the City Council at the time the budget is adopted, if the resources available including the undesignated fund balance or the working capital

in the case of proprietary funds are sufficient to cover the uses of funds. Certain funds have specific minimum reserve levels as follows:

- The Wastewater Enterprise Fund will strive to maintain a minimum reserve level of between 25% and 50% in order to provide for rate stabilization. Due to the current budgetary situation, rates may be increased over a gradual period to achieve the required reserve levels.
- The Wastewater Fund is divided into three funds for budgetary purposes. Development impact-fee funds shall be treated separately. The two other funds financed by user fees (the operating and maintenance fund and the capital replacement fund) shall be taken together for purposes of determining the minimum reserve level.
- The Redevelopment Funds strive to have a minimum reserve level of \$100,000 at all times.

Definition of Balanced Budget

The General Fund budget will be considered balanced when revenues equal expenditures; however, reserves can be used to offset a revenue shortfall during a fiscal year as long as the minimum General Fund Reserve level of between 5% and 15% is maintained.

Appropriation Authority

The City Council adopts the budget by June 30 of each year through passage of an adopting resolution. This resolution sets expenditure limits at the fund level for the City's General Fund. Separate Resolutions are approved for Grant Funds, the Redevelopment Agency, Dixon Public Improvement Corporation and Dixon Public Financing Authority, Special Revenue Funds, Debt Service Funds, Capital Projects Funds and all Enterprise Funds.

Supplemental appropriations may be adopted by the City Council during the year. The City Manager is authorized to transfer budgeted amounts between departments for programs within any fund.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments for expenditures of money are recorded in order to reserve that portion of the appropriation, is employed as an extension of formal budgetary integration in all fund types. Encumbrances outstanding at year-end are "rolled over" into the next fiscal year, but the related budget authority is subject to re-appropriation.

The Budget as a living Document

The budget is intended to be a flexible document representing the appropriate revenue and expenditure data available for the current document. Certain assumptions have

been made based on the passage of Proposition 1A and the current State of California proposed budget. These assumptions are as follows:

- The "Triple Flip" of sales tax and the Property Tax in Lieu of Sales Tax remain in effect.
- The permanent reduction in the Motor Vehicle in Lieu Fee (VLF) was implemented in 2004-2005, and the Property Tax in Lieu of VLF is now in place and becomes an ongoing revenue source for the City of Dixon.

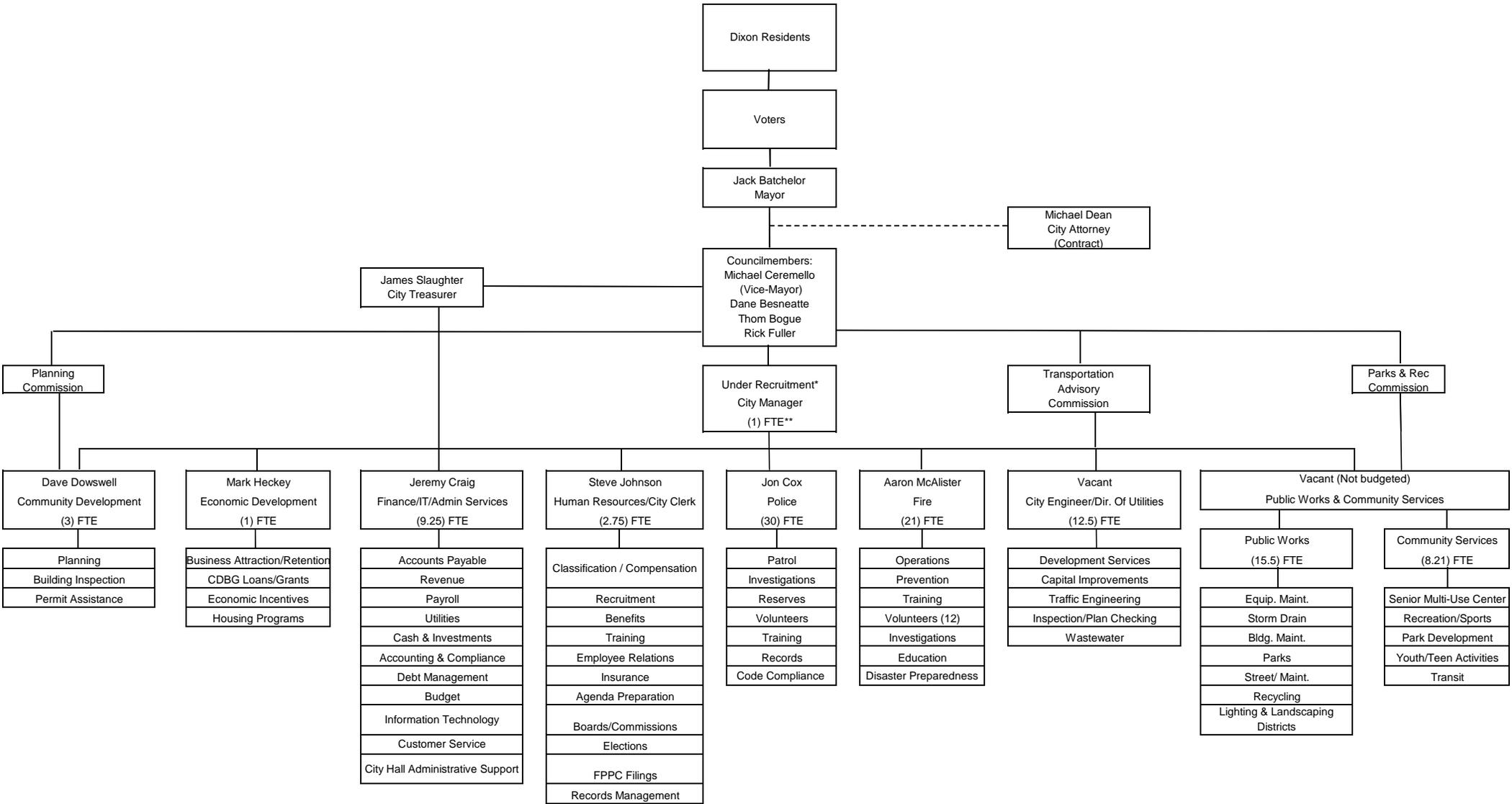


Organization Chart



Staffing Chart

City of Dixon Organization Chart



Revised 5/9/2011

*The City Manager position is under recruitment.

** Full Time Equivalent Position (FTE)

FULL AND PERMANENT PART TIME CITY STAFFING

DEPARTMENT	FISCAL YEAR								
	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12
City Manager	1	1	1	1	1	1	1	1	1
City Clerk ¹	4.6	4.6	4.75	4.75	4.75	4.75	4.75	4	0
Administrative Services ¹	5.3	6.3	6.3	5.66	6.5	5.84	5.84	4.84	9.085
Human Resources/City Clerk ¹	1.75	1.75	1.75	1.75	1.75	1.75	1.75	1.75	2.75
Information Technology ¹				1	1	1	1	1	0
Economic Development	1	1	1	1	1	1	1	1	1
Community Development	2.625	3	4	4	4	3	2.75	2.75	3
Building	2	2	3	3	3	2	1.25	1.25	0
Engineering	9	9	10	10	10	10	6.5	5.5	5.5
Public Works O&M ²	2.4	2.6	2.6	2.6	2.6	1.6	1	1.05	0
Garage	1	1	1	1	1	1	1	0	0
Parks Maintenance	8	9	9	9	9.8	8	8	8.5	9
Street Maintenance	5	5	5	5	5	5	5	3	4.5
Storm Drain Maintenance	2	2	2	2	2	2	2	1	0
Building Maintenance	2	2	2	2	2	2	1.5	0.25	0
Landscape/Lighting ³								2	2
Police ⁴	27	28.5	32	32	32	31.5	29.5	29	30
Fire ⁵	20.75	20.75	23.75	23.875	23	23	22	22	21
Code Compliance					1	1	1	1	0
Recreation	2.4	2.4	3.4	3.4	3.4	3.4	3.4	2.35	1.4
Senior Center	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6
Sewer	5	5.3	5.3	5.36	6.5	6.67	8.165	7.17	7.165
Transit	5.9	6.34	7.09	7.09	7.68	7.68	6.19	6.78	6.21
TOTAL:	109.325	114.14	125.54	126.085	129.58	123.79	115.195	107.79	104.21

¹ Due to budgetary restrictions and organizational changes, City Clerk duties and one staff member consolidated with HR; and Information Technology and other City Clerk Admin Staff became consolidated with Finance in FY 11/12.

² Due to budgetary restrictions and organizational changes, there were changes to all Public Works departments in FY11/12

³ Two FTE streets personnel assigned to Landscape/Lighting FY 2010/2011

⁴ In FY11/12 the Police and Code Compliance departments were consolidated.

⁵ The Fire Department is budgeted for 12 volunteer positions, not included in the above table.

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General Fund
And
Sub Funds

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General Fund & Sub Funds

General Fund and Sub Funds consist of the General Fund and the Council Discretionary, Recreation, Performing Arts, Planning, Equipment Replacement Reserve, Building Reserve and the Vacaville–Dixon Greenbelt Funds. These funds are accounted for as part of the General Fund for GAAP (Generally Accepted Accounting Principles) purposes but are budgeted separately in order to separate out the expenditures of various programs.

Fund 100 General (Purpose) Fund

The General Purpose Fund known simply as the General Fund is the primary source for discretionary spending that is not restricted by the source of the funds received. There are five functional areas in the General Fund each of which contains a number of departments representing the activities of a full service City. The divisions are Administration, Development Services, Community Facilities, Public Safety and Non- Departmental.

Administration is comprised of the City Council, Manager, Attorney, Clerk, Finance, Human Resources/Risk Management, Information Technology, and Insurance department budgets. Development Services includes the Economic Development, Community Development, Building Inspection and Engineering department budgets. Community Services includes the Public Works Operations and Maintenance, Storm Drain and the Parks, Streets and Building Maintenance department budgets, as well as the Recreation and Senior Center department budgets. Public Safety is comprised of the Police, Code Enforcement and Fire department budgets.

Non-Departmental is the departmental budget for expenditures such as contingencies and transfers, which are not related to a particular department.

Fund 102 Council Discretionary Fund

The Council Discretionary Fund was established to separate out expenditures, which the City Council has set aside for particular purposes. One-time revenues are transferred into this fund from the General Fund. This fund was being used mainly to account for the General Plan activities. This fund is managed by the Finance Department.

Fund 103 Recreation Fund

The Recreation Fund 103 budget provides resources for the Recreation Department to offer programs such as classes of general interest, day camp, youth and adult sports leagues, and teen activities. Activities budgeted in the Recreation Fund 103 are designed to be self-supporting. Fees are set based on the estimated cost of the program offered. Funds for a scholarship program are included in the budget for those who meet income qualifications. The scholarship can provide up to a 75% discount off the cost of a program for youth 17 and under.

Over the past three years, the Recreation Fund 103 budget has greatly expanded with the addition of the youth basketball and adult soccer leagues.

With the renovated flooring in the Jim Stevens Arena, the City now runs both adult and youth arena-soccer leagues year round.

The remainder of the proposed budget is very similar to last year with resources budgeted for a variety of recreational classes, day camp and teen activities. This fund is managed by the Community Services Department.

Fund 190 Planning Fund

The Planning Fund is used to account for developer deposits to cover the cost of planning services. This fund is managed by the Finance Department.

Fund 820 Equipment Replacement Reserve Fund

The Equipment Replacement Reserve Fund is funded by a transfer from the General Fund. Purchase of new equipment for the General Fund is funded by a transfer from this fund to the General Fund. This fund is managed by the Finance Department.

Fund 830 Building Reserve Fund

The Building Reserve Fund is funded by transfers made from time to time from the General Fund. The last transfer of \$300,000 was made in FY 2005-06. Transfers out are made to cover the cost of major repairs or improvements to the City's buildings. Two transfers were budgeted in FY2009-10 from the closeout of the Vacaville-Dixon Greenbelt Authority Fund No. 810 and the Industrial Park/Economic Development CIP Fund No. 402.

Fund 831 Infrastructure Reserve Fund

The Infrastructure Reserve Fund is funded by transfers made from time to time from the General Fund and is established as of FY2012 with a \$50,000 transfer for future infrastructure projects.

**CITY COUNCIL APPROVED
CITY OF DIXON
BUDGET OVERVIEW - GENERAL FUND 100**

SUMMARY OF FY 2011 PROJECTED RESOURCES AND APPROPRIATIONS

ESTIMATED BEGINNING FUND BALANCE JULY 2010	2,426,962	2,426,962
ESTIMATES FY2011	<u>Budgeted</u>	<u>Projected Year-End</u>
ESTIMATED REVENUE	11,860,677	11,443,983
TRANSFERS IN	1,128,219	977,841
ESTIMATED REVENUE AND TRANSFERS	<u>12,988,896</u>	<u>12,421,824</u>
TOTAL ESTIMATED AVAILABLE RESOURCES	15,415,858	14,848,786
TOTAL APPROPRIATIONS	13,545,790	12,799,759
Transfer to Other Funds	189,586	189,586
TOTAL APPROPRIATIONS & TRANSFERS	<u>13,735,376</u>	<u>12,989,345</u>
 ESTIMATED FUND BALANCE JUNE 2011	 1,680,482	 1,859,440
Contingency %	12.41%	14.53%

SUMMARY OF FY 2012 PROJECTED RESOURCES AND APPROPRIATIONS

ESTIMATED BEGINNING FUND BALANCE JULY 2011		1,859,440
ADOPTED FY2012		<u>Adopted</u>
ESTIMATED REVENUE		11,617,103
TRANSFERS IN		1,100,943
ESTIMATED REVENUE AND TRANSFERS		<u>12,718,046</u>
TOTAL ESTIMATED AVAILABLE RESOURCES		14,577,486
TOTAL APPROPRIATIONS		13,156,793
Transfer to L&L Fund 600 and Infrastructure Fund 831		204,136
TOTAL APPROPRIATIONS/TRANSFERS		<u>13,360,929</u>
 ESTIMATED FUND BALANCE JUNE 2012		 1,216,557
Contingency %		9.25%

**CITY OF DIXON
GENERAL FUND BUDGET SUMMARY (Fund 100)**

FY 2011

FY 2012

<u>DEPARTMENT</u>		<u>SALARY AND</u>	<u>OPERATING</u>	<u>ESTIMATED</u>	<u>DEPARTMENT</u>		<u>SALARY AND</u>	<u>OPERATING</u>	<u>ADOPTED</u>
		<u>BENEFITS</u>	<u>EXPENSES</u>	<u>PROJECTIONS</u>			<u>BENEFITS</u>	<u>EXPENSES</u>	<u>BUDGET</u>
111	City Council	25,228	50,626	75,854	111	City Council	36,457	44,717	81,174
112	City Manager	217,527	8,350	225,877	112	City Manager	224,045	8,840	232,885
113	City Clerk	336,156	114,145	450,301					
114	Finance	480,687	103,950	584,637	114	Finance/IT/Admin Services	806,432	205,875	1,012,307
115	Human Resources	210,953	24,190	235,143	115	Human Resources/City Clerk	331,779	100,995	432,774
116	Information Technology	103,002	24,500	127,502					
118	City Attorney	-	135,000	135,000	118	City Attorney	-	135,000	135,000
119	Insurance	-	246,388	246,388	119	Insurance	-	259,189	259,189
131	Economic Development	154,713	21,150	175,863	131	Economic Development	163,489	19,250	182,739
132	Community Dev/Planning	313,641	5,490	319,131	132	Community Development	357,675	14,450	372,125
133	Building Inspection	116,201	8,400	124,601					
143	Engineering	670,722	24,400	695,122	143	Engineering	677,536	30,750	708,286
150	Public Works O&M	103,336	18,145	121,481					
151	PW Garage	57	19,341	19,398					
152	PW Parks Maintenance	682,477	283,594	966,071	152	PW Parks Maintenance	751,616	427,924	1,179,540
153	PW Street Maintenance	258,194	230,169	488,363	153	PW Street Maintenance	388,939	182,881	571,820
154	PW Storm Drain Maintenance	76,870	62,379	139,249					
155	PW Building Maintenance	37,146	103,137	140,283					
161	Police	3,318,316	546,050	3,864,366	161	Police	3,528,918	585,505	4,114,423
166	Fire	2,789,608	365,357	3,154,965	166	Fire	2,828,834	621,128	3,449,962
169	Code Compliance	64,250	1,300	65,550					
171	Recreation	285,706	35,938	321,644	171	Recreation	240,412	32,848	273,260
172	S/MUC	76,993	20,979	97,972	172	S/MUC	75,559	25,750	101,309
000	Non Departmental	-	214,586	214,586	000	Non Departmental	-	254,136	254,136
TOTALS		<u>10,321,781</u>	<u>2,667,564</u>	<u>12,989,345</u>			<u>10,411,691</u>	<u>2,949,238</u>	<u>13,360,929</u>

City of Dixon Budget FY2012

000 - Non departmental (GENERAL FUND REVENUE AND TRANSFERS)

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-000-401100-0000	Homeowner's Exemption	36,447	38,125	37,459	37,459	38,163
100-000-401200-0000	Secured Property Taxes	2,778,139	2,036,102	2,490,081	2,490,081	2,477,950
100-000-401300-0000	Supplemental Taxes	3,089	1,279	-	18,500	27,113
100-000-401400-0000	Unsecured Property Taxes	104,587	169,726	180,000	180,000	158,122
100-000-411300-0000	Sales & Use Tax	3,706,408	3,312,104	3,502,433	3,298,166	3,458,158
100-000-411350-0000	Sales Tax in Lieu -Triple Flip	1,463,699	1,154,392	1,154,392	1,059,834	1,099,842
100-000-411200-0000	Motor Vehicle in-Lieu Tax	60,101	51,880	69,326	64,748	65,000
100-000-411250-0000	VLF/ERAF Swap	1,374,481	1,285,502	1,381,915	1,265,534	1,265,534
100-000-415200-0000	Franchise Tax - Cable TV	76,794	79,305	77,000	77,000	78,000
100-000-415300-0000	Franchise Tax - PGE	138,489	119,036	144,000	138,000	130,000
100-000-415400-0000	Franchise Tax - Refuse	304,339	303,457	310,000	310,000	310,000
100-000-415600-0000	Transient Occupancy Tax	200,282	156,509	180,000	180,000	180,000
100-000-401500-0000	Property Transfer Tax	63,032	49,110	58,000	50,000	50,000
100-000-411400-0000	Sales Tax - Public Safety	65,678	60,633	55,000	60,000	60,000
100-000-415100-9000	Business License - New	74,969	77,523	74,000	77,000	77,000
100-000-420100-0000	Admin Fees - Recreation	15,143	12,078	15,229	725	-
100-000-420200-0000	Admin Fees - City Management	193,532	72,218	119,251	119,251	119,251
100-000-420300-0000	Admin Fees - Finance	131,007	151,744	120,000	120,000	120,000
100-000-420400-0000	Admin Fees - Public Works	413,018	486,762	402,473	312,400	289,120
100-000-420500-0000	After School Program	33,438	-	-	-	-
100-000-421000-0000	Arena Use	2,353	2,617	2,500	2,500	2,500
100-000-421100-0000	Athletic Field Use	12,624	14,381	11,000	11,000	11,000
100-000-421200-0000	Bicycle Permits	72	52	100	100	100
100-000-421300-0000	Building Permits	106,554	74,303	120,000	60,000	85,000
100-000-428400-0000	Dog License	(311)	-	20,000	31,500	32,000
100-000-428500-0000	Encroachment Inspection Fee	6,955	15,603	7,500	7,500	7,500
100-000-428600-0000	Fire Contract Service Fee	420,225	386,324	425,000	430,000	430,000
100-000-428700-0000	Fire Dept Fees	51,557	25,261	55,000	25,000	10,000
100-000-428750-0000	Fire Dept Fees-Training	8,410	2,625	20,000	14,000	12,500
100-000-428800-0000	Fire Dept Permits	9,025	9,229	10,000	9,500	9,500
100-000-429000-0000	Garage Sale Permits	1,979	3,218	2,000	3,000	3,000
100-000-429300-0000	Misdemeanor Fines	9,399	929	5,000	2,000	2,000
100-000-429600-0000	NFSAD Admin Fees	-	-	-	-	-
100-000-429700-0000	Other Permits	6,876	6,325	5,000	5,000	5,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-000-429900-0000	Parking Fines	6,419	3,255	5,000	4,000	3,500
100-000-433100-0000	Plan Check Fee	193,094	42,398	30,000	22,000	40,000
100-000-433200-0000	Plan Check Fee - Engineering	1,169	500	1,200	10,000	10,000
100-000-433300-0000	Planning & Zoning Charges	13,925	23,645	20,000	22,000	25,000
100-000-433350-0000	Planning - Reimburse Agreement	-	-	-	-	-
100-000-433400-0000	Police Dance Security Fee	154	3,195	1,000	3,000	3,000
100-000-433500-0000	Police Dept Fees	30,035	20,343	25,000	20,000	20,000
100-000-433510-0000	Police Dept Fees - DUI	-	-	2,500	1,000	-
100-000-434000-0000	Rental Reservations	7,552	6,999	3,000	6,000	7,000
100-000-434100-0000	Rental - S/MUC	14,983	16,540	14,000	20,000	18,500
100-000-436100-0000	Std Plans/Specs/Publications	175	105	500	500	400
100-000-436300-0000	Swim Team Dolphins	2,140	6,770	6,000	7,524	7,500
100-000-436400-0000	Swimming - Lap Swim	4,579	5,087	5,000	4,000	4,000
100-000-436500-0000	Swimming Instructions	17,154	16,517	11,000	13,000	13,000
100-000-436600-0000	Swimming Pool Admissions	12,301	11,370	10,000	12,500	13,000
100-000-436700-0000	Swimming Pool Rentals	4,793	5,640	4,000	4,000	5,000
100-000-439100-3001	Weed & Pest - Abatement	-	557	-	-	-
100-000-460100-0000	Abandoned Vehicle Program	245	1,986	1,000	1,000	1,000
100-000-460400-0000	Copies	1,649	3,642	1,000	1,000	1,000
100-000-460500-0000	Donations	-	3,700	-	-	1,000
100-000-460600-0000	Emergency Cost Recovery Prog	115,643	40,099	25,000	25,000	25,000
100-000-460700-0000	EMS Fire Project	67,341	91,250	75,000	109,000	118,000
100-000-460900-0000	Grant Funds - Police	40,372	17,426	115,450	101,400	90,000
100-000-460900-1003	Grant Funds - Police/JAG	-	32,243	-	-	-
100-000-460900-1004	Grant Funds - Police/CHRP	-	26,387	-	-	-
100-000-460900-1005	Grant Funds - Police/SolNET	-	-	-	-	-
100-000-460910-0000	Grant Funds - ATOD	50,062	88,893	82,744	82,744	77,744
100-000-461000-0000	Grant Funds - PW	-	121,911	97,561	103,000	-
100-000-461115-1102	Grant Funds - FEMA	-	-	-	-	143,126
100-000-461120-0000	Grant Funds - State	-	-	-	-	-
100-000-461120-1101	Grant - Vol. Fire Assist (VFA)	-	-	7,083	7,083	-
100-000-461499-0000	Grant Funds - Other	-	11,700	-	-	60,000
100-000-461499-1901	Grant Funds - Other - NSP	-	6,180	-	-	-
100-000-461600-0000	Interest Earned	68,212	63,854	60,000	60,000	60,000
100-000-461500-0000	Insurance Settlement	-	3,571	-	11,183	5,000
100-000-461700-0000	Lease Revenue	53,226	19,839	18,980	18,980	18,980
100-000-461800-0000	Miscellaneous Income	8,594	741	15,000	19,835	25,000
100-000-462050-0000	DUSD Reimbursements	15,000	-	-	-	-

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-000-462050-3003	DUSD Reimbursements - Meetings	-	-	-	-	-
100-000-462100-0000	POST Reimbursement	8,355	14,491	10,000	10,000	15,000
100-000-462600-0000	Sale of Property	90,472	33,795	-	-	10,000
100-000-462700-0000	SB-90 Reimbursements	5,678	6,466	-	25,000	50,000
100-000-462815-0000	Donations - Police	-	1,000	-	-	-
100-000-463100-0000	Worker's Comp Refund	107,096	124,855	160,000	259,436	125,000
100-000-463110-0000	W/C & Disability Receipts	-	-	-	-	-
100-000-469900-0000	Other Income	5,330	8,643	-	-	8,000
100-000-470100-0000	Unrealized Gain on Investments	(7,294)	5,635	-	-	-
100-000-490300-0000	Transfer from Recreation	5,465	5,465	5,301	5,464	55,418
100-000-491100-0000	Transfer from Sewer O & M	223,523	223,523	170,000	170,000	200,000
100-000-491700-0000	Transfer from Transit O & M	56,271	59,698	54,583	54,583	54,583
100-000-491750-0000	Transfer from Cap Projs	46,262	40,697	44,874	44,874	44,874
100-000-492600-0000	Transfer from Redevelopment	490,630	197,707	191,775	191,775	191,775
100-000-492700-0000	Transfer from Redev Housing	-	170,690	165,571	30,000	30,000
100-000-492800-0000	Transfer from Gas Tax	301,306	327,304	317,485	317,485	317,485
100-000-492900-0000	Transfer from Traffic Safety	4,868	6,490	6,297	6,297	6,297
100-000-493200-0000	Transfer from Fund 570 CDBG	3,071	3,071	2,978	2,978	2,978
100-000-496100-0000	Transfer from WA Street	-	-	8,654	8,654	8,654
100-000-496200-0000	Transfer from NFSAD	-	20,422	19,811	19,811	19,811
100-000-497300-0000	Transfer from Equip Replace	158,912	626,473	47,327	54,410	157,000
100-000-497300-1101	Tfr fr Equip Repl - VFA Grant	-	-	7,083	-	-
100-000-497500-0000	Transfer from Building Res.	35,258	558	74,970	60,000	558
100-000-497600-0000	Transfer from CFD	11,510	11,510	11,510	11,510	11,510
100-000-497710-0000	From Debt Service Fund 210	3,930	-	-	-	-
		14,151,874	12,743,188	12,988,896	12,421,824	12,718,046
100-000-522400-0000	Consultants - Professional (ADA)	-	-	-	25,000	50,000
100-000-590300-0000	Transfer to L&L	34,607	34,607	174,586	174,586	154,136
100-000-590451-0000	Transfer to Core Area Drainage	-	-	15,000	15,000	-
100-000-590831-0000	Transfer to Infrastructure Reserve Fund 831	-	-	-	-	50,000
		34,607	34,607	189,586	214,586	254,136
TOTAL FUND REVENUE		14,151,874	12,743,188	12,988,896	12,421,824	12,718,046
TOTAL DEPT EXPENDITURES/TRANSFERS		34,607	34,607	189,586	214,586	254,136

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City Council

The City Council is comprised of a directly elected Mayor and four (4) City Council members. The Mayor and Council Members are elected for a four (4) year term. The City Council is the policy making legislative body of the City of Dixon. The City Council acts upon all legislative matters concerning the City, approving and adopting ordinances, resolutions and other matters requiring overall policy decisions and leadership. The City Council appoints the City Manager and the City Attorney as well as various commissions, boards and citizen advisory committees to ensure broad based citizen input into the City's affairs. In proposals designed to meet community needs and sustain demanded service levels; directs staff to initiate new programs to update existing services, determines the ability of the City to provide financing for the proposed budget, and oversees the financial condition of the city. The City Council also serves as the Board of Directors for the City of Dixon Redevelopment Agency and the Dixon Public Financing Authority and participate as Board members for a Joint Powers Authority for the Dixon Solano Water Authority (DSWA).

City Council Mission

To provide policy direction and oversight for the City of Dixon; to serve as the elected representatives for the citizens of the City of Dixon in guiding municipal operations and services.

<u>Name</u>	<u>Position</u>	<u>Term</u>
Jack Batchelor, Jr.	Mayor	2008-2012
Michael Ceremello	Vice-Mayor	2008-2012
Dane Besneatte	Councilmember	2009-2014 ¹
Thom Bogue	Councilmember	2010-2014
Rick Fuller	Councilmember	2008-2012

¹ Councilmember Besneatte was appointed in 2009 to fill a vacancy of an unexpired term. Then, in 2010, was officially elected for a full four-year term.

City of Dixon Budget FY2012
111 - CITY COUNCIL

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-111-511100-0000	Salaries/Wages PT	20,760	16,840	21,600	19,800	21,600
100-111-511170-0000	Commissions/Committees	6,120	4,145	11,520	3,100	11,520
100-111-512100-0000	Medicare	2,091	1,871	2,534	1,752	2,534
100-111-512600-0000	Worker's Comp Insurance	537	607	841	575	804
100-111-524200-0000	Dues/Subscriptions	18,639	17,742	31,526	31,526	32,117
100-111-530200-0000	Meetings/Seminars	945	2,611	2,000	1,500	1,500
100-111-531600-0000	Office Supplies	87	-	11,200	6,000	5,000
100-111-535550-0000	Special Events	(195)	-	4,000	4,000	-
100-111-535600-0000	Special Supplies	2,272	1,337	600	1,100	600
100-111-535650-0000	Subsidies to Comm Groups	7,500	7,500	5,000	5,000	4,000
100-111-535750-0000	Training	2,625	-	3,000	1,500	1,500
TOTAL DEPT EXPENDITURES		61,381	52,653	93,821	75,853	81,174

CITY OF DIXON
 PAYROLL SUMMARY
 FY:

2011-12

FUND: 100
 DEPT: 111
 CITY COUNCIL

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:											
Mayor	4,320	-	4,320	1	4,320	-	-	330	-	105	4,755
Councilmember	4,320	-	4,320	1	4,320	-	-	330	-	105	4,755
Councilmember	4,320	-	4,320	1	4,320	-	-	330	-	105	4,755
Councilmember	4,320	-	4,320	1	4,320	-	-	330	-	105	4,755
Councilmember	4,320	-	4,320	1	4,320	-	-	330	-	105	4,755
Planning Commission	4,200	-	4,200	1	4,200	-	-	321	-	102	4,623
Parks & Recreation Commission	4,200	-	4,200	1	4,200	-	-	321	-	102	4,623
Transportation Commission	2,100	-	2,100	1	2,100	-	-	161	-	51	2,312
Treasurer	1,020	-	1,020	1	1,020	-	-	78	-	25	1,123
GRAND TOTAL:	33,120	-	33,120	9	33,120	-	-	2,534	-	804	36,457

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 111
Department Name: CITY COUNCIL

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
100-111-524200-0000	31,526	31,526	32,117	League dues \$6,350; League(No. Bay) \$150; Treas. Assoc. \$75; Travis RAFC \$300, Solano Water Authority \$3000; LAFCO \$9,638; ABAG \$3,504; TCC \$1000; Granicus subscription maintenance, \$675/mnth
100-111-530200-0000	2,000	1,500	1,500	Miscellaneous Meetings/Travel
100-111-531600-0000	11,200	6,000	5,000	Misc. Office Supplies: Council, Commissions, Treasurer. Resources for paperless meetings (computers/software/wiring)
100-111-535550-0000	4,000	4,000	-	Dixon May Fair Parade Grant (\$4000)
100-111-535600-0000	600	1,100	600	Name Plaques, Video tapes, Publications, Special Meeting Supplies, Election Event
100-111-535650-0000	5,000	5,000	4,000	Community Subsidy Funding
100-111-535750-0000	3,000	1,500	1,500	Misc. Seminars or Council Training
Total	57,326	50,626	44,717	

City Manager

The City Manager is appointed by the City Council and is the Chief Administrative Officer of the City. Nancy Huston was appointed as the Dixon City Manager on June 30, 2008 and is leaving the organization in July 2011 for a position with Solano County. The City is currently recruiting for a City Manager.

The City Manager is responsible for providing support and advice to the City Council; offering leadership and policy support for departments; fostering community partnerships and interagency collaboration; connecting citizens with their community; providing legislative policy support; and guiding the City's continuing transformation to a highly customer focused team.

The City Manager is responsible for the efficient and effective operation of all City departmental programs and services. The City Manager advises the City Council on the financial condition of the City; makes recommendations to the City Council on all legislative policy matters and supervises all of the appointed department managers, except the City Attorney, who is appointed by the City Council. The City Manager also acts as the Executive Director of the Dixon Redevelopment Agency, the Dixon Public Financing Authority, and the Assistant General Manager for the Dixon/Solano Water Authority.

City Manager Mission

The City Manager will provide effective policy recommendations to the City Council and leadership and guidance to the City of Dixon organization in providing services to the Citizens of Dixon.

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- Led and supported staff efforts to deliver annual budget, and quarterly budget updates to the Council
- Directed efforts to obtain grants for infrastructure and grants for Senior Housing
- Led and supported staff to provide financial data to the community for the water utility and led staff efforts on the transition to a Joint Powers Authority for the Dixon/Solano Water Authority

Council Goal 2 – Provide Public Services at a High Level

- Led staff to deliver quality services in a reduced budget scenario

- Led and supported staff efforts to continue to improve the technology and work programs in the city organization, creating a more transparent and efficient organization to deliver services to the community

Council Goal 3 – Promote Economic Development for Dixon

- Led staff effort to successfully achieve developer funds for a local match for the \$3 million dollar EDA grant to construct a well and tank for the North East Quadrant area
- Led staff efforts to provide quarterly large employer roundtable forums
- Led staff efforts to retain current businesses and to recruit new businesses in the City

City of Dixon Budget FY2012
112 - CITY MANAGER

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-112-511000-0000	Salaries/Wages	176,831	167,203	172,697	172,552	172,404
100-112-511900-0000	Separation Pay	5,735	-	-	-	-
100-112-512100-0000	Medicare	2,775	2,577	2,785	2,676	2,781
100-112-512200-0000	Retirement	27,027	25,455	25,826	25,935	31,840
100-112-512300-0000	Disability Insurance	707	655	648	661	648
100-112-512400-0000	Health Insurance	18,401	14,453	15,376	14,796	15,376
100-112-512500-0000	Unemployment Insurance	949	-	-	-	-
100-112-512600-0000	Worker's Comp Insurance	883	947	1,038	907	996
100-112-520600-0000	Auto Allowance	4,897	4,800	4,800	4,800	4,800
100-112-521800-0000	Communications	781	727	840	840	840
100-112-524200-0000	Dues/Subscriptions	1,575	1,684	1,700	1,700	1,700
100-112-530200-0000	Meetings/Seminars	450	2,054	2,500	1,000	1,500
100-112-531600-0000	Office Supplies	100	12	-	10	-
100-112-535600-0000	Special Supplies	480	-	-	-	-
TOTAL DEPT EXPENDITURES		241,590	220,566	228,210	225,877	232,885

CITY OF DIXON
 PAYROLL SUMMARY
 FY: 2011-12

FUND: 100
 DEPT: 112
 CITY MANAGER

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Soc Sec/Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:											
City Manager	162,154	4,250	166,404	1	166,404	31,840	14,592	2,624	648	996	217,104
Total:	162,154	4,250	166,404	1	166,404	31,840	14,592	2,624	648	996	217,104
<i>Other payroll costs:</i>											
PERS Health Administration/Sr. Mgmt Life Insurance							784				784
Retirement Health Benefit							-				-
Auto Allowance			4,800					70			4,870
FLSA (Y-time)			-					-			-
Stand-by pay			-					-			-
Comp Time Cash Out			-			-		-			-
Admin Leave Cash Out			6,000		6,000			87			6,087
Night Differential			-			-		-			-
Subtotal:			10,800		6,000	-	784	157	-	-	11,741
GRAND TOTAL:	162,154	4,250	177,204		172,404	31,840	15,376	2,781	648	996	228,845

CITY OF DIXON
 OPERATING EXPENSES SUMMARY SHEET
 FY 2012 BUDGET

Department #: 112
 Department Name: CITY MANAGER

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
520600	4,800	4,800	4,800	Auto allowance @\$400/month
521800	840	840	840	Blackberry (12mos. @ \$70/mo)
524200	1,700	1,700	1,700	Subscriptions-Newspapers, ICMA Dues
530200	2,500	1,000	1,500	Annual league conference - 3 days - Monterey;
531600	-	10	-	General office supplies
Total	9,840	8,350	8,840	

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Administrative Services

Effective this budget year, Finance, Information Technology (IT), and the service counter personnel (formerly under the supervision of the City Clerk Department), are proposed to be consolidated to form the Administrative Services Department.

The Administrative Services Department, plans, directs and coordinates the fiscal and information technology affairs of the city in accordance with specific objectives established by legal and professional standards. It provides for the maintenance of the City's financial records and information technology system, develops related systems, and provides management with information necessary for sound fiscal and information technology decisions. This includes budget, debt administration, cost and revenue accounting, accounts and loans receivable, administering the transient occupancy and business license tax collections, utility billing, payroll, accounts payable, fixed assets and information technology. The Finance Division is also responsible for investing and safeguarding the city's cash in accordance with City Council and adopted investment policies.

The Administrative Services Department serves as a customer service portal for stakeholders via the service counter. Active information sharing and problem solving assists many different users in efficiently interacting with the City and its many departments.

Administrative Services Mission

To provide outstanding customer service to the City Council, City Management, Operating Departments and External Stakeholders in prudently managing financial resources and information technology through accurate information and high quality business planning and financial and information technology services.

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- Completed timely external audit with no management findings
- Completed timely annual budget process
- Received Award of Excellence in Financial Reporting from the GFOA

Council Goal 2 – Provide Public Services at a High Level

- Implemented direct debit payments for utility customers
- Began implementation of new City Website to enhance ease of use

City of Dixon Budget FY2012
114 - ADMINISTRATIVE SERVICES

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-114-511000-0000	Salaries/Wages	337,415	355,712	540,163	518,960	574,326
100-114-511200-0000	Overtime	-	-	1,000	-	-
100-114-511900-0000	Separation Pay	-	8,146	-	-	-
100-114-512100-0000	Medicare	12,205	5,026	9,664	8,589	9,827
100-114-512200-0000	Retirement	41,099	53,699	82,620	79,595	108,935
100-114-512300-0000	Disability Insurance	2,111	2,341	2,634	2,926	2,841
100-114-512400-0000	Health Insurance	69,804	78,822	138,954	124,749	105,657
100-114-512600-0000	Worker's Comp Insurance	2,133	2,089	4,778	4,118	4,847
100-114-520860-0000	Cash Over/Short	(156)	(7)	-	-	-
100-114-521800-0000	Communications	6,940	7,559	14,370	13,500	13,000
100-114-522400-0000	Consultants - Professional	54,658	51,000	60,750	47,500	92,750
100-114-522600-0000	Contr Servs - Non Professional	5,939	-	-	-	-
100-114-523200-0000	Contractual Services/Audit	43,400	52,500	43,500	29,000	43,500
100-114-523400-0000	Contract Servs - Temp	43,037	18,539	-	-	-
100-114-524200-0000	Dues/Subscriptions	1,084	891	1,655	1,360	1,445
100-114-526000-0000	Equip Repairs/Maintenance	-	-	750	750	1,000
100-114-530200-0000	Meetings/Seminars	3,095	1,155	5,300	2,500	5,300
100-114-531000-0000	Mileage Reimbursement	259	37	813	450	450
100-114-531400-0000	Office Equip Maint/Rental	285	-	1,200	400	500
100-114-531600-0000	Office Supplies	6,049	4,596	22,950	19,450	19,750
100-114-531650-0000	Office/Software Maintenance	7,771	7,539	19,310	18,390	19,000
100-114-532000-0000	Personnel/Recruiting	-	463	-	-	-
100-114-535600-0000	Special Supplies	4,029	5,189	6,630	6,400	5,500
100-114-535750-0000	Training	5,052	3,514	7,255	3,000	3,680
100-114-536000-0000	Utilities	-	68	-	-	-
100-114-560400-0000	Capital Outlay	-	1,049	13,500	-	-
TOTAL DEPT EXPENDITURES		646,209	659,927	977,796	881,637	1,012,307

CITY OF DIXON FUND: 100
PAYROLL SUMMARY DEPT: 114
FY: 2011-12 ADMINISTRATIVE SERVICES

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:											
Finance & Tech Director	120,206	3,158	123,364	1.00	123,364	23,604	14,592	2,000	589	739	164,889
Accounting Manager	74,583	-	74,583	1.00	74,583	14,271	9,120	1,214	365	458	100,011
Management Analyst I	59,875	-	59,875	0.84	49,995	9,566	7,615	835	293	307	68,613
Acct. & PR Analyst	55,731	-	55,731	1.00	55,731	10,664	9,120	940	273	342	77,071
Account Clerk I	41,859	-	41,859	1.00	41,859	8,009	9,120	739	205	257	60,189
Account Clerk I	41,780	-	41,780	0.50	20,890	3,997	4,560	369	94	128	30,038
Technology Coordinator	77,076	1,542	78,618	1.00	78,618	15,043	14,592	1,352	378	1,870	111,852
Senior Administrative Clerk	47,616	952	48,568	1.00	48,568	9,293	14,592	916	233	293	73,895
Administrative Clerk II	40,824	1,837	42,661	0.75	31,996	6,122	10,944	623	200	188	50,073
Administrative Clerk II	42,864	857	43,721	1.00	43,721	8,366	9,120	766	210	263	62,447
Subtotal:	602,414	8,346	610,760	9.09	569,326	108,935	103,375	9,754	2,841	4,847	799,077
Other payroll costs:											
PERS Health Administration/Sr. Mgmt Life Insurance							882				882
Retirement Health Benefit							1,400				1,400
Admin Leave Cash Out			5,000		5,000			73			5,073
Subtotal:			5,000		5,000	-	2,282	73	-	-	7,355
GRAND TOTAL:	602,414	8,346	615,760	9.09	574,326	108,935	105,657	9,827	2,841	4,847	806,432

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 114
Department Name: ADMINISTRATIVE SERVICES

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Consolidated Estimated (C)	Consolidated Staff Proposed (D)	
521800	14,370	13,500	13,000	Finance modem, \$650; City Hall phone service \$12,000; Cell Phone \$350
522400	60,750	47,500	92,750	HdL Co, ongoing sales tax review, \$14,000; Investment custodial security services, UBOC \$3,500; Public Financial Management Investment Consultant Services, \$27,000; CAFR Statistics and Application for Award \$750; SB90 Claims \$5,000. Note that if HDL recoveries exceed \$10,000 an add appropriation will be needed; also SB 90 claims appropriation may need to be increased with increased recoveries; Back Up/On Call IT Consultant - 70 HRs @\$150 per Hr.; OPEB Actuary report \$12,000; Cost Allocation \$20,000
523200	43,500	29,000	43,500	Annual Audit, \$43,500
524200	1,655	1,360	1,445	Memberships:\$185 GFOA; \$220 CSMFO; \$185 CMTA, Springbrook User Group \$50; Subs: \$805 Technical Publications for FLSA & GAAP, etc.; Municipal Information Systems Assoc of CA (MISAC) membership renewal
526000	750	750	1,000	Telephone System Maint/repairs, Equipment repairs
530200	5,300	2,500	5,300	\$1,600 CSMFO/League Finance; \$3,000 Springbrook User Group; \$700 Miscellaneous meetings for director and staff
531000	813	450	450	Mileage for staff trips (est. rate of \$0.50 per mile) plus extra \$100 for small trips to meetings, lockbox, etc.
531400	1,200	400	500	Printer maintenance
531600	22,950	19,450	19,750	General office supplies for City Hall Depts., forms, network and computer system supplies, etc, banking fees and charges (offset by interest)
531650	19,310	18,390	19,000	Springbrook Maintenance; 1 Yr renewal Sonicwall support and content filter; 1 yr renewal antivirus
535600	6,630	6,400	5,500	Misc forms \$1,200; business license forms \$500; Civic Plus Web Hosting Cost
535750	7,255	3,000	3,680	GFOA: GAAP UPDATE \$1,275; Excel/ACCESS \$205, Springbrook Training \$1500; Network Design and Administration
560400	13,500	-	-	
Total	197,983	142,700	205,875	

Human Resources and City Clerk

The services provided by the Human Resources Department include oversight of the employee benefits administration, conducting and administering the City's recruitment and selection program, administration of the City's Risk Management program, administration of, and guidance to departments regarding labor and employee relations, develop, administer, and conduct City-wide training programs, ensure City compliance with applicable labor, benefit, medical and safety laws and regulations, and provide oversight of the City's classification and compensation system.

