

ENTERPRISE FUNDS



This section contains the budgets for three of the City's enterprise funds. Two other enterprise funds for electric and water are located in the Burbank Water and Power section. These funds are used to account for operations financed and operated in a manner similar to a private business enterprise.

The funds in this section include:

Water Reclamation and Sewer Fund	Fund 494
Golf Fund	Fund 495
Refuse Collection and Disposal Fund	Fund 498

Water Reclamation and Sewer Fund

Fund 494



The City's Water Reclamation Plant and Sewer System is run as a separate enterprise, funded exclusively by sewer connection fees and monthly charges. General Fund revenues are not used to support this fund's operations, which is administered by the Public Works Department.

ABOUT WATER RECLAMATION & SEWER FUND

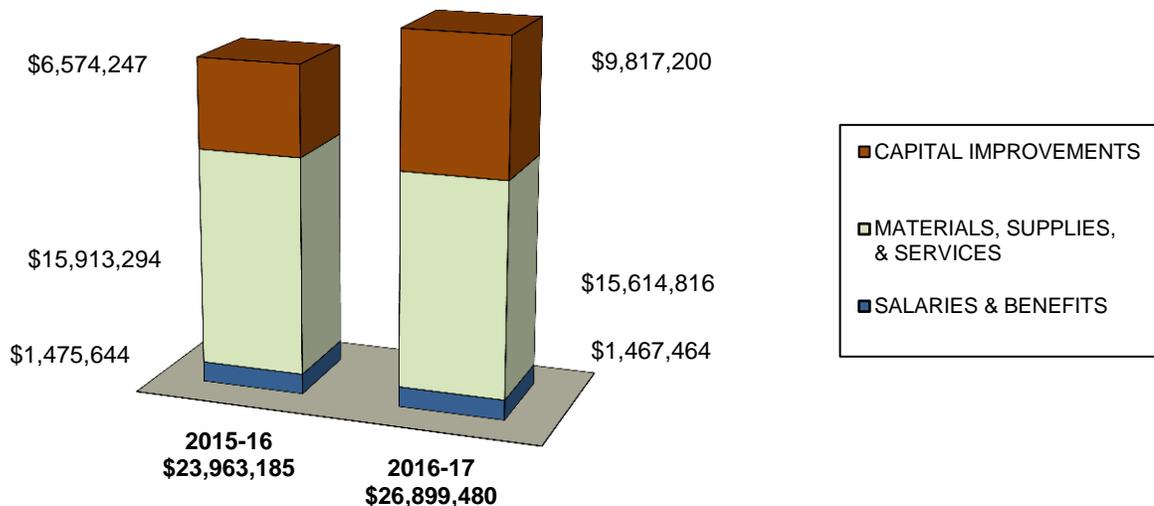
The Water Reclamation and Sewer Fund Division comprises four sections: Engineering & Design, Industrial Waste Permitting & Inspection, Plant Operations & Maintenance and Collection System Maintenance. Operation and maintenance of the City's Water Reclamation Plant, Industrial Waste Monitoring and some aspects of enforcement are all provided by contracted professional services.

Other program functions include issuing sewer permits, collecting and updating sewer fees, preparing reports and studies relating to the City's Sewer Master Plan and infrastructure needs including, repair of existing sewers infrastructure, design/construct new sewer infrastructure, answer and address customer billing inquiries, process Sewer Lateral User Rebate Program (SLURP) rebates, and coordinate activities with the City of Los Angeles, state and federal regulating agencies.

FUND SUMMARY

	EXPENDITURES 2014-15	BUDGET 2015-16	BUDGET 2016-17	CHANGE FROM PRIOR YEAR
Staff Years	11.397	11.397	11.397	
Revenues and Other Income	\$ 19,487,315	\$ 18,234,242	\$ 18,664,091	\$ 429,849
Salaries & Benefits	\$ 1,524,283	\$ 1,475,644	\$ 1,467,464	\$ (8,180)
Materials, Supplies, Services	11,771,013	15,913,294	15,614,816	(298,478)
Capital Improvements	934,465	6,574,247	9,817,200	3,242,953
Contributions to Other Funds	53,381			
TOTAL	\$ 14,283,142	\$ 23,963,185	\$ 26,899,480	\$ 2,936,295

FUND SUMMARY



Water Reclamation and Sewer Fund

Engineering and Design Section

494.PW23A



The Engineering & Design Section provides for present and future needs of the community related to the collection, treatment and disposal of residential, commercial and industrial wastewater in compliance with federal, state and local regulatory agencies; coordinates with other City agencies and organizations for wastewater management and permitting; and organizes, plans and performs all administrative, operational and maintenance functions for wastewater related facilities and capital improvement projects.

