City of Ridgecrest
And
Ridgecrest Redevelopment Agency

Draft Budget 2004-05

City Council and Redevelopment Agency Board

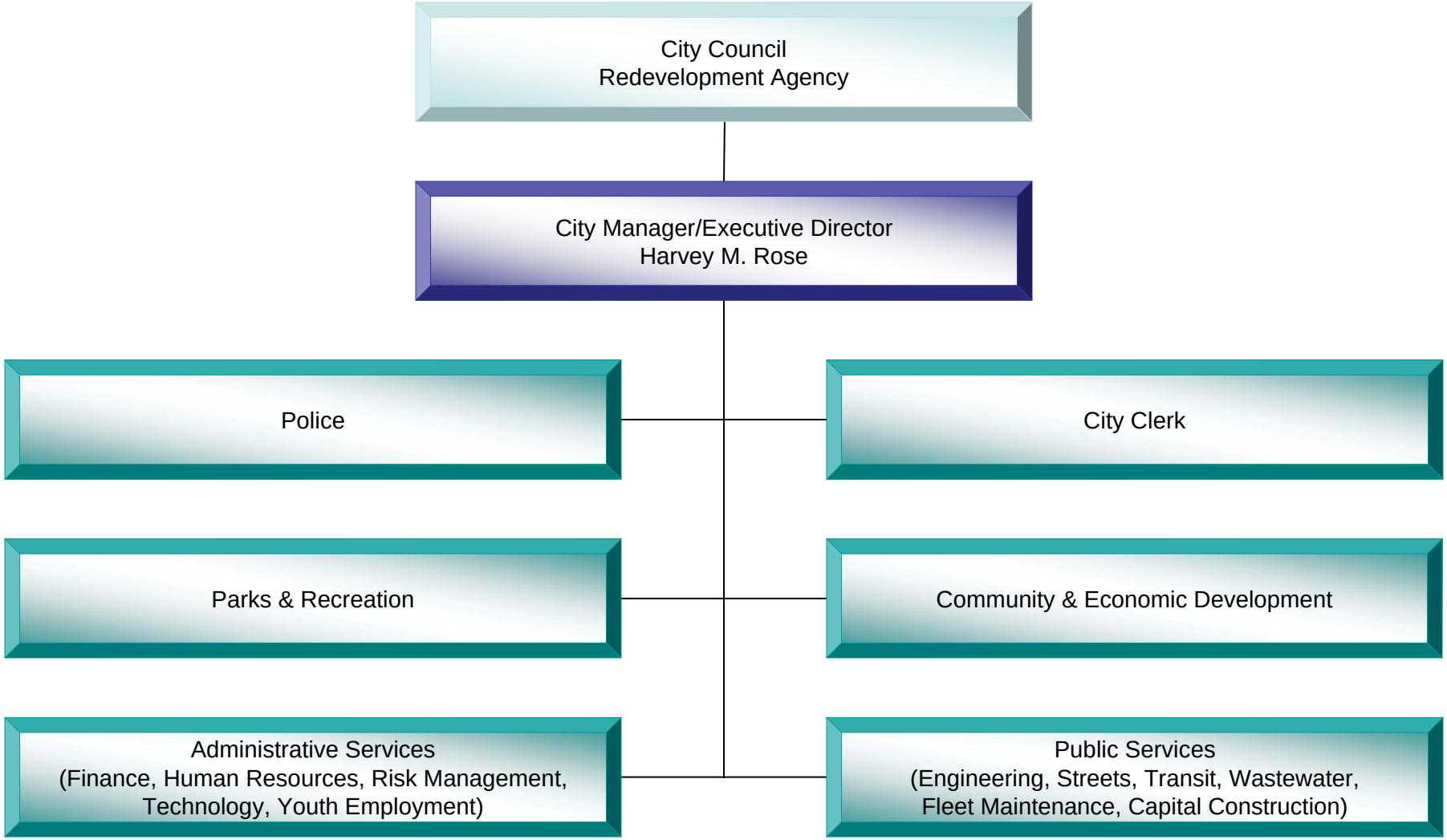
Ronald Carter, Mayor
Chip Holloway, Mayor Pro-Tem
Richard “Duke” Martin, Vice Mayor
Steven P. Morgan, Council Member
Daniel O. Clark, Council Member

City Staff

Harvey M. Rose, City Manager
J.C. Winegardner, Deputy City Manager—Administrative Services
Michael Avery, Police Chief
James E. McRea, Deputy City Manager –Public Services
Gary M. Parsons, Community and Economic Development Director
James B. Ponek, Parks and Recreation Director
Rita L. Gable, City Clerk

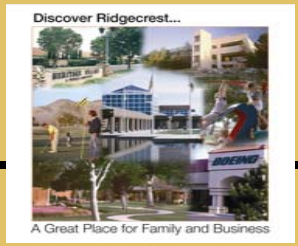
Prepared by:
City of Ridgecrest Administrative Services Department—Finance Division
August 18, 2004

City of Ridgecrest
Draft Budget FY 2005



CITY OF RIDGECREST

Community Profile Fiscal Yr 2004-05



Ridgecrest is located in the southern portion of the Indian Wells Valley and in the northeast corner of Kern County, surrounded by four mountain ranges; the Sierra Nevada on the west, the Cosos on the north, the Argus Range on the east, and the El Paso Mountains on the south. It is approximately an hour and quarter from the Lancaster/Palmdale area and approximately two hours from both Bakersfield and San Bernardino. A favorable characteristic of the City is its proximity to two major highways, the 395 and 14. Air travel in and out of the city is provided through the Inyokern Airport. These attributes make Ridgecrest, a central location for shopping and business for the Eastern Kern County area. Ridgecrest is also easily accessible to the rest of southern California making it an ideal location for industry.

Ridgecrest evolved into a growing and dynamic city during the 1950's and 1960's as a support community, vital to the mission of the Navy, by providing housing and services for Federal employees and contractors. Ridgecrest incorporated in 1963 and now provides shopping for over 40,000 people throughout the Indianan Well Valley.

China Lake Naval Weapons Center (NWC) and now the China Lake Naval Air Weapons Station (NAWS) is home to the Naval Air Warfare Center Weapons Division, which continues to be the major source of employment for Ridgecrest residents. The economic stability of Ridgecrest as service community for the NAWS has been essential to its successful emergence as a community in its own right. In addition, the same location characteristics that initially attracted the NAWS; growing space, clean air, good water, highway accessibility, easy access to multiple recreational opportunities, and proximity to Los Angeles and Bakersfield, continue to serve as an attraction to new business seniors and others to come to Ridgecrest.

As the only incorporated community in the Indian Wells Valley, Ridgecrest boasts a thriving economy and a robust population of just over 27,000 people. Ridgecrest acts as the shopping and business center for northeastern Kern County.