The City Clerk's Office provides information on legislative history and operations of the City to the City Council, all City Departments, and the general public. The City Clerk is the local official for elections, the Political Reform Act, the Maddy Act, the Public Records Act and the Brown Act. Before and after the City Council takes action, the City Clerk ensures that actions relating to, but not limited to, Agendas, Ordinances, Resolutions, Minutes, and Agreements are in compliance with all Federal, State and local statutes and that all actions are properly executed, recorded and filed.

Human Resources/City Clerk Mission

To provide innovative and practical solutions that address issues with integrity, responsiveness and sensitivity to employees, residents and other customers.

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- Assisted with the development and implementation of the City's two year PERS service credit program which resulted in a substantial cost savings to the City
- Implemented an alternative retirement system for part time and seasonal employees which resulted in a cost savings to the City
- Changed the third party carrier for the City's Drug and Alcohol Program which resulted in a cost savings to the City
- Helped to reduce insurance premium costs for Worker's Compensation by \$38,743 and General Liability coverage by \$51,620
- Helped to generate refunds from the City's self insurance pool (Northern California Cities Self Insurance Fund) of \$82,712 for General Liability and \$134,100 for Worker's Compensation, due in part to the City's safe practices
- Worked to successfully recover subrogation claims to reimburse the City for damage against City property and equipment
- Worked to implement a Records Retention Schedule which will lead to a reduction in City storage costs

- Rewired the City Council Chambers video feed through in house staff resulting in a cost savings to the City

Council Goal 2 – Provide Public Services at a High Level

- Worked with the City Manager on negotiations for the Police, Fire and Local One bargaining units
- Successfully completed recruitments for Police Sergeant, Police Reserve, Fire Engineer and Fire Volunteer

City of Dixon Budget FY2012
115 - HUMAN RESOURCES/CITY CLERK

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-115-511000-0000	Salaries/Wages	151,620	148,808	249,677	259,948	229,397
100-115-511100-0000	Salaries/Wages Temp	881	406	9,685	4,036	7,723
100-115-511110-0000	Wages PT Extra Hours	4,157	4,418	5,000	1,478	5,000
100-115-511200-0000	Overtime	-	-	-	207	-
100-115-511900-0000	Termination Pay	-	-	35,685	21,636	-
100-115-512100-0000	Medicare	2,376	2,295	5,602	4,314	4,033
100-115-512200-0000	Retirement	23,278	22,978	38,187	39,917	44,384
100-115-512300-0000	Disability Insurance	1,204	951	1,873	1,363	1,338
100-115-512400-0000	Health Insurance	23,980	25,179	54,776	57,467	38,493
100-115-512600-0000	Worker's Comp Insurance	841	914	1,560	1,497	1,411
100-115-520400-0000	Advertising	-	-	12,000	14,000	13,000
100-113-520600-0000	Auto Allowance	1,200	1,200	1,200	-	-
100-115-521800-0000	Communications	887	1,192	2,220	1,200	1,200
100-115-522400-0000	Contractual Svcs/Consultants	6,797	18,435	7,500	-	7,500
100-115-522600-0000	Contr Servs - Non Professional	1,118	1,118	1,200	1,200	1,200
100-115-524200-0000	Dues & Subscriptions	735	613	1,045	1,450	1,045
100-115-524600-0000	Elections	50,852	-	20,000	28,500	-
100-115-524800-0000	Employee Assistance Program	3,406	3,159	3,500	3,500	3,500
100-115-525200-0000	Employee Event	2,088	1,814	2,000	-	1,000
100-115-525400-0000	Employee Recognition Awards	3,758	2,100	6,100	5,000	5,500
100-115-530200-0000	Meetings & Seminars	3,628	1,692	1,900	2,385	1,900
100-115-531000-0000	Mileage Reimbursement	450	222	600	700	600
100-115-531400-0000	Office Equip Maint/Rental	2,750	-	36,800	36,800	36,800
100-115-531600-0000	Office Supplies	977	932	1,750	850	1,000
100-115-532000-0000	Personnel/Recruiting	11,601	1,560	-	-	-
100-115-532400-0000	Physical/Psych Exams	11,410	10,853	7,500	5,000	5,000
100-115-532800-0000	Postage			16,000	15,000	15,000
100-115-533000-0000	Benefit Plan Administration	2,878	3,395	3,000	4,000	2,000
100-115-535600-0000	Special Supplies	820	781	2,500	3,600	2,250
100-115-535750-0000	Training	6,213	808	2,700	900	1,000
100-115-535800-0000	Training - Employee Program	1,894	746	2,500	-	1,500
TOTAL DEPT EXPENDITURES		321,797	256,569	534,060	515,948	432,774

CITY OF DIXON FUND: 100
 PAYROLL SUMMARY DEPT: 115
 FY: 2011-12 HUMAN RESOURCES/CITY CLERK

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:												
Human Resources Director	98,574	2,584	101,158	1.00	101,158		19,356	14,592	1,678	483	606	137,873
Human Resources Technician	65,124	2,605	67,729	0.75	50,797		9,719	6,840	836	319	300	68,811
Interim Deputy City Clerk	74,484	-	74,484	1.00	74,484		14,252	14,592	1,292	536	458	105,613
Subtotal:	238,182	5,189	243,371	2.75	226,439	-	43,327	36,024	3,806	1,338	1,364	312,297
Temporary Personnel												
Audio Video Technician	3,218	-	3,218		-	3,218	42		47	-	20	3,327
Audio Video Technician	4,505	-	4,505		-	4,505	59		65	-	28	4,656
Subtotal:	7,723	-	7,723	0.00	-	7,723	100	-	112	-	47	7,983
Total:	245,905	5,189	251,094	2.75	226,439	7,723	43,427	36,024	3,918	1,338	1,411	320,280
Other payroll costs:												
PERS Health Administration/Sr. Mgmt Life Insurance								69				69
Retirement Health Benefit								2,400				2,400
PT Extra Hrs			5,000				957		73			6,029
Auto Allowance			-						-			-
Stand-by pay			-						-			-
Comp Time Cash Out			458		458				7			465
Admin Leave Cash Out			2,500		2,500				36			2,536
Subtotal:			7,958		2,958	-	957	2,469	115	-	-	11,499
GRAND TOTAL:	245,905	5,189	259,052	2.75	229,397	7,723	44,384	38,493	4,033	1,338	1,411	331,779

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 115
Department Name: HUMAN RESOURCES/CITY CLERK

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
520400	12,000	14,000	13,000	Advertising public hearings; bid and public notices; publishing ordinances
520600	1,200	-	-	City Clerk Auto Allowance (eliminated)
521800	2,220	1,200	1,200	Cell phone and PC connection card
522400	7,500	-	7,500	Hearing officer: \$2,500; Investigations: \$5,000
522600	1,200	1,200	1,200	City Hall Alarm Contract
524200	1,045	1,450	1,045	Professional organization membership dues and subscriptions -- MMANC, IPMA and Labor Law Publications
524600	20,000	28,500	-	Elections - no elections scheduled for FY2012
524800	3,500	3,500	3,500	Employee Assistance Program
525200	2,000	-	1,000	Employee Appreciation Event
525400	6,100	5,000	5,500	Employee Service Awards; Employee of the Quarter Program
530200	1,900	2,385	1,900	Conferences and Seminars for: CalPELRA (\$1,900)
531000	600	700	600	Employee Mileage Reimbursement for classes, seminars, training, recruitment testing, out-of-town meetings, etc.,
531400	36,800	36,800	36,800	Software Maintenance Agreements
531600	1,750	850	1,000	Office Supplies - printer cartridges, handbook binding supplies, employee identification cards, camera supplies, copier paper
532400	7,500	5,000	5,000	Pre-employment, post accident and reasonable suspicion drug testing; physicals and psychological exams
532800	16,000	15,000	15,000	Postage for City postage meter and postage supplies; Express mail
533000	3,000	4,000	2,000	Flex One Benefits Administration (125 Plan); CBA (COBRA Administration); CSAC-EIA (Drug Testing Administration)
535600	2,500	3,600	2,250	Bi-lingual tests, Plaques, California Chamber of Commerce Labor Law Posters
535750	2,700	900	1,000	Training Provided Free Through NCCSIF Insurance Pool
535800	2,500	-	1,500	Employee Education Reimbursement Program (per MOU Local 1)
560400	-	-	-	Capital Outlay
597300	-	-	-	Equipment Replacement
Total	132,015	124,085	100,995	

City of Dixon Budget FY2012

119 - INSURANCE

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-119-520090-0000	ADA Reasonable Accommodation	-	-	-	-	-
100-119-525000-0000	Employee Fidelity Bond	2,064	1,052	1,196	1,122	1,256
100-119-526000-0000	Equipment Repairs	-	-	-	4,237	-
100-119-527800-0000	Insurance - Liability	138,675	224,644	195,026	211,558	204,777
100-119-528000-0000	Insurance - Mobile Equipment	18,462	18,486	18,500	19,001	19,425
100-119-528200-0000	Insurance - Property	17,381	20,441	20,825	4,028	21,866
100-119-528600-0000	Insurance - Worker's Comp	3,450	(219,616)	-	-	-
100-119-528700-0000	Insur - Auto Physical Damage	4,890	6,300	6,300	45	6,615
100-119-535950-0000	Uninsured Losses	477	8,826	5,000	5,000	5,250
100-119-560400-0000	Capital Outlay	-	-	1,397	1,397	-
TOTAL DEPT EXPENDITURES		185,399	60,133	248,244	246,388	259,189

Form SS-1

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 119
Department Name: INSURANCE

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
GENERAL LIABILITY:				
525000	1,196	1,122	1,256	Employee Fidelity Bonding Insurance; Public Official Bonds for Treasurer, City Manager, City Clerk, Finance &
526000	-	4,237	-	Equipment Repairs
527800	195,026	211,558	204,777	Liability Insurance
528000	18,500	19,001	19,425	Mobile Equipment Insurance
528200	20,825	4,028	21,866	Property Insurance
528700	6,300	45	6,615	Auto Physical Damage Insurance
SAFETY PROGRAM:				
520090	-		-	ADA Reasonable Accommodation
535950	5,000	5,000	5,250	Uninsured Losses
560400	1,397	1,397	-	Capital Outlay
Total:	248,244	246,388	259,189	

City Attorney

The City Attorney is appointed by and serves at the pleasure of the City Council. The client of the City Attorney is the City of Dixon, as represented by the City Council. The City Attorney advises all officers and employees of the City regarding all legal matters pertaining to the business of the City and acts as primary provider of legal services and counsel to both the City Council and City Staff. The City Attorney represents the City in litigation to which it may be a party, drafts legal and official documents, including ordinances, resolutions and contracts, and coordinates legal services of special counsel. Michael F. Dean, from the firm Meyers Nave, is the appointed City Attorney.

City Attorney Mission

The City Attorney is committed to providing accurate, timely, proactive and cost effective legal guidance and representation for the City of Dixon and the Dixon City Council

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- Draft – on very short notice- multiple agreements for the protection of Redevelopment Agency assets

Council Goal 2 – Provide Public Services at a High Level

- Draft multiple ordinances including: salinity controls for wastewater; veteran license exemptions; remote caller bingo regulations; fireworks pilot program; 2010 uniform code updates; & Omnibus IV Zoning revisions;
- Draft multiple agreements including those for construction of the MSC and facilities sharing with DUSD

City of Dixon Budget FY2012

118 - CITY ATTORNEY

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-118-529600-0000	Legal Fees	222,274	148,921	150,000	135,000	135,000

Form SS-1

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 118
Department Name: CITY ATTORNEY

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
529600	150,000	135,000	135,000	City Attorney: Annual Base, Special Projects, Litigation

Economic Development

The principal purpose of the Economic Development Department is to assist local business growth and expansion, create high quality employment opportunities, and provide needed goods and services for residents, consistent with the goals of the General Plan.

Economic Development Department Mission

The Economic Development/Redevelopment Department is committed to the economic vitality and prosperity of our community. The Department administers the City's business attraction and marketing strategy and related programs in small business loans, permit assistance, demographic information, business retention, job training, and workforce housing. Redevelopment programs provide commercial rehabilitation loan and grants, public infrastructure, and affordable housing.

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- Prepared and obtained \$3,000,000 federal EDA grant for Well No 2, NE Quad with support from the Community Development and Engineering departments.
- Obtained \$6 million dollar federal HOME grant for Heritage Commons, Senior Housing with support from the Community Development and Engineering departments.

Council Goal 3 – Promote Economic Development for Dixon

- Held Quarterly meetings with Dixon's major employers
- Ongoing support and marketing technical assistance to Downtown Business Association and Chamber of Commerce
- Approval of CDBG Loan for start up Biotech company
- Approval of RDA loan for Heritage Commons Senior Housing
- Obtained Core Drainage Improvement Project design grant to allow development of three downtown parcels, assistance in fiscal and financial reporting to State

City of Dixon Budget FY2012
131 - ECONOMIC DEVELOPMENT

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-131-511000-0000	Salaries/Wages	121,574	119,885	119,831	118,392	122,257
100-131-512100-0000	Medicare	1,710	1,670	1,949	1,646	1,984
100-131-512200-0000	Retirement	18,199	17,683	17,955	18,117	22,600
100-131-512300-0000	Disability Insurance	707	621	567	593	567
100-131-512400-0000	Health Insurance	14,585	15,217	15,371	15,318	15,371
100-131-512600-0000	Worker's Comp Insurance	639	708	740	646	711
100-131-520400-0000	Advertising/Legal Notices	270	-	-	250	300
100-131-521200-0000	Business Development	315	302	250	350	250
100-131-521800-0000	Communications	1,017	775	1,300	1,300	800
100-131-522000-0000	Community Promotion	-	1,172	-	-	-
100-131-522600-0000	Contr Servs- Non Professional	5,648	4,816	6,000	5,500	6,000
100-131-524200-0000	Dues/Subscriptions	7,900	7,609	9,250	9,000	9,000
100-131-530200-0000	Meetings/Seminars	3,483	2,167	4,000	4,000	2,000
100-131-531000-0000	Mileage Reimbursement	34	-	100	100	300
100-131-531600-0000	Office Supplies	1,015	585	400	350	350
100-131-535600-0000	Special Supplies	649	523	500	300	250
100-131-535750-0000	Training	-	57	-	-	-
TOTAL DEPT EXPENDITURES		177,745	173,789	178,213	175,863	182,739

CITY OF DIXON FUND: 100
 PAYROLL SUMMARY DEPT: 131
 FY: 2011-12 ECONOMIC DEVELOPMENT

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Soc Sec/Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:												
Economic Develop. Director	115,686	2,426	118,112	1.00	118,112		22,600	14,592	1,924	567	711	158,505
Total:	115,686	2,426	118,112	1	118,112	-	22,600	14,592	1,924	567	711	158,505
Other payroll costs:												
PERS Health Administration/Sr. Mgmt Life Insurance								779				779
Retirement Health Benefit												-
Comp Time Cash Out			238		238				3			241
Admin Leave Cash Out			3,907		3,907				57			3,963
Subtotal:			4,145		4,145	-	-	779	60	-	-	4,984
GRAND TOTAL:	115,686	2,426	122,257	1	122,257	-	22,600	15,371	1,984	567	711	163,489

CITY OF DIXON
 OPERATING EXPENSES SUMMARY SHEET
 FY 2012 BUDGET

Department #: 131
 Department Name: ECONOMIC DEVELOPMENT

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
520400	-	250	300	Trade Mag., Trade Show or Chamber of Commerce Ad
521200	250	350	250	Business Workshops, Property Owner Workshop
521800	1,300	1,300	800	Nextel phone/New Broadband card charges for Lap Top
522600	6,000	5,500	6,000	Electronic Newsletter Prep, Shop Dixon, Brochures, Data Lists, Graphics, Flyers
524200	9,250	9,000	9,000	Solano EDC (\$8,500), CAL ED (\$500)
530200	4,000	4,000	2,000	1 Local Trade Show
531000	100	100	300	Mileage reimbursement
531600	400	350	350	Office supplies, pro rata color printer cartridges
535600	500	300	250	Special Supplies
Total	21,800	21,150	19,250	

Community Development Department

The Dixon Community Development Department is comprised of the Planning Division and the Building Inspection Division. These two divisions provide comprehensive development services to the public.

The Planning Division reviews proposals based on policies in the General Plan and Specific Plans, and State Law and local ordinances. The Division ensures compliance with a number of constantly changing land use and environmental laws pertinent to development proposals. The Division also provides staff support to the City of Dixon's Planning Commission.

The Building Inspection Division is responsible for implementation of the various building codes, health and safety codes, and other codes related to proper construction practices. Duties include reviewing construction plans, issuance of permits and daily site inspections. Other duties include code enforcement and preparing of monthly activity reports.

Both the Planning Division and Building Inspection Division provide direct assistance to the public and ensure that the proper development review process is fulfilled. The two divisions work closely with other city departments, state and local agencies in meeting this objective.

Community Development Department Mission

To ensure the public health, safety and welfare for Dixon residents through the implementation of the policies in the City's General Plan, Zoning Ordinance and Building Codes and any applicable regulations.

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- Processed several building permits for expanding Gymboree's distribution facility.
- Processed building permit for interior and exterior remodel of Wal-Mart
- Processed building permit for complete remodel of gas station on West A Street near I-80

Council Goal 2 – Provide Public Services at a High Level

- Retained Certified Access Specialist (CASP) ADA consultant to advise staff and Council on ADA issues.

Council Goal 3 – Promote Economic Development for Dixon

- Completed processing of several amendments to the Brookfield Subdivision Development Agreement in an effort to encourage the development of new housing.
- Processed plans for new Les Schwab Store
- Assisted Economic Development Department in obtaining EDA grant for new well in the Northeast Quadrant necessary for development
- Assisted Economic Development Department in applying for and obtaining \$6 million HOME grant for the Heritage Commons Senior Apartments.

City of Dixon Budget FY2012
132 - COMMUNITY DEVELOPMENT*

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-132-511000-0000	Salaries/Wages	245,137	229,008	316,894	319,138	266,360
100-132-511200-0000	Overtime	-	-	1,000	-	500
100-132-512100-0000	Medicare	3,952	3,770	5,456	5,237	4,346
100-132-512200-0000	Retirement	36,939	34,289	48,376	48,542	50,157
100-132-512300-0000	Disability Insurance	1,641	1,364	1,676	1,539	1,250
100-132-512400-0000	Health Insurance	39,771	39,315	58,407	53,100	32,871
100-132-512600-0000	Worker's Comp Insurance	1,299	1,328	3,542	2,288	2,191
100-132-521800-0000	Communications	244	432	750	900	1,000
100-132-523800-0000	County Charges	50	50	500	250	250
100-132-524200-0000	Dues/Subscriptions	858	1,083	2,000	2,000	2,000
100-132-530200-0000	Meetings/Seminars	1,237	468	-	-	-
100-132-531000-0000	Mileage Reimbursement	344	423	1,000	600	750
100-132-531600-0000	Office Supplies	491	392	1,000	700	1,000
100-132-531650-0000	Office/Software Maintenance	1,476	1,549	1,700	1,700	1,700
100-132-535600-0000	Special Supplies	1,049	649	2,000	3,190	2,500
100-132-535750-0000	Training	-	485	3,000	4,000	4,000
100-132-537500-0000	Vehicle Fuel	764	408	900	550	750
100-132-538000-0000	Vehicle Parts/Maintenance	83	60	500	-	500
TOTAL DEPT EXPENDITURES		335,336	315,075	448,701	443,732	372,125

* Beginning this budget year, the Planning and Building Departments have been consolidated.

CITY OF DIXON
 PAYROLL SUMMARY
 FY: 2011-12

FUND: 100
 DEPT: 132
 COMMUNITY DEVELOPMENT

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv.	Temp	PERS	Health	Soc Sec/	Disability	Workers'	Total Employee
					Pay 511000	Pay 511100	Retirement 512200	Insurance 512400	Medicare 512100	Insurance 512300	Comp 521600	
PERMANENT EMPLOYEES:												
Comm. Devel. Dir.	120,791	5,699	126,490	1.00	126,490		24,203	14,592	2,046	592	742	168,664
Associate Planner	70,256	-	70,256	0.75	52,692		10,082	6,840	863	344	324	71,146
Building Inspector II	68,352	1,367	69,719	0.50	34,860		6,670	4,560	572	-	829	47,490
Building Plans Examiner I	64,128	-	64,128	0.75	48,096		9,203	6,840	797	314	296	65,545
Total:	323,528	7,066	330,593	3.00	262,138	-	50,157	32,832	4,277	1,250	2,191	352,845
Other payroll costs:												
PERS Health Administration/Sr. Mgmt Life Insurance								39				39
Retirement Health Benefit												-
Unemployment costs												-
OVERTIME			500						7			507
FLSA (Y-time)												-
Stand-by pay												-
Comp Time Cash Out			222		222				3			225
Admin Leave Cash Out			4,000		4,000				58			4,058
Night Differential												-
Subtotal:			4,722		4,222	-	-	39	68	-	-	4,829
GRAND TOTAL:	323,528	7,066	335,315	3.00	266,360	-	50,157	32,871	4,346	1,250	2,191	357,675

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 132
Department Name: COMMUNITY DEVELOPMENT

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
521800	750	900	1,000	CD Director, Plans Examiner and Building Inspector phones
523800	500	250	250	County Fees For Recording Various Documents (i.e; Neg Dec., Notices of Determination, Notices of Exemptions 5 @ \$50)
524200	2,000	2,000	2,000	2 memberships, American Planning Association; AICP; ICC, CALBO and Napa Solano ICC Chapter
531000	1,000	600	750	Mileage Reimbursement- Community Development Technician, Associate Planner, Community Development Director - 1200 miles/month@\$0.50/mile
531600	1,000	700	1,000	Office supplies
531650	1,700	1,700	1,700	Springbrook Software maintenance
535600	2,000	3,190	2,500	Miscellaneous Supplies
535750	3,000	4,000	4,000	ICC training seminars, special training courses for various certifications, special training (various local & State agencies), CAL APA conference/AICP maintenance
537500	900	550	750	Fuel for Inspection Vehicles (Increased Fuel Costs) 200 gals @\$3.75/gal
538500	500	-	500	Maintenance Parts and Repairs for Inspection Vehicles
Total	13,350	13,890	14,450	

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Engineering Department

The Engineering Department is a highly technical department that deals with the oversight of all matters relating to the design and construction of infrastructure systems that serve the citizens of Dixon, including; potable water supply, storage, and distribution; wastewater collection and treatment; storm drainage collection and detention; and City streets and circulation. The Engineering Department also serves as a liaison with privately owned utilities, such as gas, telephone, and telecommunications.

The Engineering Department is responsible for annual preparation of the 5-year Capital Improvement Program (CIP). The Engineering Department implements the CIP projects; including managing planning, design, and environmental review activities; administering construction contracts, and inspecting project construction. The Engineering Department is also responsible for the review of engineering plans for residential, industrial, and commercial development projects.

Engineering Department Mission

The Engineering Department oversees the design and construction of public infrastructure consistent with the goals and policies of the City of Dixon General Plan, the City Standards, and the direction of the City Council.

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- Reduced operations portion of budget 38% from the previous year. Anticipate completing the fiscal year under budget.
- Cost reductions through conservation: (1) Applied for and received funding from the Solano Water Authority for water conservation improvements at the North Lincoln Swale. Potential water savings up to \$10,000 per year; (2) Preliminary energy audit completed for four City facilities. Audit includes recommendations for equipment efficiency upgrades and solar energy options.
- Pursue grant funding to deliver projects to comply with Capital Improvement Program, General Plan, and other City plans and priorities: Grants awarded for the Northeast Quadrant Well, Pavement Management System Update, North Adams Bike Lane, and bike racks for City facilities; Ongoing grants include the Transportation Center Project, Parkway Boulevard Overcrossing, and Soil/Groundwater Remediation at the Municipal Service Center.

Council Goal 2 – Provide Public Services at a High Level

- Infrastructure maintenance and improvements: completed the Stratford Avenue Paving Project; design, bid, and award the 2011 Sidewalk/Curb Cut Project, 2011 Paving Project, and North Adams Bike Lane Project; inspection of approximately 70 encroachment permits including the A.T. & T. system upgrades within the public right-of-way; secured funding and provided oversight regarding installation of bike racks at four City facilities to encourage bike riding.
- Traffic and Traffic Advisory Commission: traffic model update completed; reviewed downtown parking time limits and implemented recommended changes; reviewed parking needs on North Lincoln Street adjacent to Ram Town Karate; reviewing SR 113 truck impacts.

Council Goal 3 – Promote Economic Development for Dixon

- Project Management and grant administration for the Northeast Quadrant Well that will allow parcels in this area to develop.
- Completed plan check of the Heritage Commons Apartment Project.
- Clark Parcel Map (Southwest Area) plan checked and approved.

City of Dixon Budget FY2012
143 - ENGINEERING

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-143-511000-0000	Salaries/Wages	731,323	536,315	483,762	479,360	478,748
100-143-511200-0000	Overtime	-	-	1,500	-	1,500
100-143-511900-0000	Termination Pay	8,473	19,141	-	-	-
100-143-512100-0000	Medicare	11,013	8,310	8,200	7,102	8,048
100-143-512200-0000	Retirement	110,436	80,259	72,984	72,924	89,446
100-143-512300-0000	Disability Insurance	5,178	3,016	2,243	2,323	2,204
100-143-512400-0000	Health Insurance	129,010	93,697	94,947	92,366	88,695
100-143-512500-0000	Unemployment Insurance	1,755	10,457	-	8,550	-
100-143-512600-0000	Worker's Comp Insurance	9,188	9,469	9,446	8,097	8,896
100-143-520400-0000	Advertising/Publications	-	335	-	-	-
100-143-521000-0000	Bld/Site Maintenance	2,011	3,120	2,500	1,000	1,000
100-143-521800-0000	Communications	4,262	3,885	4,400	3,500	3,500
100-143-522400-0000	Consultants - Professional	3,644	3,082	2,000	1,300	1,750
100-143-522600-0000	Contr Servs - Non Professional	2,827	3,061	3,000	2,400	3,000
100-143-524200-0000	Dues/Subscriptions	37	37	300	250	200
100-143-526000-0000	Equip Repairs/Maintenance	320	408	800	900	800
100-143-530200-0000	Meetings/Seminars	44	48	100	-	100
100-143-531000-0000	Mileage Reimbursement	-	40	-	-	-
100-143-531400-0000	Office Equip Maint/Rental	4,101	2,008	3,000	600	600
100-143-531600-0000	Office Supplies	5,103	4,323	5,500	1,800	3,000
100-143-535600-0000	Special Supplies	6,176	6,322	5,500	5,300	7,300
100-143-535750-0000	Training	350	600	1,500	1,200	1,500
100-143-535900-0000	Uniforms	97	96	600	-	400
100-143-536000-0000	Utilities	4,181	4,103	4,000	3,600	3,600
100-143-537500-0000	Vehicle Fuel	1,208	1,087	2,500	800	1,000
100-143-538000-0000	Vehicle Maintenance	(151)	810	1,500	1,100	1,200
100-143-539000-0000	Water	539	280	650	650	800
100-143-560400-0000	Capital Outlay	-	15,779	-	-	1,000
TOTAL DEPT EXPENDITURES		1,041,125	810,086	710,932	695,122	708,286

CITY OF DIXON FUND: 100
PAYROLL SUMMARY DEPT: 143
FY: 2011-12 ENGINEERING

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Soc Sec/Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:												
City Engineer/Dir. Of Utilities ('	133,428	2,798	136,225	1.00	136,225		26,065	14,592	2,187	648	3,237	182,955
Sr Management Analyst	74,583	6,255	80,838	1.00	80,838		15,468	14,592	1,384	365	458	113,106
Administrative Clerk II	40,886	857	41,743	1.00	41,743		7,987	14,592	817	200	251	65,590
Associate Civil Engineer	92,668	1,943	94,611	0.25	23,653		4,526	3,648	396	104	562	32,888
Associate Civil Engineer	92,668	3,886	96,554	1.00	96,554		18,475	14,592	1,612	454	2,248	133,935
Assistant Civil Engineer	72,134	-	72,134	1.00	72,134		13,802	9,120	1,178	353	1,750	98,338
Engineering Tech III	63,950	1,341	65,291	0.25	16,323		3,123	3,648	290	78	388	23,850
Total:	1,168,228	17,080	1,185,308	5.50	467,470	-	89,446	74,784	7,863	2,204	8,896	650,662
Other payroll costs:												
PERS Health Administration/Sr. Mgmt Life Insurance								1,911				1,911
Retirement Health Benefit								12,000				12,000
Separation Pay			-									-
Overtime			1,500						22			1,522
FLSA (Y-time)			-						-			-
Stand-by pay			-						-			-
Comp Time Cash Out			3,278		3,278				48			3,326
Admin Leave Cash Out			8,000		8,000				116			8,116
Night Differential			-		-	-	-		-			-
Subtotal:			12,778		11,278	-	-	13,911	185	-	-	26,874
GRAND TOTAL:	1,168,228	17,080	1,198,086	5.50	478,748	-	89,446	88,695	8,048	2,204	8,896	677,536

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 143
Department Name: ENGINEERING

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
521000	2,500	1,000	1,000	Custodial supplies (Annex and trailer)
521800	4,400	3,500	3,500	\$2,500-telephone; \$1,000-use fee for 6 Nextel phones.
522400	2,000	1,300	1,750	Professional consultant services -- \$1,050 assessment apportionment, \$700 Solano Co map check. **
522600	3,000	2,400	3,000	Alarm system (\$1,200 - Annex and trailer); HVAC maintenance contract (\$1,800)
524200	300	250	200	No. Bay Eng.; APWA for City Eng.; professional publications
526000	800	900	800	\$400 - map copier maint.; \$400 - computer/copier/voice mail repairs
530200	100	-	100	Parking fees/bridge tolls; minor expenses for business meetings
531400	3,000	600	600	Lease one copier.
531600	5,500	1,800	3,000	Paper for computer, plotter, map copier, copier toner, bus. cards, misc. supplies
535600	5,500	5,300	7,300	\$5,800- software license updates; \$500- misc. small tools; \$500- printing City standards (reimbursable); \$500- County map recording fees
535750	1,500	1,200	1,500	Training re: CAD, pavement mgt., Map Act, dev. fees & other eng. issues; 5 @ \$300 ea.
535900	600	-	400	Steel-toed boots, safety vests/jackets & work gloves
536000	4,000	3,600	3,600	Electricity for Annex & Trailer
537500	2,500	800	1,000	Fuel for three vehicles
538000	1,500	1,100	1,200	Vehicle repairs/parts
539000	650	650	800	Water service for Annex & trailer (Cal Water Service)
560400	-	-	1,000	Cap. purchases - see form SS-2.
Total	37,850	24,400	30,750	

** Plan check fees, assessment apportionments and map checks are reimbursable from developer fees.

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Public Works

The Department of Public Works is responsible for public facilities used, owned, and enjoyed by the public. These facilities (works) which form the basic framework and underlying foundation (infrastructure) for our daily lives include the water, drainage, and sewer systems, streets, sidewalks, streetlights, City buildings, and park recreation facilities.

The Public Works divisions include:

- Dept. 152 – Parks and Building Maintenance
- Dept. 153 – Streets and Storm Drain Maintenance

Public Works Mission

Develop, operate, and maintain public facilities and structures in a cost effective manner while providing a safe and healthy environment.

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- The City has an agreement with California Department of Forestry to assist City crews in maintenance of the Landscaping and Lighting areas, storm ponds, and rights-of-way throughout Dixon for employee labor cost savings.
- Caltrans, Solano County, and the City share maintenance services and equipment for maintenance to freeway entrances, exits, overpasses, storm drainage, grading roads, and cleaning ditches.
- Parks Division working with Engineering to install a well system for irrigation. The well installation will save water and funds currently spent on California Water Service.
- Parks staff is assisting building maintenance staff in cleaning and maintaining City facilities to reduce labor cost.
- To save costs in replacing carpet at City Hall, staff moved the furniture and kept City Hall operational at the same time.
- The landscaping area at the Police Department was refurbished through an Eagle Scouts project.

Council Goal 2 – Provide Public Services at a High Level

- Hazardous waste is accepted every Saturday in Vacaville through a joint effort between the cities of Dixon and Vacaville. It is much more cost effective to share the costs for the facilities and staffing so that Dixon residents can utilize this much needed service.

- ADA improvements, including new fencing and signing, were installed at the two vacant lots downtown to allow parking to the disabled and was open to the public on March 17, 2011.
- Parks Division and Recreation is working with local sports organizations on field use agreements to share in the maintenance requirements and utility costs of the athletic fields.

Council Goal 3 – Promote Economic Development for Dixon

- Replaced 224 high pressure sodium street lights with Light Emitting Diode (LED) street lights in various locations throughout Dixon.
- Recology Dixon is collecting more recycled items through the curbside collection service, including more plastics, milk cartons, aluminum pans and foil, food trays, and pizza boxes.
- Applied for a grant through Air Quality to replace a high emission 1999 Tier 1 utility tractor with a new diesel Tier 4 low emission engine utility tractor.
- Applied for the second phase of a Tire-Derived Product Grant through CalRecycle for 262 tons of Ground Rubber mulch to be distributed in various landscape areas and parks throughout Dixon.

City of Dixon Budget FY2012

152 - PUBLIC WORKS PARKS & BUILDING MAINTENANCE*

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-152-511000-0000	Salaries/Wages	405,883	366,795	485,437	486,785	463,687
100-152-511000-3001	Salaries/Wages - Abatement	-	286	-	-	-
100-152-511100-0000	Salaries/Wages PT	20,443	-	-	-	9,146
100-152-511200-0000	Overtime	8,421	5,062	5,600	3,965	5,000
100-152-511200-3001	Overtime - Abatement	-	63	-	-	-
100-152-511300-0000	Standby	6,920	7,940	10,400	11,320	11,000
100-152-511900-0000	Termination Pay	-	126	34,021	7,817	-
100-152-512100-0000	Medicare	7,343	5,305	9,233	7,374	8,794
100-152-512100-3001	Medicare	-	5	-	-	-
100-152-512200-0000	Retirement	62,521	56,163	75,210	74,555	88,841
100-152-512200-3001	Retirement - Abatement	-	44	-	-	-
100-152-512300-0000	Disability Insurance	3,079	2,402	2,270	1,998	2,181
100-152-512400-0000	Health Insurance	112,154	104,927	154,761	145,381	131,708
100-152-512600-0000	Worker's Comp Insurance	22,048	23,085	33,256	27,542	31,259
100-152-512600-3001	Worker's Comp Ins - Abatement	-	22	-	-	-
100-152-512500-0000	Unemployment Insurance	-	6,318	-	4,611	-
100-152-521000-0000	Bld/Site Maintenance	2,426	6,040	7,700	8,183	7,700
100-152-521000-0101	Bldg/Site Maintenance/Pool	1,965	-	-	-	-
100-152-521400-0000	Chemicals	18,924	25,210	25,000	25,000	25,000
100-152-521800-0000	Communications	3,074	3,261	6,100	5,185	7,700
100-152-521800-0101	Communications/Pool	377	303	-	-	-
100-152-522600-0000	Contr Servs - Non Professional	81,194	6,960	59,480	27,480	27,380
100-152-524000-0000	DMV Exams/Physicals	130	-	195	234	234
100-152-524200-0000	Dues/Subscriptions	80	-	160	377	160
100-152-525800-0000	Equip Rental	5,167	4,462	5,000	5,000	5,000
100-152-526000-0000	Equip Repairs/Maintenance	12,396	22,685	18,200	11,425	11,500
100-152-527200-0000	Hepatitis Shots	-	420	1,120	-	300

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-152-531400-0000	Office Equip Maint/Rental	-	-	1,300	1,300	1,300
100-152-531600-0000	Office Supplies	503	-	1,200	1,050	750
100-152-535500-0000	Small Tools	650	2,307	2,500	1,000	1,000
100-152-535600-0000	Special Supplies	41,321	37,114	38,200	32,300	34,800
100-152-535750-0000	Training	300	1,389	900	900	900
100-152-535900-0000	Uniforms	2,835	4,675	6,000	4,600	5,000
100-152-536000-0000	Utilities	34,091	30,864	108,300	104,200	109,300
100-152-536000-0101	Utilities/Pool	44,917	38,747	-	-	-
100-152-536500-0000	Utilities - Park Path Lights	3,253	3,385	3,000	3,300	3,300
100-152-537500-0000	Vehicle Fuel	18,165	17,379	20,000	20,600	22,000
100-152-538000-0000	Vehicle Maintenance	4,778	1,402	4,800	2,640	3,000
100-152-539000-0000	Water	79,759	70,535	89,500	100,600	86,600
100-152-539000-0101	Water/Pool	3,692	4,673	-	-	-
100-152-560400-0000	Capital Outlay	15,235	55,298	75,000	63,843	75,000
TOTAL DEPT EXPENDITURES		1,024,041	915,652	1,283,842	1,190,565	1,179,540

*The Parks, Building departments were consolidated beginning this budget cycle. Additionally, the Operations and Maintenance (O&M) budget was divided between departments 152 and 153.