OBJECTIVES

- Administer the operation and maintenance contract for the City's Water Reclamation Plant and associated facilities.
- Coordinate with other City departments on projects related to sewage collection, treatment and disposal.
- Issue sewer/excavation permits for properties repairing an existing private sewer lateral, or installing a new lateral connection.
- Process Sewer Lateral User Rebate Program (SLURP) rebates.
- When necessary, condition private development with industrial pretreatment (i.e., grease interceptor, clarifier) and sewer backwater valves.
- Coordinate with City of Los Angeles for all activities related to contracts between Burbank and LA for treatment and disposal of wastewater and waste sludge to the LA Wastewater Treatment System.
- Coordinate with U.S. Environmental Protection Agency (EPA), Regional Water Quality Control Board, and South Coast Air Quality Management District for regulations pertaining to the Burbank Water Reclamation Plant.
- Plan, design and execute capital improvement projects for present and future wastewater management facility needs.
- Perform all tasks related to establishment and implementation of sewer service and facilities charges.

		EXPENDITURES FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
STAFF YEARS		2.297	2.297	2.297	
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 216,318	\$ 219,940	\$ 211,842	\$ (8,098)
60006	Overtime Non-Safety	78	3,191	3,191	
60012	Fringe Benefits Non-Safety	29,795	35,610	36,733	1,123
60012.1008	Fringe Non-Safety - Retiree	40	1,144	1,736	592
60012.1509	Fringe Non-Safety - Pension	40,664	48,871	45,800	(3,071)
60012.1528	Fringe Non-Safety - Workers Comp	1,713	1,928	2,972	1,044
60020	Project Salaries	(29,381)			
60021	Project Salaries Overhead	(11,928)			
60027	Taxes Non-Safety		3,189	3,072	(117)
60031	Payroll Adjustment	87			
		247,386	313,873	305,346	(8,527)
MATERIALS, SUPPLIES, SERVICES					
62085	Other Professional Services	\$ 198,642	\$ 203,000	\$ 203,000	
62140	Special Services	3,000	3,000	3,000	
62220	Insurance	443,600	500,042	500,042	
62235	Services of Other Dept - Indirect	154,750	252,431	263,515	11,084
62240	Services of Other Dept - Direct	52,518	33,659	35,162	1,503
62300	Special Departmental Supplies	1,223	1,200	1,200	
62420	Books & Periodicals		200	200	
62475	F532 Vehicle Equipment Rental	52,276	32,982	32,019	(963)
62485	F535 Comm Equip Rental	19,766	19,613	20,582	969
62496	F537 Computer Equip Rental	16,832	17,512	17,534	22
62700	Memberships & Dues	509			
62755	Training	3,794	5,500	5,500	
62895	Miscellaneous	305	800	800	
63005	Depreciation - Building	777,632	777,632	687,583	(90,049)
63010	Depreciation - Infrastructure	2,000	2,000	2,000	
		1,726,847	1,849,571	1,772,137	(77,434)

Water Reclamation and Sewer Fund

Engineering and Design Section

494.PW23A



		EXPENDITURES	BUDGET	BUDGET	CHANGE FROM
		FY 2014-15	FY 2015-16	FY 2016-17	PRIOR YEAR
CONTRIBUTIONS TO OTHER FUNDS					
85101.0531	Contribution to Fund 531	\$ 53,381			
		<u>53,381</u>			
PROGRAM TOTAL		<u>\$ 2,027,614</u>	<u>\$ 2,163,444</u>	<u>\$ 2,077,483</u>	<u>\$ (85,961)</u>

Water Reclamation and Sewer Fund

Industrial Waste and Inspection Section

494.PW23B



The Industrial Waste Permitting & Inspection Section provides industrial/commercial wastewater management to fully comply with federal, state and local regulations.

OBJECTIVES

- Develop and enforce the local pretreatment program and enforcement regulations in full conformance with the U.S. EPA, California Regional Water Quality Control Board, State Water Resources Control Board and other local agency regulations.
- Coordinate with appropriate federal, state and local agencies in regard to industrial/commercial wastewater management.
- Administer the contract for field activities of the local pretreatment program/enforcement.
- Plan, develop, and execute industrial waste capital improvement projects.
- Coordinate and facilitate the U.S. EPA Pretreatment Compliance inspections/audits.
- Comply with the National Pollution Discharge Elimination System (NPDES) MS4 and Industrial Storm Water permits.

		EXPENDITURES FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
STAFF YEARS		1.250	1.250	1.250	
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 152,207	\$ 142,487	\$ 139,157	\$ (3,330)
60012	Fringe Benefits Non-Safety	17,234	19,882	20,735	853
60012.1008	Fringe Non-Safety - Retiree	60	623	945	322
60012.1509	Fringe Non-Safety - Pension	28,039	29,999	30,086	87
60012.1528	Fringe Non-Safety - Workers Comp	838	1,026	1,712	686
60020	Project Salaries	75,373			
60021	Project Salaries Overhead	27,356			
60027	Taxes Non-Safety		2,066	2,018	(48)
60031	Payroll Adjustment	18			
		301,125	196,083	194,653	(1,430)
MATERIALS, SUPPLIES, SERVICES					
62085	Other Professional Services	\$ 1,489	\$ 36,000	\$ 125,000	\$ 89,000
62170	Private Contractual Services	1,467,436	1,489,364	1,585,589	96,225
62235	Services of Other Dept - Indirect	71,130	87,596	82,180	(5,416)
62420	Books & Periodicals	311	1,000	1,000	
62435	General Equip Maint & Repair	121,506	100,000	125,276	25,276
62700	Memberships & Dues	1,687	22,515	22,515	
62755	Training		575	575	
62895	Miscellaneous	21	200	200	
62496	F537 Computer Equip Rental	308	320	333	13
		1,663,888	1,737,570	1,942,668	205,098
PROGRAM TOTAL		\$ 1,965,013	\$ 1,933,653	\$ 2,137,321	\$ 203,668