August 18, 2004

Honorable Mayor; Members of the City Council; and
Chairman and Members of the Redevelopment Agency
City of Ridgecrest, City Hall
100 W. California
Ridgecrest, California 93555

Honorable Sirs:

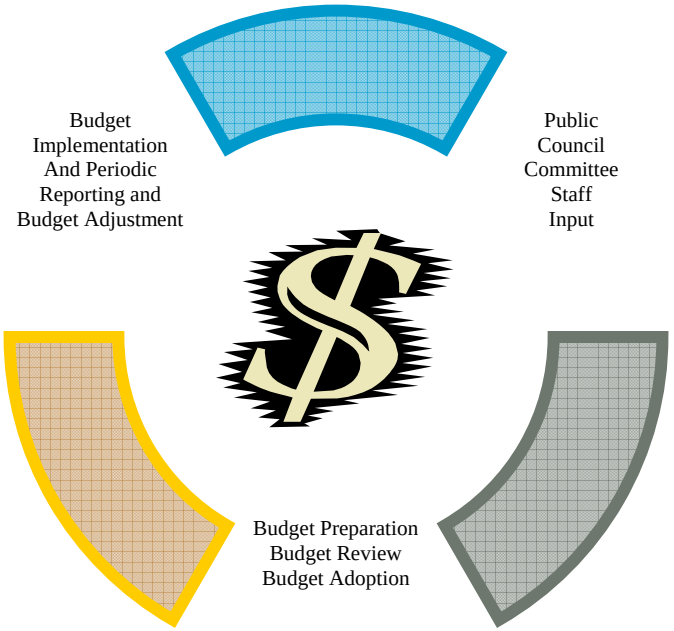
In transmitting the City of Ridgecrest/Ridgecrest Redevelopment Agency (City) 2004-05 Fiscal Year Budget we also thank the members of the Finance Department for their long hours and tireless efforts to produce the attached documentation. This letter and the attached Graphs, Summaries, and Department Summaries constitute the Draft 2004-05 Annual Budget for the City of Ridgecrest and the Ridgecrest Redevelopment Agency.

This letter explains in detail year-end estimates and budget for the following fiscal years (2002-05). Much of the preliminary input from the public, Committees, and the Council was gathered by staff at Council Committee meetings. Additionally, specific information was requested by the Council and/or citizens.

The budget, as in the previous year, is divided into a series of summaries. This document presents a line-item focus, as well as a program and project budget guided by limited funding. This letter of transmittal is divided into a variety of sections. The first section explains the budget process and format of the budget document. Also included are the "executive summary", financial overview for both fiscal years, and recommended course of action for the Budget Hearings. This letter is addressed to both the City Council and the Redevelopment Agency. While these two entities are separate agencies, the presentation of the Budget for both agencies will occur as one document. Hereafter, the term "City" refers to City of Ridgecrest, the Ridgecrest Redevelopment Agency, and all component units. Further, the term "Council" refers to both the City Council of the City of Ridgecrest and the Ridgecrest Redevelopment Agency Board.

BUDGET PROCESS AND BUDGET FORMAT

Development of the City's budget is an ongoing process; gathering input from the public, Council Committees, City Council, and City Staff. This process begins with the finalization of the previous fiscal year's audit and presentation of the Audit report by the City's Director of Finance/City Treasurer and Independent Auditors. The process is illustrated by the adjacent graphic.



The budget process for the 2005 Fiscal Year budget began with the finalization of the prior year's audit report and finalization of the ending balances. It should be noted that first time ever, the City of Ridgecrest received the Government Finance Officers Association's Award for Excellence in Financial Reporting for the 2002-03 Comprehensive Annual Financial Report (CAFR). Council gave direction throughout the fiscal year as well as the Mid-Year Financial Report. Additional input was provided by the public, Committees, and Council throughout the 2004 Fiscal Year.

The State Budget crisis and its potential impact have taken center stage during the City's budget process. More discussion will be given regarding the impact of the State Budget later in this letter.

The initial budget estimates presented in the mid-year presentation were refined. Because of the State Budget crisis, that began in the 2003 Fiscal Year City staff created a multi-tiered budget. The budget model calls for three tiers; "Level 1-Core Services", "Level 2-Recommended Services", and "Level 3 Desired but Unfunded Services". Level 1 is also known as the Contingency Budget; Level 2- is the Budget as Approved by the City Council; and Level 3 represents the City's Optimistic Vision in a higher level of funding. This multi-tiered budget developed in the Spring of 2003 was not relied on to develop the FY 2005 Draft budget, but will be referred to in the "Summary of Major Issues".

Throughout this process, the Director of Finance monitored and refined the revenue estimates. Developing solid and conservative revenue estimates was made particularly difficult this fiscal year because of the State of California's looming budget deficits and the uncertainty surrounding the impact on municipal services.

At the mid-year point it became necessary to remove $800,000 of general fund appropriations from the current year's budget. This burden was shared by all Departments but was largely born by the Police Department and General Government. The cuts were necessary due to static City reserves and the potential impact of the State budget crisis.

Council and staff developed objectives for the 2005 fiscal year utilizing conservative revenue estimates. After budget estimates were compiled, the City Manager and the Finance Director met with each member of the Management Team to review the projected year-end estimates for Fiscal Year 2004 & 2005. Following the draft finalization of the FY 2005 budget it was the Management Team's goal to increase that balance to approximately $1 million. It is believed that this level of funding is the bare minimum level of General Fund reserves that is prudent. The FY 2005 Budget is summarized below:

Summary of FY 2005 Budget

	FY 2002 Audited Exp	FY 2003 Audited Exp	FY 2004 Adj Budget	FY 2004 Year-End Est	FY 2005 Request	FY 2005 Recommend.	% Change From FY 04
General Government	2,001,298	2,096,137	2,248,054	2,112,986	2,190,659	1,938,482	-13.77%
Police	3,802,292	3,737,746	3,740,983	3,535,265	4,029,031	3,774,452	0.89%
Community Development	496,796	587,246	601,871	610,046	692,183	591,544	-1.72%
Parks & Recreation	1,423,484	1,451,105	1,238,720	1,307,216	1,346,931	1,371,957	10.76%
Public Works	454,397	510,435	393,095	441,337	535,112	542,123	37.91%
Support to Other Funds	1,835,856	764,918	1,093,449	989,999	1,723,525	1,271,474	16.28%
Total	**10,014,123**	**9,147,587**	**9,316,172**	**8,996,849**	**10,517,441**	**9,490,032**	**1.87%**

The budget document for this year follows the basic format of last year's summary-based program budget.

The document, in nearly every Department, also contains a Performance Measure Section. The Public Works Department provided no performance measures. These performance measures, attempt to present a relationship between the work programs of each department with actual activity. Because this is the third year using performance measures in this way, such measures are not extremely sophisticated. However, it should be noted that as time progresses each Department Head has made a commitment to focus on tying funding to such performance measures.