CITY OF DIXON FUND: 100
 PAYROLL SUMMARY DEPT: 152
 FY: 2011-12 PW - PARKS MAINTENANCE

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:												
Parks & Bldg Maint Supervisor	64,282	5,391	69,673	1.0	69,673		13,331	9,120	1,142	315	4,760	98,342
Sr. Maintenance Worker	52,034	5,728	57,762	1.0	57,762		11,052	14,592	1,049	255	3,853	88,564
Maintenance Worker II	47,250	991	48,240	1.0	48,240		9,230	14,592	911	232	3,499	76,704
Maintenance Worker II	47,250	1,981	49,231	1.0	49,231		9,420	14,592	925	232	3,499	77,899
Maintenance Worker II	47,250	1,981	49,231	1.0	49,231		9,420	14,592	925	232	3,499	77,899
Maintenance Worker I	42,843	1,123	43,966	1.0	43,966		8,412	14,592	849	210	3,173	71,202
Maintenance Worker I	42,843	-	42,843	1.0	42,843		8,198	9,120	753	210	3,173	64,296
Maintenance Worker I	42,843	-	42,843	1.0	42,843		8,198	14,592	833	210	3,173	69,848
Maintenance Worker II	47,250	991	48,240	0.50	24,120		4,615	4,560	416	123	1,749	35,584
Management Analyst II	66,662	4,892	71,555	0.50	35,777		6,846	7,296	625	164	205	50,912
Subtotal:	500,506	23,079	523,585	9.00	463,687	-	88,722	117,648	8,429	2,181	30,582	711,249
Temporary Personnel												
Maintenance Worker I	9,146	-	9,146	-	-	9,146	119	-	133	-	677	10,075
Subtotal:	9,146	-	9,146	-	-	9,146	119	-	133	-	677	10,075
Total:	509,652	23,079	532,731	9.00	463,687	9,146	88,841	117,648	8,562	2,181	31,259	721,324
Other payroll costs:												
PERS Health Administration								860				860
Retirement Health Benefit								13,200				13,200
OVERTIME			5,000						73			5,073
FLSA (Y-time)			-						-			-
Stand-by pay			11,000						160			11,160
Comp Time Cash Out			-						-			-
Admin Leave Cash Out			-						-			-
Night Differential			-						-			-
Subtotal:			16,000						14,060	232		30,292
GRAND TOTAL:	509,652	23,079	548,731	9.00	463,687	9,146	88,841	131,708	8,794	2,181	31,259	751,616

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 152
Department Name: PW - PARKS & BUILDING MAINTENANCE

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
521000	7,700	8,183	7,700	\$4,000 Prune,shape, and spray trees - City Hall & Hall Park parking lot; \$500 misc. repairs @ pool; \$200 mats & custodial/building maint supplies @ MSC; \$3,000 electric & plumbing repairs, doormats, mops, towels
521400	25,000	25,000	25,000	Fertilizer & weed program; pool chemicals
521800	6,100	5,185	7,700	\$3,200 Phone @ Pool Bld.; \$2,700 - 9 Nextel phones @ \$300/ea.; \$1,200 phones & fax line @ MSC; \$50/mo. Fire Alarm @ new break room/garage
522600	59,480	27,480	27,380	\$7,000 Path light repairs (Country Bear); \$2,500 CDF contract; \$480 pest control (Bugman) @ MSC; \$15,000 HVAC maint. for MSC, Transp. Bldng, City Hall, & new breakroom @ MSC (Honeywell); \$2,400 fire alarm new breakroom @ MSC (Stanley)
524000	195	234	234	Class B license - DMV renewal & physicals
524200	160	377	160	Annual dues for pesticide certification & pool operator certification
525800	5,000	5,000	5,000	Misc. rental equipment; Port-a-Potty for Patwin, WIP, & Veteran's Parks
526000	18,200	11,425	11,500	\$10,000 Parts to repair equipment including mowers, sweepers, tractors, vacuum cleaners, buffer, jacks, hoists and power tools; \$1,500 repair of MSC office equipment;
527200	1,120	-	300	Hepatitis shots
531400	1,300	1,300	1,300	Copier lease @ MSC
531600	1,200	1,050	750	Copier/computer paper, print cartridges, business cards, misc. office supplies
535500	2,500	1,000	1,000	Misc. small tools
535600	38,200	32,300	34,800	\$31,000 sprinkler parts, infield mix, trees, mulch, ball field lights, tennis ct. nets, rest room supplies, park signs, graffiti remover, path light parts, nuts, bolts, grease, parts; \$500 computer supplies @ MSC; \$1,000 first aid & eyewash kits; \$2,000 carpet & furniture cleaners, bathroom supplies, brooms, disinfectants, tubs, lightbulbs, ballasts, misc. hardware; \$300 fire extinguisher service.
535750	900	900	900	Training for pesticide exam and pool maint. - 3 personnel
535900	6,000	4,600	5,000	Uniforms, jackets, and rain gear
536000	108,300	104,200	109,300	\$75,000 Electricity for ball field, soccer arena, tennis courts, and basketball court lights; gas/ electricity at pool facility; \$4,300 gas & electricity @ MSC; \$25,000 gas & electricity @ City Hall; \$5,000 gas & electricity for garage & break room
536500	3,000	3,300	3,300	Park path lights (6 parks)
537500	20,000	20,600	22,000	Fuel for vehicles and equipment
538000	4,800	2,640	3,000	Parts to repair licensed vehicles
539000	89,500	100,600	86,600	\$85,000 Water for restrooms & irrigation (6 parks); \$7,000 pool facility; \$2,800 water @ MSC; \$1,800 water @ City Hall
560400	75,000	63,843	75,000	Capital purchases - playground equipment
Total	473,655	419,217	427,924	

City of Dixon Budget FY2012

153 - PUBLIC WORKS STREET & STORM DRAIN MAINTENANCE*

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-153-511000-0000	Salaries/Wages	243,698	242,175	246,819	247,382	240,886
100-153-511200-0000	Overtime	1,398	5,632	5,000	6,677	5,000
100-153-511300-0000	Standby	7,220	8,080	8,320	7,780	11,000
100-153-511900-0000	Termination Pay	-	-	16,887	427	-
100-153-512100-0000	Medicare	2,675	2,548	4,729	2,688	4,677
100-153-512100-3001	Medicare - Abatement	-	8	-	-	-
100-153-512100-3002	Medicare - Grillin & Chillin	-	-	-	28	-
100-153-512200-0000	Retirement	37,038	36,334	37,895	37,229	45,613
100-153-512200-3001	Retirement - Abatement	-	112	-	-	-
100-153-512200-3002	Retirement - Grillin & Chillin	-	-	-	9	-
100-153-512300-0000	Disability Insurance	1,870	1,475	1,148	1,387	1,130
100-153-512400-0000	Health Insurance	67,952	71,442	71,483	66,923	65,824
100-153-512600-0000	Worker's Comp Insurance	13,180	15,859	15,540	13,151	14,809
100-153-512600-3001	Worker's Comp Ins - Abatement	-	40	-	111	-
100-153-512600-3002	Worker's Comp- Grillin&Chillin	-	-	-	140	-
100-153-511200-3002	Overtime - Grillin & Chillin	-	-	-	2,800	-
100-153-521000-0000	Bld/Site Maintenance	508	-	1,000	-	-
100-153-521400-0000	Chemicals	2,518	4,918	7,000	5,000	5,000
100-153-521800-0000	Communications	2,496	2,687	2,850	2,850	2,850
100-153-522400-0000	Consultants - Professional	-	-	-	-	-
100-153-522600-0000	Contr Servs - Non Professional	137,492	18,149	38,700	34,700	6,800
100-153-523400-0000	Contract Servs - Temp	-	-	-	-	-
100-153-524000-0000	DMV Exams/Physicals	513	65	390	130	260
100-153-524200-0000	Dues/Subscriptions	389	345	680	595	730
100-153-525800-0000	Equip Rental	934	2,308	2,000	1,000	1,000
100-153-526000-0000	Equip Repairs/Maintenance	8,019	8,967	11,500	3,000	4,000
100-153-527200-0000	Hepatitis Shots	-	420	560	-	-
100-153-527400-0000	Recycling	-	-	15,000	15,000	15,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-153-531600-0000	Office Supplies	316	62	500	-	750
100-153-531900-0000	Permits/License/Fees	-	-	6,329	6,329	24,291
100-153-533200-0000	Property Taxes	41	41	42	42	-
100-153-535500-0000	Small Tools	514	2,465	4,000	4,000	4,000
100-153-535600-0000	Special Supplies	22,198	13,289	15,000	15,000	25,500
100-153-535750-0000	Training	270	787	2,000	1,750	1,500
100-153-535900-0000	Uniforms	2,420	3,139	3,000	2,100	3,000
100-153-536000-0000	Utilities	57,337	52,207	51,500	51,500	51,500
100-153-537500-0000	Vehicle Fuel	8,518	8,925	12,000	10,500	12,000
100-153-538000-0000	Vehicle Maintenance	5,560	10,319	5,500	5,500	5,500
100-153-539000-0000	Water	7,630	7,758	8,800	8,800	10,200
100-153-560400-0000	Capital Outlay	15,978	121,911	138,388	129,752	9,000
TOTAL DEPT EXPENDITURES		648,681	643,207	734,559	684,279	571,820

*The Streets and Storm Drains departments were consolidated beginning this budget cycle. Additionally, the Operations and Maintenance (O&M) budget was divided between departments 152 and 153.

CITY OF DIXON FUND: 100
 PAYROLL SUMMARY DEPT: 153
 FY: 2011-12 STREET MAINTENANCE

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Soc Sec/Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:												
Street Maint Supervisor	64,282	5,391	69,673	1.0	69,673		13,331	14,592	1,222	315	4,760	103,893
Maintenance Worker I	42,843	-	42,843	1.0	42,843		8,198	14,592	833	210	3,173	69,848
Maintenance Worker I	42,843	-	42,843	1.0	42,843		8,198	14,592	833	210	3,173	69,848
Maintenance Worker II	47,250	-	47,250	1.0	47,250		9,041	14,592	897	232	3,499	75,510
Management Analyst II	66,662	4,892	71,555	0.5	35,777		6,846	7,296	625	164	205	50,912
Total:	263,880	10,284	274,163	4.50	238,386	-	45,613	65,664	4,409	1,130	14,809	370,010
Other payroll costs:												
PERS Health Administration								160				160
Retirement Health Benefit												-
OVERTIME			5,000						73			5,073
FLSA (Y-time)			-						-			-
Stand-by pay			11,000						160			11,160
Comp Time Cash Out			2,651		2,000				29			2,029
Admin Leave Cash Out			500		500				7			507
Night Differential			-		-				-			-
Subtotal:			19,151		2,500	-	-	160	268	-	-	18,928
GRAND TOTAL:	263,880	10,284	293,314	4.50	240,886	-	45,613	65,824	4,677	1,130	14,809	388,939

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 153
Department Name: PW - STREETS

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
521000	1,000	-	-	Maintenance supplies
521400	7,000	5,000	5,000	Chemicals for weed abatement; fertilizer/growth regulator
521800	2,850	2,850	2,850	Monthly service fee + replacement/repairs for Nextel phones (5) including standby
522600	38,700	34,700	6,800	\$6,000 Street light repairs (routine & knockdown); \$300 Install & remove Spare the Air Banners; \$500 CDF crews;
524000	390	130	260	Class B license-DMW renewal fees & physicals
524200	680	595	730	\$240 Annual dues for pesticide certification; \$270 USA membership fee; \$220 subscriptions
525800	2,000	1,000	1,000	Grinder, lift truck, misc. equipment for median island maintenance
526000	11,500	3,000	4,000	Parts to repair non-licensed equipment including drainage pond pumps
527200	560	-	-	Hepatitis shots
527400	15,000	15,000	15,000	\$5,000 CalRecycle Beverage Container Grant (recycling promotions & litter abatement); \$10,000 Pro-rata cost for Dixon residents to recycle household hazardous waste at the Vacaville facility
531600	500	-	750	Copier/computer paper; print cartridges, business cards, misc. office supplies
531900	6,329	6,329	24,291	\$12,746 annual DRCD fee; \$1,822 Regional Watershed JPA; \$2,000 Solano Water Authority shared admin. fee; \$2,003 Dept. of Water Resources; \$320 YSAQMD renewal fee permit No. P-12-07; \$5,400 State Water Resources Control Board fees
533200	42	42	-	Property taxes for Market Lane Park and Ride Lot (L & L only) transferred to L&L budget
535500	4,000	4,000	4,000	Tools for street/sidewalk, rights-of-way, storm drains, and median island repairs, chainsaws, trimmers, pneumatic tools, leaf blowers, edgers, toppers, and grinding heads
535600	15,000	15,000	25,500	\$20,000 Concrete, traffic paint, gravel, rip rap rock, asphalt, signs, safety cones, bollards, reflectors, erosion control, cleaning heads; \$5,000 street light parts; \$500 Brochures & stencils for storm drain pollution education
535750	2,000	1,750	1,500	Training - pesticide application, traffic control & working in confined space
535900	3,000	2,100	3,000	Uniforms, jackets, & rain gear
536000	51,500	51,500	51,500	\$50,000 PG&E charges for street/parking lot lights, flashing beacons, lighted crosswalks, & traffic signals \$1,500 Doyle Lane drainage pond pump
537500	12,000	10,500	12,000	Fuel for vehicles and equipment
538000	5,500	5,500	5,500	Parts to repair vehicles including vector truck and pesticide truck
539000	8,800	8,800	10,200	Water - median islands, landscaping, park & ride lot, multi-modal & irrigation systems @ Doyle Lane Pond & Creekside
560400	138,388	129,752	9,000	Capital purchases - see form SS-2
Total	326,739	297,548	182,881	

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Dixon Police

The Dixon Police Department's primary responsibilities include responding to requests for emergency and non-emergency police service, offender apprehension, crime deterrence, case investigation, evidence gathering, traffic enforcement and investigation, and maintenance of order within the community.

The quality of life and low violent crime rate experienced in Dixon can be greatly attributed to the service provided by the Police Department. Police employees share a commitment to a 24 hour, seven day a week (holidays included), 365 days a year endeavor to insure that citizens can live and work here safely.

Dixon Police Department Mission

To be an exemplary, model police department that is responsive, progressive, and service oriented. The Dixon Police Department will be known for its ability to provide quality programs that adapt to changing community needs.

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- Adjusted shifts over 250 times to reduce overtime and provide sufficient staffing levels for patrol services
- Worked with the District Attorney's Office to reduce overtime for court appearances by officers

Council Goal 2 – Provide Public Services at a High Level

- Maintained a response time to Priority One calls of 2 ½ minutes or less
- Hired one new officer under the COPPS Grant
- Part One Crimes down an additional 12% on top of the 30% drop from the previous year
- Worked with a broad-base coalition to bring a Teen Center to the City
- Enhanced security at the Police Department by installing a video camera system
- Completed POST approved Patrol Rifle training for most staff

City of Dixon Budget FY2012

161 - POLICE*

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-161-511000-0000	Salaries/Wages	2,081,424	2,009,460	2,115,709	1,972,749	2,102,096
100-161-511000-1004	Salaries & Wages/CHRP	-	-	-	25,160	-
100-161-511000-1005	Salaries & Wages/SolNET	-	-	-	28,585	-
100-161-511100-0000	Salaries/Wages PT	17,893	16,939	14,448	15,280	14,755
100-161-511200-0000	Overtime	106,572	104,180	90,000	94,577	90,000
100-161-511200-1004	Overtime - CHRP	-	-	-	405	-
100-161-511200-1005	Overtime - SolNET	-	-	-	421	-
100-161-511210-0000	Reimbursable Overtime	9,126	18,521	-	4,979	10,000
100-161-511210-1002	Reimb OT/Avoid the 10	-	-	10,000	1,694	-
100-161-511300-0000	Standby	5,976	7,482	6,000	11,306	11,500
100-161-511300-1005	Standby - SolNET	-	-	-	1,720	-
100-161-511500-0000	Physical Fitness	-	-	13,500	15,965	13,500
100-161-511500-1004	Physical Fitness/CHRP	-	-	-	566	-
100-161-511900-0000	Separation Pay	50,093	-	31,053	58,109	-
100-161-512100-0000	Medicare	34,344	32,772	38,539	31,759	37,032
100-161-512100-1002	Medicare/Avoid the 10	-	-	-	25	-
100-161-512100-1004	Medicare - CHRP	-	-	-	464	-
100-161-512100-1005	Medicare - SolNET	-	-	-	445	-
100-161-512200-0000	Retirement	712,828	676,776	690,448	673,840	801,045
100-161-512200-1004	Retirement - CHRP	-	-	-	7,266	-
100-161-512200-1005	Retirement - SolNET	-	-	-	8,043	-
100-161-512210-0000	Retirement - PARS	-	-	-	114	-
100-161-512300-0000	Disability Insurance	14,398	11,421	9,521	9,674	9,520
100-161-512400-0000	Health Insurance	326,151	322,458	334,220	307,595	327,999
100-161-512400-1004	Health Insurance - CHRP	-	-	-	5,132	-
100-161-512400-1005	Health Insurance - SolNET	-	-	-	5,240	-
100-161-512500-0000	Unemployment Insurance	-	-	-	2,348	-
100-161-512600-0000	Worker's Comp Insurance	73,921	105,679	119,145	95,985	111,471
100-161-512600-1004	Worker's Comp Ins. - CHRP	-	-	-	1,492	-
100-161-512600-1005	Worker's Comp Ins. - SolNET	-	-	-	1,628	-
100-161-521000-0000	Bld/Site Maintenance	18,958	18,200	21,050	18,500	19,050
100-161-521800-0000	Communications	107,372	82,596	92,200	90,000	96,200
100-161-522400-0000	Consultants - Professional	-	-	800	-	-
100-161-523000-0000	Contract Serv - Animal Control	90,600	113,145	145,000	125,000	125,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-161-523600-0000	Contractual/Co. Booking Fees	2,889	1,724	3,000	3,400	3,000
100-161-524200-0000	Dues/Subscriptions	894	1,205	-	1,000	1,000
100-161-526000-0000	Equip Repairs/Maintenance	2,102	2,182	2,500	2,500	2,500
100-161-526800-0000	Firing Range Supplies	816	5,490	2,500	2,500	2,500
100-161-527200-0000	Hepatitis Shots	165	403	-	-	-
100-161-528800-0000	Investigations	20,191	9,956	10,995	12,000	10,995
100-161-529400-0000	Lease Purchase Payments	153,098	126,436	132,500	138,000	138,000
100-161-530200-0000	Meetings/Seminars	421	748	-	-	-
100-161-531200-0000	Neighborhood Watch	230	832	500	500	500
100-161-531210-0000	Volunteer Programs - Cadets	-	-	-	1,000	2,000
100-161-531400-0000	Office Equip Maint/Rental	331	40	2,055	1,000	1,000
100-161-531600-0000	Office Supplies	14,390	15,487	17,350	9,000	13,000
100-161-532000-0000	Personnel/Recruiting	-	831	-	-	-
100-161-532200-0000	Physical Fitness Program	-	-	13,500	15,650	15,460
100-161-535600-0000	Special Supplies	5,948	8,917	7,000	5,000	6,500
100-161-535750-0000	Training	187	208	1,500	-	-
100-161-535850-0000	Training - POST	13,530	21,007	17,000	9,000	15,000
100-161-535900-0000	Uniforms	24,472	22,625	25,350	23,000	27,000
100-161-536000-0000	Utilities	31,077	30,793	30,000	30,000	30,000
100-161-537500-0000	Vehicle Fuel	41,906	49,419	53,000	55,000	71,300
100-161-538000-0000	Vehicle Parts/Maintenance	3,712	2,178	2,450	3,000	3,000
100-161-539000-0000	Water	2,388	2,324	2,400	2,300	2,500
100-161-560400-0000	Capital Outlay	-	10,133	-	-	-
TOTAL DEPT EXPENDITURES		3,968,403	3,832,565	4,055,233	3,929,916	4,114,423

* Beginning this budget year, the Code Compliance - Dept. 169 was eliminated and all expenses are now reflected in the Police budget.

CITY OF DIXON FUND: 100
 PAYROLL SUMMARY DEPT: 161
 FY: 2011-12 POLICE

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv Pay 511000	PERS Retirement 512200	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 521600	Total Employee
PERMANENT EMPLOYEES:											
Police Chief	126,892	7,502	134,394	1.00	134,394	45,189	14,592	2,160	622	7,757	204,713
Police Captain	110,764	17,086	127,851	1.00	127,851	41,710	14,592	2,065	543	6,771	193,532
Police Captain	110,764	7,796	118,561	1.00	118,561	38,679	9,120	1,851	543	6,771	175,525
Admin. Assistant	46,823	-	46,823	1.00	46,823	8,959	9,120	811	229	288	66,230
Records Clerk	42,889	899	43,788	1.00	43,788	8,378	9,120	767	210	264	62,527
Police Sergeant	70,405	850	71,255	1.00	71,255	30,372	5,256	1,109	345	4,304	112,641
Police Sergeant	73,221	4,688	77,909	1.00	77,909	33,208	12,876	1,316	359	4,476	130,145
Police Sergeant	73,221	4,688	77,909	1.00	77,909	33,208	12,876	1,316	359	4,476	130,145
Police Sergeant	66,411	2,591	69,001	1.00	69,001	29,411	12,876	1,187	325	4,060	116,861
Police Sergeant	73,221	4,688	77,909	1.00	77,909	33,208	12,876	1,316	359	4,476	130,145
Police Sergeant	-	-	-	0.00	-	-	-	-	-	-	-
Police Officer	62,050	5,543	67,592	1.00	67,592	28,810	5,256	1,056	304	3,793	106,812
Police Officer	62,050	3,916	65,966	1.00	65,966	28,117	9,732	1,098	304	3,793	109,010
Police Officer	62,050	5,543	67,592	1.00	67,592	28,810	9,732	1,121	304	3,793	111,353
Police Officer	62,050	7,355	69,405	1.00	69,405	29,583	9,732	1,147	304	3,793	113,965
Police Officer	62,050	4,103	66,152	1.00	66,152	28,197	9,732	1,100	304	3,793	109,278
Police Officer	62,050	5,729	67,779	1.00	67,779	28,890	12,876	1,169	304	3,793	114,811
Police Officer	62,050	5,729	67,779	1.00	67,779	28,890	12,876	1,169	304	3,793	114,811
Police Officer	62,050	2,476	64,526	1.00	64,526	27,504	9,732	1,077	304	3,793	106,935
Police Officer	62,050	8,495	70,545	1.00	70,545	30,069	12,876	1,210	304	3,793	118,797
Police Officer	62,050	850	62,900	1.00	62,900	26,810	12,876	1,099	304	3,793	107,782
Police Officer	60,741	3,884	64,624	1.00	64,624	27,545	12,876	1,124	298	3,713	110,180
Police Officer	60,622	3,881	64,502	1.00	64,502	27,493	12,876	1,122	297	3,706	109,996
Police Officer	56,598	3,823	60,421	1.00	60,421	25,754	9,732	1,017	277	3,460	100,662
Police officer	56,825	2,290	59,115	1.00	59,115	25,197	12,876	1,044	278	3,474	101,985
Police Officer	54,986	3,735	58,721	1.00	58,721	25,029	9,732	993	269	3,361	98,106
Police Officer	57,733	3,880	61,613	1.00	61,613	26,262	9,732	1,034	283	3,529	102,453
Police Officer	51,029	4,971	56,000	1.00	56,000	14,399	9,732	953	250	3,119	84,454
CSO II	44,663	5,382	50,045	1.00	50,045	13,079	5,256	802	219	2,730	72,131
CSO I	39,901	700	40,601	1.00	40,601	10,611	5,256	665	196	2,439	59,768
CSO II	44,663	4,212	48,875	1.00	48,875	12,773	5,256	785	219	274	68,182
Subtotal:	1,942,868	137,284	2,080,153	30.00	2,080,153	796,146	312,048	34,687	9,520	111,381	3,343,935

CITY OF DIXON FUND: 100
 PAYROLL SUMMARY DEPT: 161
 FY: 2011-12 POLICE

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv Pay 511000	PERS Retirement 512200	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 521600	Total Employee
Temporary Personnel											
Admin Clerk	14,755	-	14,755		-	192		214	-	91	15,252
Subtotal:	14,755	-	14,755	0.00	-	192	-	214	-	91	15,252
Total:	1,957,624	137,284	2,094,908	30.00	2,080,153	796,338	312,048	34,901	9,520	111,471	3,359,186
Other payroll costs:											
PERS Health Administration/Sr. Mgmt Life Insurance							1,551				1,551
Retirement Health Benefit							14,400				14,400
Separation Pay			-								-
Overtime			90,000					1,305			91,305
Overtime - Reimbursable			10,000					145			10,145
Stand-by pay			11,500					167			11,667
Comp Time Cash Out			13,400		13,400			194			13,594
Admin Leave Cash Out			11,000		11,000			160			11,160
Night Differential			11,043		11,043	4,707		160			15,910
Subtotal:			146,943		35,443	4,707	15,951	2,131	-		169,731
GRAND TOTAL:	1,957,624	137,284	2,241,851	30.00	2,115,596	801,045	327,999	37,032	9,520	111,471	3,528,918

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 161
Department Name: POLICE

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
521000	21,050	18,500	19,050	Building/Site Maintenance: Janitorial Service HVAC \$8,900; Pest Control \$650; Electrical \$1,500; Equip repair \$3,500; Fire Sprinkler System Inspection \$3,000; Tree Maintenance \$1,000, Generator Inspection \$500
521800	92,200	90,000	96,200	Communications: Line Charges AT&T (911, 678-7080/7081)& Solano Dispatch \$75,000; Clerts Solano Co. \$6,700; NEXTEL \$6,000; DSL, \$1,000; Solano County Communications \$3,100, SECA \$4,400
522400	800	-	-	Hearing Officer
523000	145,000	125,000	125,000	Annual Contract Animal Shelter MOU estimated costs
523600	3,000	3,400	3,000	Booking Fees Charged by Solano County for Prisoner Processing. 200 bookings per year at \$15
524200	-	1,000	1,000	Dues & Subscriptions:
526000	2,500	2,500	2,500	Dept. Equipment Mtce: Veh. Fire Extinguishers \$500; Radio Repair \$500; Printers/Computer Repairs \$1,000; Radar \$500
526800	2,500	2,500	2,500	Firing Range Supplies: Ammunition \$1,500; Weapon Repair \$500; Targets \$200; Supplies \$300
527200	-	-	-	Hepatitis Shots/Boosters: .
528800	10,995	12,000	10,995	Investigations: Sexual assault Exams \$3,000; Fingerprints \$1,500; Blood Alcohol/Drug Exams \$1,500; Polygraph/Medical/Psych \$1,000; ID-Kits \$250; Drug Kits \$145; Med Reports \$100; Transcription \$500, Image ware \$2,000; Livescan \$1,000;
529400	132,500	138,000	138,000	Lease Purchase: Copy Machine \$4,000; Solano County Veh lease program (17 vehicles) \$134,000
530200	-	-	-	Meetings and Seminars: County Chiefs Mtg., Commanders, Special Mtgs
531200	500	500	500	Neighborhood Watch Supplies
531210	-	1,000	2,000	Supplies for Volunteer programs and Cadet program
531400	2,055	1,000	1,000	Software Maintenance
531600	17,350	9,000	13,000	Office Supplies: Paper \$4,000; Dept Forms \$1,000; Year Tabs/Files \$800; Calendars \$100; Citations \$2,100; Writing Supplies \$1,700; Computer Discs/Printer Cart \$550; Letterhead \$1,500; Toner \$500; Misc Supp \$750
532200	13,500	15,650	15,460	Physical Fitness: 9 Officers receive a \$95-120 /mo. Participation is voluntary. Officers are tested bi-annually; Proctor Pay \$2,500

Department #: 161
 Department Name: POLICE

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
535600	7,000	5,000	6,500	Special Supplies: Computer Software/Misc Equip \$3,520; Business Cards \$500; DMV Guides \$100; Crime Scene Supplies \$500; Flares \$800; OC Spray \$80; Batteries \$150; Latex Gloves \$350; printing \$500
535750	1,500	-	-	Non-POST Training: Ca. Police Chiefs Conference, Liability Training, Non-Sworn Training
535850	17,000	9,000	15,000	POST - Reimbursed Training: Peace Officer Training for regular officers and reserves. Approx. 95% of Cost may be subject to reimbursement depending on State Budget resolution.
535900	25,350	23,000	27,000	Uniform Allowance: 25 Sworn, 2 Non-sworn CSOs; vests, batons, etc.
536000	30,000	30,000	30,000	Utilities : PG&E (heating, Air Conditioning, Lights)
537500	53,000	55,000	71,300	Vehicle Expense Fuel
538000	2,450	3,000	3,000	Parts Vehicle: Maintenance/Repair \$2,500; Car Wash \$500
539000	2,400	2,300	2,500	Cal Water Service for the Police Department
Total	582,650	547,350	585,505	

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Fire

The Fire Department is responsible for fire prevention, suppression and inspection functions required by the City. The Department also provides emergency medical response at the Advanced Life Support level. The Fire Department includes a Volunteer Firefighter Program.

Our vision is to accomplish our mission by delivering exceptional Public Education and Fire Prevention Programs, as well as maintaining an effective state of readiness to respond and render the highest level of fire and emergency services to our citizens.

Fire Department Mission

Our Mission is to proudly serve, protect and enhance the safety of the community and our citizens.

Accomplishments

Council Goal 1 – Protect and maintain fiscal sustainability

- Renewed Public Private Partnership
- Obtained CalFire Grant for wildland personal protective equipment – 50% match
- Obtained CalFire Grant for communication equipment – 50% match
- Entered District into agreement with CalFire for water tenders
- Reduced department operations and maintenance portion of budget
- Sold surplus equipment
- Re-utilized department staff vehicles within other departments

Council Goal 2 – Provide public services at a high level

- Responded to 1,834 emergency calls in 2010
- Filled Fire Chief position, promoted 2 Division Chiefs and 2 Captains
- Joined County-wide Safe Baby Program
- Completed National Incident Management System (NIMS) training for all City Staff at I-100, I-200 and I-700 levels
- Utilized City's Emergency Operations Center (EOC) as command center for first time during multi agency missing person search.
- Presented a strong Public Education Program including school programs, career fairs, Senior Fair, open house and a prominent presence at holiday events such as tree lighting, National Night Out, trick or treat downtown and Dixon Toys for Tots.

City of Dixon Budget FY2012

166 - FIRE

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-166-511000-0000	Salaries/Wages	1,766,530	1,789,406	1,828,588	1,643,796	1,722,854
100-166-511100-0000	Salaries/Wages PT	6,699	88	-	-	-
100-166-511200-0000	Overtime	245,494	268,330	153,245	258,661	153,245
100-166-511210-0000	Reimbursable Overtime	65,423	20,053	-	-	-
100-166-511220-0000	FLSA Overtime	34,933	35,159	34,709	25,880	34,709
100-166-511300-0000	Standby	15,921	15,020	14,420	15,100	14,420
100-166-511400-0000	Volunteer Pay	10,255	10,152	14,000	13,282	14,000
100-166-511500-0000	Physical Fitness	23,192	1,800	3,600	277	-
100-166-511900-0000	Termination Pay	16,307	-	-	20,212	-
100-166-512100-0000	Medicare	36,989	37,393	35,176	29,450	33,132
100-166-512200-0000	Retirement	446,092	413,854	447,812	406,471	458,854
100-166-512300-0000	Disability Insurance	12,173	9,380	8,264	7,426	7,702
100-166-512400-0000	Health Insurance	310,007	285,941	306,682	276,253	286,442
100-166-512410-0000	Health Insurance - Volunteer	7,238	7,526	9,000	6,257	9,000
100-166-512600-0000	Worker's Comp Insurance	96,096	97,711	103,369	86,544	94,475
100-166-521000-0000	Bld/Site Maintenance	21,252	18,078	21,700	21,700	24,600
100-166-521800-0000	Communications	74,258	71,301	69,440	69,440	78,300
100-166-522400-0000	Consultants - Professional	2,236	2,083	17,270	17,270	2,000
100-166-523150-0000	Contract Services	3,400	3,400	3,400	3,400	3,400
100-166-524000-0000	DMV Exams/Physicals	435	975	2,000	2,000	2,000
100-166-524200-0000	Dues/Subscriptions	4,841	4,760	4,910	4,910	5,545
100-166-525600-0000	EMS Supplies	17,487	15,628	13,840	13,840	15,300
100-166-526000-0000	Equip Repairs/Maintenance	23,500	20,904	28,363	28,363	25,555
100-166-527200-0000	Hepatitis Shots	-	-	825	825	500
100-166-529400-0000	Lease Purchase	20,222	28,045	28,956	28,956	28,900
100-166-530200-0000	Meetings/Seminars	1,518	1,376	2,200	2,200	2,200
100-166-531000-0000	Mileage Reimbursement	509	288	425	425	100
100-166-531400-0000	Office Equip Maint/Rental	-	-	-	-	-
100-166-531600-0000	Office Supplies	4,110	3,851	4,900	4,900	4,900
100-166-532000-0000	Personnel/Recruiting	-	2,444	-	-	-
100-166-533400-0000	Public Education	2,044	1,554	2,700	2,700	2,700
100-166-535500-0000	Small Tools	196	862	500	500	500
100-166-535600-0000	Special Supplies	70,858	25,160	31,802	31,802	32,000
100-166-535750-0000	Training	9,204	10,736	10,610	10,610	13,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-166-535900-0000	Uniform	16,936	22,750	21,150	21,150	21,300
100-166-536000-0000	Utilities	29,319	28,159	34,000	34,000	34,000
100-166-537500-0000	Vehicle Fuel	23,040	22,872	26,500	26,500	30,000
100-166-538000-0000	Vehicle Maintenance	11,107	14,553	9,800	9,800	9,800
100-166-538500-0000	Vehicle Parts	11,111	15,905	15,000	15,000	15,000
100-166-539000-0000	Water	492	639	900	900	500
100-166-560400-0000	Capital Outlay	9,437	-	14,166	14,166	112,000
100-166-560400-1102	Capital Outlay - FEMA Grant 2012	-	-	-	-	157,028
TOTAL DEPT EXPENDITURES		3,450,860	3,308,136	3,324,222	3,154,965	3,449,962

CITY OF DIXON FUND: 100
 PAYROLL SUMMARY DEPT: 166
 FY: 2011-12 FIRE

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv Pay 511000	PERS Retirement 512200	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:											
Fire Chief	123,895	850	124,745	1.00	124,745	32,076	14,592	2,020	607	7,281	181,321
Fire Division Chief	95,607	14,235	109,842	1.00	109,842	28,244	14,592	1,804	468	5,619	160,569
Fire Division Chief	95,607	11,367	106,974	1.00	106,974	27,506	14,592	1,763	468	5,619	156,922
Public Safety Admin. Mana	59,348	4,355	63,704	1.00	63,704	12,189	14,592	1,135	291	365	92,276
Fire Captain	81,393	850	82,243	1.00	82,243	22,864	13,560	1,389	399	4,783	125,238
Fire Captain	80,006	6,645	86,650	1.00	86,650	24,089	13,560	1,453	392	4,702	130,846
Fire Captain	80,622	19,197	99,820	1.00	99,820	27,750	13,560	1,644	395	4,738	147,907
Fire Engineer	73,398	6,163	79,561	1.00	79,561	22,118	13,560	1,350	360	4,313	121,262
Fire Engineer	73,398	6,163	79,561	1.00	79,561	22,118	13,560	1,350	360	4,313	121,262
Fire Engineer	73,398	6,163	79,561	1.00	79,561	22,118	13,560	1,350	360	4,313	121,262
Fire Engineer	73,398	6,163	79,561	1.00	79,561	22,118	13,560	1,350	360	4,313	121,262
Acting Fire Engineer	69,905	4,464	74,369	1.00	74,369	20,675	13,560	1,275	343	4,108	114,330
Fire Fighter	64,335	4,842	69,176	1.00	69,176	19,231	13,560	1,200	315	3,781	107,263
Acting Fire Engineer	69,905	5,910	75,815	1.00	75,815	21,077	13,560	1,296	343	4,108	116,198
Firefighter/Paramedic	70,810	5,976	76,786	1.00	76,786	21,346	13,560	1,310	347	4,161	117,510
Firefighter/Paramedic	70,810	5,976	76,786	1.00	76,786	21,346	13,560	1,310	347	4,161	117,510
Firefighter/Paramedic	67,433	4,337	71,770	1.00	71,770	19,952	12,060	1,216	330	3,963	109,291
Firefighter/Paramedic	67,433	5,034	72,467	1.00	72,467	20,146	12,060	1,226	330	3,963	110,192
Firefighter/Paramedic	70,268	3,757	74,026	1.00	74,026	20,579	13,560	1,270	344	4,129	113,909
FF/Paramedic (VACANT)	55,469	850	56,319	1.00	56,319	15,657	13,560	1,013	272	3,260	90,080
FF/Paramedic (VACANT)	55,469	850	56,319	1.00	56,319	15,657	13,560	1,013	272	3,260	90,080
FF/Paramedic (VACANT-Grant pending)	-	-	-	-	-	-	-	-	-	-	-
Total:	1,571,907	124,147	1,696,054	21.00	1,696,054	458,854	285,888	28,738	7,702	89,253	2,566,490
Other payroll costs:											
PERS Health Administration/Sr. Mgmt Life Insurance							554				554
Retirement Health Benefit							-				-
OVERTIME			153,245					2,222			155,467
FLSA (Y-time)			34,709					503			35,212
Stand-by pay			14,420					209			14,629
Comp Time Cash Out			18,800		18,800			273			19,073
Admin Leave Cash Out			8,000		8,000			116			8,116
Volunteer			14,000				9,000	1,071		5,222	29,293
Subtotal:			243,174		26,800	-	9,554	4,394	-	5,222	262,344
GRAND TOTAL:	1,571,907	124,147	1,939,228	21.00	1,722,854	458,854	295,442	33,132	7,702	94,475	2,828,834

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 166
Department Name: FIRE

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
521000	21,700	21,700	24,600	Maint. of apparatus roll-up doors, man-doors, HVAC maint. contract, carpet & upholstery cleaning & repairs, lighting lamps & ballasts, gen-set permit fees & service, mats, rags, cleaning supplies, miscellaneous repairs
521800	69,440	69,440	78,300	Dispatch service fees (increased based on 2010 billing), leased phone lines, pager rentals, County radio use fee, telephone & cell service, mobile service to mobile data computers
522400	17,270	17,270	2,000	Medical Director consulting for ALS services, including annual medical malpractice insurance
523150	3,400	3,400	3,400	City annual membership fee for Solano Co. Haz Mat Team - provides response for Haz Mat calls at no additional cost to City - per Council authorization 12/08
524000	2,000	2,000	2,000	Physicals for personnel
524200	4,910	4,910	5,545	Dues & subscriptions to Chief's & Firefighter's Assns. & code updates
525600	13,840	13,840	15,300	Medications, IV's, electrodes, bandages, oxygen masks, gloves, oxygen, misc. EMS equipment & bio-hazard disposal contract for fire & some police bio hazard
526000	28,363	28,363	25,555	Annual ladder test, defib maint. contract incl. batteries, calibration of defibs, SCBA fit testing, radio equipment, maint. contracts on copier & records mgmt. system, bi-annual breathing apparatus & cylinder maint., SCBA mask repairs
527200	825	825	500	Hepatitis B shots for personnel
529400	28,956	28,956	28,900	Copy machine lease, emergency response vehicle leases through Solano Co. for Chief & Div. Chiefs
530200	2,200	2,200	2,200	Calif. Fire Chief's Assn. conference, Nor Cal Fire Prevention Officer meetings, Calif. Fire Prevention Workshop
531000	425	425	100	Employee mileage reimbursement, estimate
531600	4,900	4,900	4,900	Office supplies, prevention inspection forms & supplies
533400	2,700	2,700	2,700	Public education materials; handouts, brochures, posters, safety videos, Juvenile Firesetter materials
535500	500	500	500	Misc. small tools to perform maintenance & repairs
535600	31,802	31,802	32,000	Map updates, replacement of turnouts, protective equipment, EOC supplies, hose replacement, computers & software, EOC supplies, technical rescue equipment, replacement of structure boots, etc.;

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 166
Department Name: FIRE

535750	10,610	10,610	13,000	EMS training program, technical rescue training, fire service training, prevention training, training supplies; \$2,000 for expenses related to FEMA Grant
535900	21,150	21,150	21,300	Uniform allowance for DPFA, Local One & DSMA, uniform maint.-shifts, hats, pants, badges, brass; replacement safety boots, volunteer uniforms
536000	34,000	34,000	34,000	Gas & electric for station
537500	26,500	26,500	30,000	Fuel expense for fire apparatus and other emergency response vehicles
538000	9,800	9,800	9,800	Annual labor services, opacity tests, smog tests, tows, flats, brake inspections, body & paint repairs, misc. maint.
538500	15,000	15,000	15,000	Parts for annual services, tires, lights, batteries, switches, glass, hardware, valve kits, seals, etc.
539000	900	900	500	DSMWS water
560400	-	-	112,000	See SS-2
560400-1101	14,166	14,166	-	VFA Grant Capital Outlay match - Grant is complete.
560400-1102	-	-	157,028	See SS-2 (FEMA Grant 2012)
597300	-	-		Equipment replacement
Total	365,357	365,357	621,128	

CITY OF DIXON
 CAPITAL EQUIPMENT/FIXED ASSETS (not included in Capital Project Funds)
 FY 2012 BUDGET

Department #: 166
 Department Name: Fire

(N)ew or (R)eplacement (A)	Category* (B)	Priority (C)	Item Description (Be Specific) (D)	Cost/Unit (incl Tax and Freight) (E)	Quantity (F)	Total (G)
R	E		FEMA Grant 2012 - Equipment	141,126.00	1	141,126
R	E		Matching funds for Assistance to Firefighter's Grant to purchase new self-contained breathing apparatus, per Resolution 09-104 - 10% match (FEMA Grant 2012)	15,902.00	1	15,902
N	E		Turnout extractor & installation	12,000.00	1	12,000
R	B		Dayroom double door replacement	8,000.00	1	8,000
R	B		Roof repairs for continual leaks	2,000.00	1	2,000
R	B		Parking lot/rear training area back wall reinforce & repair	3,000.00	1	3,000
R	B		Parking lot sealing coat, crack & pothole repairs	14,000.00	1	14,000
N	E		Data link between dispatch and FD records management system	5,000.00	1	5,000
R	E		Radios - FCC Required narrow band capable radio equipment upgrades; mobile, portable , and station alerting equipment	68,000.00	1	68,000
					Total	269,028

Please see memo for further instructions.

*Category: V = Vehicles
 F = Furniture/Fixtures
 E = Equipment
 B = Buildings

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Recreation and Community Services

Park & Recreation Facility Development:

The department is responsible for the development of park and recreation facilities identified in the Parks Master Plan to meet the growing needs of the community. Dixon currently has two community parks and three neighborhood parks. Major facilities include a Senior/Multi-Use Center, Aquatic Center, Joint-use Performing Arts Theater, Jim Stevens Arena, multiple sports fields, and 88 acres of developed land.