Water Reclamation and Sewer Fund

Plant Operations and Maintenance Section

494.PW23C



The Plant Operations and Maintenance Section provides the treatment and disposal of residential, commercial and industrial wastewater generated in the City and protects the receiving water quality.

OBJECTIVES

- Treat approximately nine million gallons per day of industrial, commercial and residential wastewater at the City's Water Reclamation Plant.
- Treat approximately two million gallons per day of wastewater and sludge at the City of L.A. Hyperion Treatment Plant.
- Oversee contract operation of the City's Water Reclamation Plant.
- Coordinate with U.S. EPA, State Water Resources Control Board and California Regional Water Quality Control Board relative to obtaining and complying with necessary permits, reporting requirements, etc.
- Evaluate, plan, design and execute capital improvement projects needed to meet the City's Water Reclamation Plant NPDES permit requirements.

	EXPENDITURES FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
STAFF YEARS	0.850	0.850	0.850	
SALARIES & BENEFITS				
60001 Salaries & Wages Non-Safety	\$ 104,038	\$ 109,329	\$ 101,527	\$ (7,802)
60012 Fringe Benefits Non-Safety	15,459	13,667	14,481	814
60012.1008 Fringe Non-Safety - Retiree	10	423	643	220
60012.1509 Fringe Non-Safety - Pension	21,036	22,687	21,950	(737)
60012.1528 Fringe Non-Safety - Workers Comp	643	787	1,249	462
60020 Project Salaries	(45,992)			
60021 Project Salaries Overhead	(15,428)			
60027 Taxes Non-Safety		2,066	1,472	(594)
60031 Payroll Adjustment	18			
	79,784	148,959	141,322	(7,637)

Water Reclamation and Sewer Fund

Plant Operations and Maintenance Section

494.PW23C



	EXPENDITURES	BUDGET	BUDGET	CHANGE FROM	
	FY 2014-15	FY 2015-16	FY 2016-17	PRIOR YEAR	
MATERIALS, SUPPLIES, SERVICES					
62000	Utilities	\$ 903,729	\$ 960,000	\$ 1,020,000	\$ 60,000
62085	Other Professional Services	12,862	50,000	50,000	
62135	Governmental Services		2,750,000	2,156,600	(593,400)
62170	Private Contractual Services	2,429,717	2,583,439	2,688,534	105,095
62230	BWP Billing Service	905,905	905,905	910,000	4,095
62235	Services of Other Dept - Indirect	199,764	268,806	269,299	493
62316	Software and Hardware	4,638	12,000	12,000	
62415	Uncollectible Receivable	41			
62420	Books & Periodicals		150	150	
62435	General Equip Maint & Repair	139,112	111,313	118,373	7,060
62475	F532 Vehicle Equipment Rental	41,761	39,086	7,942	(31,144)
62496	F537 Computer Equip Rental	1,008	1,048	1,090	42
62735	Emissions and Permit Fees	119,957	135,000	145,000	10,000
62755	Training		395	395	
62820	Bond Interest and Redemption	461,266	437,325	421,625	(15,700)
62825	Bond Issuance Costs	(145,527)		(138,000)	(138,000)
62830.1000	Credit Card Merchant Fees	8,040	13,814	13,814	
62895	Miscellaneous	14	150	150	
63000	Depreciation - Land	315,724	315,724	315,724	
63005	Depreciation - Building	922,686	922,686	922,686	
63010	Depreciation - Infrastructure	385,915	385,915	388,966	3,051
63015	Depreciation - Machinery	137,681	137,681	165,842	28,161
63020	Depreciation - Other Facilities	816,341	816,341	816,341	
63025	Depreciation - Other Assets	15,602	15,602	15,602	
		7,676,236	10,862,380	10,302,133	(560,247)
CAPITAL IMPROVEMENTS					
15022.19261	Plant Op. Improvements	\$ 607,316	\$ 1,461,124	\$ 1,749,300	\$ 288,176
15022.21727	Water Rec Plant Roofs Rep & Maint		65,000		(65,000)
15032.19260	Sanitary Sewer Rep & Upgrades	152,564	900,000	900,000	
15032.20558	Beachwood Force Main Repl	130,010	1,275,000	500,000	(775,000)
15032.21718	Providencia Relief Sewer		1,500,000	800,000	(700,000)
15032.22038	Riverside Relief Sewer			3,800,000	3,800,000
15052.15210	Hyperion Capital Construction		1,243,123	1,937,900	694,777
		889,890	6,444,247	9,687,200	3,242,953
PROGRAM TOTAL		\$ 8,645,910	\$ 17,455,586	\$ 20,130,655	\$ 2,675,069

Water Reclamation and Sewer Fund

Sewer Maintenance Program

494.PW23D



Collection System Maintenance consists of a seven person sewer crew and four vehicles: a combo vactor-jet truck, a jet truck, a CCTV inspection van and a pickup truck. The crew is able to clean all 230 miles of the City's sewer collection system each year and video inspect approximately 60 miles per year.