Examples of **performance measures** include:

- Building Permit Activity in the Building Division
- Crime Statistics with the Police Department
- Workers' Compensation and Liability Claims with the Self Insurance Fund
- Recreation participants in the Parks and Recreation Department
- Recaptured Revenue in the Finance Division of the Administrative Services Department
- Mortgage Loan Assistance statistics with the Housing Program
- Code Enforcement Measures

The budget document also includes the following sections:

- Summary of Projected Ending Balances for both Fiscal Years
- Summary of Revenues and Expenditures by Fund and Object Type
- Summary of City-provided "services for Ridgecrest citizens" as requested by a Council Member
- Graphs summarizing the history and position of the General Fund
- Table of Staffing by Department for Fiscal Years 2001, 2002, and 2003
- Department Pages that include:
    - Mission Statement
    - Financial Overview
    - Statement of Objectives for the 2003 Fiscal Year
    - Performance Measures
    - Staffing Summary
- Supplement Section
    - Community Profile
    - Discussion on the Basis of Accounting
    - Glossary of Accounting and Budget Terms
    - Summary of Appropriations Limitation

EXECUTIVE SUMMARY

The development of any budget is a labor intensive process. The budget "process" begins with the presentation to the City Council of the previous year's audited financial statements. The City Council has expressed a desire for the City to "market" the budget. In this regard, the City held a Council-Staff-Community Workshop in February 2004 as part of the Mid-Year Financial Overview. As reported during the workshop, the focus of this budget is City programs. The budget document is essentially a summary focusing on major City programs. Due to the importance of the State Budget crisis, multi-year budgets have become extremely programmatic. With the exception of those projects that are 100% funded by independent sources, planning for Capital projects for the City of Ridgecrest has taken the backseat.

Since the previous Fiscal Year, staff has continued its efforts in **marketing the budget**. As part of the monthly City Manager's report, the Council has been provided with a concise budget summary of all funds. This summary has highlighted critical budget areas as well as current financial performance. These financial reports have been also posted on the City's web site on the Finance Department page.

ISSUES FACING THE CITY OF RIDGECREST

STATE BUDGET CRISIS

When the City Council met approximately one year ago to consider the Fiscal Year 2004 budget, the State of California took approximately $300,000 from the City of Ridgecrest of Vehicle License Fees. Prior to the adoption of the FY 2004 State Budget, the Council directed staff to reduce the City's general fund budget by $300K to $400K. This was done in early August of 2003. The amount of the budget reduction was approximately the amount taken from the City from its Vehicle License Fee revenues.

Redevelopment was also targeted in the FY 2004 State Budget. Approximately $109,000 was taken in May 2003 as additional an State shift (Educational Revenue Augmentation Fund –also known as ERAF). Redevelopment funds continue to be viewed by the State Legislature as a target with no constituency group. As the Council knows Redevelopment Tax Increment is the primary source of economic development funding left available to local governments. Any "shift" away from the Redevelopment Agency hampers those efforts.

Optimistic news coming from the State Budget is the preservation of the Law Enforcement "COPS" funding. This amounts to $100,000 for the City of Ridgecrest. These funds preserve one sworn officer position that was formerly grant funded under the federally funded law enforcement program.

Unfortunately, funding for nearly all capital projects has been curtailed. Traffic Congestion Relief Funds (TCRF) have not been incorporated in the draft budget based the state budget.

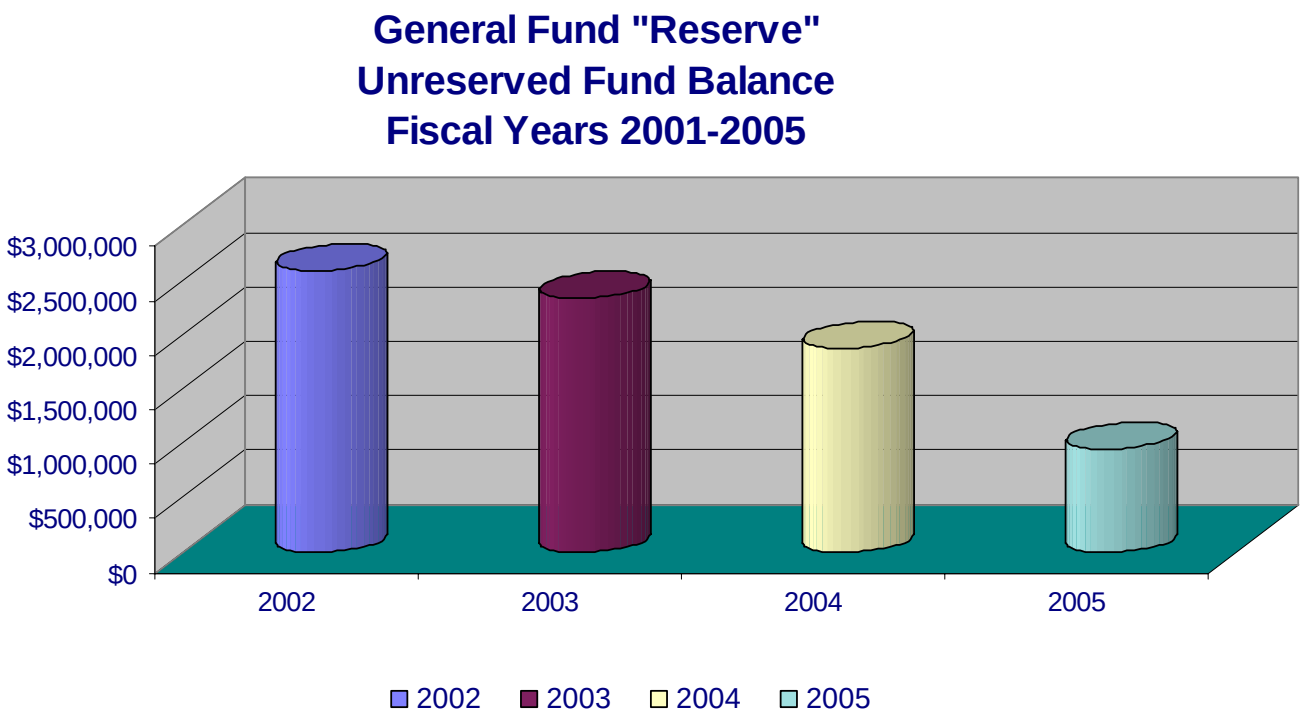
Anticipating the State's inability to place its own fiscal house in order, cities throughout the State supported the League of California Cities initiative "Leave Our City Assets Local"—also known as LOCAL. This initiative collected over 1,100,000 signatures to place before the November electorate a measure that would constitutionally protect local revenues and if enacted would have required a two-thirds vote of the general electorate to divert local revenues to the State Treasury.

Shortly after the March 2004 Primary election, Governor Arnold Schwarzenegger negotiated a compromise deal with the League of California Cities. This compromise calls for Cities to make a two year "contribution" in return for constitutional protection of long-term local revenues. Additionally, the Governor pledged his support of the original LOCAL measure should he not be able to persuade the legislature to enact the compromise. The amount of the contribution from local coffers totals $3.6 Billion over a two-year period.

Finally, the 2003-enacted "Triple Flip" measure which traded ½ of local Bradley Burns Sales Tax for "Property Tax In Lieu of Sales Tax" was reduced to ¼ in the March 2004 Primary Election. In the recently passed State budget the primary substance of the League and Governor's compromise was maintained with VLF funds being traded for "Property Tax In Lieu of VLF" as well as the much heralded constitutional "protection" – Proposition 1A. The downside is the Legislature can still "borrow" twice every ten years from local governments; however, before a borrowing occurs the last borrowing needs to be repaid.