The department is also responsible for the scheduling of City facilities. A master calendar and agreements with each of the local sports organizations is maintained by the department. The Senior Multi-Use Center is one of only a few facilities in Dixon with capacity to hold a larger gathering. It is frequently rented for wedding receptions and other celebrations.

Senior Programs:

The Recreation Manager is responsible for the operation of the senior program. The Senior/Multi-Use Center is open M-F from 9:00 a.m. - 2:30 p.m. and hosts a number of senior programs including a nutritional lunch program, senior club meetings, various classes, and opportunities for social interaction. The senior program offers day trips to attractions found in the region as well as trips and tours in association with a local travel agency. Numerous special events are offered throughout the year including a holiday dinner, holiday light tour, senior summer barbeque, fall feast potluck and many others. An active Senior Club provides input into programs and supports many of the activities offered.

Recreation & Community Services Department Mission

Provide the community with programs and services
that enhance the quality of life in Dixon.

After School Programs:

The Department has developed a very successful collaborative with the Dixon Unified School District to offer free after school programs. Project ASPIRE currently is running on the campus of Anderson Elementary School and Gretchen Higgins Elementary School. These programs combined serve 160 students per day.

Aquatics:

In June of 2006, the City opened the newly renovated and expanded Pat Granucci Aquatic Center. This facility located in Hall Park has been a part of the community since the 1930's. The renovation and expansion included the widening of the existing lap pool from 6-lanes to 8-lanes, the addition of a training pool, the expansion of the deck and turf area and the complete renovation of the pool building. The aquatic center is also used by the high school swim team, high school water polo team and the Dixon Dolphins Swim Team.

Youth and Adult Sports:

The City currently runs indoor soccer programs, adult softball leagues, the Dixon Youth Basketball Program, and numerous drop-in sports programs.

Special Interest Recreation Classes:

The department also coordinates and oversees a number of special interest classes and activities including CPR, First Aid, Basics in Babysitting, Zumba, Aerobic Step and Fitness, Exercise to Music, Tennis, Lifeguard Training, Friday Fun Nights, Art, Just 4 Kicks Soccer, cooking, seasonal activities and more.

ATOD:

In July 2009, the Recreation & Community Services Department took over coordination of the ATOD program. The Recreation Coordinator is responsible for the coordination of the Dixon Alcohol, Tobacco, and Other Drug (ATOD) City Team which is a collaborative effort comprised of concerned citizens, who collectively oversee a grant funded by the Solano County Board of Supervisors for the implementation of ATOD prevention strategies in the City of Dixon. The Dixon ATOD City Team has had many great successes over the past several years. The team seeks to continue building community awareness of its efforts, while targeting and revealing ways in which children in our community obtain alcohol and other illegal substances.

Accomplishments

Council Goal 1 – Protect and Maintain Fiscal Sustainability

- Continued to offer various successful self supporting recreation activities
- Supported ATOD as it is currently comprising a sustainability plan
- Strived to continually offer quality activities/programs with significant reduction in staff

Council Goal 2 – Provide Public Services at a High Level

- Served 9,000+ patrons at the Pat Granucci Aquatic Center, 278 participants in youth basketball, and 30 teams in adult softball
- Offered new courses, such as Basics in Babysitting, CPR & First Aid
- Ensured that Senior Center remained open and services were provided to senior citizens on furlough days
- Strived to be receptive to the recreational needs of the population of Dixon

Council Goal 3 – Promote Economic Development for Dixon

- Provided temporary/seasonal employment opportunities within the City of Dixon

City of Dixon Budget FY2012

171 - RECREATION

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-171-511000-0000	Salaries/Wages	238,751	225,116	198,590	92,847	77,170
100-171-511100-0000	Salaries/Wages PT	53,801	47,551	126,540	65,842	65,405
100-171-511120-0000	Aquatics Personnel	69,807	75,970	-	60,414	62,037
100-171-511200-0000	Overtime	13	67	-	46	-
100-171-511900-0000	Termination Pay	-	-	-	16,230	-
100-171-512100-0000	Medicare	13,617	12,701	13,092	8,169	3,152
100-171-512200-0000	Retirement	35,548	33,382	29,867	14,754	14,609
100-171-512210-0000	Retirement - PARS	-	-	-	574	1,657
100-171-512300-0000	Disability Insurance	1,575	1,243	887	480	364
100-171-512400-0000	Health Insurance	44,949	41,976	34,375	21,406	12,852
100-171-512500-0000	Unemployment Insurance	185	751	-	588	-
100-171-512600-0000	Worker's Comp Insurance	4,071	5,422	3,987	4,356	3,166
100-171-520400-0000	Advertising/Legal Notices/Pubs	4,209	904	4,000	-	500
100-171-520600-0000	Auto Allowance	2,400	2,400	2,400	374	-
100-171-521800-0000	Communications	1,243	1,322	1,300	1,300	1,300
100-171-522610-0000	Contr Servs - Recnet	26	47	-	39	-
100-171-524200-0000	Dues/Subscriptions	330	339	350	305	650
100-171-530200-0000	Meetings/Seminars	56	46	-	-	-
100-171-531000-0000	Mileage Reimbursement	576	723	600	540	600
100-171-531600-0000	Office Supplies	716	652	600	560	600
100-171-532000-0000	Personnel/Recruiting	-	64	-	96	-
100-171-532600-0000	Playground/Spec Events	3,234	-	-	-	-
100-171-533600-0000	Rec - Aquatics	2,426	3,439	3,000	3,000	3,000
100-171-534500-0000	Fees - Administration	842	406	-	260	-
100-171-535600-0000	Special Supplies	4,919	12,224	5,000	5,000	-
100-171-535660-0000	Joint City/DUSD Perf. Arts	5,150	5,305	5,000	5,464	5,628
100-171-535750-0000	Training	947	400	1,000	1,000	1,000
100-171-540800-0000	Youth Programs	-	28,464	63,438	18,000	19,570
100-171-599900-0000	Recreation Refunds	-	-	-	-	-
100-171-560400-0000	Capital Outlay	1,597	-	-	-	-
TOTAL DEPT EXPENDITURES		490,988	500,912	494,026	321,644	273,260

CITY OF DIXON FUND: 100
PAYROLL SUMMARY DEPT: 171
FY: 2011-12 RECREATION

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Soc Sec/Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:												
Dir. of P. W. & Comm. Svs.	-	-	-	0.00	-	-	-	-	-	-	-	-
Recreation Manager	74,583	5,473	80,057	0.40	32,023	-	6,127	3,648	517	147	183	42,645
Recreation Coordinator	44,331	-	44,331	1.00	44,331	-	8,482	9,120	775	217	1,076	64,001
Temporary Personnel												
Pool Manager	6,189	-	6,189	-	-	6,189	80	-	90	-	150	6,509
Assistant Pool Manager	5,786	-	5,786	-	-	5,786	75	-	84	-	140	6,085
Swim Instructor/Guard	21,378	-	21,378	-	-	21,378	278	-	310	-	519	22,485
Lifeguard/Instructor	28,684	-	28,684	-	-	28,684	373	-	416	-	696	30,169
Recreation Specialist II After Sch	19,732	-	19,732	-	-	19,732	257	-	286	-	121	20,395
Recreation Specialist I After Sch	31,329	-	31,329	-	-	31,329	407	-	454	-	193	32,383
Video Technician (Movies in the F	218	-	218	-	-	218	3	-	3	-	1	225
Sports Coordinator(s) soccer, bas	8,908	-	8,908	-	-	8,908	116	-	129	-	55	9,207
Recreation Specialist II After Sch	5,220	-	5,220	-	-	5,220	68	-	76	-	32	5,396
Subtotal:	127,442	-	127,442	0.00	-	127,442	1,657	-	1,848	-	1,907	132,854
Total:	246,356	5,473	251,830	1.40	76,354	127,442	16,266	12,768	3,140	364	3,166	239,501
Other payroll costs:												
PERS Health Administration/Sr. Mgmt Life Insurance								84				84
Retirement Health Benefit												-
Comp Time Cash Out			216		216				3			219
Admin Leave Cash Out			600		600				9			609
Subtotal:			816		816		-	-	84	12	-	912
GRAND TOTAL:	246,356	5,473	252,646	1.40	77,170	127,442	16,266	12,852	3,152	364	3,166	240,412

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 171
Department Name: RECREATION

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
520400	4,000	-	500	Dixon Youth Basketball signs, Swim brochure, other promotion
520600	2,400	374	-	Auto allowance for Department Director
521800	1,300	1,300	1,300	Cell Phones
522610	-	39	-	Contract Services - RecNet
524200	350	305	650	ASCAP and BMI licensing fees
531000	600	540	600	Mileage for work related travel by the Recreation Manager & Coordinator
531600	600	560	600	General office supplies.
532000	-	96	-	Recruiting/Personnel Services
534500	-	260	-	Fees - Administration (RecNet)
533600	3,000	3,000	3,000	Aquatic supplies, lifeguard shirts and suits, visors, whistles, sunscreen, first aid supplies, various pool related equipment purchased as needed.
535600	5,000	5,000	-	Special supplies
535660	5,000	5,464	5,628	Subsidy to Performing Arts Center Per MOU with District (3% annual increase)
535750	1,000	1,000	1,000	Lifeguards hired by the City of Dixon are reimbursed for their training costs. Also, some non-aquatic staff are provided training in CPR.
540800	63,438	18,000	19,570	Alcohol, Tobacco & Other Drug Grant Programs: ASPIRE (\$3,164), Committed (\$10,000), Community Outreach (\$3,306), Parent Project (\$2,400), Meetings (\$700)
560400	-	-	-	See SS-2
597300	-	-	-	Equipment Replacement
Total	86,688	35,938	32,848	

City of Dixon Budget FY2012
172 - SENIOR MULTI-USE CENTER (SMUC)

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
100-172-511000-0000	Salaries/Wages	47,243	46,900	47,249	50,210	49,034
100-172-511100-0000	Salaries/Wages PT	8,372	7,582	8,820	8,958	10,231
100-172-512100-0000	Medicare	1,429	1,386	1,487	1,256	939
100-172-512200-0000	Retirement	6,822	6,941	7,177	7,603	9,191
100-172-512210-0000	Retirement - PARS	-	-	-	49	133
100-172-512300-0000	Disability Insurance	344	278	221	249	221
100-172-512400-0000	Health Insurance	8,125	8,543	8,755	7,888	5,472
100-172-512500-0000	Unemployment Insurance	-	1,035	-	377	-
100-172-512600-0000	Worker's Comp Insurance	356	385	345	403	338
100-172-520400-0000	Advertising/Legal Notices/Pubs	500	-	500	33	100
100-172-521000-0000	Bld/Site Maintenance	5,178	5,744	5,500	5,500	5,500
100-172-521800-0000	Communications	2,035	2,001	2,500	2,400	2,500
100-172-522600-0000	Contr Servs - Non Professional	1,410	1,410	1,500	1,500	1,500
100-172-522610-0000	Contr Servs - Recnet	26	47	-	37	-
100-172-524200-0000	Dues/Subscriptions	17	9	-	-	-
100-172-526000-0000	Equip Repairs/Maintenance	104	104	-	-	-
100-172-531000-0000	Mileage Reimbursement	373	431	200	200	200
100-172-531600-0000	Office Supplies	449	138	500	500	500
100-172-534500-0000	Fees - Administration	136	144	-	133	-
100-172-535520-0000	S/MUC Donations Expensed	200	-	500	450	500
100-172-535550-0000	Special Events	890	726	1,000	980	1,000
100-172-535600-0000	Special Supplies	588	223	500	500	500
100-172-536000-0000	Utilities	7,111	6,760	6,000	6,000	6,000
100-172-539000-0000	Water	596	651	650	600	650
100-172-560400-0000	Capital Outlay	3,414	-	2,500	1,666	6,800
100-172-560450-0000	Furniture & Fixtures	-	-	2,500	480	-
TOTAL DEPT EXPENDITURES		95,717	91,439	98,404	97,972	101,309

CITY OF DIXON FUND: 100
 PAYROLL SUMMARY DEPT: 172
 FY: 2011-12 SENIOR MULTI-USE CENTER

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:												
Recreation Manager	74,583	5,473	80,057	0.60	48,034		9,191	5,472	776	221	275	63,969
Temporary Personnel												
Building Monitor	10,231	-	10,231		-	10,231	133		148	-	63	10,575
Total:	84,814	5,473	90,288	0.60	48,034	10,231	9,324	5,472	924	221	338	74,544
Other payroll costs:												
PERS Health Administration								-				-
Retirement Health Benefit									15			-
Admin Leave Cash Out			1,000		1,000							1,015
Subtotal:			1,000		1,000				15			1,015
GRAND TOTAL:	84,814	5,473	91,288	0.60	49,034	10,231	9,324	5,472	939	221	338	75,559

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Department #: 172
Department Name: SENIOR/MULTI-USE CENTER

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
520400	500	33	100	Miscellaneous promotional material
521000	5,500	5,500	5,500	Cleaning supplies, maintenance & repairs, SMUC share of HVAC repair & maintenance contract;
521800	2,500	2,400	2,500	Telephone (local and long distance) for three offices, one cell phone; DSL and firewall
522600	1,500	1,500	1,500	Alarm contract for the Senior/Multi-Use Center, Pest Control
522610	-	37	-	Contract Services - RecNet
531000	200	200	200	Mileage for work related travel by Recreation Manager
531600	500	500	500	General office supplies
534500	-	133	-	Fees Administration - RecNet
535520	500	450	500	Cash donations expensed for senior citizen activities or items for Senior/Multi-Use Center
535550	1,000	980	1,000	Supplies for senior citizen special events/trips.
535600	500	500	500	Supplies for senior citizen activities.
535750	-	-	-	Training
536000	6,000	6,000	6,000	Utilities
539000	650	600	650	Water
560400	2,500	1,666	6,800	See SS-2
560450	2,500	480	-	Fixtures
597300	-	-	-	Equipment Replacement
Total	24,350	20,979	25,750	

CITY OF DIXON
 CAPITAL EQUIPMENT/FIXED ASSETS (not included in Capital Project Funds)
 FY 2012 BUDGET

Department #: 172
 Department Name: SMUC

(N)ew or (R)eplacement (A)	Category* (B)	Priority (C)	Item Description (Be Specific) (D)	Cost/Unit (incl Tax and Freight) (E)	Quantity (F)	Total (G)
						-
R	E	1	Replace downspouts and gutters at SMUC	2,000.00	1	2,000
R	F	2	Replace assembly hall chairs (120)	4,800.00	1	4,800
						-
					Total	6,800

Please see memo for further instructions.

*Category: V = Vehicles
 F = Furniture/Fixtures
 E = Equipment
 B = Buildings

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General Fund

Sub Funds

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CITY OF DIXON

BUDGET OVERVIEW SPECIAL FUNDS - GENERAL FUND SUB FUNDS

FUND		COUNCIL DISCRETIONARY FUND	RECREATION	PLANNING AGREEMENTS	EQUIPMENT REPLACEMENT	BUILDING RESERVE	INFRASTRUC TURE RESERVE	Total
		102*	103**	190*	820	830	831	
FY 2011								
SUMMARY OF ESTIMATED RESOURCES AND EXPENDITURES								
BEGINNING FUND BALANCE	July-2010	138,290	25,417	12,017	2,166,276	267,735	-	2,609,735
PROJECTED								
	June 30, 2011							
	ACTUAL REVENUE	-	67,338	-	18,000	1,200	-	86,538
	TRANSFERS	-	-	-	50,000	-	-	50,000
	ACTUAL REVENUE & TRANSFERS	-	67,338	-	68,000	1,200	-	136,538
	ESTIMATED EXPENDITURES	-	56,142	-	83,410	74,970	-	214,522
ESTIMATED FUND BALANCE	June 30, 2011	138,290	36,613	12,017	2,150,866	193,965	-	2,531,751
FY 2012								
SUMMARY OF PROJECTED RESOURCES AND APPROPRIATIONS								
ESTIMATED BEGINNING FUND BALANCE	July-2011	138,290	36,613	12,017	2,150,866	193,965	-	2,531,751
ADOPTED								
	July 1, 2011							
	ESTIMATED REVENUE							
	REVENUES	-	74,940	-	-	-	-	74,940
	INTEREST EARNINGS	-	-	-	20,000	1,200	-	21,200
	TRANSFERS	-	-	-	50,000	-	50,000	100,000
	ESTIMATED REVENUE AND TRANSFERS	-	74,940	-	70,000	1,200	50,000	196,140
	ESTIMATED AVAILABLE RESOURCES	138,290	111,553	12,017	2,220,866	195,165	50,000	2,727,891
	ADOPTED APPROPRIATIONS	-	111,553	-	278,000	558	-	390,111
ESTIMATED FUND BALANCE	June 30, 2012	138,290	(0)	12,017	1,942,866	194,607	50,000	2,337,780
ESTIMATED BEGINNING FUND BALANCE	July 1, 2012	138,290	(0)	12,017	1,942,866	194,607	50,000	2,337,780

*Due to zero budgetary activity, these funds are represented in the summary for fund balance information only.

**A transfer from Fund 103 (Recreation) was made to Fund 104 (Performing Arts Fund) to cover the fund balance deficit and closeout this fund in FY2011.

City of Dixon Budget FY2012
FUND 103 - RECREATION

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
103-000-433650-0000	Rec - Adult Softball	19,678	19,813	18,000	14,532	16,200
103-000-433660-0000	Adult Soccer	27,575	14,966	16,000	4,000	6,240
103-000-433811-0000	Rec - Basketball - Youth	24,400	24,092	26,000	21,116	26,000
103-000-433837-0000	Rec - Day Camp	1,800	-	-	-	-
103-000-433845-0000	Rec - Fitness	20,740	14,026	15,000	15,983	15,000
103-000-433860-0000	Rec - General Interest	3,455	2,935	4,000	2,500	3,000
103-000-433910-0000	Rec - Soccer	6,755	144	-	317	-
103-000-433915-0000	Rec - Teen Activities	1,601	2,122	1,100	1,000	1,000
103-000-433920-0000	Rec - Tennis Lessons	4,287	3,526	3,000	1,500	2,000
103-000-433925-0000	Rec - Volleyball - Drop-ins	765	817	1,000	1,390	1,300
103-000-433995-0000	Scholarship Offset	50	-	(1,000)	-	(800)
103-000-461499-0000	Misc Grants	-	5,000	5,000	5,000	5,000
103-000-461600-0000	Interest Earned	1,634	480	-	-	-
103-000-470100-0000	Unrealized Gain GASB 31	(388)	(88)	-	-	-
		112,352	87,832	88,100	67,338	74,940
DEPT 179 - MISCELLANEOUS RECREATION						
103-179-511000-0000	Salaries/Wages	3,980	14,722	-	(1,135)	-
103-179-511150-0000	Wages P/T Volleyball	1,036	817	1,044	1,065	1,197
103-179-511160-0000	Wages P/T Day Camp	2,747	-	-	-	-
103-179-512100-0000	Medicare	366	341	80	19	17
103-179-512200-0000	Retirement	608	2,243	-	(176)	-
103-179-512210-0000	Retirement - PARS	-	-	-	10	16
103-179-512300-0000	Disability Insurance	33	85	-	-	-
103-179-512400-0000	Health Insurance	1,410	4,699	-	-	-
103-179-512600-0000	Worker's Comp Insurance	161	302	27	26	29
103-179-520100-0000	Administrative Costs - Finance	-	-	1,500	-	-
103-179-522400-0000	Consultants - Professional	1,265	-	-	-	-
103-179-522610-0000	Contr Servs - Recnet	26	47	-	-	-
103-179-533837-0000	Rec - Day Camp	598	-	-	-	-
103-179-533845-0000	Rec - Fitness	15,002	10,264	10,500	10,859	10,500
103-179-533860-0000	Rec - General Interest	6,103	4,409	2,800	3,995	2,800
103-179-534500-0000	Fees - Administration	816	132	250	1,200	1,200
103-179-535600-0000	Special Supplies	63	627	-	-	-
103-179-535680-0000	Teen Activities	1,122	576	500	144	250
103-179-590100-0000	Transfer to General Fund	5,465	5,465	5,301	5,464	55,418
		40,802	44,729	22,002	21,471	71,427

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
DEPT 180 - SOFTBALL						
103-180-511180-0000	Salaries - Rec Softball	3,166	1,928	2,350	2,126	2,448
103-180-512100-0000	Medicare	242	147	180	163	35
103-180-512210-0000	Retirement - PARS	-	-	-	-	32
103-180-512600-0000	Worker's Comp Insurance	74	50	60	57	59
103-180-522600-0000	Contract Svcs - Nonprof	8,483	9,223	8,500	8,285	8,500
103-180-534500-0000	Fees - Administration	155	144	150	100	150
103-180-535600-0000	Special Supplies	5,498	4,314	4,500	2,767	4,000
		17,618	15,806	15,740	13,498	15,225
DEPT 182 - DROP-IN INDOOR SOCCER						
103-182-511000-0000	Salaries/Wages	-	-	-	56	-
103-182-511180-0000	Salary - Rec Adult Soccer	14,539	7,586	11,193	5,302	6,209
103-182-512100-0000	Medicare	1,112	580	856	229	90
103-182-512210-0000	Retirement - PARS	-	-	-	38	81
103-182-512600-0000	Worker's Comp Insurance	332	206	284	139	151
103-182-522600-0000	Contract Svcs - Nonprof	13,587	4,842	5,000	-	-
103-182-535600-0000	Special Supplies	3,185	694	1,000	-	200
		32,755	13,908	18,333	5,764	6,731
DEPT 183 - BASKETBALL						
103-183-511180-0000	Wages PT Youth Basketball	12,836	14,364	6,350	6,680	7,056
103-183-512100-0000	Medicare	982	1,096	486	127	102
103-183-512210-0000	Retirement - PARS	-	-	-	80	92
103-183-512600-0000	Worker's Comp Insurance	300	404	161	163	171
103-183-522600-0000	Contract Svc Non Prof	2,877	2,224	2,000	4,950	6,500
103-183-534500-0000	Administration Fees	(892)	255	255	209	250
103-183-535600-0000	Special Supplies	6,010	3,991	4,000	3,200	4,000
		22,112	22,334	13,252	15,409	18,171
DEPT 184 - COMMUNITY EVENTS/CONCERT IN THE PARK						
103-184-520400-0000	Advertising/Publications	504	598	500	-	-
103-184-522600-0000	Contract Services	1,724	4,150	4,000	-	-
		2,228	4,748	4,500	-	-
FUND REVENUE		112,352	87,832	88,100	67,338	74,940
FUND EXPENDITURES		115,514	101,525	73,827	56,142	111,553

CITY OF DIXON
 PAYROLL SUMMARY
 FY:

2011-12
FUND: 103
DEPT: 179
RECREATION FUND

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Soc Sec/Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
Temporary Personnel												
103-179 Volleyball Sports Coord	1,197	-	1,197	-	-	1,197	16	-	17	-	29	1,259
103-180 Softball Sports Coord	2,448	-	2,448	-	-	2,448	32	-	35	-	59	2,575
103-182 Arena (Drop In Soccer rec lea	6,209	-	6,209	-	-	6,209	81	-	90	-	151	6,531
103-183 basketball rec leader	7,056	-	7,056	-	-	7,056	92	-	102	-	171	7,421
GRAND TOTAL:	16,910	-	16,910	-	-	16,910	220	-	245	-	410	17,785

City of Dixon Budget FY2012
FUND 820 - EQUIPMENT REPLACEMENT

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
820-000-461600-0000	Interest Earned	72,298	21,209	40,000	18,000	20,000
820-000-470100-0000	Unrealized Gain GASB 31	(1,856)	(4,420)	-	-	-
820-000-490100-0000	Transfer from General Fund	-	-	-	-	-
820-000-491100-0000	Transfer from Sewer O & M	-	-	50,000	50,000	50,000
		70,442	16,789	90,000	68,000	70,000
820-116-560400-0000	IT Capital Outlay/Equip Repl	-	-	150,000	29,000	-
820-820-590100-0000	Transfer to General Fund	158,912	626,473	47,327	47,327	157,000
820-820-590100-1101	Tfr to GF - VFA Grant	-	-	7,083	7,083	-
820-820-592100-0000	Transfer to PW Capital Project	-	-	-	-	121,000
		158,912	626,473	204,410	83,410	278,000
	FUND REVENUE	70,442	16,789	90,000	68,000	70,000
	FUND EXPENDITURES	158,912	626,473	204,410	83,410	278,000

City of Dixon Budget FY2012

FUND 830 - BUILDING RESERVE

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
830-000-461600-0000	Interest Earned	3,396	2,806	2,500	1,200	1,200
830-000-470100-0000	Unrealized Gain GASB 31	(15,557)	(856)	-	-	-
830-000-490100-0000	Transfer from General Fund	-	-	-	-	-
830-000-491740-0000	Fr Econ Dev/Industrial Park	-	9,303	-	-	-
830-000-497200-0000	Transfer from Greenbelt P/Ship	-	92,910	-	-	-
		(12,161)	104,163	2,500	1,200	1,200
830-830-560200-0000	Contingency	-	-	-	-	-
830-830-590100-0000	To General Fund	35,258	558	74,970	74,970	558
830-830-591900-0000	To Police Capital Fund	-	-	-	-	-
830-830-592000-0000	To Admin Facilities Capital	-	-	-	-	-
		35,258	558	74,970	74,970	558
FUND REVENUE		(12,161)	104,163	2,500	1,200	1,200
FUND EXPENDITURES		35,258	558	74,970	74,970	558

City of Dixon Budget FY2012
FUND 831 - INFRASTRUCTURE RESERVE

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
831-000-461600-0000	Interest Earned	-	-	-	-	-
831-000-490100-0000	Transfer from General Fund	-	-	-	-	50,000
		-	-	-	-	50,000
831-100-590100-0000	To General Fund	-	-	-	-	-
		-	-	-	-	-
FUND REVENUE		-	-	-	-	50,000
FUND EXPENDITURES		-	-	-	-	-

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Redevelopment

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Redevelopment Agency Funds

The Redevelopment Agency funds are special revenue funds, which are funded by tax increment revenues. The Agency was organized pursuant to the Community Redevelopment Law of the California Health and Safety Code. The accounting methods and procedures adopted by the Agency conform to the generally accepted accounting principles as applied to governmental entities.

The Agency is considered a component unit of the City of Dixon (the City). These entities are legally separate from each other. However, City elected officials have a continuing full or partial oversight responsibility over and accountability for fiscal matters of the Agency. As a result, the Agency is presented as a blended component unit within the City's financial statements.

The City Manager as the Executive Director of the Agency is the manager of the Fund. She is assisted by the Economic Development and Finance Departments in managing the Redevelopment Agency Funds.

Fund 510 Redevelopment Fund

Tax increment is the primary source of funding for the Redevelopment Agency. Tax Increment is created from the growth in property taxes after the agency is formed.

The primary purpose of the Agency is to prepare and carry out plans for improvement, rehabilitation and redevelopment of blighted areas within the City. The Agency has one project area, which encompasses about one fourth of the City.

Fund 520 Low and Moderate Income Housing Fund

Section 333346 subdivision (c) of the California Health and Safety Code requires the Agency project areas to deposit 20% of allocated tax increment revenues into a Low and Moderate Income Housing Fund. The 20% set aside funds first time homebuyer and rehabilitation loans and grants to increase the supply of low and moderate income housing.

RDA Tax Increment Fund Assumptions

1. As of this date, the City anticipates RDA funds for FY 2012. The City Manager recommends:
 - a. Funding of Phase II of the Core Area Drainage Project
 - b. Housing funds to be used for opportunity projects
2. If RDA is eliminated, the City will spend remaining funds on current projects.

**CITY OF DIXON
BUDGET OVERVIEW
REDEVELOPMENT FUNDS**

FUND		RDA 510*	RDA HOUSING SET-ASIDE 520	Total	
FY2011					
SUMMARY OF ESTIMATED RESOURCES AND EXPENDITURES					
BEGINNING FUND BALANCE	July-2010	*	1,181,594	1,685,826	2,867,420
PROJECTED					
	June 30, 2011	ACTUAL REVENUE	1,510,987	397,979	1,908,966
		TRANSFERS	25,000	-	25,000
		ACTUAL REVENUE & TRANSFERS	1,535,987	397,979	1,933,966
		ESTIMATED EXPENDITURES	2,526,058	342,457	2,868,515
ESTIMATED FUND BALANCE	June 30, 2011		191,523	1,741,348	1,932,871
FY2012					
SUMMARY OF PROJECTED RESOURCES AND APPROPRIATIONS					
ESTIMATED BEGINNING FUND BALANCE	July-2011		191,523	1,741,348	1,932,871
ADOPTED					
	July 1, 2011	ESTIMATED REVENUE			
		REVENUES	1,667,970	404,693	2,072,663
		INTEREST EARNINGS	1,000	3,500	4,500
		TRANSFERS	25,000	-	25,000
		ESTIMATED REVENUE AND TRANSFERS	1,693,970	408,193	2,102,163
		ESTIMATED AVAILABLE RESOURCES	1,885,493	2,149,541	4,035,034
		PROPOSED APPROPRIATIONS	1,885,493	1,145,750	3,031,243
ESTIMATED FUND BALANCE	June 30, 2012		-	1,003,791	1,003,791
ESTIMATED BEGINNING FUND BALANCE	July 1, 2012		-	1,003,791	1,003,791

*Information reflected assumes RDA Fund 510 is continued.

City of Dixon Budget FY2012

FUND 510 - REDEVELOPMENT

ASSUMES RDA CONTINUES

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
510-000-401100-0000	Homeowner's Exemption	-	-	-	-	-
510-000-401200-0000	Secured Property Taxes	1,815,110	1,637,337	1,554,520	1,441,000	1,494,770
510-000-401300-0000	Supplemental Taxes	7,856	(5,069)	-	-	-
510-000-401400-0000	Unsecured Property Taxes	78,984	93,036	91,607	65,787	70,000
510-000-460950-0000	Grant - HCD	-	-	-	-	-
510-000-461600-0000	Interest Earned	43,070	19,181	-	-	-
510-000-460700-0000	Loan Principal	444	959	1,500	1,500	1,500
510-000-460700-0045	Bud's 2007 Principal	2,909	1,400	1,700	1,700	1,700
510-000-460700-0130	Principal Repay - MacLaughlin	-	-	100,000	-	100,000
510-000-460800-0000	Interest Earnings on Loans	-	685	26,500	1,000	1,000
510-000-460800-0045	Interest Earnings on Loans	-	1,509	-	-	-
510-000-461700-0000	Lease Revenue	-	-	-	-	-
510-000-469900-0000	Other Revenue	-	-	-	-	-
510-000-470100-0000	Unrealized Gain GASB 31	(11,442)	(3,407)	-	-	-
510-000-491100-0000	Transfer from Sewer O & M	25,000	25,000	25,000	25,000	25,000
510-000-491300-0000	From Sewer Rehab Cap Proj	-	-	-	-	-
510-000-493200-0000	From CDBG	-	-	-	-	-
510-000-496200-0000	From NFSAD	-	-	-	-	-
		1,961,930	1,770,630	1,800,827	1,535,987	1,693,970
510-510-520100-0000	Admin Costs - Finance	198	4,772	-	-	-
510-510-520200-0000	Administrative Costs - Gen'l	57,302	-	-	-	-
510-510-520400-0000	Advertising/Legal Notices/Pubs	-	2,160	1,000	-	-
510-510-522000-0000	Community Promotion	5,118	-	-	-	-
510-510-522400-0000	Consultants - Professional	9,795	1,849	-	2,000	-
510-510-523200-0000	Contract Serv - Audit	3,000	2,000	3,000	3,000	3,000
510-510-523400-0000	Contract Serv - Temp	-	-	-	-	-
510-510-523800-0000	County Charges	23,795	-	31,200	31,543	31,543
510-510-524200-0000	Dues and Subscriptions	472	465	550	50	50

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
510-510-529600-0000	Legal Fees	12,028	2,172	15,000	11,500	10,000
510-510-530200-0000	Meetings/Seminars	1,112	-	-	-	-
510-510-531600-0000	Office Supplies	130	-	500	-	-
510-510-531800-0000	Pass-Through Agreements	587,650	535,873	717,000	545,637	575,000
510-510-535600-0000	Special Supplies	28	35	-	-	-
510-510-535650-0000	Subsidies/Community Groups	-	-	-	-	-
510-510-535750-0000	Training	275	-	1,000	-	-
510-510-536000-0000	Utilities	383	374	500	250	-
510-510-551050-0000	State "Take-aways"	-	768,400	168,000	158,200	-
510-510-590100-0000	To General Fund	319,940	197,707	191,776	191,776	191,776
510-510-592200-0000	To Storm Drain Cap Proj	-	-	1,032,000	1,200,000	718,951
510-520-527000-0000	Fiscal Agent Expense	2,377	2,226	2,500	2,173	2,173
510-520-550300-0000	Bond Interest	200,660	193,455	208,260	208,260	208,000
510-520-550400-0000	Bond Redemption	125,000	130,000	140,000	140,000	145,000
510-540-521310-0000	Facade Improvements	6,700	-	-	-	-
510-540-523120-0000	Farmers' Market	20,000	25,000	25,000	-	-
510-540-523900-0000	RDA Improvements/Promotions	21,510	24,163	25,000	18,454	-
510-540-531300-0000	Neighborhood Revitalization	-	-	5,000	-	-
510-540-531350-0000	Sidewalk Program	-	-	10,000	10,000	-
510-540-560150-0000	Construction	-	-	300,000	3,140	-
510-580-520200-0000	Admin Costs - General	413	-	-	-	-
510-580-522500-0000	Escrow/Tittle Fees	6,034	-	2,000	75	-
510-580-529600-8100	Legal Fees	-	854	-	-	-
510-580-529800-0000	Loans	-	-	-	-	-
510-580-550800-8100	Loan - Old Firehouse Rehab	194,331	530,235	-	-	-
510-580-550900-8100	Grant - Old Firehouse Rehab	-	-	-	-	-
		1,598,250	2,421,738	2,879,286	2,526,058	1,885,493
	FUND REVENUE	1,961,930	1,770,630	1,800,827	1,535,987	1,693,970
	FUND EXPENDITURES	1,598,250	2,421,738	2,879,286	2,526,058	1,885,493

Note: If RDA continues in FY 2011-12, the City Manager recommends all Fund 510 fund balance be transferred to continue Core Area Drainage Project.

CITY OF DIXON
 SERVICES/SUPPLIES SUMMARY SHEET
 FY 2012 BUDGET

Fund: 510
 Department #: _____
 Department Name: REDEVELOPMENT

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
510-510-520400-0000	1,000	-	-	Advertising for Legal Notices as required by law.
510-510-522400-0000	-	2,000	-	Consultants to assist with Redevelopment Project needs.
510-510-522600-0000	-	-	-	Contract services to assist with Redevelopment Project needs.
510-510-523200-0000	3,000	3,000	3,000	Audit
510-510-523800-0000	31,200	31,543	31,543	COUNTY ADMIN CHARGES: This money is budgeted for County charges for property tax collection and administration.
510-510-524200-0000	550	50	50	CALED membership and Redevelopment Project Area Citizens Committee expenses
510-510-529600-0000	15,000	11,500	10,000	LEGAL CONSULTANTS: These resources are utilized for legal consulting services required by the Agency as the need arises during the course of the year.
510-510-531600-0000	500	-	-	Office supplies to support the Agency operations.
510-510-531800-0000	717,000	545,637	575,000	PASS THRU PAYMENTS: Based upon a negotiated arrangement dating from the creation of the Redevelopment Agency, payments to other agencies are made from the Redevelopment Agency at revenue levels existing at the time the Agency was created.
510-510-535750-0000	1,000	-	-	Training for City staff (Finance & Econ Development) related to Redevelopment..
510-510-536000-0000	500	250	-	Phone for monitoring alarm for HVAC system Transportation Center (Chamber)
510-510-551050-0000	168,000	158,200	-	STATE TAKE-AWAYS
510-510-590100-0000	191,776	191,776	191,776	TRANSFER TO GENERAL FUND: These resources are utilized to fund a portion of the Economic Development Program in the General Fund.
510-510-592200-0000	1,032,000	1,032,000	718,951	TRANSFER TO FUND 451 CORE AREA DRAINAGE CAPITAL per Resolution 11-006
510-520-527000-0000	2,500	2,173	2,173	DEBT SERVICE/RESERVES: A number of years ago, the Redevelopment Agency borrowed \$4,575,000 in anticipation of carrying out future Redevelopment projects. Debt service for this loan, called a tax increment bond, is paid by the property tax increment
510-520-550300-0000	208,260	208,260	208,000	
510-520-550400-0000	140,000	140,000	145,000	
510-540-523120-0000	25,000	-	-	FARMER'S MARKET
510-540-523900-0000	25,000	18,454	-	REDEVELOPMENT PROJECT AREA IMPROVEMENTS AND PROMOTIONS: These funds can support various downtown area business and promotional efforts including events,
510-540-531300-0000	5,000	-	-	NEIGHBORHOOD CLEAN-UP: Clean-up vacant Redevelopment Agency owned lots and general maintenance of Pardi site.
510-540-531350-0000	10,000	10,000	-	SIDEWALK REPAIR (PRIORITY ROUTES): Sidewalk projects for the current fiscal year.
510-540-560150-0000	300,000	3,140	-	Construction Economic Development Infrastructure
510-580-522500-0000	2,000	75	-	Escrow and title fees.
510-580-550800-8100	-	76,195	-	
Total	2,879,286	2,434,253	1,885,493	

City of Dixon Budget FY2012
FUND 520 - RDA HOUSING SET-ASIDE

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
520-000-401200-0000	Secured Property Taxes	453,778	409,334	388,630	360,103	373,693
520-000-401300-0000	Supplemental Taxes	1,964	(1,267)	-	3,080	1,000
520-000-401400-0000	Unsecured Property Taxes	19,746	23,259	22,902	16,496	16,000
520-000-461600-0000	Interest Earned	51,577	19,525	12,500	3,400	3,500
520-000-460700-0000	Loan Principal	-	2,500	2,500	2,500	2,500
520-000-460705-0000	Loan Proceeds -- HOME Program	1,734	660	500	9,600	9,000
520-000-460800-0000	Interest Earnings on Loans	-	133	100	2,800	2,500
520-000-461800-0000	Miscellaneous Income	1,000	1,000	-	-	-
520-000-470100-0000	Unrealized Gain GASB 31	(12,238)	(4,224)	-	-	-
520-000-492600-0000	Transfer from Redevelopment	-	-	-	-	-
		517,560	450,920	427,132	397,979	408,193
520-510-520100-0000	Admin Costs - Finance	-	259	-	-	-
520-510-520200-0000	Admin Costs - Gen'l	66,012	32,586	30,000	30,000	30,000
520-510-520400-0000	Advertising/Legal Notices/Pubs	-	161	-	-	-
520-510-522400-0000	Consultants - Professional	45,483	26,965	40,000	1,000	40,000
520-510-522600-0000	Contract Serv - NonProf	-	-	-	-	-
520-510-523200-0000	Contract Serv - Audit	3,000	2,000	2,000	2,000	2,000
520-510-523400-0000	Contract Serv - Temp	-	-	-	-	-
520-510-523800-0000	County Charges	5,981	-	6,250	7,886	6,250
520-510-529600-0000	Legal Fees	7,146	2,370	5,000	5,000	5,000
520-510-535750-0000	Training	-	95	-	-	-
520-510-590100-0000	To General Fund	170,690	-	-	-	-
520-530-527110-0000	Grants - Safe at Home	26,658	633	5,000	10,000	5,000
520-530-527120-0000	Grants - Emer Shelter Vouchers	3,552	5,702	7,500	1,000	7,500
520-530-531700-0000	Opportunity Projects	110,000	343,000	600,000	-	600,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
520-530-592800-0000	Loans - Revolving Pool	-	-	-	-	-
520-530-590100-0000	Transfer to General Fund	-	170,690	165,571	165,571	-
520-540-520200-0000	Administrative Costs - Gen'l	177	-	-	-	-
520-540-522600-0000	Contract Svcs - Non Prof	1,105	-	-	-	-
520-570-529800-0000	FTHB Loan Program	383,332	142,200	200,000	100,000	200,000
520-570-529810-0000	REHAB LOAN Program	5,510	-	250,000	20,000	250,000
520-570-522500-0000	Escrow/Title Fees	2,850	-	-	-	-
		831,495	726,661	1,311,321	342,457	1,145,750
FUND REVENUE		517,560	450,920	427,132	397,979	408,193
FUND EXPENDITURES		831,495	726,661	1,311,321	342,457	1,145,750

CITY OF DIXON
SERVICES/SUPPLIES SUMMARY SHEET
FY 2012 BUDGET

Fund: 520
Department #: _____
Department Name: RDA - HOUSING SET ASIDE

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
520-510-520100-0000	-	-	-	CITY ADMINISTRATION: City staff time devoted to working on general administration or specific projects under the low and moderate income housing fund
520-510-520200-0000	30,000	30,000	30,000	
520-510-522400-0000	40,000	1,000	40,000	PROFESSIONAL CONSULTANT SERVICES: Miscellaneous consultant's services will be charged to this line item. Such services may include loan processing, loan servicing, appraisers, engineers, environmental consultants, planners, etc.
520-510-523200-0000	2,000	2,000	2,000	AUDIT SERVICES: This item covers the direct cost of the annual audit for the Low and Moderate Income Housing fund.
520-510-523800-0000	6,250	7,886	6,250	COUNTY PROPERTY TAX ADMINISTRATIVE FEE: This money is budgeted for the housing set aside portion of the Property Tax Administrative Fee.
520-510-529600-0000	5,000	5,000	5,000	LEGAL SERVICES : This item covers the cost of any legal services needed for administration or management of the Low and Moderate Income Housing fund, e.g., preparation and review of loan documents or regulatory agreements for affordable housing projects.
520-530-527110-0000	5,000	10,000	5,000	"SAFE AT HOME" GRANT PROGRAM: These funds, administered by staff through community Agency referrals, would be used for small grants to low income, owner/occupant households which are in desperate need of modest home repairs to permit them to remain in their homes, e.g. heating system repair, sewer problems, immediate safety hazards, etc.
520-530-527120-0000	7,500	1,000	7,500	SHELTER VOUCHERS: This Program will, in coordination with Dixon Family Services and local churches, provide shelter vouchers/reimbursement for short term emergency housing in local motels. Recession may increase demand.
520-530-531700-0000	600,000	-	600,000	
520-530-590100-0000	165,571	165,571	-	Reimbursement for costs paid by the General Fund per the Cost Allocation Plan.
520-570-529800-0000	200,000	100,000	200,000	FIRST TIME HOMEBUYER PROGRAM: The Neighborhood Stabilization Program with Vacaville will provide \$300,000 additional funds which will generate 3-6 foreclosure purchases. In addition the Agency operates its own program with staff support from the City of Vacaville.
520-570-529810-0000	250,000	20,000	250,000	HOUSING REHABILITATION: Resources are recommended in this category in the event that the City can collaborate with a non-profit which specializes in housing rehabilitation or is interested in creating and implementing a housing rehabilitation program in Dixon.
Total	1,311,321	342,457	1,145,750	



Enterprise Funds

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Enterprise Funds

The City has two Enterprise Funds, Sewer and Transit.