OBJECTIVES

- Clean 230 miles of the City's sewer system.
- Respond to all reported sewer stoppages.
- Check and clean the Mariposa pump house twice a month.
- Check and clean various trouble areas, siphons, manholes, restaurants and mainlines with root problems on a monthly basis.
- Oversee the sewer maintenance hole pest prevention spraying efforts.
- Repair and remodel manholes and construct and repair sewer and drainage lines.
- Check five stormwater pump houses before storms for operational readiness.
- Video inspect main sewer lines for damage assessment.

	EXPENDITURES FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
STAFF YEARS	7.000	7.000	7.000	
SALARIES & BENEFITS				
60001 Salaries & Wages Non-Safety	\$ 487,636	\$ 469,192	\$ 486,904	\$ 17,712
60006 Overtime Non-Safety	3,341	32,261	32,261	
60012 Fringe Benefits Non-Safety	114,565	102,912	107,168	4,256
60012.1008 Fringe Non-Safety - Retiree	100	3,486	5,292	1,806
60012.1509 Fringe Non-Safety - Pension	109,774	108,940	105,269	(3,671)
60012.1528 Fringe Non-Safety - Workers Comp	74,252	93,135	82,189	(10,946)
60015 Wellness Program	315			
60020 Project Salaries	75,424			
60021 Project Salaries Overhead	30,581			
60027 Taxes Non-Safety		6,803	7,060	257
	895,988	816,729	826,143	9,414
MATERIALS, SUPPLIES, SERVICES				
62000 Utilities		\$ 34,000	\$ 34,000	
62135 Governmental Services	11,153			
62170 Private Contractual Services	94,964	400,000	325,000	(75,000)
62235 Services of Other Dept - Indirect	356,665	755,621	927,313	171,692
62300 Special Departmental Supplies	9,232	22,000	22,000	
62380 Chemicals		10,625	10,625	
62405 Uniforms & Tools			3,000	3,000
62435 General Equip Maint & Repair	32,794	41,238	41,238	
62475 F532 Vehicle Equipment Rental	119,762	126,971	179,103	52,132
62485 F535 Comm Equip Rental	15,413	15,276	16,088	812
62496 F537 Computer Equip Rental	4,447	6,505	6,582	77
62700 Memberships and Dues	1,375	1,400	1,400	
62755 Training	2,244	4,300	4,300	
63015 Depreciation - Machinery	27,153	24,207	27,229	3,022
63035 Depreciation - Vehicle	28,840	21,630		(21,630)
	704,042	1,463,773	1,597,878	134,105
CAPITAL IMPROVEMENTS				
15032.20549 Sewer Maintenance Hole Repair		\$ 50,000	\$ 50,000	
15042.17533 Repair of Pump Stations	44,575	80,000	80,000	
	44,575	130,000	130,000	
PROGRAM TOTAL	\$ 1,644,605	\$ 2,410,502	\$ 2,554,021	\$ 143,519

Water Reclamation and Sewer Authorized Positions



CLASSIFICATION TITLES	STAFF YEARS 2014-15	STAFF YEARS 2015-16	STAFF YEARS 2016-17	CHANGE FROM PRIOR YEAR
Administrative Officer	0.100	0.100	0.100	
Assistant PW Director - Wastewater	1.000	1.000	1.000	
Civil Engineering Associate	1.000	1.000	1.000	
Civil Engineering Assistant	1.000	1.000	1.000	
Civil Engineering Assistant	3.000	3.000	3.000	
Collection System Journeyman	1.000	1.000	1.000	
Collection System Worker	3.000	3.000	3.000	
Principal Clerk	0.100	0.100	0.100	
Senior Clerk	0.100	0.100	0.100	
Senior Administrative Analyst	0.097			
Administrative Analyst II		0.097	0.097	
Senior Civil Engineer	1.000	1.000	1.000	
TOTAL STAFF YEARS	11.397	11.397	11.397	

Golf Fund

495.PR27A



The City of Burbank, with oversight from the Parks & Recreation Department, contracts the daily operations and management of the DeBell Golf Course facility to S.S. Golf, Inc. The DeBell Golf Course facility consists of an 18 hole course, a 9 hole course, a 3 par course, a driving range, and a clubhouse. The maintenance and operational costs of the DeBell Golf Course, as well as the financial support for all capital improvement projects related to this facility, are completely funded by green fees and rent received from the operator.