Status of Reserves

Over the past few years the City Council made a conscious decision to enhance the "quality of life" services to the Ridgecrest citizenry. All residents of the Indian Wells Valley, both City and County, benefit from the expansion of city services. Such services include expansion of parks & recreation services, increased funding to law enforcement, expansion of funding for infrastructure projects, and etc. The expansion of such services combined with revenue impacts associated with the 2000 census and the ongoing State Budget crisis resulted in a decreasing level of reserves.



Recommended Budget

The prior fiscal year's Budget (FY 2004) was presented in three versions. (1) The *Core or Contingency Budget* (which we know affectionately as the *Nuclear Winter Scenario*) covers the basic services of a city that must be provided no matter what the financial circumstances (i.e. wastewater collection and treatment, sworn police officers, basic infrastructure maintenance, etc.). (2) The *FY 2004 Budget* was approximately the same budget you approved for 2002-03, **as adjusted for available resources**,

While **the FY 2005 budget is not relying** on the *Core or Contingency Budget* developed for FY 2004, the Councils should keep in mind what level of services that the Contingency Budget represented. It represented those services that were minimally necessary for survival as a City. Maintenance of infrastructure and public safety were the primary goals.

The Fiscal Year 2005 Budget represents the basic same level of services as in the prior fiscal year as adjusted for available resources. The overall budget when compared to the prior fiscal year's budget rose 1.77%. There were significant reductions in all General Government Departments (particularly Finance – showing a an overall cut from the prior year of $220,000); overall funding in the Police Department remained approximately status quo due to changes in personnel costs which will be discussed below; while there were modest decreases in Community Development (1.72%); and a 11% increase in Parks and Recreation which will be discussed under the personnel changes section.

Please note the summary of the Contingency (Core) Budget found in the summary section of the Draft Budget. While not recommended, it represents a key component to the City's financial plan should the State act to further remove other key local revenues.

The following table summarizes the FY 2004 & 2005 Budgets.

	FY 2004 Yr End	FY 2005 DRAFT BUDGET
Unreserved Beginning Balance:	$ 2,331,385	$ 1,879,257
Inflows:		
Revenues	$ 7,144,042	$ 7,073,618
Transfers In	$ 1,272,279	$ 1,484,363
Total Inflows:	$ 10,747,706	$ 10,437,238
Outflows:		
Expenditures	$ 8,075,959	$ 8,218,558
Transfers Out	$ 920,890	$ 1,271,474
Total Outflows:	$ 8,996,849	$ 9,490,032
Other Adjustments	$ 128,400	$ -
Est Unreserved Ending Balance:	$ 1,879,257	$ 947,206
Ending Balance as % of Total Outgo	21%	10%

Other Information is contained in the Summary and Department pages.

COUNCIL INITATIVES

The budget for the Council is characterized as are all other Departments with fiscal constraints. In recognition of the ongoing need and desire of the Council to influence decisions that impact the City by our State and Federal legislators, funds have been included for "legislative advocacy" ($12,500); general Council Travel of $5,500; and "support to outside agencies" of $5,000. In recognition of the Council's role as the Redevelopment Agency Board, 50% of their compensation is paid for by the Redevelopment Fund.

ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT, REDEVELOPMENT, AND ECONOMIC DIVERSIFICATION initiatives continue to be high priorities. The total included in the recommended budget for the Economic Development Division is $109,846 which includes ongoing funding for the Economic Development Staff and various marketing initiatives.

Another area of high priority is the Community Partnership Marketing Grants. This program created a vehicle to enhance the marketing and advertising of the Indian Wells Valley through a variety of marketing grants. The funds for these grants are general fund reserves. The amount of the annual grant awards is based on the incremental growth in Transient Occupancy Tax (TOT) from 1998-99 to the most recent fiscal year. **This program has been suspended due to funding considerations.**

The Redevelopment Agency budget requests are also included in this document. A total of $200,000 in new development incentives has been included in the budget. Funds for the Agency's Façade program total $75,000; ERAF payments total $209,662; with another $50,000 for landscape funding in the Business Park.

Other economic development initiatives include the Advertising and Marketing budget. The City contracts for various marketing services with the Ridgecrest Convention and Visitors Bureau (RACVB) and the Ridgecrest Chamber of Commerce. **THE RACVB CONTRACT IS MAINTAINED AT THE PRIOR FISCAL YEAR LEVEL. ADDITIONALLY, THE RACVB NOW HAS ITS OWN BUDGET SECTION. THIS SECTION WAS DEVELOPED WITH THE ADVISE AND CONSENT OF MR. RAY ARTHUR OF THE CVB. THE CHAMBER CONTRACT IS BEING FUNDED AT $25,600 WHICH IS THE SAME LEVEL AS IN FY 2004**.

PERSONNEL CHANGES

Funds for general wage increases totaling 3% have been incorporated into the budget. Further, the merit system which was not funded in Fiscal Year 2004 with the exception of the Police Employees Association of Ridgecrest (PEAR) has been restored for all eligible

employees. Additionally, the PEAR has renewed its request to consider the 3% @ 50 retirement plan for sworn police officers by 2006. Based on preliminary information from the Public Employees Retirement System, the initial cost for this plan is $1,250,000 or an immediate minimum increase in the City's retirement contribution to PERS equivalent to 12% of Sworn Officer base salary in the first year, 14% in the second year, and at least 16% in the third year. The employer share of the current safety PERS retirement is rising from its current 0% funding to 5.3%; we are using the previously set-aside "PERS Safety Buy-Down reserve" in the Self Insurance Fund to abate this increase. This abatement amounts to approximately $93,000. They are also requesting an increase to their base salary via a cola. However no funds have been programmed for such increases.

"Miscellaneous" employees (United Food and Commercial Workers Local 1036) have requested a 3% COLA which has been approved and budgeted. The "Super Funding" status of the miscellaneous employees PERS retirement accounts is ending as of July 1, 2004. This change is a result of lower investment earnings by PERS and adjusted actuarial valuations. The resulting impact is that the City's PERS retirement cost for all non-sworn employees has risen by approximately $200,000 in the 2005 fiscal year.

No funds have been budgeted for any increases in health insurance premiums. Any such increases will need to be absorbed by the employees.

Funding of the recently Council-approved reorganization of senior staff has also been incorporated. The elimination of the proposed Assistant City Manager position saved approximately $85,000 in this reorganization.

The City's Workers' Compensation coverage cost has been increased by approximately 37%. This is due to a series of disability retirements in the Police Department and other FY 2004 claims.

Other cost savings considerations such as rotating schedules, furloughs, mandatory time off for non-safety personnel are not being recommended in the Fiscal 2005 budget. The bulk of the Personnel costs are related to Police positions and the implementation of such items would not save any significant dollars.

Based on the Police Chief's recommendation, funding for two sworn positions has been eliminated. It is anticipated that the vacancies will naturally occur, however if attrition does not take the anticipated two positions by January 2005, it will be necessary to lay off two sworn positions (one of whom is in the Police Academy).