Wastewater

The City's wastewater system serves more than 5,200 residential, industrial, and commercial customers. Wastewater operations are accounted for in the Wastewater Enterprise Fund. For budgetary and legal compliance purposes, the Wastewater Enterprise Fund is broken into three funds.

Fund 305 Wastewater Operations and Maintenance

Operations and Maintenance are funded by the ratepayers. This fund is managed jointly by the Finance and Engineering departments. Finance is responsible for the accounting and utility billing (revenue collections). Engineering is responsible for the operations of the Wastewater Treatment Plant and the master planning of wastewater treatment and disposal infrastructure.

Fund 310 Wastewater Capital Improvements

Wastewater capital improvements necessitated by growth are funded by development impact fees, which by law must be accounted for in a separate fund. Fund 310 has been established for Wastewater Capital Improvement projects that benefit only new development, such as wastewater treatment plant expansion projects, and sewer pipelines to serve new development areas. This fund is managed by the Engineering Department.

Fund 315 Wastewater Rehabilitation Projects

A transfer from the Operations and Maintenance Fund 305 is made annually to a separate fund, which has been established to account for ratepayer funded wastewater rehabilitation projects. Fund 315 has been established for Wastewater Rehabilitation projects that benefit only existing wastewater system users, such as wastewater treatment plant and sewer pipeline repair projects. This fund is managed by the Engineering Department.

Fund 316 Sewer Capital Mixed Projects

Some wastewater improvement projects benefit both existing users and new development. Fund 316 has been established to pay for these mixed benefit wastewater improvement projects, such as Sanitary Sewer Management Plan Studies, and programs and projects established to meet long-term regulatory requirements from the State. Transfers from both the Operations and Maintenance Fund 305, and the Wastewater Capital Improvements Fund 310 are made annually to Fund 316. This fund is managed by the Engineering Department.

Transit Fund

The Transit Fund 350 is an Enterprise Fund managed by the Community Services Department.

The Transit Fund budget provides resources for the operation of the REDI-Ride Transit System. The REDI-Ride system provides curbside-to-curbside transit service within the Dixon City limits. The system operates Monday-Friday from 7:00 a.m. - 5:00 p.m. REDI-Ride currently operates up to four busses during peak demand hours. The City

received a Community Based Transportation Grant in 2006 to begin Saturday Service with one bus. This service began in March of 2007 and ridership has steadily increased.

The proposed budget contains funds for 6.8 full-time equivalent staff, vehicle maintenance, administrative expenses, operating supplies and insurance. The Transit operation is funded through the City's allocation of Transit Development Act funds as well as capital funds from Federal Transit Administration (FTA) Section 5311 grants, Lifeline grant funds and State Transit Administration funds. The City of Dixon contracts with the Solano Transportation Agency to help administer Read-Ride operations.

CITY OF DIXON

BUDGET OVERVIEW ENTERPRISE FUNDS

FUND		SEWER O&M 305	SEWER CAPITAL 310	SEWER REHAB 315	SEWER MIXED* 316	TRANSIT 350	Total
FY 2011							
SUMMARY OF ESTIMATED RESOURCES AND EXPENDITURES							
BEGINNING FUND BALANCE	July-2010	841,976	1,269,406	4,421	-	66,712	2,182,515
PROJECTED							
	June 30, 2011	2,287,102	-	170,439	-	853,146	3,310,687
	ACTUAL REVENUE	2,287,102	-	170,439	-	853,146	3,310,687
	TRANSFERS	-	-	319,561	105,000	-	424,561
	ACTUAL REVENUE & TRANSFERS	2,287,102	-	490,000	105,000	853,146	3,735,248
	ESTIMATED EXPENDITURES	2,372,435	170,833	190,000	105,000	854,861	3,693,129
ESTIMATED FUND BALANCE	June 30, 2011	756,643	1,098,573	304,421	-	64,997	2,224,634
FY 2012							
SUMMARY OF PROJECTED RESOURCES AND APPROPRIATIONS							
ESTIMATED BEGINNING FUND BALANCE	July-2011	756,643	1,098,573	304,421	-	64,997	2,224,634
ADOPTED							
	July 1, 2011	2,242,941	-	-	-	672,000	2,914,941
	ESTIMATED REVENUE	2,242,941	-	-	-	672,000	2,914,941
	REVENUES	2,242,941	-	-	-	672,000	2,914,941
	INTEREST EARNINGS	3,500	-	-	-	-	3,500
	TRANSFERS	-	-	-	371,666	-	371,666
	ESTIMATED REVENUE AND TRANSFERS	2,246,441	-	-	371,666	672,000	3,290,107
	ESTIMATED AVAILABLE RESOURCES	3,003,084	1,098,573	304,421	371,666	736,997	5,514,741
	ADOPTED APPROPRIATIONS	2,120,634	177,333	240,000	371,666	591,624	3,501,257
ESTIMATED FUND BALANCE	June 30, 2012	882,450	921,240	64,421	-	145,373	2,013,484
ESTIMATED BEGINNING FUND BALANCE	July 1, 2012	882,450	921,240	64,421	-	145,373	2,013,484

*Fund 316 was established in FY2011 for the purpose of tracking projects to be funded by both development impact and ratepayer fees.

City of Dixon Budget FY2012

FUND 305 - WASTEWATER OPERATIONS & MAINTENANCE

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
305-000-435100-0000	Sewer Fees - Apartments	116,196	134,473	149,420	156,512	157,133
305-000-435200-0000	Sewer Fees - Churches/Convales	42,507	51,616	49,928	51,807	51,666
305-000-435300-0000	Sewer Fees - Comm'l/Industrial	322,327	415,436	427,386	416,540	408,327
305-000-435400-0000	Sewer Fees - Motels	15,820	18,373	17,107	17,000	16,430
305-000-435500-0000	Sewer Fees - Multi-Family	73,079	85,890	86,953	97,181	97,000
305-000-435600-0000	Sewer Fees - Res SFD	1,121,511	1,410,999	1,431,527	1,464,000	1,432,009
305-000-435700-0000	Sewer Fees - Schools/Fairgrnd	24,044	34,669	31,242	32,376	32,376
305-000-461600-0000	Interest Earned	2,192	4,445	3,000	2,000	3,500
305-000-461800-0000	Miscellaneous Income	-	2,574	-	-	-
305-000-462200-0000	Penalties & Interest	30,494	47,824	35,000	49,686	48,000
305-000-470100-0000	Unrealized Gain GASB 31	(4,112)	(1,644)	-	-	-
305-000-491316-0000	Trfr from Sewer Mixed (316)	-	-	-	-	-
305-000-491600-0000	From Sewer Rehab	-	14,568	-	-	-
305-000-497300-0000	From Equipment Replacement	-	-	-	-	-
		1,744,057	2,219,222	2,231,563	2,287,102	2,246,441
305-300-511000-0000	Salaries/Wages	378,827	431,312	427,626	387,839	441,999
305-300-511100-0000	Salaries/Wages PT	106	-	-	-	-
305-300-511200-0000	Overtime	30,834	34,658	28,335	25,670	28,335
305-300-511300-0000	Standby	21,260	21,540	20,800	22,254	20,800
305-300-511900-0000	Termination Pay	11,410	-	-	-	-
305-300-512100-0000	Medicare	5,242	6,011	8,395	5,926	7,732
305-300-512200-0000	Retirement	79,027	80,830	66,224	66,417	83,769
305-300-512300-0000	Disability Insurance	2,800	2,383	2,057	2,136	2,079
305-300-512400-0000	Health Insurance	93,008	115,622	117,937	106,753	95,626
305-300-512600-0000	Worker's Comp Insurance	20,113	23,047	24,675	21,890	23,596
305-300-520100-0000	Administrative Costs - Finance	12,620	-	-	-	-
305-300-520300-0000	Administrative Costs - PW	6,174	13,100	10,000	10,000	10,000
305-300-520400-0000	Advertising/Publications	3,574	628	4,000	1,600	3,000
305-300-520810-0000	Bad Debt/Write Off	-	79,897	-	82,500	20,000
305-300-521000-0000	Site Maintenance	1,388	3,425	2,980	2,000	2,480
305-300-521400-0000	Chemicals	9,128	12,969	13,000	6,800	10,000
305-300-521800-0000	Communications	10,781	7,096	9,700	5,300	7,000
305-300-522400-0000	Consultants - Professional	112,965	21,484	10,000	18,500	45,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
305-300-522600-0000	Contract Serv/Non Professional	49,065	49,644	50,000	49,000	55,000
305-300-524000-0000	DMV Physicals & Exams	387	598	750	600	750
305-300-524200-0000	Dues/Subscriptions	481	1,302	1,600	1,200	1,200
305-300-525800-0000	Equip Rental	3,494	3,681	3,000	4,300	3,000
305-300-526000-0000	Equip Repairs/Maint	25,175	41,178	35,000	25,000	25,000
305-300-529600-0000	Legal Expense	43,362	5,722	10,000	9,200	15,000
305-300-530100-0000	Maintenance - Sewer Line	86,293	897	70,000	70,000	70,000
305-300-531000-0000	Mileage Reimbursement	132	117	200	200	200
305-300-531400-0000	Office Equip Maint	-	42	400	400	400
305-300-531600-0000	Office Expense	43,319	31,759	33,000	27,000	27,000
305-300-531650-0000	Office/Software Maintenance	2,626	1,819	2,800	2,900	3,000
305-300-531900-0000	Permits/Licenses/Fees	13,517	11,433	14,200	16,500	15,500
305-300-535500-0000	Small Tools	2,302	2,036	2,000	1,000	1,000
305-300-535600-0000	Special Supplies	34,636	29,811	36,821	23,300	30,000
305-300-535750-0000	Training	2,272	4,722	5,900	6,100	6,200
305-300-535900-0000	Uniforms	3,279	3,742	3,600	1,750	3,000
305-300-536000-0000	Utilities	63,144	64,112	50,000	52,500	53,000
305-300-537500-0000	Vehicle Fuel	20,570	19,769	33,000	22,300	24,000
305-300-538000-0000	Vehicle Maintenance	7,842	8,581	8,000	7,100	7,500
305-300-550700-0000	Depreciation	104,491	110,252	-	-	-
305-300-560400-0000	Capital Outlay	2,989	(17,609)	169,000	169,000	36,975
305-300-590100-0000	To General Fund	217,490	217,490	170,000	170,000	200,000
305-300-590900-0000	To DPFA Sewer (260)	-	-	-	-	347,160
305-300-591300-0000	To Sewer Rehab Projs	-	319,561	490,000	490,000	-
305-300-591316-0000	Trfr to Sewer Mixed (316)	-	-	382,500	382,500	319,333
305-300-592600-0000	Transfer to RDA	25,000	25,000	25,000	25,000	25,000
305-300-597300-0000	Transfer to Equip Replacement	-	-	50,000	50,000	50,000
		1,551,121	1,789,659	2,392,500	2,372,435	2,120,634
	FUND REVENUE	1,744,057	2,219,222	2,231,563	2,287,102	2,246,441
	FUND EXPENDITURES	1,551,121	1,789,659	2,392,500	2,372,435	2,120,634

CITY OF DIXON FUND: 305
 PAYROLL SUMMARY DEPT:
 FY: 2011-12 SEWER O&M

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Soc Sec/ Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:											
Wastewater Operator II	53,740	0	53,740	1.00	53,740	10,283	14,592	991	263	3,979	83,848
Maintenance Worker III	52,034	1,091	53,125	1.00	53,125	10,165	14,592	982	255	3,853	82,972
Wastewater Operator I	53,774	4,510	58,284	1.00	58,284	11,152	14,592	1,057	263	3,982	89,330
Wastewater Operator I	53,774	1,128	54,902	1.00	54,902	10,505	9,120	928	263	3,982	79,700
Sr. WW Systems Operator	64,282	2,696	66,977	1.00	66,977	12,815	14,592	1,183	315	4,760	100,642
Wastewater Operator I	0	0	0	0.00	0	-	0	-	0	-	0
Account Clerk I	41,932	0	41,932	0.50	20,966	4,012	4,560	370	94	129	30,130
Management Analyst I	59,875	0	59,875	0.17	9,879	1,890	1,505	165	49	61	13,549
Associate Civil Engineer	92,668	1,943	94,611	0.75	70,958	13,577	10,944	1,188	341	1,686	98,694
Engineering Tech III	63,950	1,341	65,291	0.75	48,968	9,370	10,944	869	235	1,164	71,549
Subtotal:	536,028	12,708	548,736	7.17	437,799	83,769	95,441	7,732	2,079	23,596	650,416

Temporary Personnel

Other special pays:

PERS Health Administration							185				185
Retirement Health Benefit							0				0
OVERTIME			28,335					-			28,335
FLSA (Y-time)			-					-			-
Stand-by pay			20,800					-			20,800
Comp Time Cash Out			3,200		3,200			-			3,200
Admin Leave Cash Out			1,000		1,000			-			1,000
Night Differential			-		-			-			-
Subtotal:			53,335		4,200			185			53,520
GRAND TOTAL:	536,028	12,708	602,071		441,999	83,769	95,626	7,732	2,079	23,596	703,936

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Fund: 305
 Department #: 300
 Department Name: SEWER O&M

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
520300	10,000	10,000	10,000	Administrative costs for Public Works
520400	4,000	1,600	3,000	Bid Advertisement for Sewer equipment & projects
520810		82,500	20,000	Bad Debt Write-off
521000	2,980	2,000	2,480	Building mtc. & cleaning supplies (\$1,000); mats for building (\$40/mo.\$480); fence repairs \$1,000
521400	13,000	6,800	10,000	Chemicals for weed abatement at WWTP, \$9,000; rodent control \$1,000
521800	9,700	5,300	7,000	telephone - \$2,000, alarm system cell phone - \$400, 6 Nextel Radios - \$2,400, T-1 Com Line - \$2,200
522400	10,000	18,500	45,000	Stantec on-call contract - \$25,000/yr; rate & fee study \$20,000.
522600	50,000	49,000	55,000	Wastewater lab testing & meter calibration
524000	750	600	750	Class B DMV license expenses, exam fees, physical (5 @ \$150)
524200	1,600	1,200	1,200	Dues re: pesticide certification (3 @ \$200=\$600); PAPA dues \$160;CWEA dues \$440
525800	3,000	4,300	3,000	Emergency equipment rental, \$1,000; Boom truck for servicing of aerators, \$1,000;copier rental \$1,000
526000	35,000	25,000	25,000	parts & labor to repair equip, including tractor - \$22,000; electrical repairs - \$3,000.
529600	10,000	9,200	15,000	City Attorney support re: wastewater issues
530100	70,000	70,000	70,000	Sewer line maint - Maximum authorized on 3 year on-call contract for root control, video survey, and sewer repairs \$70,000/yr.
530200	-	-	-	Transferred to training line item
531000	200	200	200	Reimburse Finance employees for personal use of vehicles
531400	400	400	400	Billing Software maintenance, add'l programming
531600	33,000	27,000	27,000	Office supplies for WWTP \$3,000; Billing forms, postage, envelopes - \$22,000; Lockbox \$5,000
531650	2,800	2,900	3,000	Springbrook maintenance, programming
531900	14,200	16,500	15,500	Regional Water Board permit - \$13,000;YSAQMD permit for 2 generators & pump - \$2,000; WW Operator Licenses (3 = \$500)
535500	2,000	1,000	1,000	Misc. small tools needed for repairs & maint. activities
535600	36,821	23,300	30,000	Maint. supplies-rip rap & road rock; new test equipment to meet increased RWQCB requirements; bottled water (no potable water @ plant); billing computer system supplies; traffic cones, safety gear -- goggles, gloves, signs, light bars for trucks

535750	5,900	6,100	6,200	Pesticide, CWEA, safety training \$3,200; XP-SWMM Training \$2,400; Finance training (utility billing, network, software \$600)
535900	3,600	1,750	3,000	Uniforms, jackets, boots, & coveralls for 6 employees (\$500/ea.)
536000	50,000	52,500	53,000	Electricity: (1) lift stations; (2)WWTP; (3) 4 Aerators
537500	33,000	22,300	24,000	Fuel for vehicles and equipment
538000	8,000	7,100	7,500	Parts & labor to repair vehicles
560400	169,000	169,000	36,975	See Form SS-2
590100	170,000	170,000	200,000	Transfer to General Fund for Cost Allocation
590900	-		347,160	Transfer to Fund 260 for Sewer Debt Service
591300	490,000	490,000		Transfer to Sewer Rehab
591316	382,500	382,500	319,333	Transfer to Sewer Mixed (316) for combined projects
592600	25,000	25,000	25,000	Transfer to RDA (transfer to be cancelled if RDA eliminated)
597300	50,000	50,000	50,000	Equipment replacement
Total	1,696,451	1,733,550	1,416,698	

CITY OF DIXON
 CAPITAL EQUIPMENT/FIXED ASSETS (not included in Capital Project Funds)
 FY 2012 BUDGET

Department #: 305
 Dept Name: Wastewater

(N)ew or (R)eplacement (A)	Category* (B)	Priority (C)	Item Description (Be Specific) (D)	Cost/Unit (incl Tax and Freight) (E)	Quantity (F)	Total (G)
R	E		Granite XP PACP Module for Video Truck to meet new NASSCO Standards.	\$ 3,200	1	3,200.00
R	E		Granite XP MACP Module for Video Truck to meet new NASSCO Standards	\$ 3,200	1	3,200.00
N	E		Pipe locator	\$ 4,955	1	4,955.00
N	E		Poll camera for manhole video inspections (no employee confined space entry required)	\$ 10,140	1	10,140.00
N	E		Mini Camera for small sewer lines and laterals	\$ 12,645	1	12,645.00
N	E		Hydro Digger to breakup debris in manholes	\$ 1,100	1	1,100.00
R	E		Replace Vac Con hose	\$ 1,735	1	1,735.00
						-
					Total	\$ 36,975

Please see memo for further instructions.

- *Category:
 V = Vehicles
 F = Furniture/Fixtures
 E = Equipment
 B = Buildings

City of Dixon Budget FY2012

FUND 310 - WASTEWATER CAPITAL IMPROVEMENTS

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
310-000-424000-0000	Developer Fees	-	-	-	-	-
310-000-425600-0000	Development Fees - Sewer	108,790	56,200	-	-	-
310-000-429400-0000	Mitigation Fees	-	-	-	-	-
310-000-460950-0000	Grants - HUD	-	-	-	-	-
310-000-461600-0000	Interest Earned	64,307	22,074	-	-	-
310-000-460300-0000	Bond Proceeds	-	-	-	-	-
310-000-470100-0000	Unrealized Gain GASB 31	(18,058)	(5,016)	-	-	-
310-000-425500-0000	Capital Contribution	-	-	-	-	-
310-000-490000-0000	Transfer In (Prior Yr Exp)	358,696	-	-	-	-
		513,735	73,257	-	-	-
310-100-550700-0000	Depreciation	1,358,391	1,379,735	-	-	-
310-100-550710-0000	Depreciation - GASB	-	-	-	-	-
310-100-590100-0000	To General Fund	6,033	6,033	-	-	-
310-100-591316-0000	Trfr to Sewer Mixed (316)	-	-	45,833	45,833	52,333
310-101-590900-0000	To DPFA - Sewer Bonds	2,359	-	-	-	-
310-105-461500-0000	Settlements	-	15,315	-	-	-
310-105-550750-0000	Interfund Interest	30,389	7,429	125,000	125,000	125,000
310-108-522400-0000	Consultants	1	10	-	-	-
310-109-560750-0000	Project Admin - Direct	1,916	-	-	-	-
310-118-560250-0000	Designs/Plans/Specs	1,174	5,675	-	-	-
310-119-560750-0000	Project Admin - Direct	-	-	-	-	-
310-123-560750-0000	Project Admin - Direct	7,838	-	-	-	-
310-124-560750-0000	Project Admin - Direct	-	-	-	-	-
310-126-560750-0000	Project Admin - Direct	-	-	-	-	-
		1,408,101	1,414,197	170,833	170,833	177,333
	FUND REVENUE	513,735	73,257	-	-	-
	FUND EXPENDITURES	1,408,101	1,414,197	170,833	170,833	177,333

Note: The \$125,000 of the Interfund interest line item is a combination of the principal and interest repayment for the Sewer Trunk Line Debt to be paid to CIP Fund 400.

City of Dixon Budget FY2012
FUND 315 - WASTEWATER REHAB PROJECTS

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
315-000-461600-0000	Interest Earned	30,221	6,587	-	-	-
315-000-470100-0000	Unrealized Gain GASB 31	(6,692)	(1,515)	-	-	-
315-000-491100-0000	Transfer from Sewer O & M	-	319,561	490,000	490,000	-
		23,530	324,633	490,000	490,000	-
315-100-560750-0000	Project Admin - Direct	1,334	-	-	-	-
315-100-591100-0000	To Sewer O & M	-	14,568	-	-	-
315-108-522400-0000	Consultants	-	-	240,000	-	-
315-108-560150-0000	Construction	35,296	-	-	-	-
315-108-560250-0000	Design/Plans/Specs	214,457	39,486	29,317	-	-
315-108-560750-0000	Project Admin - Direct	-	-	10,000	-	-
315-108-590000-0000	Transfer Out (Prior Yr Exp)	358,696	-	-	-	-
315-109-560750-0000	Project Admin - Direct	3,017	-	-	-	-
315-114-560250-0000	Design/Plans/Specs	-	49,451	-	-	-
315-114-560550-0000	Land Acquisition/Right of Way	-	33,283	-	-	-
315-114-560750-0000	Project Admin - Direct	-	10,125	-	-	-
315-123-520400-0000	Advertising/Legal Notices	-	227	-	-	-
315-123-560650-0000	Misc Expenses	-	-	240,000	120,000	120,000
315-123-560750-0000	Project Admin - Direct	-	9,299	20,000	20,000	20,000
315-124-560750-0000	Project Admin - Direct	-	34,898	-	-	-
315-125-522400-0000	Consultants	-	-	50,000	-	50,000
315-125-560650-0000	Misc Expenses	-	-	-	-	-
315-125-560750-0000	Project Admin - Direct	-	-	50,000	50,000	50,000
315-126-560750-0000	Project Admin - Direct	-	40,537	-	-	-
		612,800	231,873	639,317	190,000	240,000
	FUND REVENUE	23,530	324,633	490,000	490,000	-
	FUND EXPENDITURES	612,800	231,873	639,317	190,000	240,000

City of Dixon Budget FY2012
FUND 316 - SEWER CAPITAL MIXED

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
316-000-461600-0000	Interest Earned	-	-	-	-	-
316-000-470100-0000	Unrealized Gain GASB 31	-	-	-	-	-
316-000-490100-0000	Transfer from General Fund	-	-	-	-	-
316-000-491100-0000	Transfer from Sewer O&M (305)	-	-	382,500	59,167	319,333
316-000-491200-0000	Transfer from Sewer CIP (310)	-	-	45,833	45,833	52,333
316-000-491300-0000	Tfr From Sewer Rehab (315)	-	-	-	-	-
		-	-	428,333	105,000	371,666
316-100-590100-0000	Transfer to General Fund	-	-	-	-	-
316-100-591100-0000	To Sewer O&M (305)	-	-	-	-	-
316-100-591200-0000	To Sewer Capital (310)	-	-	-	-	-
316-100-591300-0000	To Sewer Rehab (316)	-	-	-	-	-
316-110-522400-0000	Consultants	-	-	150,000	10,000	100,000
316-110-560750-0000	Project Admin - Direct	-	-	16,667	-	10,000
316-111-522400-0000	Consultants	-	-	120,000	-	120,000
316-111-560750-0000	Project Admin - Direct	-	-	13,333	-	13,333
316-115-522400-0000	Consultants	-	-	43,333	10,000	43,333
316-124-560750-0000	Project Admin - Direct	-	-	45,000	45,000	45,000
316-126-560750-0000	Project Admin - Direct	-	-	40,000	40,000	40,000
		-	-	428,333	105,000	371,666
FUND REVENUE		-	-	428,333	105,000	371,666
FUND EXPENDITURES		-	-	428,333	105,000	371,666

City of Dixon Budget FY2012
FUND 350 - TRANSIT

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
350-000-429200-0000	Miscellaneous Fees	-	7,875	-	-	-
350-000-436800-0000	Transit - Passenger Fares	98,277	81,326	85,000	78,854	80,000
350-000-436810-0000	Transit - Taxi Script	-	-	-	-	-
350-000-414200-0000	STA - Lifeline	-	47,064	23,270	23,270	10,000
350-000-414250-0000	STA Funds - Operating	-	76,233	199,415	198,172	222,000
350-000-414300-0000	TDA - Operating	434,950	401,620	307,147	307,147	300,000
350-000-414350-0000	MTC Grants	75,000	-	-	-	-
350-000-414400-0000	TDA - Capital	17,165	15,000	-	-	-
350-000-414600-0000	Transit Grant - FTA 5311 (Op)	73,125	-	20,239	20,239	60,000
350-000-414650-0000	Transit Grant - FTA 5311 (Cap)	68,657	48,000	225,000	225,000	-
350-000-414700-0000	Prop 1B - Capital	-	-	-	-	-
350-000-461600-0000	Interest Earned	198	1,290	-	160	-
350-000-470100-0000	Unrealized Gain GASB 31	(473)	(304)	-	304	-
		766,900	678,104	860,071	853,146	672,000
350-300-511000-0000	Salaries/Wages	265,238	252,202	260,272	216,804	244,425
350-300-511100-0000	Salaries/Wages PT	13,650	7,663	17,851	14,747	10,545
350-300-511200-0000	Overtime	107	297	-	6	-
350-300-511900-0000	Termination Pay	206	879	-	2,177	-
350-300-512100-0000	Medi-Care	5,668	5,386	6,659	5,189	4,572
350-300-512200-0000	Retirement	40,074	37,015	40,311	38,654	46,577
350-300-512210-0000	Retirement - PARS	-	-	-	158	137
350-300-512300-0000	Disability Insurance	1,897	1,502	1,373	1,263	1,283
350-300-512400-0000	Health Insurance	99,355	92,350	104,789	85,221	60,306
350-300-512500-0000	Unemployment Insurance	952	5,828	-	2,696	-
350-300-512600-0000	Worker's Comp Insurance	4,279	21,444	29,043	22,321	25,058
350-300-520100-0000	Admin Costs	15,143	7,856	13,729	-	-
350-300-520400-0000	Advertising/Legal Notices/Pubs	1,772	803	500	500	500
350-300-520810-0000	Bad Debt Write Off	-	40	-	-	-
350-300-521000-0000	Bldg/Site Maintenance	1,055	1,171	1,400	800	1,200
350-300-521800-0000	Communications	2,531	5,822	4,000	6,000	6,000
350-300-522400-0000	Consultants - Professional	32,134	-	-	15,288	10,192
350-300-522600-0000	Contract Servs - Alarm	400	480	-	480	480
350-300-522610-0000	Contr Servs - Recnet	26	47	-	15	-
350-300-523200-0000	Contract Servs - Audit	2,500	1,756	2,000	2,000	2,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
350-300-523400-0000	Contract Servs-Temp	-	-	500	500	500
350-300-524000-0000	DMV Physicals & Exams	680	260	-	-	-
350-300-526000-0000	Equip Repairs/Maintenance	-	5	-	-	-
350-300-527800-0000	Insurance - Liability	14,875	13,777	5,861	6,473	15,066
350-300-528400-0000	Insurance - Vehicles	368	362	-	521	950
350-300-529600-0000	Legal Fees	1,565	-	1,000	1,000	1,000
350-300-530200-0000	Meetings/Seminars	-	53	-	-	-
350-300-531000-0000	Mileage Reimbursement	547	117	200	198	200
350-300-531600-0000	Office Supplies	1,407	1,933	2,000	1,000	2,000
350-300-531800-0000	Pass-Through Route 30	-	-	-	107	200
350-300-532400-0000	Physical/Psych Exams	65	279	-	200	250
350-300-534500-0000	Administrative Fees	245	250	-	-	-
350-300-535600-0000	Special Supplies	472	2,254	2,000	1,000	1,600
350-300-535750-0000	Training	620	90	2,000	1,000	1,000
350-300-536000-0000	Utilities	2,180	2,269	2,000	1,700	2,000
350-300-537000-0000	Vehicle Exp/Labor	-	-	-	-	-
350-300-537500-0000	Vehicle Fuel	46,573	31,078	35,000	36,000	51,000
350-300-538000-0000	Vehicle Maintenance	51,852	50,726	48,000	47,000	48,000
350-300-550700-0000	Depreciation	28,693	22,198	-	-	-
350-300-560400-0000	Capital Outlay	-	-	289,260	289,260	-
350-300-590100-0000	To General Fund	56,271	56,271	54,583	54,583	54,583
		693,399	624,465	924,331	854,861	591,624
FUND REVENUE		766,900	678,104	860,071	853,146	672,000
FUND EXPENDITURES		693,399	624,465	924,331	854,861	591,624

CITY OF DIXON
 PAYROLL SUMMARY
 FY: 2011-12

FUND: 350
 DEPT: 300
 TRANSIT

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	Temp Pay 511100	PERS Retirement 512200	Health Insurance 512400	Soc Sec/Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:												
Transit Coordinator	47,318	-	47,318	1.00	47,318	-	9,054	9,120	818	232	4,868	71,411
Sr. Transit Driver	38,328	2,683	41,011	0.95	38,960	-	7,455	9,120	697	188	3,746	60,166
Sr. Transit Driver	38,328	2,683	41,011	0.95	38,960	-	7,455	9,120	697	188	3,746	60,166
Sr. Transit Driver	38,328	2,683	41,011	0.95	38,960	-	7,455	9,120	697	188	3,746	60,166
Transit Driver/Dispatcher	32,386	-	32,386	0.75	24,289	-	4,648	9,120	484	159	2,499	41,199
Transit Driver/Dispatcher	34,836	697	35,533	0.86	30,647	-	5,864	7,866	558	171	3,091	48,197
Transit Driver/Dispatcher	32,386	-	32,386	0.75	24,289	-	4,648	6,840	451	159	2,499	38,886
Subtotal:	261,910	8,746	270,656	6.21	243,425	-	46,577	60,306	4,404	1,283	24,196	380,192
Temporary Personnel												
Laborer (washes buses)	2,833	0	2,833	-	0	2,833	37	-	41	0	69	2,980
Transit Driver/Dispatcher	7,712	0	7,712	-	0	7,712	100	-	112	0	793	8,717
Subtotal:	10,545	0	10,545	-	0	10,545	137	0	153	0	862	11,697
Total:	272,455	8,746	281,200	6.21	243,425	10,545	46,714	60,306	4,557	1,283	25,058	391,888
Other special pays:												
PERS Health Administration	-	-	-	-	-	-	-	-	-	-	-	-
Retirement Health Benefit	-	-	-	-	-	-	-	-	-	-	-	-
OVERTIME	-	-	-	-	-	-	-	-	-	-	-	-
FLSA (Y-time)	-	-	-	-	-	-	-	-	-	-	-	-
Stand-by pay	-	-	-	-	-	-	-	-	-	-	-	-
Comp Time Cash Out	-	-	1,000	-	1,000	-	-	-	15	-	-	1,015
Admin Leave Cash Out	-	-	-	-	-	-	-	-	-	-	-	-
Night Differential	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	1,000	-	1,000	-	-	-	15	-	-	1,015
GRAND TOTAL:	272,455	8,746	282,200	6.21	244,425	10,545	46,714	60,306	4,572	1,283	25,058	392,903

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

Fund: 350
Department #: 300
Department Name: TRANSIT

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
520100	13,729	-	-	
520200	-	-	-	
520400	500	500	500	Promotion and advertising
521000	1,400	800	1,200	HVAC maintenance
521800	4,000	6,000	6,000	Service for seven Nextel phones, office phones, DSL \$500/mo.
522400	-	15,288	10,192	STA Consultant
522600	-	480	480	Pest control
522610	-	15	-	
523200	2,000	2,000	2,000	Audit of transit program. State Controlers report; Single Audit
524000	500	500	500	Paratransit vehicle drivers license and GPPV renewal.
524200	-	-	-	
526000	-	-	-	
527800	5,861	6,473	15,066	Liability and vehicle physical damage coverage through the California Transit Insurance Pool (CalTIP).
528400	-	521	950	Vehicle Insurance
529600	1,000	1,000	1,000	Legal Fees
530200	-	-	-	
531000	200	198	200	Mileage for work related travel by the transit staff.
531600	2,000	1,000	2,000	General office supplies.
532400	-	107	200	Physical/Psych Exams
534500		200	250	Administrative Fees
535600	2,000	1,000	1,600	Readi-Ride ticket book printing \$600; other supplies as needed \$1,000
535750	2,000	1,000	1,000	Staff training
536000	2,000	1,700	2,000	Water, PGE for Transit Office.
537500	35,000	36,000	51,000	Fuel for Readi-Ride vehicles.
538000	48,000	47,000	48,000	Maintenance of Readi-Ride vehicles
551100	-			
560400	289,260	289,260	-	See SS-2 for detail
590100	54,583	54,583	-	Transfer to Gen Fund per Cost Allocation Plan formerly 520200
Total	464,033	465,625	144,138	



Grant Funds

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Grant Funds

There are a number of Grants, which the City receives for special purposes.

Fund 525 Home Loan Grant Fund

The Home Loan Fund 525 exists to account for HCD HOME grant funds, which are used to fund first time homebuyer loans and the related program income. This fund was created during FY2007-08 to separate out these types of loans from other loans. Program income is estimated very conservatively because all loans have been deferred and therefore payoffs are only received when the buyer refinances.

Expenditures consist of loan disbursements and administration costs and should the revenues not be received, administrative expenditures will be transferred to the Redevelopment Housing Set-Aside Fund.

This fund is managed jointly by the Economic Development and Finance Departments, with the Economic Development Department being responsible for the program and compliance, and the Finance Department being responsible for loan administration and accounting.

Fund 526 CDBG Rehab Fund

The CDBG (Community Development Block Grants) –Rehab Fund No. 526 exists to account for grant funds, which are used to make loans to homeowners for home rehabilitation and the related program income. This fund was created during FY2007-08 to separate out these types of loans from other loans.

Expenditures consist of loan disbursements and administration costs and should the revenues not be received, administrative expenditures will be transferred to the Redevelopment Housing Set-Aside Fund.

This fund is managed jointly by the Economic Development and Finance Departments, with the Economic Development Department being responsible for the program and compliance and the Finance Department being responsible for loan administration and accounting.

Fund 550 Used Oil Grant Fund

Every year the City applies for a \$5,000 grant from the State for used oil collection, recycling, and the cost of education on the hazards of improper disposal of used oil. Appropriations are made to cover the cost of used oil collection and for education to the public on the hazards of improper disposal of used oil. This fund is managed by the Public Works Department.

Fund 560 Police Grants Fund

The Police grant fund is used to account for special police expenditures, which are funded by a State grant.

Fund 570 CDBG Fund

The CDBG (Community Development Block Grant) Fund exists to account for grant funds, which are used to make loans to businesses to promote the City's economic development goals and the related program income.

Expenditures consist of loan disbursements and administration costs. This fund is managed jointly by the Economic Development and Finance Departments, with the Economic Development Department being responsible for the program and compliance and the Finance Department being responsible for loan administration and accounting.

Fund 571 PTA CDBG Fund

The PTA (Planning Technical Assistance) CDBG (Community Development Block Grant) – Fund exists to account for planning technical assistance funds, which the City received in 2006 to promote economic development. This fund is managed jointly by the Economic Development and Finance Departments, with the Economic Development Department being responsible for the program and compliance and the Finance Department being responsible for accounting for the grant expenditures.

CITY OF DIXON

**BUDGET OVERVIEW
GRANT FUNDS**

FUND			HOME FTHB LOAN PROGRAM	CDBG	CA USED OIL	POLICE GRANT	Total
			525	570*	550	560	
FY 2011							
SUMMARY OF ESTIMATED RESOURCES AND EXPENDITURES							
BEGINNING FUND BALANCE	July-2010		39,695	30,341	4,746	157,721	232,503
PROJECTED							
	June 30, 2011	ACTUAL REVENUE	-	88,939	5,000	100,000	193,939
		TRANSFERS	-	-	-	-	-
		ACTUAL REVENUE & TRANSFERS	-	88,939	5,000	100,000	193,939
		ESTIMATED EXPENDITURES	-	15,178	5,000	63,612	83,790
ESTIMATED FUND BALANCE	June 30, 2011		39,695	104,102	4,746	194,109	342,652
FY 2012							
SUMMARY OF PROJECTED RESOURCES AND APPROPRIATIONS							
ESTIMATED BEGINNING FUND BALANCE	July-2011		39,695	104,102	4,746	194,109	342,652
ADOPTED							
	July 1, 2011	ESTIMATED REVENUE					
		REVENUES	6,100,000	58,150	5,000	-	6,163,150
		INTEREST EARNINGS	-	600	-	-	600
		TRANSFERS	-	-	-	-	-
		ESTIMATED REVENUE AND TRANSFERS	6,100,000	58,750	5,000	-	6,163,750
		ESTIMATED AVAILABLE RESOURCES	6,139,695	162,852	9,746	194,109	6,506,402
		ADOPTED APPROPRIATIONS	6,100,000	82,478	5,000	122,808	6,310,286
ESTIMATED FUND BALANCE	June 30, 2012		39,695	80,374	4,746	71,300	196,115
ESTIMATED BEGINNING FUND BALANCE	July 1, 2012		39,695	80,374	4,746	71,300	196,115

*In FY2011, a transfer of the fund balance to Fund 570 from Fund 571 was made to close this fund.