OBJECTIVES

- Provide the community with an aesthetic, challenging and well maintained public golf complex.
- Oversee the lease and operations agreement with S.S Golf, Inc. to manage the DeBell Golf Course facility.
- In conjunction with the Parks & Recreation Board, review and make recommendations on matters related to the operations of the DeBell Golf Enterprise Fund.

	EXPENDITURES FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
REVENUES AND OTHER INCOME	\$ 382,771	\$ 349,000	\$ 349,000	
MATERIALS, SUPPLIES, SERVICES				
62000 Utilities	\$ 15,372			
62170 Private Contractual Services	47,052	20,000	20,000	
62235 Services of Other Dept - Indirect	191,312	185,081	67,888	(117,193)
62496 F537 Computer Equip Rental	747	777	808	31
62710 Travel	6,575			
62815 Note Interest Expense	20,351	58,869	44,557	(14,312)
63000 Depreciation - Land	27,608	27,608	27,608	
63005 Depreciation - Building	414,218	414,218	414,218	
63010 Depreciation - Infrastructure	3,192	3,192	3,192	
63014 Depreciation - Park	3,487	3,487	3,487	
63015 Depreciation - Machinery	23,130	23,130	23,130	
	753,044	736,362	604,888	(131,474)
CAPITAL IMPROVEMENTS				
15012.20980 Golf Cart Pathway Improvements	\$ (6,575)			
15032.21457 Driving Range Improvements	52,474			
15022.20106 Golf Course Seismic Retrofit	(17,545)			
	28,354			
PROGRAM TOTAL	\$ 781,398	\$ 736,362	\$ 604,888	\$ (131,474)

Refuse Collection and Disposal Fund

Fund 498



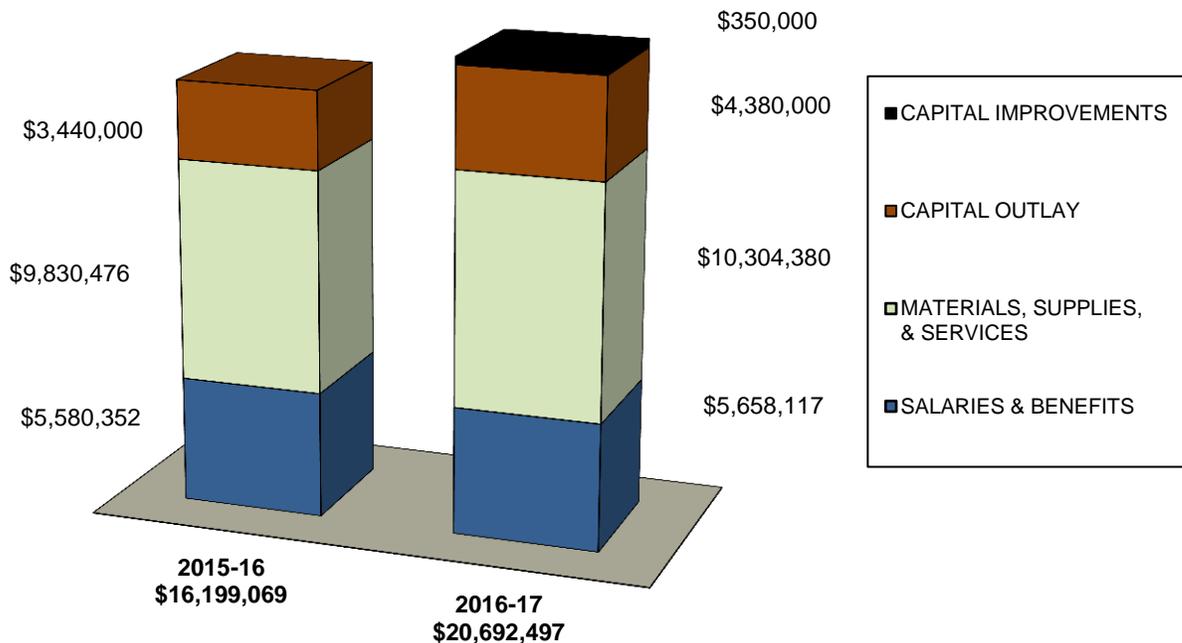
The Refuse Collection and Disposal Fund consists of three sections: Refuse Collection, Refuse Disposal (which includes Landfill Engineering and Operations) and Recycling. Refuse collection, disposal and recycling revenues are generated from user fees charged to all residents and commercial/industrial users.

Information on Refuse Fund debt service obligations and schedules can be found in the Budget Summaries section under Outstanding Bonded Debt Service Requirements.