Part of the savings in the Finance Department has been based on down classifying the position vacated by the former Assistant Finance Director. This down classification at the level of Accountant has saved approximately $35,000. This places the overall General Fund share of the Finance department at approximately **$50,000 below** where it was in Fiscal Year 2002.

Part time positions in the Parks and Recreation Department remain at status quo. The Department requested an increase in part-time maintenance staffing (to $30,000 from $20,000) but due to funding considerations the recommended budget contains no cuts for Parks and Recreation staffing but also contains no significant increases. The Department is requesting funds for a new lawn mower as well as a new floor scrubber. This $30,000 of capital equipment is to be funded via lease proceeds.

FINANCIAL OVERVIEW

GENERAL FUND OVERVIEW

The budget document consists of a number of sections. This first section, the Introduction, consists of this transmittal letter as well as an organization chart, staffing summary, and table of contents. The following section, the Summary Section consists of a series of charts that summarize the budget. The Fund Balance Projections for all City and Agency funds for all three fiscal years follow the charts. Following the fund projections are summaries of revenues for all funds as well as summaries of appropriations for all City and Agency Funds.

The City's General Fund Revenues consist of Taxes, Intergovernmental Revenues, Fines & Forfeiture, Revenues from the Use of Money & Property, Current Service Fees, Reimbursements, and Transfers from other funds. The majority of the City's revenues come from Taxes (principally Sales Tax, Property Taxes, and Business License Taxes) and Intergovernmental Revenues (Vehicle License Fees).

General Fund Overview

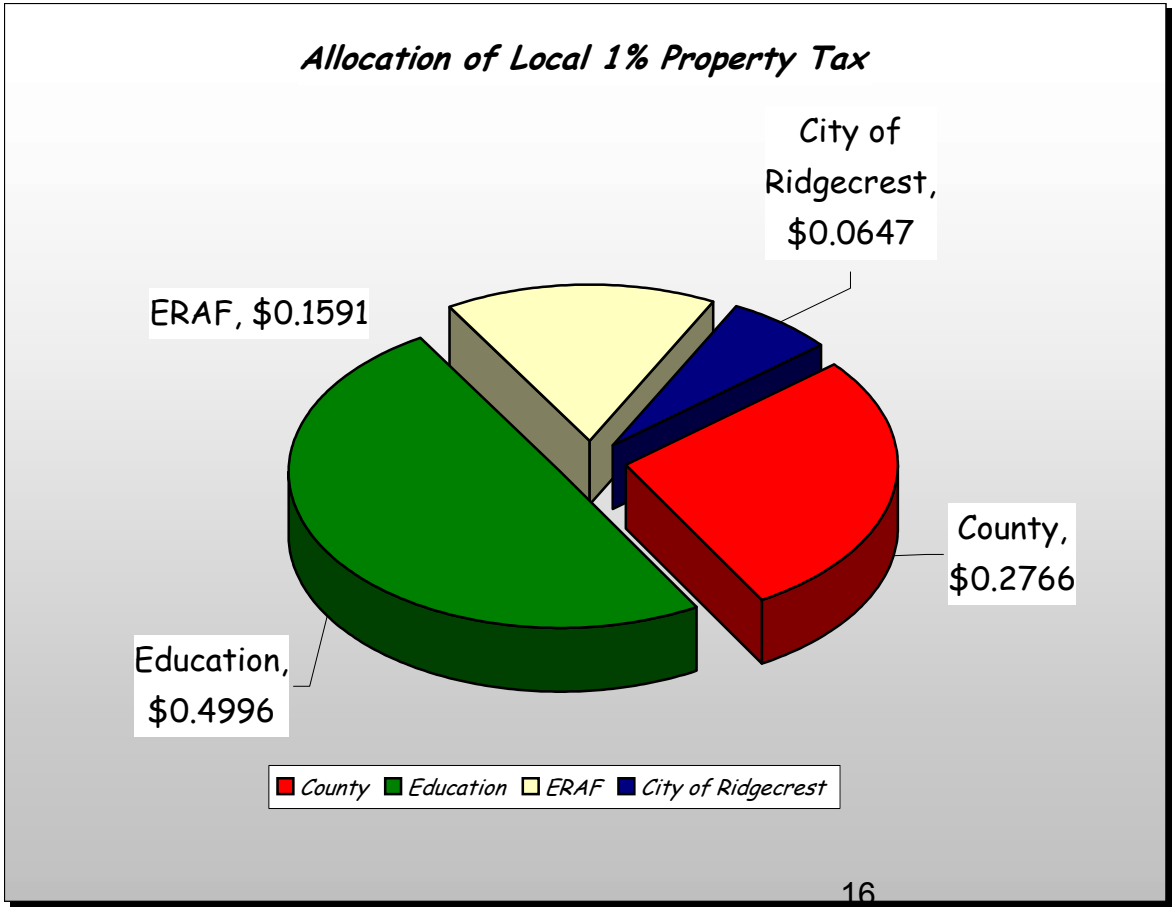
	FY04	FY05
Beginninng Balance	$2,331,385	$1,879,257
Revenues	$7,144,042	$7,073,618
Transfers In	$1,272,279	$1,484,363
Total Resources	$10,747,706	$10,437,238
Expenditures	$8,075,959	$8,218,558
Transfers Out	$920,890	$1,271,474
Total Outflows	$8,996,849	$9,490,032
Other Adjustments	$128,400	
Ending Balance	$1,879,257	$947,206

VLF. California Vehicle License Fees were reduced by State Law a number of years ago. The legislature enacted revenues from the State General Fund known as "VLF Backfill". In the case of the City of Ridgecrest this "backfill" amounts to approximately 83% of total VLF. VLF is also population driven. Hence as a result of the 2000 Census the City's VLF revenues dropped from a population basis of 27,000 to 25,000. Based on the realignment of the Compromise deal with the governor, "true" VLF is dropping from the current year estimate of $1.16 million to $188,000. This drop is being offset by "Property Taxes in Lieu of VLF". However, as has been discussed with the Council on previous occasions, this "backfill" has the same cash flow issues as does the Triple Flip backfill. Up until the new fiscal year, sales tax and VLF were paid monthly; the backfill provisions of both revenues will be paid on the same cycle as property taxes—three times per year. It may be necessary to issue short-term Tax Revenue anticipation notes to cover the cash flow issues created by the new State budget.

Other Intergovernmental Revenues Other key Intergovernmental revenues in years' past were Police Hiring Grants. These hiring grants ended in the 2001 Fiscal Year, and have not been renewed. In order to retain those additional Police positions, it has been necessary to utilize prior year carry over in the Supplemental Law Enforcement Fund and a majority of the anticipated funding in this Law Enforcement funding during the 2003 Fiscal Year. The use of Law Enforcement COPS funding continues in Fiscal Year 2005. If COPS funding disappears it will be necessary to evaluate another sworn officer position.

SB90 Claims-Mandated Cost Reimbursements have been "suspended". At some point the SB90 funds will be repaid with interest. It is not known when those claims will be repaid. The Finance Director continues to file those claims as it is essential that those claims continue to be filed in order to preserve our rights. Currently the State of California owes the City of Ridgecrest $197,000 in SB90 funds.