City of Dixon Budget FY2012
FUND 525 - HOME LOAN PROGRAM

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
525-000-461600-0000	Interest Earned	358	386	200	-	-
525-000-460705-0000	Loan Proceeds	32,484	17,500	25,000	-	-
525-000-470100-0000	Unrealized Gain on Investments	-	(136)	-	-	-
525-000-492700-0000	Transfer from RDA Set Aside	-	-	-	-	-
		32,843	17,751	25,200	-	-
525-525-520100-0000	Administration	-	11,035	10,000	-	-
525-525-520200-0000	Admin costs - Gen'l	-	-	-	-	-
525-525-522400-0000	Contractual Services	-	14	7,000	-	-
525-525-522600-0000	Contract Serv - Non Prof	-	-	-	-	-
525-525-529600-0000	Legal Services	-	560	-	-	-
525-525-529800-0000	Loans HOME	431	-	-	-	-
525-525-529810-0000	Loans - Reuse Funded	-	-	25,000	-	-
		431	11,609	42,000	-	-
	Revenue					
525-000-460950-1300	Grant - Federal	-	-	-	-	6,100,000
		-	-	-	-	6,100,000
	Expenses					
525-525-520100-1300	Admininstration	-	-	-	-	50,000
	Activity Delivery:					
525-525-560500-1300	Inspections	-	-	-	-	12,500
525-525-560350-1300	Environmental Review	-	-	-	-	12,500
525-525-560250-1300	Plan Review	-	-	-	-	12,500
525-525-560150-1300	Engineering	-	-	-	-	12,500
525-525-529800-1300	Loan	-	-	-	-	6,000,000
		-	-	-	-	6,100,000
	FUND REVENUE	32,843	17,751	25,200	-	6,100,000
	FUND EXPENDITURES	431	11,609	42,000	-	6,100,000

City of Dixon Budget FY2012
FUND 570 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
570-000-460950-0000	Grant - Fed HCD	-	-	-	-	-
570-000-461300-0000	Grant Funds - CDBG	-	-	-	-	-
570-000-461600-0000	Interest Earned	8,429	375	500	600	600
570-000-460700-0000	Loan Principal/Payoffs	28,395	31,979	44,000	74,339	44,150
570-000-460800-0000	Interest Earnings on Loans	152	13,909	-	14,000	14,000
570-000-470100-0000	Unrealized Gain GASB 31	(2,588)	32	-	-	-
570-000-597650-0000	Transfer to Fund 571	7,267	-	-	6,880	-
		41,654	46,295	44,500	95,819	58,750
570-100-520200-0000	Admin Costs - Gen'l	-	-	3,000	5,000	6,000
570-100-522500-0000	Escrow/Title Fees	29	610	500	1,000	1,000
570-100-522400-0000	Consultants - Professional	3,976	-	4,000	4,000	-
570-100-523200-0000	Contract Svcs - Audit	1,000	1,000	1,000	1,000	1,000
570-100-529600-0000	Legal Expenses	2,173	1,636	1,000	1,200	1,500
570-100-529810-0000	Loans - Reuse	150,000	105,000	30,000	-	70,000
570-100-535600-0000	Special Supplies	2,381	-	-	-	-
570-100-590100-0000	Transfer to General Fund	-	3,071	2,978	2,978	2,978
		159,559	111,317	42,478	15,178	82,478
FUND REVENUE		41,654	46,295	44,500	95,819	58,750
FUND EXPENDITURES		159,559	111,317	42,478	15,178	82,478

City of Dixon Budget FY2012
FUND 550 - CA USED OIL

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
550-000-461200-0000	Grant - Used Oil Recycle	10,000	6,084	2,500	2,500	2,500
550-000-461400-0000	Grant Funds - Used Oil	-	-	2,500	2,500	2,500
550-000-461600-0000	Interest Earned	75	24	10	-	-
550-000-470100-0000	Unrealized Gain GASB 31	(7)	1	-	-	-
		10,068	6,109	5,010	5,000	5,000
550-500-521600-0000	Collection Facilities	1,223	1,342	2,500	2,500	2,500
550-500-533400-0000	Public Education	3,300	4,050	2,500	2,500	2,500
		4,523	5,392	5,000	5,000	5,000
	FUND REVENUE	10,068	6,109	5,010	5,000	5,000
	FUND EXPENDITURES	4,523	5,392	5,000	5,000	5,000

City of Dixon Budget FY2012
FUND 560 - POLICE GRANTS

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
560-000-460900-0000	Grant Funds - Police Other	100,000	100,000	100,000	100,000	-
560-000-461600-0000	Interest Earned	3,196	1,550	800	-	-
560-000-470100-0000	Unrealized Gain GASB 31	(1,220)	(441)	-	-	-
		101,976	101,109	100,800	100,000	-
560-500-511000-0000	Salaries/Wages	-	517	-	(517)	-
560-500-511100-0000	Salaries/Wages	25,579	34,345	35,424	32,226	35,434
560-500-511200-0000	Overtime	11,336	5,545	-	-	-
560-500-512100-0000	Medicare	2,126	2,748	2,710	2,426	2,711
560-500-512600-0000	Worker's Comp Insurance	1,161	2,269	1,608	1,977	2,264
560-500-521800-0000	Communications	3,226	-	12,000	7,000	12,000
560-500-522400-0000	Consultants - Professional	2,090	-	3,000	2,000	3,000
560-500-526800-0000	Firing Range Supplies	-	-	3,000	3,000	5,000
560-500-529400-0000	Lease Agreement	-	-	6,000	3,000	5,000
560-500-535600-0000	Special Supplies	5,846	3,361	4,000	3,000	4,000
560-500-535750-0000	Training	2,590	2,590	3,000	-	3,000
560-500-535900-0000	Uniforms	-	5,349	4,500	2,500	4,000
560-500-560400-0000	Capital Outlay	30,410	-	9,900	7,000	46,400
		84,364	56,723	85,142	63,612	122,808
FUND REVENUE		101,976	101,109	100,800	100,000	-
FUND EXPENDITURES		84,364	56,723	85,142	63,612	122,808

Note: Governor's budget proposed elimination of COPS program w/0 tax increases, so funding for this grant is unknown.

CITY OF DIXON
 WAGES/BENEFIT WORKSHEET
 SEASONAL/TEMPORARY & NON PERMANENT PART-TIME POSITIONS (NON-CONTRACT)
 FY 2010-11 BUDGET

Department Name: POLICE - GRANTS

Fund #: 560-500

Division Name: 161

Position Title (A)	Hourly Rate (B)	Total Hours (C)	Wages (D)	Medicare (E)	Worker's Comp. (F)	FICA (G)	TOTAL (H)
Police Sergeant Step "F"	36.91	960	35,434	513.79	2,264.21	2,196.88	40,408
			-	-	-	-	-
			-	-	-	-	-
		TOTAL	35,434	513.79	2,264.21	2,196.88	40,408

CITY OF DIXON
 SERVICES/SUPPLIES SUMMARY SHEET
 FY 2011-12 BUDGET

Fund: 560
 Department #: 500
 Department Name: POLICE GRANTS

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
521800	12,000	7,000	12,000	Communications - Seca Maintenance \$4,000; Livescan \$8,000
522400	3,000	2,000	3,000	Contra Costa Helicopter Program
526800	3,000	3,000	5,000	Firing Range; Ammunition
529400	6,000	3,000	5,000	Lease Purchase - RMS Streetgard \$6,000
535600	4,000	3,000	4,000	Special Supplies
535750	3,000	-	3,000	Non POST Training
535900	4,500	2,500	4,000	Uniforms - Police Vests
560400	9,900	7,000	46,400	Capital Equipment - See SS-2
Total	45,400	27,500	82,400	

CITY OF DIXON
 CAPITAL EQUIPMENT/FIXED ASSETS (not included in Capital Project Funds)
 FY 2012 BUDGET

Fund #: 560
 Department Name: Police Grants

(N)ew or (R)eplacement (A)	Category* (B)	Priority (C)	Item Description (Be Specific) (D)	Cost/Unit (incl Tax and Freight) (E)	Quantity (F)	Total (G)
N	E		CAR RADIOS	1,200.00	12	14,400
N	E		PORTABLE RADIOS	800.00	12	9,600
N	E		MOBIL DATA COMPUTERS	2,000.00	10	20,000
N	E		DESK TOP PC'S	600.00	4	2,400
Please see memo for further instructions.					Total	46,400

*Category:
 V = Vehicles
 F = Furniture/Fixtures
 E = Equipment
 B = Buildings



Special Revenue Funds

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Special Revenue Funds

Special Revenue Funds are funds, which are funded by revenues designated for a specific type of expenditure. These include the Gas Tax, Traffic Safety, Asset Forfeiture and Taxi Service Funds.

Fund 530 Gas Tax Fund

All gas taxes are placed in this fund to be used for transportation purposes such as road maintenance and street lighting. Expenditures consist of transfers to the General Fund to cover the cost of Public Works and Engineering staff time and supplies for street lighting, energy and repairs and a transfer to the Transportation Capital Projects Fund to cover the cost of major street related capital projects. This fund is managed by the Finance Department.

Fund 540 Traffic Safety Fund

The Traffic Safety Fund accounts for motor vehicle fines and forfeitures. Appropriations are made to cover the cost of maintenance of traffic signals by a contractor and to transfer to the Transportation CIP for traffic signal and signage upgrades as well as to reimburse the General Fund for a small amount of overhead per the cost allocation plan. This fund is managed by the Finance Department.

Fund 561 Asset Forfeiture Fund

Revenues consist entirely of the proceeds of asset forfeitures resulting from Police activity. Appropriations are made for special Police activities. This fund is managed by the Police Department.

CITY OF DIXON
BUDGET OVERVIEW
SPECIAL REVENUE FUNDS

FUND		GAS TAX 530	TRAFFIC SAFETY 540	ASSET FORFEITURE 561*	Total
FY 2011					
SUMMARY OF ESTIMATED RESOURCES AND EXPENDITURES					
BEGINNING FUND BALANCE	July-2010	319,066	18,885	3,899	341,850
PROJECTED					
	June 30, 2011				
	ACTUAL REVENUE	469,115	50,000	-	519,115
	TRANSFERS	-	-	-	-
	ACTUAL REVENUE & TRANSFERS	469,115	50,000	-	519,115
	ESTIMATED EXPENDITURES	519,228	26,297	-	545,525
ESTIMATED FUND BALANCE	June 30, 2011	268,953	42,588	3,899	315,440
FY 2012					
SUMMARY OF PROJECTED RESOURCES AND APPROPRIATIONS					
ESTIMATED BEGINNING FUND BALANCE	July-2011	268,953	42,588	3,899	315,440
ADOPTED					
	July 1, 2011				
	ESTIMATED REVENUE				
	REVENUES	482,287	38,000	-	520,287
	INTEREST EARNINGS	-	-	-	-
	TRANSFERS	-	-	-	-
	ESTIMATED REVENUE AND TRANSFERS	482,287	38,000	-	520,287
	ESTIMATED AVAILABLE RESOURCES	751,240	80,588	3,899	835,727
	ADOPTED APPROPRIATIONS	696,485	38,297	-	734,782
ESTIMATED FUND BALANCE	June 30, 2012	54,755	42,291	3,899	100,945
ESTIMATED BEGINNING FUND BALANCE	July 1, 2012	54,755	42,291	3,899	100,945

*Due to zero budgetary activity, these funds are represented in the summary for fund balance information only.

City of Dixon Budget FY2012
FUND 530 - GAS TAX

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
530-000-412000-0000	Gas Tax - Sec 2103	96,867	95,932	93,653	176,589	195,498
530-000-412100-0000	Gas Tax - Sec 2105	96,867	95,932	93,653	94,915	93,028
530-000-412200-0000	Gas Tax - Sec 2106	68,447	70,123	66,641	67,299	65,961
530-000-412300-0000	Gas tax - Sec 2107	129,305	127,761	124,763	126,312	123,800
530-000-412400-0000	Gas Tax - Sec 2107.5	4,000	6,600	4,000	4,000	4,000
530-000-414600-0000	Traffic Congestion Relief	113,302	35,413	175,705	-	-
530-000-461600-0000	Interest Earned	3,535	1,093	-	-	-
530-000-470100-0000	Unrealized Gain GASB 31	(1,937)	(548)	-	-	-
530-000-492300-0000	From Transportation CIP Fund	29,112	-	-	-	-
		539,497	432,306	558,415	469,115	482,287
530-102-560150-0000	Construction	-	-	9,000	5,000	9,000
530-102-560750-0000	Project Admin - Direct	-	-	1,000	500	1,000
530-103-520400-0000	Publications	-	-	350	350	-
530-103-560150-0000	Construction*	-	-	96,000	-	96,000
530-103-560250-0000	Design/Plans/Specs	-	-	600	600	-
530-103-560700-0000	Permitting/Fees	-	-	50	50	-
530-103-560750-0000	Project Admin - Direct	-	-	23,000	10,000	13,000
530-104-560250-0000	Design/Plans/Specs	-	-	3,808	3,808	-
530-106-520400-0000	Publications	-	-	-	-	350
530-106-560150-0000	Construction**	-	-	-	-	84,000
530-106-560250-0000	Design/Plans/Specs	-	-	-	-	600
530-106-560700-0000	Permitting/Fees	-	-	-	-	50
530-106-560750-0000	Project Admin - Direct	-	-	-	-	15,000
530-320-520400-0000	Publications	-	-	-	-	350
530-320-560150-0000	Construction***	-	-	-	-	115,000
530-320-560250-0000	Design/Plans/Specs	-	-	-	-	600
530-320-560700-0000	Permitting/Fees	-	-	-	-	50
530-320-560750-0000	Project Admin - Direct	-	-	-	-	24,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
530-500-522200-0000	Congestion Management	11,684	10,601	12,000	10,410	10,000
530-500-530000-0000	Maintenance	-	5,853	10,000	11,025	10,000
530-500-560150-0000	Construction	30,078	-	-	-	-
530-500-590100-0000	To General Fund	299,684	327,304	317,485	317,485	317,485
530-500-592300-0000	To Transportation Cap Proj	72,000	-	160,000	160,000	-
		413,446	343,758	633,293	519,228	696,485
FUND REVENUE		539,497	432,306	558,415	469,115	482,287
FUND EXPENDITURES		413,446	343,758	633,293	519,228	696,485

Projects in this fund:

- * 530-103: 2011 Ramps/Sidewalks/Curb cuts
- ** 530-106: 2012 Ramps/Sidewalks/Curb cuts
- *** 530-320: 2012 Paving project

City of Dixon Budget FY2012
FUND 540 - TRAFFIC SAFETY

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
540-000-429500-0000	Motor Vehicle Fines	37,770	30,877	36,000	50,000	38,000
540-000-461600-0000	Interest Earned	413	272	-	-	-
540-000-470100-0000	Unrealized Gain GASB 31	(278)	(68)	-	-	-
540-000-492300-0000	From Transportation CIP Fund	3,991	-	-	-	-
540-000-496200-0000	From NFSAD	-	-	-	-	-
		41,896	31,081	36,000	50,000	38,000
540-500-522600-0000	Contract Serv - Non Prof	27,121	20,440	34,000	15,000	27,000
540-500-535600-0000	Special Supplies	-	-	-	-	-
540-500-535700-0000	Traffic Control Supplies	-	3,720	5,000	5,000	5,000
540-500-590100-0000	To General Fund	6,490	6,490	6,297	6,297	6,297
540-500-592300-0000	Transfer to Transportation CIP	-	-	-	-	-
		33,611	30,650	45,297	26,297	38,297
	FUND REVENUE	41,896	31,081	36,000	50,000	38,000
	FUND EXPENDITURES	33,611	30,650	45,297	26,297	38,297

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Capital Improvement Project Funds

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Capital Improvement Projects Funds

Capital Improvement Projects Funds are used to account for financial resources used for the acquisition or construction of major capital facilities.

The City of Dixon's non-major Capital Improvement Project (CIP) funds are summarized as follows:

Fund 400 Unrestricted CIP

Accounts for the revenue and expenses budgeted for capital projects relating to administrative infrastructure. Interest is the only revenue anticipated for FY 2012.

Fund 404 Community Development CIP

Fund 404 is an unrestricted fund designated for Capital Improvement Projects, which has been on the books of the City since the 1970's and represents one-time monies, which can be used for any purpose, capital or non-capital. This fund is managed by the Finance Department.

Fund 430 City Facilities CIP

Accounts for development impact fees collected to fund expansion of City Administrative Facilities. This fund is managed by the Finance Department.

Fund 440 Public Works Facilities CIP

Accounts for development impact fees collected to fund public works facilities. In FY2012, work will continue on the ground water remediation project. This fund is managed by the Engineering Department.

Fund 450 Storm Drainage Facilities CIP

Accounts for development impact fees collected to fund expansion of the City's drainage facilities. The City is faced with a challenge in obtaining funding to cover the cost of interfund loans to fund facilities, which were constructed with interfund loans for which impact fees are insufficient due to the slowdown in development. Interest will continue to be added to the principal of the \$1,275,000 loan, which was made to fund Pond C.

Fund 451 Core Area Drainage Project Fund

Accounts for the funding and expenses of the Core Area Drainage project. This project has been funded through a transfer of an estimated \$1.2 million made from the Redevelopment Agency fund to continue funding of this project in accordance with a cooperative agreement between the RDA and the City. This fund is managed by the Engineering Department.

Fund 460 Transportation Facilities CIP

Accounts for grants, fees, transfers from other funds and development impact fees collected to fund streets and transportation infrastructure. Projects include preparing a realignment study for Vaughn Road at the UPRR, a street paving project, and completion of the plans and right-of-way acquisition for the Parkway Boulevard Overcrossing Project. This fund is managed by the Engineering Department.

Fund 470 Transit Facilities CIP

Accounts for grants received to fund transit facilities. Use of these funds is contingent upon a pending grant extension request to the State. This fund is managed by the Engineering Department.

Fund 480 Recreation & Parks CIP

Accounts for development impact fees collected to fund expansion of recreation and parks facilities. The existing irrigation well in Hall Park currently serves approximately 15 acres of the total 52 acre Hall Park site. The remaining 37 acres is served by the purchase of water from the California Water Service (Calwater) at a cost of approximately \$50,000 per year. However after a 2011 rate increase, it is now expected to cost over \$70,000 per year. The project will allow the City serve the entire Hall Park site via an upgraded well system, eliminating the need for purchase of water from Calwater. Specifically, the project will drill an additional well, and increase the capacity of the existing well via an upgraded pump system. The project also includes required irrigation distribution lines, upgraded electrical service and irrigation controllers. This fund is managed by the Community Services Department.

Fund 490 Agricultural Land Mitigation CIP

Accounts for development impact fees collected to fund greenbelts. No revenues are anticipated for FY 2012 with the exception of interest income. There are no proposed appropriations. This fund is managed by the Finance Department.

CITY OF DIXON

**BUDGET OVERVIEW
CAPITAL IMPROVEMENT PROJECT FUNDS**

FUND		CIP	Comm Dev	City Facilities	Public Works	Storm Drainage	Core Area Drainage	Trans- portation	Transit	Recreation	Ag. Land Mitigation	Total
		400	404	430	440	450	451	460	470	480	490****	
FY 2011												
SUMMARY OF ESTIMATED RESOURCES AND EXPENDITURES												
BEGINNING FUND BALANCE	July-2010	218,991	1,038,383	233,704	785,246	(823,784)	55	3,640,701	535,588	301,103	64,881	5,994,868
PROJECTED												
	June 30, 2011	ACTUAL REVENUE	125,200	1,050	250	557,870	4,245	-	521,361	12,000	-	1,221,976
		TRANSFERS	-	-	-	-	-	1,272,000	160,000	-	-	1,432,000
		ACTUAL REVENUE & TRANSFERS	125,200	1,050	250	557,870	4,245	1,272,000	681,361	12,000	-	2,653,976
		ESTIMATED EXPENDITURES	12,479	405,000	32,024	1,148,487	225,000	110,739	440,764	32,904	61,955	2,469,352
ESTIMATED FUND BALANCE	June 30, 2011	331,712	634,433	201,930	194,629	(1,044,539)	1,161,316	3,881,298	514,684	239,148	64,881	6,179,492
FY 2012												
SUMMARY OF PROJECTED RESOURCES AND APPROPRIATIONS												
ESTIMATED BEGINNING FUND BALANCE	July-2011	331,712	634,433	201,930	194,629	(1,044,539)	1,161,316	3,881,298	514,684	239,148	64,881	6,179,492
ADOPTED												
	July 1, 2011	ESTIMATED REVENUE	-	-	400	51,000	-	-	289,500	488,000	-	828,900
		REVENUES	-	-	-	-	-	-	-	-	-	126,250
		INTEREST EARNINGS	125,000	1,250	-	-	-	-	-	-	-	839,951
		TRANSFERS	-	-	-	-	-	718,951	-	121,000	-	1,795,101
		ESTIMATED REVENUE AND TRANSFERS	125,000	1,250	400	51,000	-	718,951	289,500	488,000	121,000	1,795,101
		ESTIMATED AVAILABLE RESOURCES	456,712	635,683	202,330	245,629	(1,044,539)	1,880,267	4,170,798	1,002,684	360,148	7,974,593
		ADOPTED APPROPRIATIONS	12,479	514,755	54,578	52,997	-	1,161,261	750,141	532,904	359,955	3,439,070
ESTIMATED FUND BALANCE	June 30, 2012	444,233	120,928	147,752	192,632	(1,044,539)	719,006	3,420,657	469,780	193	64,881	4,535,523
ESTIMATED BEGINNING FUND BALANCE	July 1, 2012	444,233	120,928	147,752	192,632	(1,044,539)	719,006	3,420,657	469,780	193	64,881	4,535,523

*Fund 450 negative fund balance due to \$1.56 million borrowed from other funds for sewer projects

**Fund 451 - Core Area Drainage Fund has been established due to requirements for separation of funds due to multiple funding sources; assumes RDA continues in FY12.

***Fund 460 fund balance includes \$1.37 million due from other funds (450)

****Due to zero budgetary activity, this fund is represented in the summary for fund balance information only.

City of Dixon Budget FY2012
FUND 400 - CAPITAL PROJECTS (UNRESTRICTED)

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
400-000-461600-0000	Interest Earned	22,662	8,926	127,000	125,200	125,000
400-000-460500-0000	Donations	-	6,592	-	-	-
400-000-461800-0000	Miscellaneous Income	-	-	-	-	-
400-000-470100-0000	Unrealized Gain-Gasb 31	(2,000)	(582)	-	-	-
		20,662	14,937	127,000	125,200	125,000
400-100-590100-0000	To General Fund	12,865	12,865	12,479	12,479	12,479
400-112-520400-0000	Advertising/Publications	-	936	-	-	-
400-112-560150-0000	Construction	-	40,795	-	-	-
400-112-560750-0000	Project Admin - Direct	-	10,000	-	-	-
400-112-560700-0000	Permits/Fees	-	50	-	-	-
		12,865	64,646	12,479	12,479	12,479
FUND REVENUE		20,662	14,937	127,000	125,200	125,000
FUND EXPENDITURES		12,865	64,646	12,479	12,479	12,479

Note: \$125,000 of the interest earned line item is a combination of the principal and interest repayment from the Wastewater CIP Fund 310 for the Sewer Trunk Line Debt.

City of Dixon Budget FY2012
FUND 404 - COMMUNITY DEVELOPMENT CIP

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
404-000-433000-0000	Sale of Ag Mitigation CRs	-	-	-	-	-
404-000-461600-0000	Interest Earned	39,705	13,429	12,000	1,050	1,250
404-000-460700-0000	Loan Proceeds	-	-	-	-	-
404-000-470100-0000	Unrealized Gain GASB 31	(9,492)	(2,957)	-	-	-
		<u>30,214</u>	<u>10,472</u>	<u>12,000</u>	<u>1,050</u>	<u>1,250</u>
404-100-529800-0000	Loans	-	-	-	-	-
404-100-560400-0000	Capital Outlay	-	-	-	-	-
404-100-590100-0000	To General Fund	-	-	-	-	-
404-100-590700-0000	Transfer to DPFA Police	-	-	190,000	190,000	206,195
404-100-590800-0000	Transfer to DPIC	-	-	-	-	-
404-100-591000-0000	Transfer to DPFA Fire	-	-	215,000	215,000	308,560
404-100-591800-0000	To Fire CIP Fund 410	-	215,000	-	-	-
404-100-592000-0000	To City Facilities	-	-	-	-	-
404-101-590800-0000	To DPIC	-	-	-	-	-
		-	<u>215,000</u>	<u>405,000</u>	<u>405,000</u>	<u>514,755</u>
FUND REVENUE		<u>30,214</u>	<u>10,472</u>	<u>12,000</u>	<u>1,050</u>	<u>1,250</u>
FUND EXPENDITURES		<u>-</u>	<u>215,000</u>	<u>405,000</u>	<u>405,000</u>	<u>514,755</u>

City of Dixon Budget FY2012
FUND 430 - CITY FACILITIES CIP

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
430-000-425100-0000	Development Fees -- Comm Fac	21,469	6,722	-	-	-
430-000-461600-0000	Interest Earned	10,214	2,875	1,500	250	400
430-000-470100-0000	Unrealized Gain GASB 31	(2,775)	(611)	-	-	-
		28,908	8,986	1,500	250	400
430-100-590100-0000	Transfer to General Fund	5,565	-	5,398	5,398	5,398
430-100-591200-0000	to Sewer Capital Improvements	-	-	-	-	-
430-101-590600-0000	To 87 COP's	-	-	-	-	-
430-101-590800-0000	To DPIC	51,145	54,800	53,250	26,626	49,180
430-112-560750-0000	Project Admin - Direct	4,568	596	-	-	-
430-112-560150-0000	Construction	-	-	-	-	-
		61,278	55,396	58,648	32,024	54,578
	FUND REVENUE	28,908	8,986	1,500	250	400
	FUND EXPENDITURES	61,278	55,396	58,648	32,024	54,578

City of Dixon Budget FY2012
FUND 440 - PUBLIC WORKS FACILITIES CIP

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
440-000-425400-0000	Development Fees - Pub Wks	5,647	1,767	-	-	-
440-000-461110-0000	Grant - Federal	-	23,806	232,000	357,870	-
440-000-461120-0000	Grant Funds - State	17,447	68,749	-	-	-
440-000-461200-0000	Grant Funds - UGST	-	57,751	200,000	200,000	51,000
440-000-461600-0000	Interest Earned	30,037	9,166	-	-	-
440-000-470100-0000	Unrealized Gain GASB 31	(6,303)	(1,924)	-	-	-
		46,828	159,315	432,000	557,870	51,000
440-100-590100-0000	To General Fund	2,059	-	1,997	1,997	1,997
440-104-560150-0000	Construction	-	-	-	-	-
440-104-560200-0000	Contingency	-	-	-	-	-
440-104-560250-0000	Design/Plans/Specs*	54,489	56,682	231,644	199,760	51,000
440-104-560500-0000	Inspection/Supervision/Testing	-	-	-	-	-
440-104-560700-0000	Permitting/Fees	50	2,570	-	240	-
440-105-560150-0000	Construction	-	29,757	1,077,602	873,000	-
440-105-560200-0000	Contingencies	-	438	1,405	1,405	-
440-105-560250-0000	Design/Plans/Specs	-	2,751	-	-	-
440-105-560450-0000	Furniture & Fixtures	-	-	-	16,005	-
440-105-560650-0000	Miscellaneous	281	1,425	-	80	-
440-105-560700-0000	Permits/Fees	-	17,424	-	-	-
440-105-560750-0000	Project Admin - Direct	8,765	82,379	55,000	56,000	-
		65,645	193,425	1,367,647	1,148,487	52,997
	FUND REVENUE	46,828	159,315	432,000	557,870	51,000
	FUND EXPENDITURES	65,645	193,425	1,367,647	1,148,487	52,997

*440-104: Groundwater remediation project

City of Dixon Budget FY2012
FUND 450 - STORM DRAINAGE FACILITIES CIP

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
450-000-424000-0000	Developer Agreements	-	-	-	-	-
450-000-425409-0000	Developer Contributions	-	-	-	-	-
450-000-425700-0000	Development Fees - Storm Drain	17,093	-	-	-	-
450-000-460950-0000	Grant Funds - EDA	-	-	-	-	-
450-000-461600-0000	Interest Earned	27,062	9,786	-	4,245	-
450-000-436000-0000	State Highway Pass Through	-	-	-	-	-
450-000-461800-0000	Miscellaneous Income	-	-	-	-	-
450-000-462600-0000	Sale of Property	-	-	-	-	-
450-000-470100-0000	Unrealized Gain GASB 31	(816)	(2,253)	-	-	-
		43,338	7,533	-	4,245	-
450-100-529600-0000	Legal Fees	-	588	-	-	-
450-100-596451-0000	Transfer to Core Area Drainage Fund 451	-	-	225,000	225,000	-
450-111-560750-0000	Project Admin - Direct	6,493	-	-	-	-
450-112-560250-0000	Design/Plans/Specs	-	-	-	-	-
450-112-560750-0000	Project Admin - Direct	214	-	-	-	-
		6,707	588	225,000	225,000	-
	FUND REVENUE	43,338	7,533	-	4,245	-
	FUND EXPENDITURES	6,707	588	225,000	225,000	-

City of Dixon Budget FY2012
FUND 451 - CORE AREA DRAINAGE

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
451-000-461310-0000	Grant Funds - CDBG Design	-	12,349	42,500	-	-
451-000-461600-0000	Interest Earned	-	109	-	-	-
451-000-460300-0000	Bond Proceeds	-	-	750,000	-	-
451-000-470100-0000	Unrealized Gain on Investments	-	(54)	-	-	-
451-000-490100-0000	Transfer from General Fund	-	-	15,000	15,000	-
451-000-492200-0000	From Storm Drain CIP (450)	-	-	225,000	225,000	-
451-000-493200-0000	Transfer from Fund 570 CDBG	-	17,500	-	-	-
451-000-492510-0000	Transfer from RDA	-	-	1,032,000	1,032,000	718,951
		-	29,904	2,064,500	1,272,000	718,951
451-000-529600-0000	Legal Fees	-	-	2,000	10,000	10,000
451-000-560150-0000	Construction	-	5,826	800,000	43,539	1,036,261
451-000-560250-0000	Design/Plans/Specs	-	18	-	-	-
451-000-560350-0000	Environmental Review	-	-	50	2,200	-
451-000-560500-0000	Inspection/Supervision/Testing	-	-	10,000	-	15,000
451-000-560550-0000	Land Acquisition/Right of Way	-	-	50,000	5,000	-
451-000-560650-0000	Miscellaneous Expenses	-	-	-	-	-
451-000-560750-0000	Project Admin - Direct	-	24,004	113,500	50,000	100,000
		-	29,849	975,550	110,739	1,161,261
FUND REVENUE		-	29,904	2,064,500	1,272,000	718,951
FUND EXPENDITURES		-	29,849	975,550	110,739	1,161,261

Note: If RDA continues in FY 2011-12, the City Manager recommends all Fund 510 fund balance be transferred to continue Core Area Drainage Project.

City of Dixon Budget FY2012
FUND 460 - TRANSPORTATION CIP

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
460-000-425409-0000	Developer Contributions	-	-	-	-	-
460-000-425800-0000	Development Fees - T/poration	179,687	13,347	-	-	-
460-000-429400-0000	Mitigation Fees	7,500	-	-	-	-
460-000-414300-0000	TDA	-	-	54,000	4,500	49,500
460-000-414600-0000	STP Grant Funds	-	-	-	-	-
460-000-461110-0000	Grant Funds - Street - Fed	130,000	470,766	1,156,000	368,000	240,000
460-000-461110-4001	Fed Grant - Stratford Rehab	-	-	-	148,861	-
460-000-461120-0000	Grant Funds - Street - State	149,112	157,671	-	-	-
460-000-461200-0000	Grant Funds - UGST	-	-	-	-	-
460-000-461600-0000	Interest Earned	129,404	43,471	10,000	-	-
460-000-470100-0000	Unrealized Gain GASB 31	(30,759)	(9,883)	-	-	-
460-000-492800-0000	Transfer from Gas Tax	72,000	-	160,000	160,000	-
		636,944	675,373	1,380,000	681,361	289,500
460-100-590100-0000	Transfer to General Fund	5,300	5,300	5,141	5,141	5,141
460-100-592350-0000	To Gax Tax Fund 530	29,112	-	-	158,995	-
460-100-592900-0000	To Traffic Safety Fund 540	3,991	-	-	-	-
460-102-560150-0000	Construction	16,093	4,909	-	-	-
460-102-560750-0000	Project Admin - Direct	589	627	-	-	-
460-103-560750-0000	Project Admin - Direct	464	-	-	-	-
460-105-560150-0000	Construction	83,555	-	9,543	9,591	-
460-105-560250-0000	Design/Plans/Specs	-	6,958	-	-	-
460-105-560500-0000	Inspection/Supervision/Testing	1,353	-	-	-	-
460-105-560750-0000	Project Admin - Direct	32,814	-	-	-	-
460-206-522400-0000	Consultants - Professional*	-	-	16,000	7,500	90,000
460-206-560600-0000	Master Plan Update	33,365	2,500	6,667	6,000	10,000
460-206-560750-0000	Project Admin - Direct	35,396	6,752	-	-	-
460-209-560750-0000	Project Admin - Direct	-	1,001	30,000	3,000	30,000
460-301-520400-0000	Publications	1,508	2,153	-	-	-
460-301-560150-0000	Construction	10,526	823,061	-	-	-
460-301-560250-0000	Design/Plans/Specs	77	109	-	-	-
460-301-560650-0000	Misc Expenses	-	372	-	-	-
460-301-560700-0000	Permits/Fees	50	100	-	-	-
460-301-560750-0000	Project Admin - Direct	62,278	96,205	-	-	-

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
460-314-560250-0000	Design/Plans/Specs	1,013	-	-	-	-
460-314-560150-0000	Construction	-	57,841	-	-	-
460-315-520400-0000	Advertising/Publications	-	180	-	-	-
460-316-520400-0000	Advertising/Publications	-	1,230	-	-	-
460-316-560150-0000	Construction	-	-	197,666	132,392	-
460-316-560750-0000	Project Admin - Direct	-	372	5,000	9,145	-
460-317-520400-0000	Publications	-	-	150	150	-
460-317-560150-0000	Construction***	-	-	192,000	-	192,000
460-317-560250-0000	Design/Plans/Specs	-	-	800	800	-
460-317-560700-0000	Permitting/Fees	-	-	50	50	-
460-317-560750-0000	Project Admin - Direct	-	-	37,000	18,500	18,500
460-513-520400-0000	Advertising/Publications	-	-	500	500	-
460-513-560150-0000	Construction****	-	-	44,000	-	44,000
460-513-560650-0000	Miscellaneous	-	-	2,000	2,000	-
460-513-560750-0000	Project Admin - Direct	-	-	7,500	2,000	5,500
460-601-520400-0000	Publications	-	2,927	-	-	-
460-601-529600-0000	Legal Services	-	2,293	5,000	-	5,000
460-601-560100-0000	Appraisals	-	-	-	-	10,000
460-601-560250-0000	Design/Plans/Specs*****	118,788	76,426	621,099	55,000	300,000
460-601-560550-0000	Land Acquisition	-	-	1,195,000	-	-
460-601-560750-0000	Project Admin - Direct	25,836	26,618	40,000	30,000	40,000
460-701-560750-0000	Project Admin - Direct	-	-	-	-	-
		462,108	1,117,934	2,415,117	440,764	750,141
	FUND REVENUE	636,944	675,373	1,380,000	681,361	289,500
	FUND EXPENDITURES	462,108	1,117,934	2,415,117	440,764	750,141

Projects in this fund:

- * 460-206: Street Master Plan/Traffic Model project
- ** 460-209: Vaughn Rd. Realignment Study
- *** 460-317: 2011 Paving project
- **** 460-513: TDA Grants
- ***** 460-601: Railroad grade separation

City of Dixon Budget FY2012
FUND 470 - TRANSIT FACILITIES CIP

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
470-000-433550-0000	Railroad Grade Fee	-	-	-	-	-
470-000-461120-0000	Grant Funds - State	193,649	254,205	500,000	12,000	488,000
470-000-461130-0000	Grant Funds	-	-	-	-	-
470-000-461250-0000	Grants - Fed	-	-	-	-	-
470-000-461600-0000	Interest Earned	15,569	5,480	-	-	-
470-000-470100-0000	Unrealized Gain GASB 31	(4,313)	(1,241)	-	-	-
		204,905	258,443	500,000	12,000	488,000
470-100-560650-0000	Miscellaneous	-	8,750	-	15,000	15,000
470-100-590100-0000	To General Fund	8,148	8,148	7,904	7,904	7,904
470-102-529600-0000	Legal Services*	1,415	1,930	500	-	-
470-102-560250-0000	Design/Plans/Specs	354,240	91,273	484,000	-	250,000
470-102-560350-0000	Environmental Review	-	-	-	-	250,000
470-102-560750-0000	Project Admin - Direct	9,254	14,607	10,000	10,000	10,000
		373,057	124,708	502,404	32,904	532,904
FUND REVENUE		204,905	258,443	500,000	12,000	488,000
FUND EXPENDITURES		373,057	124,708	502,404	32,904	532,904

Projects in this fund:

* 470-102: Multi-Modal Center

City of Dixon Budget FY2012
FUND 480 - RECREATION AND PARKS CIP

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
480-000-425500-0000	Development Fees - Recreation	-	2,730	-	-	-
480-000-461600-0000	Interest Earned	10,784	3,705	5,000	-	-
480-000-462600-0000	Sale of Property	3,000	-	-	-	-
480-000-470100-0000	Unrealized Gain GASB 31	(3,188)	(850)	-	-	-
480-000-491750-0000	Transfer from Unrestricted CIP	-	-	-	-	-
480-000-492200-0000	From Storm Drain Capital Proj	-	-	-	-	-
480-000-497300-0000	From Equip Repl Fund 820	-	-	-	-	121,000
480-000-497700-0000	Transfer fr Fund 230 1987 COPs	-	-	-	-	-
		10,596	5,584	5,000	-	121,000
480-100-560300-0000	Development Fee Admin	-	-	-	-	-
480-100-590100-0000	To General Fund	12,325	12,325	11,955	11,955	11,955
480-117-560600-0000	Master Plan Update	1,895	12,263	5,045	-	-
480-117-560650-0000	Miscellaneous	113	-	-	-	-
480-131-560150-0000	Construction*	-	-	250,000	-	325,000
480-131-560250-0000	Design/Plans/Specs	-	2,000	43,000	40,000	3,000
480-131-560750-0000	Project Admin - Direct	-	-	-	10,000	20,000
		14,333	26,588	310,000	61,955	359,955
FUND REVENUE		10,596	5,584	5,000	-	121,000
FUND EXPENDITURES		14,333	26,588	310,000	61,955	359,955

Projects in this fund:

* 480-131: Hall Park Phase III (Water well)

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Special
Assessments and
Community Facilities
Districts

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Special Assessment and Community Facilities Districts Funds

There are two Special Assessment Districts and two CFD (Community Facilities District) Funds, which are funded by either a special assessment or a special tax, placed annually on the county tax rolls. The Community Facilities funds are managed by the Public Works Department and the Special Assessment funds are managed by the Finance Department.

Fund 651 Valley Glen CFD – 2003-1

The California State Legislature approved the Mello-Roos Community Facilities District Act of 1982 that provides for the levy of a special tax within a defined geographic area. Community Facilities Districts (CFDs) can generate funding for a broad range of facilities and eligible services. The development agreement between the City of Dixon and Pulte Homes Corporation (the “Developer”) required the developer create a funding mechanism for long-term operations and maintenance of certain storm drainage facilities, including a pump station and a portion of the improvements to the Pond A/Lateral One Detention and Conveyance facilities. On September 23, 2003, the Dixon City Council adopted Resolution No. 03-210, which established the Community Facilities District No. 2003-01 (Valley Glen). Valley Glen is a residential community located in the southern portion of the City of Dixon and its boundaries encompass a 212-acre site.

This category encompasses the two Community Service Districts (Funds 651 & 655) and the two Special Assessment Funds (Funds 710 & 720). Each of these funds receives an annual levy from the property tax roll.

Fund 655 Pond-C / Lateral-2 CFD (Brookfield)

This District is for the maintenance of drainage Pond C, has yet to be activated, and is being funded by a voluntary contribution from the development, which represents the developer’s (Brookfield) 22.9% share. The City’s share for areas the pond serves, which existed prior to Brookfield development, is 77.1%.

Expenditures consist of labor for maintenance of the pond provided by Public Works staff and the necessary materials.

Fund 710 West A Street Assessment District

The West A Street Assessment District accounts for the proceeds of Special Assessments collected on the property tax roll. These assessments fund the payment of \$6,847,053 in bonds issued under the 1915 Bond Act. These bonds have been in turn used as security for bonds issued by the Dixon Public Financing Authority, which is the conduit for the limited obligation bonds, which are backed solely by the special assessments collected from property owners in the District. The City’s only obligation is to pay the bonds based upon collection of the assessments from the property owners and pursue legal action to collect from delinquent property owners.

The principal and interest payment due in FY2010-11 is \$665,697. This would reduce the principal balance to \$1,340,642 as of June 30, 2011. The bonds will be repaid in full in 2014.

Fund 720 North First Street Assessment District

The North First Street Assessment District accounts for the proceeds of Special Assessments collected on the property tax roll. These assessments fund the payment of \$20,997,433 in

bonds issued under the 1915 Bond Act. These bonds have been in turn used as security for bonds issued by the Dixon Public Financing Authority, which is the conduit for the limited obligation bonds, which are backed solely by the special assessments collected from property owners in the District. The City's only obligation is to pay the bonds based upon collection of the assessments from the Property owners and pursue legal action to collect from delinquent property owners.

The principal and interest payment due in FY2010-11 is \$1,728,188. This would reduce the principal balance to \$10,107,380 as of June 30, 2011. The bonds will be repaid in full in 2020.

The interest rate on the financing authority bonds is lower than the interest rate on the assessment district bonds. As a result, over the years the trustee of the bonds held by the DPFA (Dixon Public Financing Authority) bonds has been able to call bonds. This in turn has resulted in a surplus at the financing authority level. In the last year, over \$3,000,000 in bonds have been called which in turn has even further lowered the debt service requirements on the financing authority bonds. Any future surplus in funds will allow for debt to be retired earlier resulting in early removal of assessments from property tax bills.

Special Assessment - Lighting and Landscaping District Fund 600

This category encompasses the ten Lighting and Landscaping (L&L) Districts (consolidated in FY2011 into a single fund, Fund 600). These funds are managed by the Public Works Department.

An assessment is placed on the tax roll for each of these districts and the expenses of each district are accounted for separately.

The City of Dixon has 10 Landscape and Lighting Maintenance Assessment Districts throughout the City. Residential dwellings and commercial lots in each zone pay an annual assessment for the maintenance of landscaping and lighting that has a specific benefit to the zone. Assessments charged in each zone vary by the size and complexity of the landscape area maintained and the number of streetlights included.

All zones are maintained by the City Department of Public Works. The Streets division maintains eight zones while the Park division maintains two zones. Maintenance staff is fully funded in the City's General Fund. Maintenance staff tracks their time worked in each zone. The City General Fund is then reimbursed from the zones for the cost of the staffing time.