FUND SUMMARY

	EXPENDITURES 2014-15	BUDGET 2015-16	BUDGET 2016-17	CHANGE FROM PRIOR YEAR
Staff Years	55.247	56.247	56.247	
Revenues and Other Income	\$ 17,782,188	\$ 17,569,241	\$ 17,958,211	\$ 388,970
Salaries & Benefits	\$ 5,024,187	\$ 5,580,352	\$ 5,658,117	\$ 77,765
Materials, Supplies, Services	9,242,958	9,830,476	10,304,380	473,904
Capital Outlay	42,701	3,440,000	4,380,000	940,000
Capital Improvements	1,034,626		350,000	350,000
Contributions to Other Funds	278,865			
TOTAL	\$ 15,623,337	\$ 18,850,828	\$ 20,692,497	\$ 1,841,669

FUND SUMMARY



Refuse Collection and Disposal Fund

Refuse Collection Section

498.PW31A



The Refuse Collection Section is responsible for servicing all single family residential units, approximately 60 percent of the multi-family residential units in the City and 10% of all commercial/industrial customers in the City. Collection services include refuse, recyclables and greenwaste.

OBJECTIVES

- Maintain the City's high rate of solid waste diversion through the development and implementation of source reduction, recycling and greenwaste collection programs.
- Provide excellent customer service while safely removing and delivering refuse, greenwaste, recyclables and bulky items from customers to appropriate receiving facilities.

	BUDGET FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
STAFF YEARS	45.247	45.247	45.247	
SALARIES & BENEFITS				
60001 Salaries & Wages Non-Safety	\$ 2,401,241	\$ 2,634,459	\$ 2,749,156	\$ 114,697
60006 Overtime Non-Safety	18,882	39,167	39,167	
60012 Fringe Benefits Non-Safety	622,232	631,050	653,467	22,417
60012.1008 Fringe Non-Safety - Retiree	350	25,399	34,206	8,807
60012.1509 Fringe Non-Safety - Pension	533,363	600,289	576,901	(23,388)
60012.1528 Fringe Non-Safety - Workers Comp	341,506	417,493	379,076	(38,417)
60015 Wellness Program	1,079			
60020 Projects Salaries	15,534			
60021 Project Salaries Overhead	7,613			
60023 Uniform & Tool Allowance	2,060			
60027 Taxes Non-Safety		38,200	39,863	1,663
60031 Payroll Adjustment	2,867			
	3,946,727	4,386,057	4,471,836	85,779
MATERIALS, SUPPLIES, SERVICES				
62135 Governmental Services		\$ 2,150	\$ 2,150	
62140 Special Services	12,180	11,300	11,300	
62170 Private Contractual Services	272,107	276,511	276,511	
62170.1001 Temporary Staffing	134,615			
62220 Insurance	97,321	99,103	100,763	1,660
62230 BWP Billing Service	980,205	980,205	980,205	
62235 Services of Other Dept - Indirect	619,451	730,763	803,235	72,472
62240 Services of Other Dept - Direct	1,247,788	1,220,941	1,240,562	19,621
62300 Special Departmental Supplies	132,971	138,500	138,500	
62300.1009 Refuse Containers			265,000	265,000
62310 Office Supplies	1,510	3,000	3,000	
62405 Uniforms & Tools	7,509	9,250	9,250	
62415 Uncollectible Receivables	41			
62435 General Equip Maint and Repair		1,530	1,530	
62440 Office Equipment Maint and Repair	5,081	9,260	9,260	
62470 F533 Office Equipment Rentals		597		(597)
62475 F532 Vehicle Equipment Rental	1,590,502	1,739,974	1,610,357	(129,617)
62485 F535 Comm Equip Rental	67,855	67,260	70,807	3,547
62496 F537 Computer Equip Rental	7,654	8,351	8,592	241
62700 Memberships and Dues	244	756	756	
62755 Training	582	5,159	5,159	
63000 Depreciation - Land	2,473	2,473	2,473	
63010 Depreciation - Infrastructure	8,816	8,816	8,816	
63015 Depreciation - Machinery	54,703	4,559		(4,559)
63035 Depreciation - Vehicle	307,612	195,887	413,170	217,283
	5,551,220	5,516,345	5,961,396	445,051

Refuse Collection and Disposal Fund

Refuse Collection Section

498.PW31A



	BUDGET FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
CAPITAL OUTLAY				
15101 Vehicle Clearing	\$ 42,701	\$ 2,410,000	\$ 4,335,000	\$ 1,925,000
	42,701	2,410,000	4,335,000	1,925,000
CONTRIBUTIONS TO OTHER FUNDS				
85101.0531 Contribution to Fund 531	\$ 255,039			
	255,039			
PROGRAM TOTAL	\$ 9,795,687	\$ 12,312,402	\$ 14,768,232	\$ 2,455,830

Refuse Collection and Disposal Fund

Refuse Disposal Section

498.PW31B



The Refuse Disposal Section operates the City's landfill in accordance with federal, state, county and local regulations and permits. Based on the present rate of disposal, the permitted landfill capacity is designed to last until the year 2053.

OBJECTIVES

- Maintain safe and adequate landfill operations.
- Compact and cover refuse each day with alternative daily cover (reusable tarps).
- Maintain all records, complete all reports and comply with permit conditions required by agencies that regulate the landfill.
- Maintain landscaping and irrigation improvements as required by the Conditional Use Permit and the Regional Water Quality Control Board.
- Expand landfill gas collection system in Landfill No. 3 and operate and maintain the landfill gas collection system.
- Provide landfill gas emissions monitoring, testing, analysis and reporting.
- Provide groundwater and surface water quality monitoring, including sampling, analysis and reporting.
- Operate the City's greenwaste transfer site at the landfill.