Sales Tax is one of the City's "shining stars". The Fiscal Year 2004 original budget estimate was $2.60 million; The 2005 Fiscal Year is projected to bring in approximately $1.8 million. The decrease is due to the State's "Triple Flip" – a shift of the local Bradley Burns Sales Tax to fund the recently enacted Proposition 57 Deficit Reduction Bonds. It should also be noted that the Finance Department Monitored "Sales Tax Recovery & Audit" project has collected from its inception more than $400K; new and ongoing funding represents $50,000 per quarter.



Property Taxes Both Property Taxes and Sales Tax continues to be a bright spot in general City operations. As the Council knows, the City's property taxes were particularly hard hit during the 1990s. Only during the last few fiscal years did they begin to stabilize, based on Kern County Assessor valuations. As

the Council will recall, the 1% levy produces relatively small gains for the City of Ridgecrest. For every $1.00 in general property taxes collected by the County Treasurer/Tax Collector slightly more than $0.06 is received by the City of Ridgecrest.

Education Share of $1.00 Property Taxes	
ERAF	$ 0.1591
Education	$ 0.4996
Total	**$ 0.6587**

Business License Taxes. Beginning with the 2003 fiscal year, the Finance Department resumed the administration of the Business License Tax Ordinance. Much of the former inconsistent administration was eliminated. Consequently, during the FY 2004 we saw an increase of 12% of total Business License tax revenues. Additionally, the Department has developed several independent data bases that with the existing staffing we will begin to contact and license unlicensed businesses. This project was not able to be advanced due to staffing issues in the 2004 fiscal year.

Transient Occupancy Taxes. Transient Occupancy Taxes (TOT) is also known as Bed Tax. This is a significant revenue stream for the City of Ridgecrest. During the 2002 Fiscal Year, the City's Finance Department began an audit, via the auditing firm of Caporicci & Larson, of the City's 14 motels/hotels. This audit is was completed, and found approximately $45,000 in funds owed to the City.

Fiscal Year 2005 has assumed flat revenues from FY 2004 of $750,000. This is an extremely conservative estimate, and in all likelihood the total will increase over this estimate.

Interest Earnings. As overall interest rates have fallen, the City's investment earnings have also fallen. Fiscal Year 2001 interest rates were 5.72%. At the end of FY 2002, LAIF was paying 2.75%. As of the last investment report, L.A.I.F. was paying 1.46%. Other than lower interest earnings, there is another impact on the City; increased banking service fees. In an environment of higher interest earnings, much of the City's banking services were offset by "compensating balances". This is the balance that the bank uses to earn interest on daily deposits. However, as interest rates have fallen, the compensating balance earnings have also fallen and we have seen higher banking fees. In order to eliminate the $20,000 of banking fees it would be necessary to maintain an approximate balance of $4 million with the bank. The City Treasurer is monitoring cash requirements and managing larger payments to maximize interest earnings.

Current Service Fees and Development Permits. Current Service Fees are revenues derived from and charged for City-provided services. Examples of Current Service Fees include development permits, animal control impound fees, and recreation participation fees. Development Permits have risen from $91,728 in the 2001 Fiscal Year to a 2004 year-end of $160,000. The projection for the 2005 Fiscal Year is just under $170,000. Much of this increase relates to the overall vitality of the Ridgecrest economy and the economic development incentive of waiving Waste Water connection fees that has been in place since the middle of the 2001 Fiscal Year.

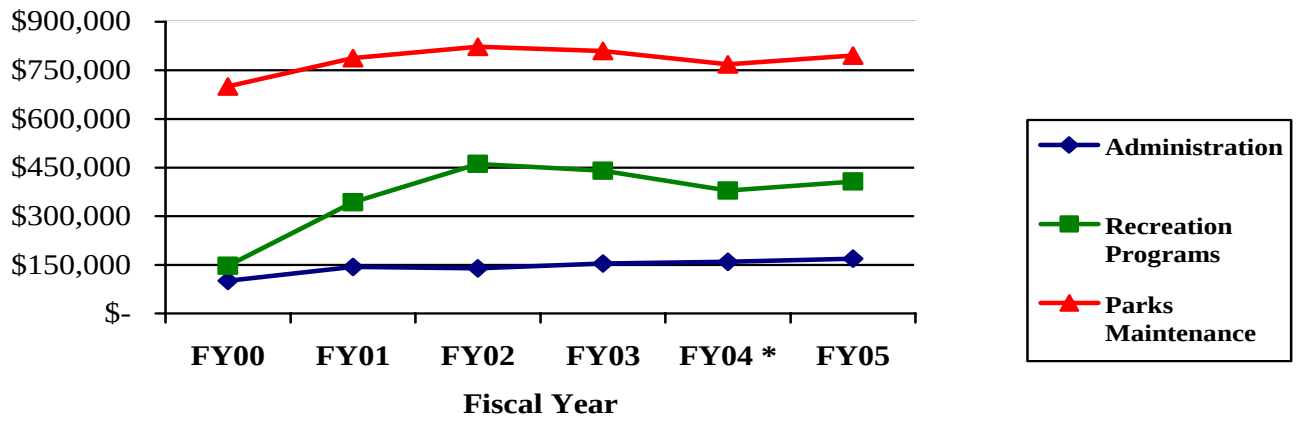
Recreation fees including the rental of Kerr McGee rooms are summarized below:

Recreation Fees & Kerr McGee Rentals

Revenue	FY 2002	FY 2003	FY 2004	FY 2005
Kerr McGee Rentals	$ 35,671	$ 43,607	$ 39,697	$ 37,800
Recreation Fees	$ 225,484	$ 292,028	$ 270,178	$ 235,650
Other Parks Facilities	$ 22,045	$ 36,375	$ 66,770	$ 26,000
Total	**$ 283,200**	**$ 372,010**	**$ 376,645**	**$ 299,450**

The Parks and Recreation budget page contains additional detailed information on the Kerr McGee costs and revenues. This budget contains the first time that the cost per square foot is presented. Additionally, the Parks and Recreation maintenance cost for other parks facilities is presented in the Parks and Recreation Budget pages.

Parks & Recreation Expenditure Historical Data



General Fund Expenditure Overview

General Fund Expenditures By Function

Function	FY 2002	FY 2003	FY 2004	FY 2005
General Government	$ 2,001,298	$ 2,096,137	$ 2,112,986	$ 1,938,482
Public Safety	$ 3,802,292	$ 3,737,746	$ 3,535,265	$ 3,774,452
Community Development	$ 496,796	$ 587,246	$ 610,046	$ 591,544
Parks & Recreation	$ 1,423,484	$ 1,451,105	$ 1,307,216	$ 1,371,957
Public Works	$ 454,397	$ 510,435	$ 441,337	$ 542,123
Support of Other Funds	$ 1,835,856	$ 764,918	$ 989,999	$ 1,271,474
Total	**$ 10,014,123**	**$ 9,147,587**	**$ 8,996,849**	**$ 9,490,032**

General Government expenditures include Council, Administrative Services (Personnel, City Clerk, and Non-Dept.), Finance and Technology, Advertising, City Attorney, Youth Hiring Grants, and City Hall.