Zones 1-9 were created with no escalators built in for increases in the cost to maintain the zones and for increases to utilities. Zone 10 covers the Valley Glen subdivision, and was created with an escalator tied to the Consumer Price Index (CPI). The annual increase provides the necessary resources to maintain a fixed level of service year after year. For zones 1-9, the fixed assessments have not covered the increased cost to maintain these zones. For most zones, the cost of Utilities has increased to the point where this cost represents more than 50% of the total assessment for the zone. An increase in the assessment for any zone is subject to a vote of the property owners within the specific zones. Over the past several years the cost to maintain several of the zones has exceed the annual assessment collected. Annually, the City General Fund 100 transfers funds as needed to balance the L&L budget.

CITY OF DIXON

BUDGET OVERVIEW

SPECIAL ASSESSMENTS - LIGHTING & LANDSCAPING DISTRICTS (L&L) AND COMMUNITY FACILITIES DISTRICTS (CFD) FUNDS

FUND		L & L ZONES 1-10	VALLEY GLEN CFD	BROOKFIELD CFD	WEST A STREET ASSMT	N. FIRST STREET ASSMT	Total	
		600	651	655	710	720		
FY 2011								
SUMMARY OF ESTIMATED RESOURCES AND EXPENDITURES								
BEGINNING FUND BALANCE	July-2010	63,246	356,590	2,552	216,171	1,671,078	2,309,637	
PROJECTED								
	June 30, 2011	ACTUAL REVENUE	139,800	231,613	5,000	607,627	1,607,277	2,591,317
		TRANSFERS	174,586	-	-	-	-	174,586
		ACTUAL REVENUE & TRANSFERS	314,386	231,613	5,000	607,627	1,607,277	2,765,903
		ESTIMATED EXPENDITURES	303,201	103,435	7,200	483,654	1,459,257	2,356,747
ESTIMATED FUND BALANCE	June 30, 2011	74,431	484,768	352	340,144	1,819,098	2,718,793	
FY 2012								
SUMMARY OF PROJECTED RESOURCES AND APPROPRIATIONS								
ESTIMATED BEGINNING FUND BALANCE	July-2011	74,431	484,768	352	340,144	1,819,098	2,718,793	
ADOPTED								
	July 1, 2011	ESTIMATED REVENUE						
		REVENUES	136,000	231,500	10,250	625,000	1,630,000	2,632,750
		INTEREST EARNINGS	-	-	-	5,000	6,000	11,000
		TRANSFERS	154,136	-	-	-	-	154,136
		ESTIMATED REVENUE AND TRANSFERS	290,136	231,500	10,250	630,000	1,636,000	2,797,886
		ESTIMATED AVAILABLE RESOURCES	364,567	716,268	10,602	970,144	3,455,098	5,516,679
		ADOPTED APPROPRIATIONS	309,810	119,085	10,250	551,654	1,561,461	2,552,260
ESTIMATED FUND BALANCE	June 30, 2012	54,757	597,183	352	418,490	1,893,637	2,964,419	
ESTIMATED BEGINNING FUND BALANCE	July 1, 2012	54,757	597,183	352	418,490	1,893,637	2,964,419	

City of Dixon Budget FY2012
FUND 600 - LIGHTING AND LANDSCAPING

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
600-000-401900-0000	Assessments	-	-	143,174	139,800	136,000
600-000-470100-0000	Unrealized Gain GASB 31	-	-	-	-	-
600-000-461600-0000	Interest Earned	-	-	1,000	-	-
600-000-490100-0000	Transfer from General Fund	-	-	174,586	174,586	154,136
600-000-496100-0000	Transfer from W A Street	-	-	-	-	-
600-000-496200-0000	Transfer from NFSAD	-	-	-	-	-
		-	-	318,760	314,386	290,136
600-600-511000-0000	Salaries/Wages	-	-	153,000	99,498	97,059
600-600-511200-0000	Overtime	-	-	-	-	-
600-600-511300-0000	Standby	-	-	-	3,268	-
600-600-512100-0000	Medicare	-	-	-	1,378	1,831
600-600-512200-0000	Retirement	-	-	-	14,951	18,571
600-600-512300-0000	Disability Insurance	-	-	-	524	465
600-600-512400-0000	Health Insurance	-	-	-	28,135	29,184
600-600-512600-0000	Worker's Comp Insurance	-	-	-	5,651	7,026
600-600-521400-0000	Chemicals	-	-	1,800	1,800	1,800
600-600-521800-0000	Communications	-	-	600	600	600
600-600-522400-0000	Contr Servs - Professional	-	-	-	-	8,500
600-600-522600-0000	Contr Servs - Non Professional	-	-	44,046	44,046	44,046
600-600-523800-0000	County Charges	-	-	6,686	6,686	6,686
600-600-526000-0000	Equip Repairs/Maintenance	-	-	2,000	2,000	2,000
600-600-533200-0000	Property Taxes	-	-	-	-	42
600-600-535600-0000	Special Supplies	-	-	14,000	14,000	20,000
600-600-535900-0000	Uniforms	-	-	1,000	1,000	1,000
600-600-536000-0000	Utilities	-	-	57,966	43,000	43,000
600-600-537500-0000	Vehicle Fuel	-	-	1,000	1,000	2,000
600-600-538000-0000	Vehicle Maintenance	-	-	1,000	1,000	1,000
600-600-539000-0000	Water	-	-	34,664	34,664	25,000
		-	-	317,762	303,201	309,810
FUND REVENUE		-	-	318,760	314,386	290,136
FUND EXPENDITURES		-	-	317,762	303,201	309,810

CITY OF DIXON
 PAYROLL SUMMARY
 FY: 2011-12

FUND: 600
 DEPT: LIGHTING AND LANDSCAPING

Title	Base Pay	Special Pay	Total Pay	FTE	Full Time Equiv. Pay 511000	PERS Retirement 512200	Health Insurance 512400	Soc Sec/Medicare 512100	Disability Insurance 512300	Workers' Comp 512600	Total Employee
PERMANENT EMPLOYEES:											
Sr. Maintenance Work	52,034	2,182	54,216	1.00	54,216	10,374	14,592	998	255	3,853	84,288
Maintenance Worker I	42,843	0	42,843	1.00	42,843	8,198	14,592	833	210	3,173	69,848
Total:	94,877	2,182	97,059	2	97,059	18,571	29,184	1,831	465	7,026	154,136
Other payroll costs:											
PERS Health Administration							-				-
Retirement Health Benefit											-
OVERTIME			-					-			-
FLSA (Y-time)			-					-			-
Stand-by pay			-					-			-
Comp Time Cash Out			-					-			-
Admin Leave Cash Out			-					-			-
Night Differential			-					-			-
Subtotal:			-					-			-
GRAND TOTAL:	94,877	2,182	97,059	2.000	97,059	18,571	29,184	1,831	465	7,026	154,136

*Distribution amount for each fund to be transferred to the General Fund; the amount for each fund is the same as calculated above.

CITY OF DIXON
OPERATING EXPENSES SUMMARY SHEET
FY 2012 BUDGET

FUND #: 600
Fund Name: LIGHTING & LANDSCAPING

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
600-600-521400-0000	1,800	1,800	1,800	Chemicals
600-600-521800-0000	600	600	600	Communications
600-600-522400-0000	-	-	8,500	Contract Services - Prof.; Wildan Financial Services for Assessment Engineering Services
600-600-522600-0000	44,046	44,046	44,046	Contract Services - Non Professional
600-600-523800-0000	6,686	6,686	6,686	County Charges
600-600-526000-0000	2,000	2,000	2,000	Equipment repairs/maintenance
600-600-533200-0000			42	Prperty taxes for Market Lane Park & Ride Lot (L&L only)
600-600-535600-0000	14,000	14,000	20,000	Special supplies
600-600-535900-0000	1,000	1,000	1,000	Uniforms
600-600-536000-0000	57,966	43,000	43,000	Utilities
600-600-537500-0000	1,000	1,000	2,000	Vehicle fuel
600-600-538000-0000	1,000	1,000	1,000	Vehicle maintenance
600-600-539000-0000	34,664	25,000	25,000	Water
Total	164,762	140,132	155,674	

City of Dixon Budget FY2012
FUND 651 - CFD VALLEY GLEN

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
651-000-401900-0000	Assessments	228,869	228,927	228,900	230,213	230,000
651-000-429100-0000	L & L City Share	-	-	-	-	-
651-000-461499-0000	Grant Funds - Other	-	15,000	-	-	-
651-000-461600-0000	Interest Earned	9,599	5,506	5,000	1,400	1,500
651-000-470100-0000	Unrealized Gain GASB 31	(2,596)	(1,463)	-	-	-
651-000-492200-0000	Transfer from Storm Drain CIP	-	-	-	-	-
		235,872	247,970	233,900	231,613	231,500
651-610-520100-0000	Administration	3,653	3,009	-	-	-
651-610-522600-0000	Consultants	2,744	-	-	-	-
651-610-523800-0000	County Charges	2,289	2,289	-	-	-
651-610-525800-0000	Equipment Rental	-	-	1,000	100	1,000
651-610-526000-0000	Equip Repairs/Maintenance	1,070	3,755	4,000	2,000	4,000
651-610-531900-0000	Permits/Licenses/Fees	1,589	3,274	3,000	3,000	3,000
651-610-535600-0000	Special Supplies	2,598	1,711	4,000	1,000	4,000
651-610-536000-0000	Utilities	10,462	9,076	20,000	15,000	17,500
651-610-539000-0000	Water	184	183	300	300	300
651-610-560400-0000	Capital Outlay	3,576	-	-	-	-
651-610-560750-0000	Project Admin - Direct	17,006	13,185	13,640	10,000	13,000
651-610-590100-0000	Transfer to General Fund	11,510	11,510	11,510	11,510	11,510
651-620-520100-0000	Administration	257	-	-	-	-
651-620-526000-0000	Equip Repairs/Maintenance	5,713	9,109	6,000	1,750	6,000
651-620-529200-0000	Landscape Maintenance	2,759	1,000	2,000	1,000	2,000
651-620-535600-0000	Special Supplies	8,723	4,927	10,000	10,000	10,000
651-620-536000-0000	Utilities	151	136	500	375	375
651-620-539000-0000	Water	171	160	600	200	200
651-620-560400-0000	Capital Outlay	58,576	15,157	-	-	-
651-620-560750-0000	Project Admin - Direct	45,643	29,465	50,000	40,000	30,000
651-630-520100-0000	Administration	257	-	-	-	-
651-630-526000-0000	Equip Repairs/Maintenance	821	-	3,000	-	3,000
651-630-529200-0000	Landscape Maintenance	-	-	2,000	2,000	2,000
651-630-535600-0000	Special Supplies	248	705	4,000	3,000	4,000
651-630-536000-0000	Utilities	87	98	250	200	200
651-630-560750-0000	Project Admin - Direct	4,196	7,082	7,500	2,000	7,000
		184,282	115,832	143,300	103,435	119,085
	FUND REVENUE	235,872	247,970	233,900	231,613	231,500
	FUND EXPENDITURES	184,282	115,832	143,300	103,435	119,085

City of Dixon Budget FY2012
FUND 655 - BROOKFIELD

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
655-000-401900-0000	Assessments	-	-	-	-	-
655-000-429100-0000	L & L City Share	-	-	-	-	-
655-000-429200-0000	Miscellaneous Fees	5,317	1,336	1,336	5,000	10,250
655-000-461600-0000	Interest Earned	124	49	35	-	-
655-000-470100-0000	Unrealized Gain GASB 31	(1)	(6)	-	-	-
655-000-490100-0000	Transfer from General Fund	10,108	10,108	-	-	-
		15,548	11,488	1,371	5,000	10,250
655-601-525800-0000	Equip Rental	-	-	250	-	250
655-601-526000-0000	Equip Repairs/Maintenance	-	-	250	-	250
655-601-535600-0000	Special Supplies	2,921	3,410	2,350	2,350	2,500
655-601-539000-0000	Water	-	-	250	250	250
655-601-560400-0000	Capital Outlay	5,692	-	-	-	-
655-601-560750-0000	Project Admin - Direct	897	3,289	-	1,000	2,000
655-602-526000-0000	Equip Repairs/Maintenance	547	-	253	-	250
655-602-535600-0000	Special Supplies	2,939	1,283	2,350	2,350	2,500
655-602-539000-0000	Water	-	-	250	250	250
655-602-560750-0000	Project Admin - Direct	-	2,958	-	1,000	2,000
		12,996	10,941	5,953	7,200	10,250
FUND REVENUE		15,548	11,488	1,371	5,000	10,250
FUND EXPENDITURES		12,996	10,941	5,953	7,200	10,250

City of Dixon Budget FY2012
FUND 710 - WEST A STREET ASSESSMENT DISTRICT

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
710-000-401900-0000	Assessments	693,153	543,610	676,238	607,127	625,000
710-000-461600-0000	Interest Earned	7,666	1,662	1,000	500	5,000
710-000-460300-0000	Bond Proceeds/Early Redemption	-	-	-	-	-
710-000-470100-0000	Unrealized Gain GASB 31	(4,418)	(705)	-	-	-
710-000-497900-0000	Transfers-in	127,900	-	-	-	-
		824,301	544,567	677,238	607,627	630,000
710-700-520100-0000	Admin costs - Finance	238	648	-	-	-
710-700-520200-0000	Admin Costs - Gen'l	18,338	18,297	15,000	15,000	15,000
710-700-527000-0000	Fiscal Agent Expense	-	-	-	-	-
710-700-529600-0000	Legal Fees	-	-	-	-	3,000
710-700-550300-0000	Bond Interest	231,094	105,914	136,339	125,000	125,000
710-700-550400-0000	Bond Redemption	865,000	395,000	529,358	335,000	400,000
710-700-590100-0000	To General Fund	-	-	8,654	8,654	8,654
710-700-590300-0000	Transfer to L&L	-	88,649	-	-	-
		1,114,669	608,508	689,351	483,654	551,654
FUND REVENUE		824,301	544,567	677,238	607,627	630,000
FUND EXPENDITURES		1,114,669	608,508	689,351	483,654	551,654

City of Dixon Budget FY2012
FUND 720 - NORTH FIRST STREET ASSESSMENT DISTRICT

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
720-000-401900-0000	Assessments	1,760,741	1,632,070	1,736,089	1,602,277	1,630,000
720-000-461600-0000	Interest Earned	31,872	22,927	9,500	5,000	6,000
720-000-470100-0000	Unrealized Gain GASB 31	(5,263)	(6,845)	-	-	-
720-000-497900-0000	Transfers-in	1,721,697	-	-	-	-
		3,509,047	1,648,151	1,745,589	1,607,277	1,636,000
720-700-520100-0000	Admin costs - Finance	220	648	648	648	650
720-700-520200-0000	Admin Costs - Gen'l	28,342	9,197	11,000	11,000	11,000
720-700-529600-0000	Legal Fees	460	-	-	-	-
720-700-550300-0000	Bond Interest	1,157,662	675,114	785,568	687,798	690,000
720-700-550400-0000	Bond Redemption	2,245,000	855,000	942,620	740,000	840,000
720-700-590300-0000	Transfer to L&L	-	85,629	-	-	-
720-710-590100-0000	To General Fund	-	20,422	19,811	19,811	19,811
		3,431,684	1,646,010	1,759,647	1,459,257	1,561,461
	FUND REVENUE	3,509,047	1,648,151	1,745,589	1,607,277	1,636,000
	FUND EXPENDITURES	3,431,684	1,646,010	1,759,647	1,459,257	1,561,461



Debt Service

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Debt Service

DPIC (Dixon Public Improvement Corporation) Fund 240

The DPIC Fund is a legally separate entity, which exists solely for paying off the debt service for the 1981 lease revenue refunding bonds, which were used to construct City Hall. The bonds were originally issued in 1981 for a total of \$915,000. The current balance of the debt is \$450,000. The annual payments range from \$50,000 to \$57,000 and will be completely retired in the year 2022. This fund is managed by the Finance Department.

DPFA (Dixon Public Financing Authority)

The DPFA (Dixon Public Financing Authority) is a legally separate entity, which is a joint powers authority between the City of Dixon and the Dixon Redevelopment Agency, formed on October 24, 1979. Although it is a component unit of the City of Dixon, it is a legally separate entity. The City Council serves as the Board of Directors, with the Mayor serving as Chair. City staff hold corresponding roles for the authority (City Manager is the Executive Director, City Clerk is the Secretary, City Attorney is authority's counsel, etc.). The only purpose of the authority is to serve as a conduit for debt issued by the City. These funds are managed by the Finance Department.

DPFA Police Fund 250

DPFA Police Fund 250 was established to fund the debt service for the Police Building. Funds are received from the Police Capital Project Fund (Fund 420) to pay principal, interest, and on-going administration. The original bonds were refinanced in 1996 for \$2,290,000 and the balance owed as of June 30, 2011 will be \$665,000. The debt will be retired in 2015.

DPFA Sewer COPS Fund 260

DPFA Sewer COPS Fund 260 was established to fund the debt service for the Sewer Bonds issued in 1996. A transfer is made annually from the Sewer fund to the Sewer COPS (debt service) Fund 260 in order to cover the cost of principal, interest, and on-going administration. The bonds were originally issued for \$2,635,000 and the balance owed as of June 30, 2011 will be \$1,580,000. The Sewer Bond debt will be retired in 2022. For budgeting purposes, Fund 260 and the Sewer Debt Service Fund 308 have been merged into one fund.

DPFA Fire Fund 270

DPFA Fire Fund 270 was established to fund the debt service for the Fire Station Construction project. The bonds were issued in 1997 for \$3,300,000 and the balance owed as of June 30, 2011 will be \$2,015,000. The Fire Station bonds will be retired in 2022.

DPFA Assessment District Fund 280

Fund 280 is the fund from which the pooled Assessment District debt service is paid. The present bonds were issued in 1998. Property tax assessments collected in the West A Street Assessment District and the North First Street Assessment District are transferred to the DPFA to cover the debt service on the DPFA Revenue bonds. The interest and principal payments on the Assessment Districts bonds are the sole security for the payment of the debt service on the DPFA Revenue bonds.

These bonds are limited obligations of the City and the City is only responsible to collect assessments from the property owners in the assessment district and to transfer these funds to make the debt service payments on the DPFA Revenue bonds. In the event of non-payment by property owners, the City is only responsible for filing for judicial foreclosure against delinquent property owners.

CITY OF DIXON

BUDGET OVERVIEW DEBT SERVICE FUNDS CITY AND DPFA (DIXON PUBLIC FINANCING AUTHORITY)

FUND		DPIC CITY HALL 240	DPFA POLICE 250	DPFA/SEWER DEBT SVC COPS 260/308*	DPFA FIRE 270	ASSMT. DISTRICT 280	Total
FY 2011							
SUMMARY OF ESTIMATED RESOURCES AND EXPENDITURES							
BEGINNING FUND BALANCE	July-2010	29,194	177,563	228,145	227,210	2,337,932	3,000,044
PROJECTED							
	June 30, 2011						
	ACTUAL REVENUE	-	100	1,000	100	1,484,644	1,485,844
	TRANSFERS	26,626	190,000	-	215,000	-	431,626
	ACTUAL REVENUE & TRANSFERS	26,626	190,100	1,000	215,100	1,484,644	1,917,470
	ESTIMATED EXPENDITURES	53,250	190,720	191,763	249,615	1,705,812	2,391,160
ESTIMATED FUND BALANCE	June 30, 2011	2,570	176,943	37,382	192,695	2,116,764	2,526,354
FY 2012							
SUMMARY OF PROJECTED RESOURCES AND APPROPRIATIONS							
ESTIMATED BEGINNING FUND BALANCE	July-2011	2,570	176,943	37,382	192,695	2,116,764	2,526,354
ADOPTED							
	July 1, 2011						
	ESTIMATED REVENUE						
	REVENUES	-	-	-	-	1,617,495	1,617,495
	INTEREST EARNINGS	-	-	75	-	800	875
	TRANSFERS	49,180	206,195	347,160	308,560	-	911,095
	ESTIMATED REVENUE AND TRANSFERS	49,180	206,195	347,235	308,560	1,618,295	2,529,465
	ESTIMATED AVAILABLE RESOURCES	51,750	383,138	384,617	501,255	3,735,059	5,055,819
	ADOPTED APPROPRIATIONS	51,750	193,495	191,152	248,060	1,660,473	2,344,930
ESTIMATED FUND BALANCE	June 30, 2012	-	189,643	193,465	253,195	2,074,586	2,710,889
ESTIMATED BEGINNING FUND BALANCE	July 1, 2012	-	189,643	193,465	253,195	2,074,586	2,710,889
			**	**	**		

*For budgetary purposes the two funds: DPFA Sewer COPS Fund 260 and the Sewer Debt Service COPS Fund 308 are budgeted together.

**Fund balance in 250, 270, and 260/308 equal to reserve on account with fiscal agent

City of Dixon Budget FY2012
FUND 240 - DIXON PUBLIC IMPROVEMENT CORPORATION (DPIC)

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
240-000-461600-0000	Interest Earned	70	166	75	-	-
240-000-461700-0000	Lease Revenue	-	-	-	-	-
240-000-470100-0000	Unrealized Gain on Investments	-	(68)	-	-	-
240-000-490800-0000	From Admin Facilities Capital	51,145	54,800	53,250	26,626	49,180
240-000-491760-0000	From Community Develop Capital	-	-	-	-	-
240-000-491800-0000	Transfer from Fire	-	-	-	-	-
240-000-491900-0000	Transfer from Police	-	-	-	-	-
		51,215	54,898	53,325	26,626	49,180
240-200-527000-0000	Fiscal Agent Expense	-	-	-	-	-
240-200-550300-0000	Bond Interest	26,125	24,750	23,250	23,250	21,750
240-200-550400-0000	Bond Redemption	25,000	30,000	30,000	30,000	30,000
240-200-551000-0000	State Filing Fee	-	20	-	-	-
		51,125	54,770	53,250	53,250	51,750
	FUND REVENUE	51,215	54,898	53,325	26,626	49,180
	FUND EXPENDITURES	51,125	54,770	53,250	53,250	51,750

City of Dixon Budget FY2012
FUND 250 - DPFA POLICE

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
250-000-461600-0000	Interest Earned	2,983	432	950	100	-
250-000-461700-0000	Lease Revenue	-	-	-	-	-
250-000-461800-0000	Miscellaneous Income	-	-	-	-	-
250-000-470100-0000	Unrealized Gain GASB 31	-	-	-	-	-
250-000-491750-0000	From Unrestricted CIP	-	-	-	-	-
250-000-491760-0000	From Comm Dev CIP (404)	-	-	190,000	190,000	206,195
250-000-491900-0000	Transfer from Police Capital	115,000	177,620	-	-	-
		117,983	178,052	190,950	190,100	206,195
250-200-523200-0000	Contract Servs - Audit	150	200	-	-	-
250-200-527000-0000	Fiscal Agent Expense	3,602	3,298	3,550	3,400	3,570
250-200-550100-0000	Amortization	-	-	-	-	-
250-200-550300-0000	Bond Interest	55,935	49,320	42,320	42,320	34,925
250-200-550400-0000	Bond Redemption	135,000	140,000	145,000	145,000	155,000
		194,687	192,818	190,870	190,720	193,495
FUND REVENUE		117,983	178,052	190,950	190,100	206,195
FUND EXPENDITURES		194,687	192,818	190,870	190,720	193,495

City of Dixon Budget FY2012
FUND 260 - DPFA SEWER COPS

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
260-000-461600-0000	Interest Earned	213	2,651	900	1,000	75
260-000-470100-0000	Unrealized Gain on Investments	-	(773)	-	-	-
260-000-491100-0000	Transfer from Sewer O & M	-	-	-	-	347,160
260-000-491150-0000	Transfer from Sewer D/S	144,708	-	-	-	-
260-000-491200-0000	Transfer from Sewer Improve	-	-	-	-	-
		144,921	1,878	900	1,000	347,235
260-200-523200-0000	Contract Svcs - Audit	150	200	200	200	200
260-200-527000-0000	Fiscal Agent Expense	1,100	1,100	1,200	1,100	1,200
260-200-550100-0000	Amortization	-	-	-	-	-
260-200-550300-0000	Bond Interest	-	-	92,238	90,463	84,752
260-200-550400-0000	Bond Redemption	-	-	100,000	100,000	105,000
		1,250	1,300	193,638	191,763	191,152
FUND REVENUE		144,921	1,878	900	1,000	347,235
FUND EXPENDITURES		1,250	1,300	193,638	191,763	191,152

City of Dixon Budget FY2012
FUND 270 - DPFA FIRE

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
270-000-461600-0000	Interest Earned	2,748	377	1,250	100	-
270-000-491760-0000	From Comm Dev CIP (404)	-	-	215,000	215,000	308,560
270-000-491800-0000	Transfer from Fire	168,000	226,137	-	-	-
		170,748	226,514	216,250	215,100	308,560
270-200-523200-0000	Contract Svcs - Audit	200	250	250	250	275
270-200-527000-0000	Fiscal Agent Expense	3,457	3,049	3,250	3,070	3,250
270-200-550100-0000	Amortization	-	-	-	-	-
270-200-550300-0000	Bond Interest	128,420	122,670	116,295	116,295	109,535
270-200-550400-0000	Bond Redemption	115,000	125,000	130,000	130,000	135,000
270-200-591730-0000	Transfer to Capital Projects	-	-	-	-	-
270-200-591800-0000	To Fire CIP	-	-	-	-	-
		247,077	250,969	249,795	249,615	248,060
	FUND REVENUE	170,748	226,514	216,250	215,100	308,560
	FUND EXPENDITURES	247,077	250,969	249,795	249,615	248,060

City of Dixon Budget FY2012
FUND 280 - DPFA ASSESSMENT DISTRICT

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Adopted
280-000-401900-0000	Assessments	2,320,535	2,093,789	1,686,000	1,483,944	1,617,495
280-000-461600-0000	Interest Earned	31,472	864	2,000	700	800
280-000-461800-0000	Miscellaneous Income	-	-	-	-	-
280-000-496100-0000	Transfer from West A Assess	-	-	-	-	-
280-000-496200-0000	Transfer from N First St Asses	-	-	-	-	-
280-000-597990-0000	Transfers-out	1,849,597	-	-	-	-
		4,201,604	2,094,653	1,688,000	1,484,644	1,618,295
280-200-523200-0000	Contract Svcs - Audit	2,545	1,594	1,594	1,594	1,750
280-200-527000-0000	Fiscal Agent Expense	5,470	5,470	6,000	6,000	6,100
280-200-529600-0000	Legal Expenses	1,225	-	-	-	-
280-200-550100-0000	Amortization	-	-	22,750	35,128	35,128
280-200-550300-0000	Bond Interest	1,111,238	630,582	624,828	603,090	547,495
280-200-550400-0000	Bond Redemption	1,290,503	1,220,000	1,030,000	1,060,000	1,070,000
		2,410,981	1,857,646	1,685,172	1,705,812	1,660,473
FUND REVENUE		4,201,604	2,094,653	1,688,000	1,484,644	1,618,295
FUND EXPENDITURES		2,410,981	1,857,646	1,685,172	1,705,812	1,660,473

Appendix Section



Budget Resolution



Gann / Appropriation Limit



Cost Allocation & Transfers



City Profile



Glossary

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CITY OF DIXON RESOLUTION NO. 11-073
 REDEVELOPMENT AGENCY RESOLUTION NO. 11-006
 DPIC RESOLUTION NO. 11-001
 DPFA RESOLUTION NO. 11-001

RESOLUTION APPROVING AND AUTHORIZING THE CITY OF DIXON, DIXON REDEVELOPMENT AGENCY, DIXON PUBLIC FINANCING AUTHORITY (DPFA), AND DIXON PUBLIC IMPROVEMENT CORPORATION (DPIC) BUDGETS FOR FISCAL YEAR 2011-12 IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH IN THIS RESOLUTION

WHEREAS, the City Manager has prepared, transmitted, and presented the Preliminary FY 2011-12 aforementioned budgets to the City Council, Redevelopment Agency Board, Improvement Corporation Board, and Financing Authority Board for their consideration; and

WHEREAS, budget workshops were held by the City/Agency/Authority/Corporation on May 31 and June 6, 2011. The City Council has completed an open public process to review the Preliminary FY 2011-12 budgets for the purposes of evaluating and discussing the proposed budget, and has concluded its deliberation/discussion with a public meeting held on June 14, 2011, for the purpose of providing additional opportunity for Council and public discussion; and

WHEREAS, changes to the Preliminary Budget have been identified and will be included in the Adopted Budget; and

WHEREAS, the City/Agency/Authority/Corporation and their respective governing boards prepare and adopt the aforementioned budgets with the intent of providing for services and to carry out the program of services; and

WHEREAS, the Preliminary Budget for FY 2011-12, as amended, proposes transfers-in and revenue in the amounts as follows:

FY2011-12 Transfers-In and Revenue	
General Fund	\$ 12,718,046
General Fund Sub Funds	\$ 196,140
RDA Funds	\$ 2,102,163
Enterprise Funds	\$ 3,290,107
Grants	\$ 6,163,750
Special Revenue Funds	\$ 520,287
Capital Improvement Funds	\$ 1,795,101
Special Assessments – Lighting and Landscaping	\$ 290,136
Special Assessments and Community Facilities Districts	\$ 2,507,750
DPFA Funds	\$ 2,480,285
DPIC Fund	\$ 49,180
Total All Funds	\$ 32,112,944

NOW, THEREFORE BE IT RESOLVED, that the City Council/Agency/Authority/Corporation does hereby approve the FY2011-12 budgets as outlined in Exhibits A and incorporated

herein and authorizes preparation of the final budget document, which shall be retained on file in the office of the City Clerk;

BE IT FURTHER RESOLVED, that resources hereby appropriated in the amounts as follows:

FY2011-12 Appropriations

General Fund	\$	13,360,929
General Fund Sub Funds	\$	390,111
RDA Funds	\$	3,031,243
Enterprise Funds	\$	3,501,257
Grants	\$	6,310,286
Special Revenue Funds	\$	734,782
Capital Improvement Funds	\$	3,439,070
Special Assessments – Lighting and Landscaping	\$	309,810
Special Assessments and Community Facilities Districts	\$	2,242,450
DPFA Funds	\$	2,293,180
DPIC Fund	\$	51,750
Total All Funds	\$	35,664,868

BE IT FURTHER RESOLVED, that the City Council’s intent is to retain a General Fund Contingency Reserve of 5% of the General Fund total operations appropriation; and

BE IT FURTHER RESOLVED, that the City Council’s intent is to retain a designation for encumbrances for goods and services in an amount to be determined upon the final accounting as of June 30, 2011 and authorize the carryover of such appropriations to the ensuing fiscal year; and

BE IT FURTHER RESOLVED, that the carryover of capital appropriations for programs authorized in the FY 2010-11 Annual Budget in an amount to be determined upon the final accounting of June 30, 2011, is hereby authorized. If the funding source becomes unavailable for a capital item, the authorization to purchase is automatically rescinded; and it is further noted that other funding sources budgets will reflect the commitments for funding as noted above; and

BE IT FURTHER RESOLVED, that the City Manager, in conjunction with individual department heads and the Finance and Technology Director, is directed to control the departmental budgets at the departmental bottom line, and the City Manager is authorized to make line item modifications within each department budget. Said modifications shall be reported to the City Council/Agency Board/Authority Board /Corporation Board and reflected in the Preliminary Budget for the upcoming year; and

BE IT FURTHER RESOLVED, that the FY 2010-11 estimated expenditures reflected in the Preliminary Budget for FY 2011-12 constitute the City Manager’s report to Council regarding the end of year budget review; and

BE IT FURTHER RESOLVED, that the Finance and Technology Director through the City Manager is hereby authorized to approve payment for goods and services received by the City

CITY OF DIXON RESOLUTION: 11-073
 DPIC RESOLUTION: 11-001

RDA RESOLUTION: 11-006
 DPFA RESOLUTION: 11-004

DATE: JUN 14 2011

Council/Agency/Authority/Corporation in accordance with the approved budgets, ordinances, programs, and policies.

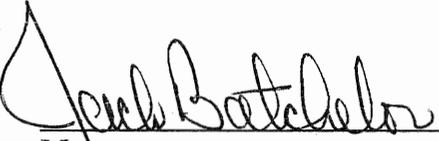
PASSED AND ADOPTED THIS 14th DAY OF JUNE 2011 BY THE FOLLOWING VOTES:

AYES: Besneatte, Boque, Ceremello, Fuller, Batchelor
NOES: None
ABSENT: None
ABSTAIN: None

ATTEST: CITY OF DIXON

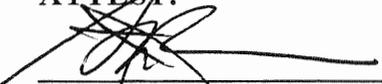


City Clerk



Mayor

ATTEST: REDEVELOPMENT AGENCY

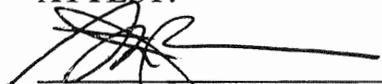


Secretary



Chairperson

ATTEST: DIXON PUBLIC FINANCING AUTHORITY



Agency Secretary



Chairperson

ATTEST: DIXON PUBLIC IMPROVEMENT CORPORATION



Secretary



President

CITY OF DIXON RESOLUTION: 11-073
DPIC RESOLUTION: 11-001
Adopted Budget FY 2012

RDA RESOLUTION: 11-006
DPFA RESOLUTION: 11-001

DATE: JUN 14 2011

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Gann/ Appropriation Limit

Article XIII B of the California Constitution was a ballot initiative adopted in 1980 and modified by Proposition 111 that passed in 1990 to limit the amount of tax proceeds state and local governments can spend each year. The limit is different for each agency and the limit changes each year. Each year's limit is based on the amount of tax proceeds authorized to be spent in fiscal 1978-1979 in each agency modified for changes in inflation and population in each subsequent year. The formula used in calculating the growth rate is:

- Percent (%) change in population +100/100 times either percent (%) change in per capital income +100/ 100 or change in non-residential assessments +100/100

The calculated rate times the previous appropriation limit equals the new appropriation limit. The California Department of Finance is mandated to notify each city of the population changes and the per capita personal income factor to be used in calculating the growth rate.

The City of Dixon's limit was calculated as follows:

APPROPRIATION LIMIT FOR THE FISCAL YEAR ENDING JUNE 30, 2012			
A.	LAST YEAR'S LIMIT		\$ 23,470,728
B.	ADJUSTMENT FACTORS		
	Population	0.9995	
	Personal Income	<u>1.0251</u>	
	Total Adjustment Factors		<u>1.024587</u>
C.	ANNUAL DOLLAR ADJUSTMENT		<u>577,085</u>
D.	OTHER ADJUSTMENTS		
	Lost Responsibility		0
	Transfer to Private		0
	Transfer to Fees		0
	Assumed Responsibility		0
	Total Adjustments		0
E.	TOTAL ADJUSTMENTS		<u>577,085</u>
F.	LIMIT FOR FY 2011-12		<u>\$ 24,047,813</u>

Cost Allocation & Transfers

The City of Dixon uses a cost allocation plan to allocate costs to the various funds and departments throughout the organization.

City of Dixon Cost Allocation Factors

All costs are assigned to the department to which the costs are incurred; for example, all finance department staff are charged to the finance department. The costs for the staff are then allocated to the other departments and funds, which are supported by the finance department, based upon a plan prepared by an outside consultant that is updated biannually.

An additional part of the cost allocation process is the allocation of charges from central service overhead. These costs are calculated by a cost allocation plan prepared by a consultant.

In addition to the cost allocation there are a number of transfers some of which are for allocating costs and others are for the purposes of providing funding to various programs.

Transfers-In

Fiscal Year 2012 - 2012

Transfers-Out

Fiscal Year 2012 - 2012

2012			2012			
Account Number	Description	Proposed	Account Number	Description	Proposed	
451-000-492510-0000	Transfer from RDA	-718,951.00	510-510-592200-0000	To Storm Drain Cap Proj	718,951.00	
260-000-491100-0000	Transfer from Sewer O & M	-347,160.00	305-300-590900-0000	To DPFA Sewer (260)	347,160.00	Transfer from Wastewater Fund 305 to Fund 308 for Debt Service payment
316-000-491100-0000	Transfer from Sewer O&M (305)	-319,333.00	305-300-591316-0000	Trfr to Sewer Mixed (316)	319,333.00	For Project funding in Fund 316
100-000-492800-0000	Transfer from Gas Tax	-317,485.00	530-500-590100-0000	To General Fund	317,485.00	Cost Allocation to General Fund
270-000-491760-0000	From Comm Dev CIP (404)	-308,560.00	404-100-591000-0000	Transfer to DPFA Fire	308,560.00	For Debt Service payments
250-000-491760-0000	From Comm Dev CIP (404)	-206,195.00	404-100-590700-0000	Transfer to DPFA Police	206,195.00	For Debt Service payments
100-000-491100-0000	Transfer from Sewer O & M	-200,000.00	305-300-590100-0000	To General Fund	200,000.00	Cost Allocation to General Fund
100-000-492600-0000	Transfer from Redevelopment	-191,775.00	510-510-590100-0000	To General Fund	191,775.00	Cost Allocation to General Fund
100-000-497300-0000	Transfer from Equip Replace	-157,000.00	820-820-590100-0000	Transfer to General Fund	157,000.00	For Replacement of Fire Dept. Radio equipment; to be expensed from 100-166-560400; \$75K for Playground equipment to be expensed from 100-152-560400
600-000-490100-0000	Transfer from General Fund	-154,136.00	100-000-590300-0000	Transfer to L&L	154,136.00	Personnel and other costs
480-000-497300-0000	From Equipment Replacement	-121,000.00	820-820-592100-0000	Transfer to PW Capital Project	121,000.00	From equipment replacement for Hall Park Phase III well project
100-000-490300-0000	Transfer from Recreation	-55,418.00	103-179-590100-0000	Transfer to General Fund	55,418.00	For Joint Udse contract w/ DUSD and Fund balance transfer to GF 100 to offset pool operating costs; this may be adjusted at the end of the year based on actual fund balance available in Fund 103
100-000-491700-0000	Transfer from Transit O & M	-54,583.00	350-300-590100-0000	To General Fund	54,583.00	Cost Allocation to General Fund
316-000-491200-0000	Transfer from Sewer CIP (310)	-52,333.00	310-100-591316-0000	Trfr to Sewer Mixed (316)	52,333.00	For Project funding in Fund 316
820-000-491100-0000	Transfer from Sewer O & M	-50,000.00	305-300-597300-0000	Transfer to Equip Replacement	50,000.00	To Equipment Replacement Fund for future replacement of wastewater equipment
831-000-490100-0000	Transfer from General Fund	-50,000.00	100-000-590831-0000	Xfr to Infrastructure Reserve	50,000.00	Designated for Infrastructure Reserve
240-000-490800-0000	From Admin Facilities Capital	-49,180.00	430-101-590800-0000	To DPIC	49,180.00	For Debt Service payments
100-000-492700-0000	Transfer from Redev Housing	-30,000.00	520-510-520200-0000	Admin Costs - Gen'l (to GF)	30,000.00	Cost Allocation to General Fund
510-000-491100-0000	Transfer from Sewer O & M	-25,000.00	305-300-592600-0000	To RDA	25,000.00	Repayment of loan from RDA - transfer to be cancelled if RDA is eliminated
100-000-496200-0000	Transfer from NFSAD	-19,811.00	720-710-590100-0000	To General Fund	19,811.00	Cost Allocation to General Fund
100-000-497600-0000	Transfer from CFD	-11,510.00	651-610-590100-0000	Transfer to General Fund	11,510.00	Cost Allocation to General Fund
100-000-496100-0000	Transfer from WA Street	-8,654.00	710-700-590100-0000	To General Fund	8,654.00	Cost Allocation to General Fund
100-000-492900-0000	Transfer from Traffic Safety	-6,297.00	540-500-590100-0000	To General Fund	6,297.00	Cost Allocation to General Fund
100-000-493200-0000	Transfer from Fund 570 CDBG	-2,978.00	570-100-590100-0000	Transfer to General Fund	2,978.00	Cost Allocation to General Fund
100-000-497500-0000	Transfer from Building Res.	-558	830-830-590100-0000	To General Fund	558	Cost Allocation to General Fund
100-000-491750-0000	Transfer from Cap Projs	-44,874.00	440-100-590100-0000	To General Fund	1,997.00	Cost Allocation to General Fund
			400-100-590100-0000	To General Fund	12,479.00	Cost Allocation to General Fund
			480-100-590100-0000	To General Fund	11,955.00	Cost Allocation to General Fund
			470-100-590100-0000	To General Fund	7,904.00	Cost Allocation to General Fund
			430-100-590100-0000	Transfer to General Fund	5,398.00	Cost Allocation to General Fund
			460-100-590100-0000	Transfer to General Fund	5,141.00	Cost Allocation to General Fund

-3,502,791.00

3,502,791.00

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City Profile

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CITY PROFILE

History

Elijah S. Silvey first settled in the Dixon area in 1852. Mr. Silvey operated an Inn and Saloon in a farming community later known as Silveyville. This roadhouse was located along a well-traveled route to the Sierra foothills and California Gold Rush country. However, the town of Dixon literally came into existence when the California Pacific Railroad reached it on August 28, 1868. The name Silveyville changed to Dixon when Thomas Dickson, a prosperous rancher, donated 10 acres of land near the California Pacific Railroad line for a town site and train station. In his honor, the depot was first called "Dickson Station". When the first consignment of goods arrived by rail, the address erroneously read "Dixon". The town's name was later permanently changed to "Dixon".