	BUDGET FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
STAFF YEARS	5.000	5.000	5.000	
SALARIES & BENEFITS				
60001 Salaries & Wages Non-Safety	\$ 374,631	\$ 344,731	\$ 336,480	\$ (8,251)
60006 Overtime Non-Safety	21,199	19,977	19,977	
60012 Fringe Benefits Non-Safety	71,081	73,735	76,357	2,622
60012.1008 Fringe Non-Safety - Retiree	100	2,490	3,780	1,290
60012.1509 Fringe Non-Safety - Pension	80,631	79,112	72,747	(6,365)
60012.1528 Fringe Non-Safety - Workers Comp	41,650	49,990	43,188	(6,802)
60015 Wellness Program	(57)			
60020 Projects Salaries	199			
60021 Project Salaries Overhead	94			
60027 Taxes Non-Safety		4,999	4,879	(120)
60031 Payroll Adjustment	30			
	589,558	575,034	557,408	(17,626)

Refuse Collection and Disposal Fund

Refuse Disposal Section

498.PW31B



		BUDGET FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
MATERIALS, SUPPLIES, SERVICES					
62000	Utilities	\$ 63,254	\$ 85,000	\$ 85,000	
62135	Governmental Services	119,666	125,000	125,000	
62140	Special Services	410	2,450	2,450	
62170	Private Contractual Services	631,395	765,000	765,000	
62235	Services of Other Dept - Indirect	188,287	224,220	235,943	11,723
62300	Special Departmental Supplies	15,298	15,000	15,000	
62405	Uniforms & Tools	1,363	1,700	1,700	
62440	Office Equipment Maint and Repair				
62475	F532 Vehicle Equipment Rental	530,167	579,991	536,786	(43,205)
62496	F537 Computer Equip Rental	1,454	1,453	1,846	393
62700	Memberships and Dues		650	650	
62710	Travel		1,550	1,550	
62755	Training	499	3,000	3,000	
62820	Bond Interest and Redemption	154,850	138,575	120,225	(18,350)
62825	Bond Issuance Costs	(110,298)		(91,200)	(91,200)
62830	Bank Service Charges	2,000			
62830.1000	Credit Card Merchant Fees	492	3,600	3,600	
62920	Trust Fund Set Aside	518,886	575,000	575,000	
63000	Depreciation - Land	74,101	74,101	74,101	
63005	Depreciation - Buildings			475	475
63010	Depreciation - Infrastructure	11,885	11,885	11,885	
63035	Depreciation - Vehicle	96,893	43,331	193,616	150,285
		2,300,602	2,651,506	2,661,627	10,121
CAPITAL OUTLAY					
15101	Vehicle Clearing	\$ 1,609,422	\$ 1,000,000	\$ 45,000	\$ (955,000)
		1,609,422	1,000,000	45,000	(955,000)
CAPITAL IMPROVEMENTS					
15012.20109	Landfill Liner Construction	\$ 1,001,300			
15022.21301	Landfill Scale House Roof Repl.	9,500			
		1,010,800			
PROGRAM TOTAL		\$ 5,510,382	\$ 4,226,540	\$ 3,264,035	\$ (962,505)

Refuse Collection and Disposal

Recycling Section

498.PW31C



The Recycling Section activities include the curbside collection of recyclables for single-family residential, a portion of multi-family residential and commercial recycling collection. This section also provides public education and outreach on numerous environmental issues, operating several other recycling programs such as used oil recycling, e-waste recycling, battery and fluorescent bulb diversion, and composting. The operation to process recyclables at the Recycle Center is conducted by a private contractor and administered by the Street and Sanitation Division, while in-house City staff conducts the public outreach and administers the other recycling programs.

OBJECTIVES

- Continue the Source Reduction and Recycling Element, as required by the California Integrated Waste Management Act of 1989. Work with the business community to assist them in developing recycling and source reduction plans as mandated by AB 341.
- Continue a comprehensive public awareness program to inform residents about recycling of solid waste and household hazardous waste.
- Operate the Learning Center area with “hands on” exhibits and displays at the Recycle Center. Increase recycling goals to reduce the waste deposited in the landfill by targeting businesses to raise the overall level of business recycling.