The Management Team reduced various general government departments cut budget requests by approximately $240,000 one Account Clerk position and one PT Media Clerk and various enhancements to the E-Government project and related Hardware to the City's network. Prior to the budget balancing efforts undertaken by the Management Team in early May, funding for the Administrative Services Director was also removed from the budget.

Public Safety expenditures include funding of 31.5 sworn officers at an average salary-benefit cost per officer of $72,500 per officer. However, 2 positions are being removed for one fiscal year at the request of the Police Chief. It is expected that the vacancies will open through attrition by January 2005. As in the previous fiscal year, funding for the vacated position of Police Lieutenant and Police Secretary were also removed from the budget. Other reductions in the Police Budget included elimination of replacement funds for all vehicles, a motorcycle, and funding for an Animal Control part-time position and various other reductions. Total Police reductions exceeded $255,000.

Parks and Recreation Department expenditures includes General Fund portion of Administration, Recreation Programs, and Parks Maintenance. The total expenditures of $1.4 million are offset by approximately $299,000 in fees and room rentals. This represents a reduction in overall Parks & Recreation-generated revenues of $77,199 or 20% of the total FY 2004 revenues. Approximately $46,500 of that reduction represented one-time revenue. After the one-time revenue is removed, the adjusted reduction in Parks & Recreation

Revenue was $30,699 or 9.2% reduced revenue. It should also be noted that Parks and Recreation budget page contains various Performance measures such recreation participants and an analysis of Department operations by program as well as cost per acre for park land and cost per square foot for the City's Kerr McGee Center. As indicated earlier, $30,000 of capital equipment is being recommended for inclusion in the Parks and Recreation budget; $17,000 for a new lawn mower and $13,000 for a new floor scrubber (both of which it is recommended to be purchased by capital equipment lease).

The major policy issue for consideration with the Community Development Department is how to provide building inspection services. The County is requesting 100% of all building permit/plan check fees. This totals more than $170,000 in the budget. While the Recommended draft budget has not created any additional CDD positions, the Council may want to consider the hiring of a full-time building inspector along with appropriate support staff. The cost of this move could be less than the County's claim of $170,000. Other CDD requests are highlighted in the CDD budget section.

General Fund Support of Other Funds

Description	FY 2002	FY 2003	FY 2004	FY 2005
Street Maintenance	$ 434,884	$ 215,976	$ 527,850	$ 852,348
Self Insurance	$ 880,216	$ 194,566	$ 198,968	$ 239,387
Business Development Center	$ 18,710	$ -	$ -	$ -
Nutrition Grant Fund	$ 4,114	$ 16,020	$ -	$ -
Capital Construction	$ 290,009	$ 202,019	$ 30,000	$ -
AB 2928	$ 130,000	$ 130,000	$ -	$ -
Community Partnership	$ 60,862	$ -	$ -	$ -
City Debt Service	$ 17,062	$ 6,337	$ 164,072	$ 179,739
Total	**$1,835,857**	**$ 764,918**	**$ 920,890**	**$1,271,474**

The General fund is supporting a variety of other funds in the Approved budget. The total of such support is $1.27 million. This is summarized below.

Street Maintenance which includes Street Light expenditures are being funded and the same level as in the prior fiscal year. There are modest increases in both Street Maintenance and Street Sweeping.

PUBLIC WORKS FUNDS OVERVIEW

The 2004 Fiscal Year Draft budget contains ongoing assistance from the General Fund to Street Maintenance.

TDA Allocation FY 1995 Audited Actual through FY 2005 Projected

FY	TDA Article 4	TDA Article 8	Total	% Article 4	% Article 8
1995	$ 265,281	$ 69,132	$ 334,413	79.33%	20.67%
1996	$ 187,982	$ 275,481	$ 463,463	40.56%	59.44%
1997	$ 279,559	$ 219,478	$ 499,037	56.02%	43.98%
1998	$ 229,152	$ 555,101	$ 784,253	29.22%	70.78%
1999	$ 196,262	$ 715,029	$ 911,291	21.54%	78.46%
2000	$ 365,308	$ 733,481	$ 1,098,789	33.25%	66.75%
2001	$ 462,793	$ 838,256	$ 1,301,049	35.57%	64.43%
2002	$ 567,807	$ 155,096	$ 722,903	78.55%	21.45%
2003	$ 738,250	$ 62,000	$ 800,250	92.25%	7.75%
2004	$ 699,022	$ 131,034	$ 830,056	84.21%	15.79%
2005	$ 690,084	$ -	$ 690,084	100.00%	0.00%
Total	**$ 4,681,500**	**$ 3,754,088**	**$8,435,588**	**55.50%**	**44.50%**

TDA is ¼ of $0.01 of the State Sales Tax dedicated to Public Transit and Transportation purposes. Under State law, if there are no unmet public transit needs (TDA Article 4) that are "reasonable to meet" TDA funds can be applied to TDA Article 8 (Streets and Roads) purposes. However, it should be clarified that under State law, TDA funding is primarily to be used for public transit purposes. The table summarizes how the City of Ridgecrest has utilized its TDA Allocation since Fiscal Year 1995. Over the eight year period, the split between the two TDA Articles has been more heavily weighted towards Streets and Roads although it should be noted that over the last few years this picture has changed.

Waste Water funding totals $972,479 of expenses. Significant purchases from this fund include a tractor for $17,000; and other Waste Water equipment for $10,000.

The City Transit system was made an "in house" operation in October of 2001. Funding for the Transit service comes primarily from TDA taxes (82%) but is also offset by Fares (4%); and the County operations contract (5%). The Transit budget section contains an overview of the 2004 Fiscal Year changes including customer service programs enacted by the City as well as a 2005 Fiscal Year statement of objectives. The efforts of the Finance Director in renegotiating the County Contract should also be completed during the 2005 fiscal year. This should eliminate the current County-routes subsidy of approximately 20% of the gross operating cost by basing the contract on

a service hour basis in instead of a revenue hour's basis. Finally, the Transit budget section contains significant historical presentation of Transit Performance measures such as Ridership, Mileage, Hours of Operation, and cost per hour of operation and cost per service mile.

REDEVELOPMENT AGENCY OVERVIEW

The Ridgecrest Redevelopment Agency is dedicated to the removal and elimination of blight and the improvement of low and moderate housing in the community. Additionally, the Agency is actively committed to the economic development of the City of Ridgecrest. These mutual objectives are accomplished via the three primary functions of the Agency. These functions are Redevelopment, Housing, and Debt Service.

The Agency refunded the 1993 Tax Allocation Bonds (TABs) in May of 2002. This was done at a net present value savings of approximately $153,000. Additionally, the Agency borrowed $2,000,000 from the City in June 2002 for finalization of business park infrastructure and other improvements. The $2 million loan will be repaid over a ten year period at an interest rate of 5%. The first repayment will be made in June 2003 of $300,000 ($100,000 of interest and $200,000 in principal). The $2 million dollar loan is booked as an inter fund loan pursuant to GASB 33 and after the transfer of the $2 million to the Redevelopment fund and the reservation of the required amount for debt service in the Agency's Debt Service Fund, the unreserved/unrestricted fund balance is a deficit $1.8 million. However, as the loan is repaid over the ten year period, the debt service fund's unreserved/unrestricted balance will return to its normal position.