Dixon was incorporated in 1878. In its early years, Dixon was known for grain and, later, for alfalfa and dairy farming. Today Dixon, a town still rich in its agricultural roots, supports a population of almost 18,000 and has a terrain and climate that seem more like the flat Central Valley than its North Bay Area county location. Home to the annual July Lambtown Festival, Dixon has a well-deserved national reputation as a sheep industry leader.¹

Quality of Life

The City of Dixon offers a unique combination of an outstanding location, safe environment, desirable housing, excellent schools, friendly people and a town with strong community values. Dixon can be best characterized as a progressive city that seeks excellent development, with a desire to maintain and enhance those "quality of life" characteristics that are part of its history and agricultural heritage. Dixon is located in the northeast portion of Solano County 19 miles southwest of Sacramento and 70 miles northeast of San Francisco. In this ideal location, Dixon enjoys convenient access to the San Francisco Bay Area, Sacramento and Lake Tahoe, and to institutions of higher learning such as the University of California, Davis and the California State University, Sacramento.

Dixon collaborates extensively with other local governmental entities, such as Solano County, the Dixon Unified School District, the Library District, the Dixon Mayfair, Solano Irrigation District, a Regional Fire District, several drainage districts and assessment districts to ensure that Dixon includes a variety of community services and amenities that allow its residents to proudly-call Dixon their home.

The Dixon Mayfair provides a family-fun annual event for both Dixon community members and visitors. This fair is the State's longest running fair having began in 1876, and provides traditional country fair activities such as livestock exhibits, judging, entertainment and concessions.

Government

Dixon is a General Law City that is governed by a five member City Council including a directly elected Mayor. The Council and Mayor are selected citywide and all serve

¹ Dixon Public Library's Website

overlapping four year terms. The City Treasurer is also an elected position with a four year term.

The City Council appoints both the City Manager and the City Attorney, who both serve at the pleasure of the Council. The City Manager has the authority to appoint all other Department Heads subject to the ratification of the City Council. The City Manager oversees a full service City with a workforce of approximately 104 FTEs and a current General Fund Budget of approximately \$13.0 million.

The City provides a full range of services ranging from police and fire protection to public works, water and wastewater services and an active parks and recreation program. The City provides its services through a number of departments, including City Clerk, Community Development, Economic Development, Engineering, Finance, Fire, Human Resources, Police, Public Works, and Recreation and Community Services. The City also operates a Redevelopment Agency, a Senior Center, and a Public transportation system.

Demographics

<u>General Information:</u>	
Incorporated as a City	March 30, 1878
Size:	6.7 miles
Population (2010):	18,315
Median Age (2010 census):	31.5
Median Income of Dixon (2009):	\$67,313
Median Income of Solano County (2010):	\$70,173
Labor Force (Jan 2011):	8,800
Employed Residents (Jan 2011):	8,000
Unemployment Rate (Jan 2011):	10.00%
Projected New Jobs in Solano County (from 2008 to 2018):	6,900
Solano County Labor Force (Jan 2011):	212,200
% of Population w/High School Diploma or Higher:	75.10%
% of Population with College Degree:	18.60%
Crime Rate - Part-One Offenses (2010):	536
Elevation (feet above Sea Level):	62
Average Daily Temperature (degrees Fahrenheit):	60

Community Services

Parks:	7
Community Center:	1
Police Station:	1
Sewer Plant	1
Fire Station:	1

Major Employers

(as of May 2011)

<u>Company</u>	<u># of employees</u>
Gymboree	400
Wal-Mart	317
First Northern Bank	233
Dixon Canning (Campbell's)	180
Cardinal Health	153
Superior Packing	140
Basalite	139
Altec Industries	127
Dependable Heating and Air Conditioning	90
Insulfoam	82

Education

The Dixon Unified School District operates the following:

- Dixon High School
- Maine Prairie High School
- Dixon Community Day School
- CA Jacobs Middle School
- Anderson Elementary School
- Gretchen Higgins Elementary School
- Tremont Elementary School
- Silveyville Special Education Preschool

The State of California operates the following approved charter school:

- Dixon Montessori Charter School

COMPARISON TO OTHER NEARBY CITIES

<u>City</u>	<u>City Population</u> (As of January 2010)*	<u>Property Taxes</u> (FY2010-11 Budget)	<u>Sales Taxes</u> (FY2010-11 Budget)	<u>Sales Tax per Capita</u> (Based on Jan 2010 population)	<u>Rank of Sales Tax per Capita</u> (Calendar Year - 2009)	<u>General Fund Appropriations</u> (FY2010-11 Budget)
Dixon	18,351	\$ 2,581,507	\$ 4,645,287	\$ 253	40	\$ 13,562,105
Suisun City	28,111	987,500	948,000	34	497	9,869,800
Benicia	26,997	13,484,515	6,333,430	235	76	33,078,710
Rio Vista	7,360	1,549,089	742,937	101	307	4,683,377
Vacaville	92,428	10,204,106	13,901,443	150	182	64,968,258
Fairfield	105,321	37,085,000	14,149,000	134	203	67,473,000
Vallejo	115,942	13,058,000	9,900,000	85	331	63,715,000
Davis	65,622	14,572,790	7,800,000	119	355	36,523,007

*State of California Dept. of Finance - <http://www.dof.ca.gov/research/demographic/reports>



This section contains the Proposed
budget changes
if Redevelopment is eliminated
effective July 1, 2011.

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City of Dixon Budget FY2012

FUND 510 - REDEVELOPMENT

IF RDA ELIMINATED

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Proposed
510-000-401100-0000	Homeowner's Exemption	-	-	-	-	-
510-000-401200-0000	Secured Property Taxes	1,815,110	1,637,337	1,554,520	1,441,000	1,494,770
510-000-401300-0000	Supplemental Taxes	7,856	(5,069)	-	-	-
510-000-401400-0000	Unsecured Property Taxes	78,984	93,036	91,607	65,787	70,000
510-000-460950-0000	Grant - HCD	-	-	-	-	-
510-000-461600-0000	Interest Earned	43,070	19,181	-	-	-
510-000-460700-0000	Loan Principal	444	959	1,500	1,500	1,500
510-000-460700-0045	Bud's 2007 Principal	2,909	1,400	1,700	1,700	1,700
510-000-460700-0130	Principal Repay - MacLaughlin	-	-	100,000	-	100,000
510-000-460800-0000	Interest Earnings on Loans	-	685	26,500	1,000	1,000
510-000-460800-0045	Interest Earnings on Loans	-	1,509	-	-	-
510-000-470100-0000	Unrealized Gain GASB 31	(11,442)	(3,407)	-	-	-
510-000-491100-0000	Transfer from Sewer O & M	25,000	25,000	25,000	25,000	-
		1,961,930	1,770,630	1,800,827	1,535,987	1,668,970
510-510-520100-0000	Admin Costs - Finance	198	4,772	-	-	-
510-510-520200-0000	Administrative Costs - Gen'l	57,302	-	-	-	-
510-510-520400-0000	Advertising/Legal Notices/Pubs	-	2,160	1,000	-	-
510-510-522000-0000	Community Promotion	5,118	-	-	-	-
510-510-522400-0000	Consultants - Professional	9,795	1,849	-	2,000	-
510-510-523200-0000	Contract Serv - Audit	3,000	2,000	3,000	3,000	-
510-510-523800-0000	County Charges	23,795	-	31,200	31,543	-
510-510-524200-0000	Dues and Subscriptions	472	465	550	50	-
510-510-529600-0000	Legal Fees	12,028	2,172	15,000	11,500	10,000
510-510-530200-0000	Meetings/Seminars	1,112	-	-	-	-
510-510-531600-0000	Office Supplies	130	-	500	-	-
510-510-531800-0000	Pass-Through Agreements	587,650	535,873	717,000	545,637	550,000
510-510-535600-0000	Special Supplies	28	35	-	-	-
510-510-535750-0000	Training	275	-	1,000	-	-
510-510-536000-0000	Utilities	383	374	500	250	-
510-510-551050-0000	State "Take-aways"	-	768,400	168,000	158,200	753,797
510-510-590100-0000	To General Fund	319,940	197,707	191,776	191,776	-
510-510-592200-0000	To Storm Drain Cap Proj	-	-	1,032,000	1,032,000	-

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Proposed
510-520-527000-0000	Fiscal Agent Expense	2,377	2,226	2,500	2,173	2,173
510-520-550300-0000	Bond Interest	200,660	193,455	208,260	208,260	208,000
510-520-550400-0000	Bond Redemption	125,000	130,000	140,000	140,000	145,000
510-540-521310-0000	Facade Improvements	6,700	-	-	-	-
510-540-523120-0000	Farmers' Market	20,000	25,000	25,000	-	-
510-540-523900-0000	RDA Improvements/Promotions	21,510	24,163	25,000	18,454	-
510-540-531300-0000	Neighborhood Revitalization	-	-	5,000	-	-
510-540-531350-0000	Sidewalk Program	-	-	10,000	10,000	-
510-540-560150-0000	Construction	-	-	300,000	3,140	-
510-580-520200-0000	Admin Costs - General	413	-	-	-	-
510-580-522500-0000	Escrow/Tittle Fees	6,034	-	2,000	75	-
510-580-529600-8100	Legal Fees	-	854	-	-	-
510-580-550800-8100	Loan - Old Firehouse Rehab	194,331	530,235	-	-	-
		1,598,250	2,421,738	2,879,286	2,358,058	1,668,970
FUND REVENUE		1,961,930	1,770,630	1,800,827	1,535,987	1,668,970
FUND EXPENDITURES		1,598,250	2,421,738	2,879,286	2,358,058	1,668,970

CITY OF DIXON
 SERVICES/SUPPLIES SUMMARY SHEET
 FY 2012 BUDGET

Fund: 510
 Department #: _____
 Department Name: REDEVELOPMENT

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
510-510-520400-0000	1,000	-	-	Advertising for Legal Notices as required by law.
510-510-522400-0000	-	2,000	-	Consultants to assist with Redevelopment Project needs.
510-510-522600-0000	-	-	-	Contract services to assist with Redevelopment Project needs.
510-510-523200-0000	3,000	3,000	-	Audit
510-510-523800-0000	31,200	31,543	-	COUNTY ADMIN CHARGES: This money is budgeted for County charges for property tax collection and administration.
510-510-524200-0000	550	50	-	CALED membership and Redevelopment Project Area Citizens Committee expenses
510-510-529600-0000	15,000	11,500	10,000	LEGAL CONSULTANTS: These resources are utilized for legal consulting services required by the Agency as the need arises during the course of the year.
510-510-531600-0000	500	-	-	Office supplies to support the Agency operations.
510-510-531800-0000	717,000	545,637	550,000	PASS THRU PAYMENTS: Based upon a negotiated arrangement dating from the creation of the Redevelopment Agency, payments to other agencies are made from the Redevelopment Agency at revenue levels existing at the time the Agency was created.
510-510-535750-0000	1,000	-	-	Training for City staff (Finance & Econ Development) related to Redevelopment..
510-510-536000-0000	500	250	-	Phone for monitoring alarm for HVAC system Transportation Center (Chamber)
510-510-551050-0000	168,000	158,200	753,797	STATE TAKE-AWAYS
510-510-590100-0000	191,776	191,776	-	TRANSFER TO GENERAL FUND: These resources are utilized to fund a portion of the Economic Development Program in the General Fund.
510-510-592200-0000	1,032,000	1,032,000	-	TRANSFER TO FUND 451 CORE AREA DRAINAGE CAPITAL per Resolution 11-006
510-520-527000-0000	2,500	2,173	2,173	DEBT SERVICE/RESERVES: A number of years ago, the Redevelopment Agency borrowed \$4,575,000 in anticipation of carrying out future Redevelopment projects. Debt service for this loan, called a tax increment bond, is paid by the property tax increment
510-520-550300-0000	208,260	208,260	208,000	
510-520-550400-0000	140,000	140,000	145,000	
510-540-523120-0000	25,000	-	-	FARMER'S MARKET
510-540-523900-0000	25,000	18,454	-	REDEVELOPMENT PROJECT AREA IMPROVEMENTS AND PROMOTIONS: These funds can support various downtown area business and promotional efforts including events,
510-540-531300-0000	5,000	-	-	NEIGHBORHOOD CLEAN-UP: Clean-up vacant Redevelopment Agency owned lots and general maintenance of Pardi site.
510-540-531350-0000	10,000	10,000	-	SIDEWALK REPAIR (PRIORITY ROUTES): Sidewalk projects for the current fiscal year.
510-540-560150-0000	300,000	3,140	-	Construction Economic Development Infrastructure
510-580-522500-0000	2,000	75	-	Escrow and title fees.
510-580-550800-8100	-	76,195	-	
Total	2,879,286	2,434,253	1,668,970	

City of Dixon Budget FY2012

FUND 520 - RDA HOUSING SET-ASIDE

IF RDA ELIMINATED

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Proposed
520-000-401200-0000	Secured Property Taxes	453,778	409,334	388,630	360,103	-
520-000-401300-0000	Supplemental Taxes	1,964	(1,267)	-	3,080	-
520-000-401400-0000	Unsecured Property Taxes	19,746	23,259	22,902	16,496	-
520-000-461600-0000	Interest Earned	51,577	19,525	12,500	3,400	-
520-000-460700-0000	Loan Principal	-	2,500	2,500	2,500	-
520-000-460705-0000	Loan Proceeds -- HOME Program	1,734	660	500	9,600	-
520-000-460800-0000	Interest Earnings on Loans	-	133	100	2,800	-
520-000-461800-0000	Miscellaneous Income	1,000	1,000	-	-	-
520-000-470100-0000	Unrealized Gain GASB 31	(12,238)	(4,224)	-	-	-
520-000-492600-0000	Transfer from Redevelopment	-	-	-	-	-
		517,560	450,920	427,132	397,979	-
520-510-520100-0000	Admin Costs - Finance	-	259	-	-	-
520-510-520200-0000	Admin Costs - Gen'l	66,012	32,586	30,000	30,000	-
520-510-520400-0000	Advertising/Legal Notices/Pubs	-	161	-	-	-
520-510-522400-0000	Consultants - Professional	45,483	26,965	40,000	1,000	-
520-510-522600-0000	Contract Serv - NonProf	-	-	-	-	-
520-510-523200-0000	Contract Serv - Audit	3,000	2,000	2,000	2,000	2,000
520-510-523400-0000	Contract Serv - Temp	-	-	-	-	-
520-510-523800-0000	County Charges	5,981	-	6,250	7,886	-
520-510-529600-0000	Legal Fees	7,146	2,370	5,000	5,000	5,000
520-510-535750-0000	Training	-	95	-	-	-
520-510-590100-0000	To General Fund	170,690	-	-	-	-
520-530-527110-0000	Grants - Safe at Home	26,658	633	5,000	10,000	5,000
520-530-527120-0000	Grants - Emer Shelter Vouchers	3,552	5,702	7,500	1,000	7,500
520-530-531700-0000	Opportunity Projects	110,000	343,000	600,000	-	600,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Proposed
520-530-592800-0000	Loans - Revolving Pool	-	-	-	-	-
520-530-590100-0000	Transfer to General Fund	-	170,690	165,571	165,571	-
520-540-520200-0000	Administrative Costs - Gen'l	177	-	-	-	-
520-540-522600-0000	Contract Svcs - Non Prof	1,105	-	-	-	-
520-570-529800-0000	FTHB Loan Program	383,332	142,200	200,000	100,000	200,000
520-570-529810-0000	REHAB LOAN Program	5,510	-	250,000	20,000	250,000
520-570-522500-0000	Escrow/Title Fees	2,850	-	-	-	-
		831,495	726,661	1,311,321	342,457	1,069,500
FUND REVENUE		517,560	450,920	427,132	397,979	-
FUND EXPENDITURES		831,495	726,661	1,311,321	342,457	1,069,500

Note: Any fund balance remaining will carry forward and continue to be used for current housing programs.

CITY OF DIXON
 SERVICES/SUPPLIES SUMMARY SHEET
 FY 2012 BUDGET

Fund: 520
 Department #: _____
 Department Name: RDA - HOUSING SET ASIDE

Account Code (A)	FY 2011		FY 2012	Brief Detail Description (E)
	Budget (B)	Estimated (C)	Staff Proposed (D)	
520-510-520100-0000	-	-	-	CITY ADMINISTRATION: City staff time devoted to working on general administration or specific projects under the low and moderate income housing fund
520-510-520200-0000	30,000	30,000	-	
520-510-522400-0000	40,000	1,000	-	PROFESSIONAL CONSULTANT SERVICES: Miscellaneous consultant's services will be charged to this line item. Such services may include loan processing, loan servicing, appraisers, engineers, environmental consultants, planners, etc.
520-510-523200-0000	2,000	2,000	2,000	AUDIT SERVICES: This item covers the direct cost of the annual audit for the Low and Moderate Income Housing fund.
520-510-523800-0000	6,250	7,886	-	COUNTY PROPERTY TAX ADMINISTRATIVE FEE: This money is budgeted for the housing set aside portion of the Property Tax Administrative Fee.
520-510-529600-0000	5,000	5,000	5,000	LEGAL SERVICES : This item covers the cost of any legal services needed for administration or management of the Low and Moderate Income Housing fund, e.g., preparation and review of loan documents or regulatory agreements for affordable housing projects.
520-530-527110-0000	5,000	10,000	5,000	"SAFE AT HOME" GRANT PROGRAM: These funds, administered by staff through community Agency referrals, would be used for small grants to low income, owner/occupant households which are in desperate need of modest home repairs to permit them to remain in their homes, e.g. heating system repair, sewer problems, immediate safety hazards, etc.
520-530-527120-0000	7,500	1,000	7,500	SHELTER VOUCHERS: This Program will, in coordination with Dixon Family Services and local churches, provide shelter vouchers/reimbursement for short term emergency housing in local motels. Recession may increase demand.
520-530-531700-0000	600,000	-	600,000	
520-530-590100-0000	165,571	165,571	-	Reimbursement for costs paid by the General Fund per the Cost Allocation Plan.
520-570-529800-0000	200,000	100,000	200,000	FIRST TIME HOMEBUYER PROGRAM: The Neighborhood Stabilization Program with Vacaville will provide \$300,000 additional funds which will generate 3-6 foreclosure purchases. In addition the Agency operates its own program with staff support from the City of Vacaville.
520-570-529810-0000	250,000	20,000	250,000	HOUSING REHABILITATION: Resources are recommended in this category in the event that the City can collaborate with a non-profit which specializes in housing rehabilitation or is interested in creating and implementing a housing rehabilitation program in Dixon.
Total	1,311,321	342,457	1,069,500	

NO RDA
CITY OF DIXON GENERAL FUND FIVE YEAR PROJECTION
Fiscal Year 2011-12
WITHOUT BUDGET CHANGES TO CITY MEMORANDUMS

Description	Actual 2009-10	BUDGETED 2010-11	Year End Estimates	Projected 2011-12	Projected 2012-13	Projected 2013-14	Projected 2014-15	Projected 2015-16
Property Taxes	2,245,232	2,707,540	2,726,040	2,701,348	2,755,375	2,893,144	2,951,007	3,010,027
Sales Taxes	4,554,561	4,656,825	4,358,000	4,558,000	4,740,320	4,977,336	5,126,656	5,280,456
Motor Vehicle In Lieu Taxes	1,337,382	1,451,241	1,330,282	1,330,534	1,383,755	1,452,943	1,525,590	1,601,870
Franchise Fees	501,798	531,000	525,000	518,000	528,360	538,927	549,706	560,700
Transient Occupancy Taxes	156,509	180,000	180,000	180,000	183,600	192,780	202,419	212,540
All Other Taxes	187,265	187,000	187,000	187,000	190,740	194,555	198,446	202,415
Admin Fees	722,802	656,953	552,376	528,371	538,938	549,717	560,712	571,926
Charges for Svcs/ Permits/Fees	843,908	923,300	886,624	926,000	953,780	972,856	992,313	1,012,159
Grants	308,777	302,838	294,227	370,870	370,870	370,870	370,870	370,870
Interest Income	63,854	60,000	60,000	60,000	24,706	10,327	(1,804)	(11,704)
All Other Revenues	437,719	203,980	344,434	256,980	256,980	256,980	256,980	256,980
Total Revenues	11,359,807	11,860,677	11,443,983	11,617,103	11,927,424	12,410,435	12,732,893	13,068,238
Transfers-In	1,693,608	1,128,219	977,841	879,168	905,543	932,709	960,691	989,511
Total Revenues & Transfers	13,053,415	12,988,896	12,421,824	12,496,271	12,832,967	13,343,144	13,693,584	14,057,749
Expenditures								
Salary/Benefits	11,004,886	10,814,025	10,321,781	10,408,523	10,512,608	10,722,860	10,937,317	11,156,064
Operating Expenses	2,316,640	2,484,314	2,266,877	2,350,274	2,350,274	2,397,280	2,445,225	2,494,130
Capital	224,276	247,451	210,824	404,828	404,828	412,925	421,183	429,607
Transfers	34,607	189,586	189,586	204,136	209,239	214,470	219,832	225,328
Total Expenditures & Transfers	13,580,409	13,735,376	12,989,068	13,367,761	13,476,950	13,747,535	14,023,558	14,305,128
Variance Revenue vs Expense	(526,994)	(746,480)	(567,245)	(871,490)	(643,982)	(404,390)	(329,974)	(247,379)
Beginning Fund Balance	2,953,956	2,426,962	2,426,962	1,859,717	988,227	344,245	(60,145)	(390,119)
Adjustments to Fund Balance								
Ending Fund Balance	2,426,962	1,680,482	1,859,717	988,227	344,245	(60,145)	(390,119)	(637,498)
Ending Reserve (ExcTransfers)	17.92%	12.41%	14.53%	7.51%	2.59%	-0.44%	-2.83%	-4.53%

ASSUMPTIONS:

- Salary/Benefits for 2010-11 onward does not include funding of the Director of Public Works/Community Services position.
- Does not include changes to MOU's for fiscal years 2011-12 and future years.

NO RDA

CITY COUNCIL APPROVED
CITY OF DIXON
BUDGET OVERVIEW - GENERAL FUND 100

SUMMARY OF FY 2011 PROJECTED RESOURCES AND APPROPRIATIONS

ESTIMATED BEGINNING FUND BALANCE JULY 2010	2,426,962	2,426,962
ESTIMATES FY2011	<u>Budgeted</u>	<u>Projected Year-End</u>
ESTIMATED REVENUE	11,860,677	11,443,983
TRANSFERS IN	1,128,219	977,841
ESTIMATED REVENUE AND TRANSFERS	<u>12,988,896</u>	<u>12,421,824</u>
TOTAL ESTIMATED AVAILABLE RESOURCES	15,415,858	14,848,786
TOTAL APPROPRIATIONS	13,545,790	12,799,482
Transfer to Other Funds	189,586	189,586
TOTAL APPROPRIATIONS & TRANSFERS	<u>13,735,376</u>	<u>12,989,068</u>
ESTIMATED FUND BALANCE JUNE 2011	1,680,482	1,859,717
Contingency %	12.41%	14.53%

SUMMARY OF FY 2012 PROJECTED RESOURCES AND APPROPRIATIONS

ESTIMATED BEGINNING FUND BALANCE JULY 2011		1,859,717
PROPOSED FY2012		<u>Proposed</u>
ESTIMATED REVENUE		11,617,103
TRANSFERS IN		879,168
ESTIMATED REVENUE AND TRANSFERS		<u>12,496,271</u>
TOTAL ESTIMATED AVAILABLE RESOURCES		14,355,988
TOTAL APPROPRIATIONS		13,163,625
Transfer to L&L Fund 600 and Infrastructure Fund 831		204,136
TOTAL APPROPRIATIONS/TRANSFERS		<u>13,367,761</u>
ESTIMATED FUND BALANCE JUNE 2012		988,227
Contingency %		7.51%

City of Dixon Budget FY2012

000 - Non departmental (GENERAL FUND REVENUE AND TRANSFERS)

NO RDA

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Proposed
100-000-401100-0000	Homeowner's Exemption	36,447	38,125	37,459	37,459	38,163
100-000-401200-0000	Secured Property Taxes	2,778,139	2,036,102	2,490,081	2,490,081	2,477,950
100-000-401300-0000	Supplemental Taxes	3,089	1,279	-	18,500	27,113
100-000-401400-0000	Unsecured Property Taxes	104,587	169,726	180,000	180,000	158,122
100-000-411300-0000	Sales & Use Tax	3,706,408	3,312,104	3,502,433	3,298,166	3,458,158
100-000-411350-0000	Sales Tax in Lieu -Triple Flip	1,463,699	1,154,392	1,154,392	1,059,834	1,099,842
100-000-411200-0000	Motor Vehicle in-Lieu Tax	60,101	51,880	69,326	64,748	65,000
100-000-411250-0000	VLF/ERAF Swap	1,374,481	1,285,502	1,381,915	1,265,534	1,265,534
100-000-415200-0000	Franchise Tax - Cable TV	76,794	79,305	77,000	77,000	78,000
100-000-415300-0000	Franchise Tax - PGE	138,489	119,036	144,000	138,000	130,000
100-000-415400-0000	Franchise Tax - Refuse	304,339	303,457	310,000	310,000	310,000
100-000-415600-0000	Transient Occupancy Tax	200,282	156,509	180,000	180,000	180,000
100-000-401500-0000	Property Transfer Tax	63,032	49,110	58,000	50,000	50,000
100-000-411400-0000	Sales Tax - Public Safety	65,678	60,633	55,000	60,000	60,000
100-000-415100-9000	Business License - New	74,969	77,523	74,000	77,000	77,000
100-000-420100-0000	Admin Fees - Recreation	15,143	12,078	15,229	725	-
100-000-420200-0000	Admin Fees - City Management	193,532	72,218	119,251	119,251	119,251
100-000-420300-0000	Admin Fees - Finance	131,007	151,744	120,000	120,000	120,000
100-000-420400-0000	Admin Fees - Public Works	413,018	486,762	402,473	312,400	289,120
100-000-420500-0000	After School Program	33,438	-	-	-	-
100-000-421000-0000	Arena Use	2,353	2,617	2,500	2,500	2,500
100-000-421100-0000	Athletic Field Use	12,624	14,381	11,000	11,000	11,000
100-000-421200-0000	Bicycle Permits	72	52	100	100	100
100-000-421300-0000	Building Permits	106,554	74,303	120,000	60,000	85,000
100-000-428400-0000	Dog License	(311)	-	20,000	31,500	32,000
100-000-428500-0000	Encroachment Inspection Fee	6,955	15,603	7,500	7,500	7,500
100-000-428600-0000	Fire Contract Service Fee	420,225	386,324	425,000	430,000	430,000
100-000-428700-0000	Fire Dept Fees	51,557	25,261	55,000	25,000	10,000
100-000-428750-0000	Fire Dept Fees-Training	8,410	2,625	20,000	14,000	12,500
100-000-428800-0000	Fire Dept Permits	9,025	9,229	10,000	9,500	9,500
100-000-429000-0000	Garage Sale Permits	1,979	3,218	2,000	3,000	3,000
100-000-429300-0000	Misdemeanor Fines	9,399	929	5,000	2,000	2,000
100-000-429600-0000	NFSAD Admin Fees	-	-	-	-	-
100-000-429700-0000	Other Permits	6,876	6,325	5,000	5,000	5,000

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Proposed
100-000-429900-0000	Parking Fines	6,419	3,255	5,000	4,000	3,500
100-000-433100-0000	Plan Check Fee	193,094	42,398	30,000	22,000	40,000
100-000-433200-0000	Plan Check Fee - Engineering	1,169	500	1,200	10,000	10,000
100-000-433300-0000	Planning & Zoning Charges	13,925	23,645	20,000	22,000	25,000
100-000-433350-0000	Planning - Reimburse Agreement	-	-	-	-	-
100-000-433400-0000	Police Dance Security Fee	154	3,195	1,000	3,000	3,000
100-000-433500-0000	Police Dept Fees	30,035	20,343	25,000	20,000	20,000
100-000-433510-0000	Police Dept Fees - DUI	-	-	2,500	1,000	-
100-000-434000-0000	Rental Reservations	7,552	6,999	3,000	6,000	7,000
100-000-434100-0000	Rental - S/MUC	14,983	16,540	14,000	20,000	18,500
100-000-436100-0000	Std Plans/Specs/Publications	175	105	500	500	400
100-000-436300-0000	Swim Team Dolphins	2,140	6,770	6,000	7,524	7,500
100-000-436400-0000	Swimming - Lap Swim	4,579	5,087	5,000	4,000	4,000
100-000-436500-0000	Swimming Instructions	17,154	16,517	11,000	13,000	13,000
100-000-436600-0000	Swimming Pool Admissions	12,301	11,370	10,000	12,500	13,000
100-000-436700-0000	Swimming Pool Rentals	4,793	5,640	4,000	4,000	5,000
100-000-439100-3001	Weed & Pest - Abatement	-	557	-	-	-
100-000-460100-0000	Abandoned Vehicle Program	245	1,986	1,000	1,000	1,000
100-000-460400-0000	Copies	1,649	3,642	1,000	1,000	1,000
100-000-460500-0000	Donations	-	3,700	-	-	1,000
100-000-460600-0000	Emergency Cost Recovery Prog	115,643	40,099	25,000	25,000	25,000
100-000-460700-0000	EMS Fire Project	67,341	91,250	75,000	109,000	118,000
100-000-460900-0000	Grant Funds - Police	40,372	17,426	115,450	101,400	90,000
100-000-460900-1003	Grant Funds - Police/JAG	-	32,243	-	-	-
100-000-460900-1004	Grant Funds - Police/CHRP	-	26,387	-	-	-
100-000-460900-1005	Grant Funds - Police/SolNET	-	-	-	-	-
100-000-460910-0000	Grant Funds - ATOD	50,062	88,893	82,744	82,744	77,744
100-000-461000-0000	Grant Funds - PW	-	121,911	97,561	103,000	-
100-000-461115-1102	Grant Funds - FEMA	-	-	-	-	143,126
100-000-461120-0000	Grant Funds - State	-	-	-	-	-
100-000-461120-1101	Grant - Vol. Fire Assist (VFA)	-	-	7,083	7,083	-
100-000-461499-0000	Grant Funds - Other	-	11,700	-	-	60,000
100-000-461499-1901	Grant Funds - Other - NSP	-	6,180	-	-	-
100-000-461600-0000	Interest Earned	68,212	63,854	60,000	60,000	60,000
100-000-461500-0000	Insurance Settlement	-	3,571	-	11,183	5,000
100-000-461700-0000	Lease Revenue	53,226	19,839	18,980	18,980	18,980
100-000-461800-0000	Miscellaneous Income	8,594	741	15,000	19,835	25,000
100-000-462050-0000	DUSD Reimbursements	15,000	-	-	-	-

Account	Description	2009 Actual	2010 Actual	2011 Adopted	2011 Estimated	2012 Proposed
100-000-462050-3003	DUSD Reimbursements - Meetings	-	-	-	-	-
100-000-462100-0000	POST Reimbursement	8,355	14,491	10,000	10,000	15,000
100-000-462600-0000	Sale of Property	90,472	33,795	-	-	10,000
100-000-462700-0000	SB-90 Reimbursements	5,678	6,466	-	25,000	50,000
100-000-462815-0000	Donations - Police	-	1,000	-	-	-
100-000-463100-0000	Worker's Comp Refund	107,096	124,855	160,000	259,436	125,000
100-000-463110-0000	W/C & Disability Receipts	-	-	-	-	-
100-000-469900-0000	Other Income	5,330	8,643	-	-	8,000
100-000-470100-0000	Unrealized Gain on Investments	(7,294)	5,635	-	-	-
100-000-490300-0000	Transfer from Recreation	5,465	5,465	5,301	5,464	55,418
100-000-491100-0000	Transfer from Sewer O & M	223,523	223,523	170,000	170,000	200,000
100-000-491700-0000	Transfer from Transit O & M	56,271	59,698	54,583	54,583	54,583
100-000-491750-0000	Transfer from Cap Projs	46,262	40,697	44,874	44,874	44,874
100-000-492600-0000	Transfer from Redevelopment	490,630	197,707	191,775	191,775	-
100-000-492700-0000	Transfer from Redev Housing	-	170,690	165,571	30,000	-
100-000-492800-0000	Transfer from Gas Tax	301,306	327,304	317,485	317,485	317,485
100-000-492900-0000	Transfer from Traffic Safety	4,868	6,490	6,297	6,297	6,297
100-000-493200-0000	Transfer from Fund 570 CDBG	3,071	3,071	2,978	2,978	2,978
100-000-496100-0000	Transfer from WA Street	-	-	8,654	8,654	8,654
100-000-496200-0000	Transfer from NFSAD	-	20,422	19,811	19,811	19,811
100-000-497300-0000	Transfer from Equip Replace	158,912	626,473	47,327	54,410	157,000
100-000-497300-1101	Tfr fr Equip Repl - VFA Grant	-	-	7,083	-	-
100-000-497500-0000	Transfer from Building Res.	35,258	558	74,970	60,000	558
100-000-497600-0000	Transfer from CFD	11,510	11,510	11,510	11,510	11,510
100-000-497710-0000	From Debt Service Fund 210	3,930	-	-	-	-
		14,151,874	12,743,188	12,988,896	12,421,824	12,496,271
100-000-522400-0000	Consultants - Professional (ADA)	-	-	-	25,000	50,000
100-000-590300-0000	Transfer to L&L	34,607	34,607	174,586	174,586	154,136
100-000-590451-0000	Transfer to Core Area Drainage	-	-	15,000	15,000	-
100-000-590831-0000	Transfer to Infrastructure Reserve Fund 831	-	-	-	-	50,000
		34,607	34,607	189,586	214,586	254,136
TOTAL FUND REVENUE		14,151,874	12,743,188	12,988,896	12,421,824	12,496,271
TOTAL DEPT EXPENDITURES/TRANSFERS		34,607	34,607	189,586	214,586	254,136

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Glossary

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Glossary of Budget Terms

Accounting System

The total set of records and procedures which are used to record, classify and report information on the financial status and operations of an entity.

Accrual Basis of Accounting

The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

Appropriation

An authorization made by the City Council of the City of Dixon which permits officials to incur obligations against and make expenditures of governmental resources. Appropriations are usually made for fixed amounts and typically are granted for a one-year period.

Assessment District

A defined area of land that will be benefited by the acquisition, construction, or maintenance of a public improvement.

Assessed Valuation

The appraised valuation less any exemptions on real estate or other property by the County of Solano as a basis for levying property taxes.

Audit

A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial position as a result of operations
- Test whether transactions have been legally performed.
- Identify areas for possible improvements in accounting practices and procedures
- Ascertain whether transactions have been recorded accurately and consistently.
- Ascertain the stewardship of officials responsible for governmental resources

Base Budget

Under traditional budgeting, the base budget is that amount that is required, at a minimum, to provide resources for the operations of the organization. Each year, approved amounts are added to the base budget.

Beginning Balance

Unencumbered resources available in a fund from the prior fiscal year after payment of prior fiscal year expenditures.

Bond

Capital raised by issuing a written promise to pay a specified sum of money, called the face value or principal amount, with interest at predetermined intervals.

Budget

A plan of financial operation embodying an estimate of proposed expenditures for a given time (usually a fiscal year) and the proposed means of financing them (revenue estimates). This term is sometimes used to describe the officially approved expenditure level under which the City of Dixon and its departments operate. The budget must be approved by the City Council prior to the beginning of the fiscal year.

Budget Calendar

The schedule of key dates or milestones that the City of Dixon follows in the preparation and adoption of the Budget.

Budget Document

The official written statement prepared by the Finance Department and supporting departments and staff that presents the proposed budget to the City Council.

Budget Message/Transmittal Letter

A general discussion of the proposed budget presented in writing as part of the budget document. The budget message explains the principal budget issues against the background of financial experience in recent year and presents recommendations by the City Manager.

Budgetary Control

The management of the City of Dixon in accordance with the approved budget for the purposes of keeping expenditures within the limitation of the available appropriations and available revenues.

Capital Assets

Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Budget

A plan of proposed capital expenditures and the means of financing them.

Capital Improvement Projects

A plan for capital expenditures to be incurred each year over a fixed period of several years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended each year and the method of financing those expenditures.

Capital Outlay

Expenditures for the acquisition of capital assets.

Capital Projects

Projects that purchase or construct capital assets. This could include the purchase of land or the construction of a facility.

Cash Basis

The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Contingency

An amount, set aside to be used at the discretion of the City Council to fund emergency or extraordinary items.

Cost

The amount of money or other consideration exchanged for property, services or expenses.

Debt Service

The expense of retiring such debts as loans and bond issues. It includes principal and interest payment and the administrative costs for paying agents registrars, and escrow agents.

Deficit

The excess of expenditures over revenues during an accounting period, or in the case of enterprise funds, the excess of expense over income during an accounting period.

Department

An organizational unit comprised of divisions or functions. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

Depreciation

That portion of the cost of a capital asset that is charged as an expense during a particular period.

Development Impact Fees

Fees place on the development of land or condition required for the approval of a development project. Fees must be expended on those projects for which the fees were collected.

Division

A major section of a department indicating management responsibility for a group of related operations within that department.

Encumbrance

A commitment of funds against an appropriation, it may be in the form of a purchase order or contract; until such time as the goods or services are received, the commitment is referred to as an encumbrance.

Enterprise Fund

A type of fund established for the total cost of those governmental facilities and services that are operated in a manner similar to private enterprise. The programs are entirely or predominately self-supporting. The City has two enterprise funds, the Sewer Fund and the Transit Fund. This type of fund is also known as a Proprietary Fund.

Expenditure

Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered, whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purchases are made.

Expenses

Decreases in net total assets. Expenses represent the total cost of operations during a period, regardless of the timing of related expenses.

Fees

Charges for services that are based upon the cost of providing the service.

Fiscal Year

A twelve-month period of time to which a budget applies. The City of Dixon' fiscal year is July 1-June 30.

Full Faith and Credit

A pledge of the general taxing power of a government to repay debt obligations. (Usually used in reference to bonds.)

Full-Time Equivalent (FTE)

A measure of effective authorized positions, indicating the percentage of time a position or group of positions is funded. It is calculated by equating 2,080 hours of work per year with the full-time equivalent of one position; thus one position would have an FTE of 1.0

Fund

An independent fiscal and accounting entity with a self balancing set of accounts, used to record all financial transactions related to the specific purpose for which the fund was created.

Fund Balance

The difference between fund assets and fund liabilities.

Gas Tax

A tax on fuel used to propel a motor vehicle or aircraft. Its use is restricted to planning, construction, improvement, maintenance and operation of public streets and highways or public mass transit guide ways.

General Fund

The governmental accounting fund supported by property taxes, licenses and permits, service charges, and other general revenues to provide for operating services.

General Obligation Bonds

Bonds backed by the full faith and credit of the City that may be used for various purposes and repaid by the regular revenue raising powers (generally taxes and/or other general revenues) of the City.

Goal

A statement that describes the purpose toward which an endeavor is directed, such as a target or target area.

Grant

Contributions or gifts of cash or other assets from another governmental entity or foundation to be used or expended for a specific purpose, activity or facility. An example is the Community Development Block Grant provided by the federal government.

Interfund Transfers

Money transferred from one fund to another such as from a fund receiving revenue to the fund through which the expenditures are to be made.

Internal Service Fund

Funds used to account for the financing of goods or services provided by one department of an agency to other departments of the agency on a cost reimbursement basis.

Levy

The total amount of taxes special assessments, or charges imposed by a government.

Material, Supplies and Services

Expenditures for items that are normally consumed within a fiscal year.

Memorandum of Understanding (MOU)

The result of labor negotiations between the City of Dixon and its various bargaining units.

Motor Vehicle License Fee (VLF)

Based on the market value of a vehicle, VLF is a fee for the privilege of operating a vehicle on public streets. A portion of the fee is returned to cities by the State and its use by a city is unrestricted.

Objective

A defined method to accomplish and establish goals.

Operating Budget

Annual appropriation of funds for ongoing program costs, including salaries and benefits, services and supplies. This is the primary means by which most of the financing, acquisition, spending and service delivery of the city are controlled.

Ordinance

A formal legislative enactment by the City Council. It has the full force and effect of law within the City boundaries.

Public Employees' Retirement System (PERS)

The retirement system administered by the State of California, to which all permanent City employees belong.

Reserve

An account used to indicate that a portion of a fund's balance is restricted for a specific purpose and is therefore, not available for general appropriation.

Resolution

A special order of the City Council that has a lower legal standing than an ordinance.

Retained Earnings

The excess of an enterprise fund's assets over its liabilities. A negative retained earnings is sometimes called a deficit.

Revenue

Funds that a city receives as income. Revenues include such items as taxes, licenses, user fees, service charges, fines and penalties and grants.

Revenue Estimate

A formal estimate of how much revenue will be earned from a specific revenue source for some future period, usually a future fiscal year.

Salaries and Benefits

A budget category that generally accounts for full-time and temporary employees, overtime and all employee benefits, such as medical and dental insurance and retirement contributions.

Special Assessment

A compulsory levy imposed on certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Stipend

A fixed sum of money paid for a specific purpose.

Tax Base

The total property valuations on which the City of Dixon receives property taxes.

Tax Increment Financing

A tax incentive designed to attract business investment by dedicating to the project area the new property tax revenues generated by redevelopment. The increase in revenues (increment) is used to finance development related costs in the project area.

Transfers In and Transfers Out

The movement of revenue out of one fund to another. The recipient fund uses the money to cover the cost of services provided, or to cover the cost of a contract between two funds.

Warrant

An order drawn by a locality's officers directing the treasurer of the locality to pay a specified amount to the bearer, either after the current or some future date.



End of Budget Document

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