		BUDGET FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
STAFF YEARS		5.000	6.000	6.000	
SALARIES & BENEFITS					
60001	Salaries & Wages Non-Safety	\$ 346,654	\$ 409,141	\$ 411,989	\$ 2,848
60006	Overtime Non-Safety	2,019	4,000	4,000	
60012	Fringe Benefits Non-Safety	70,618	88,514	92,394	3,880
60012.1008	Fringe Non-Safety - Retiree	274	2,988	4,536	1,548
60012.1509	Fringe Non-Safety - Pension	69,583	87,341	89,072	1,731
60012.1528	Fringe Non-Safety - Workers Comp	12,159	21,344	20,908	(436)
60020	Projects Salaries	(8,416)			
60021	Project Salaries Overhead	(5,243)			
60027	Taxes Non-Safety		5,933	5,974	41
60031	Payroll Adjustment	254			
		487,902	619,261	628,873	9,612

Refuse Collection and Disposal

Recycling Section

498.PW31C



		BUDGET FY 2014-15	BUDGET FY 2015-16	BUDGET FY 2016-17	CHANGE FROM PRIOR YEAR
MATERIALS, SUPPLIES, SERVICES					
62170	Private Contractual Services	\$ 939,920	\$ 1,130,000	\$ 1,265,550	\$ 135,550
62170.17535	DOC City/County FY 07-08	376			
62170.18407	DOC City/County FY 08-09	6,198			
62170.18408	Pop Up Repairs at Recycle Center	7,165	17,550		(17,550)
62170.19012	DOC City/County FY 01-10	1,080			
62170.20681	Organic Diversion Project	54,255			
62170.21253	City/County Bottle Can Program		30,500		(30,500)
62170.21254	Used Oil Program OPP	27,517			
62170.21662	Used Oil Program OPP 5		29,313		(29,313)
62170.21663	Used Oil Program OPP	543			
62170.21730	City/County Bev Cont 14-15		28,000		(28,000)
62170.21732	Curbside Supplemental Program 2014		26,500		(26,500)
62235	Services of Other Dept - Indirect	277,373	283,088	297,621	14,533
62300	Special Departmental Supplies	24,484	51,250	51,250	
62310	Office Supplies	19,578	26,300	26,300	
62405	Uniforms & Tools	279	500	500	
62420	Books & Periodicals		450	450	
62440	Office Equipment Maint and Repair	604	800	800	
62475	F532 Vehicle Equipment Rental	1,777			
62485	F535 Comm Equip Rental	9,619	9,589	9,924	335
62496	F537 Computer Equip Rental	5,655	6,300	6,477	177
62700	Memberships and Dues	4,700	6,500	6,500	
62710	Travel	2,138	2,160	2,160	
62755	Training	985	2,000	2,000	
62895	Miscellaneous	1,615	6,550	6,550	
63005	Depreciation - Building	5,275	5,275	5,275	
		1,391,136	1,662,625	1,681,357	18,732
CAPITAL OUTLAY					
15101	Vehicle Clearing		\$ 30,000		\$ (30,000)
			30,000		(30,000)
CAPITAL IMPROVEMENTS					
15022.21300	Recycle Center Warehouse Improv	\$ 23,826		\$ 350,000	\$ 350,000
		23,826		350,000	350,000
PROGRAM TOTAL		\$ 1,902,864	\$ 2,311,886	\$ 2,660,230	\$ 348,344

Refuse Collection and Disposal

Authorized Positions



CLASSIFICATION TITLES	STAFF YEARS 2014-15	STAFF YEARS 2015-16	STAFF YEARS 2016-17	CHANGE FROM PRIOR YEAR
Administrative Officer	0.190	0.190	0.190	
Asst PW Director - Street & Sanitation	0.350	0.350	0.350	
Cement Finisher	0.050	0.050	0.050	
Fleet Maintenance Technician	2.000	2.000	2.000	
Fleet Maintenance Technician	1.142	1.142	1.142	
Fleet Services Supervisor	0.300	0.300	0.300	
Fleet Superintendent	0.150	0.150	0.150	
Heavy Equipment Driver	0.300	0.300	0.300	
Heavy Equipment Operator	2.000	2.000	2.000	
Heavy Equipment Operator	0.300	0.300	0.300	
Intermediate Clerk	2.000	2.000	2.000	
Landfill Leadworker	1.000	1.000	1.000	
Landfill Supervisor	1.000	1.000	1.000	
Public Works Journeyman	0.100	0.100	0.100	
Public Works Supervisor	1.000	1.000	1.000	
Public Works Supervisor	0.050	0.050	0.050	
Recycling Coordinator	1.000	1.000	1.000	
Recycling Specialist	1.000	1.000	1.000	
Senior Administrative Analyst	1.000	1.000	1.000	
Senior Clerk	3.000	3.000	3.000	
Senior Fleet Maintenance Technician	1.000	1.000	1.000	
Senior Secretary	1.000	1.000	1.000	
Skilled Worker	0.500	0.500	0.500	
Solid Waste Leadworker	1.000	1.000	1.000	
Solid Waste Supervisor	2.000	2.000	2.000	
Solid Waste Truck Operator	24.000	24.000	24.000	
Solid Waste Truck Operator	1.743	1.743	1.743	
Solid Waste Utility Worker	2.000	2.000	2.000	
Street Maintenance Leadworker	0.050	0.050	0.050	
Tire Maintenance Worker	0.319	0.319	0.319	
Utility Worker	3.000	4.000	4.000	
Welder	0.203	0.203	0.203	
Work Trainee I	0.500	0.500	0.500	
TOTAL STAFF YEARS	55.247	56.247	56.247	