The Housing program is continuing its effort to eradicate blight. The blight project is being budgeted at $31,824 (cost of staff plus supporting materials). The mortgage assistance program is being budgeted at $45,000. Development Loans is being proposed at $200,000. Finally, the Housing Fund's share of debt service totals $549,150.

The Redevelopment Fund 2004 budget includes Development Incentives totaling $200,000; ERAF payment to the Housing fund of $69,000; Jail Agreement (In Lieu of Booking Fees) of $220,000; 2003 ERAF payments totaling $209,662; the façade RLF totals $75,000; and miscellaneous other funding for economic development projects. We are also proposing to reduce the interest rate of the 2002 Revolving Loan from its current 5% to 3%. Such a reduction requires Council Action.

Finally, total tax increment is projected at $3.815 million. Specific information is contained in the Redevelopment section.

Respectfully submitted,

Harvey M. Rose
City Manager
RRA Executive Director
City Clerk
Human Resources Director
Public Works Director

James C. Winegardner
City Finance Director
RRA Finance Director
City Treasurer
Risk Manager

-DRAFT-
RESOLUTION NO. 04-

A RESOLUTION OF THE RIDGECREST CITY COUNCIL AND THE RIDGECREST REDEVELOPMENT AGENCY ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2004-05, ESTABLISHING APPROPRIATIONS, ESTIMATING REVENUES, AND ESTABLISHING THE POLICIES BY WHICH THE BUDGET MAY BE AND SHALL BE AMENDED.

WHEREAS, the City Council and the Redevelopment Agency has received and reviewed the proposed Fiscal Year 2004-05 City of Ridgecrest/Redevelopment Agency budget; and

WHEREAS, public budget review meetings were held during which the public was provided opportunities to comment on the proposed budget; and

WHEREAS, final adjustments to the budget have been made.

NOW, THEREFORE, BE IT RESOLVED,

1. That the fiscal year 2004-05 City of Ridgecrest/Ridgecrest Redevelopment Agency budget is hereby adopted.

2. Tax Increment, TOT, and Sales Tax Sharing Agreements currently in force and duly approved by the City Council or the Ridgecrest Redevelopment Agency are hereby renewed and appropriated for Fiscal Year 2005;

3. The Budget Revision Policy, herein identified as Exhibit “A” is hereby adopted;

4. The purchasing limits adopted in resolution 02-134, reflected in Exhibit “B” are reaffirmed and adopted;

5. The Fee Schedule reflected in Exhibit “C” is reaffirmed and adopted; and the City Council reaffirms that the fees reflected therein do not exceed the cost for collection and or administration;

6. All “Temporary Employment Services”, formerly “Contract Labor”, shall require City Manager or Deputy City Manager written authorization prior to budget amendment or expenditure;

7. Funding for specific Capital Construction Projects shall be identified and certified by the City Manager or Deputy City Manager prior to the expenditure of any funds on said projects.

8. Position Descriptions herein attached for the positions of Accounting Manager at pay grade No. 635 (20.5243 – 28.8692), Junior Accountant/Finance Assistant at pay grade No. 555 (17.6045 – 24.7597) Accountant/Budget Analyst at pay grade No. 598 (21.6984 – 30.5737), Maintenance Worker III at pay grade No. 183 (12.5752 – 17.2938), City Clerk at pay grade No. 900 (23.8911 – 42.2290), and Deputy City Manager at pay grade No. 950 (33.0874 – 48.5632) attached under Exhibit “D” are hereby approved.

9. *Section 6. Compensation* of the *City of Ridgecrest City Administrator At-Will Employment Agreement For Professional Services* shall be amended effective July 1, 2004, as follows: *E. CITY shall match EMPLOYEE’S contribution to EMPLOYEE’S ICMARC Deferred Compensation and Retirement Health Savings accounts. Said monies to be deposited by CITY into EMPLOYEE’S ICMARC Deferred Compensation account and/or EMPLOYEE’S Retirement Health Savings account.* Said monies are hereby appropriated.

10. The Reorganization Plan Presented by the City Manager to the City Council is hereby Approved: the position of Assistant City Manager is deleted; the Community Development Director is promoted to Deputy City Manager for Public Services and shall retain the title Deputy Executive Director of the Ridgecrest Redevelopment Agency; the Economic Development Manager is promoted to Community Development Director and the position of Economic Development Manager is deleted; the Chief Deputy City Clerk is promoted to City Clerk and the position of Chief Deputy City Clerk is deleted; the Director of Finance is promoted to Deputy City Manager for Administrative Services and shall retain the title City Treasurer.

11. Fiscal Year-end Encumbrances from prior fiscal years are hereby appropriated

12. All previous and conflicting resolutions are hereby rescinded, revoked, and made null.

APPROVED AND ADOPTED this ___ Day of August 2004 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____

Ronald H. Carter, Mayor

ATTEST:

_____

Harvey M. Rose, City Clerk

EXHIBIT 'A'
BUDGET REVISION POLICY

1. All funds are appropriated at the fund level; No expenditure, encumbrance, or contract shall be made or agreed to that exceeds total Fund Appropriations without prior Council/Agency Authorization as appropriate. All increases in appropriations shall be made by Council/Agency Resolution.

2. All Appropriations within said funds are managed at the Department level. The City Manager is herein authorized to make transfers within and between Departments as appropriate.

3. All Temporary Employment Services shall require City Manager or Deputy City Manager – Administrative Services written authorization prior to expenditure of such funds or prior to transferring such funds to other accounts.

4. Estimated Revenues may be administratively increased in excess of the original estimate once the City Manager and Deputy City Manager—Administrative Services certify that such estimates at the fund and source levels have been exceeded. Notwithstanding the requirement in item 1 above, subsequent increases in appropriations stemming from the increases in estimated revenues, may be granted from increased estimated revenues administratively.

5. Unliquidated Outstanding encumbrances from the prior fiscal year are hereby appropriated.

6. Unexpended and unobligated capital projects' funds' budgets from the prior fiscal year are hereby appropriated.

Exhibit ‘B’

Purchasing Authority and Limits

The positions authorized to make purchases or purchasing decisions for the City are:

- Department Heads (purchases of up to $2,500 with purchase requisitions required at $1,000; purchasing authority, including payment requests may be delegated by the Department Head to appropriate mid-management and supervisory-level employees);
- Deputy City Manager –Administrative Services (authorization of purchases up to $10,000);
- City Manager (authorization of purchases of up to $25,000);
- City Council (purchases greater than $25,000 and all public improvement contracts greater than $5,000 also require sealed bids and approved by the City Council)
- A purchase is defined as cost of acquisition, shipping, tax, installation, and all associated ancillary costs.

No changes have been made to the purchasing resolution.

EXHIBIT "C"

City of Ridgecrest
Fee Schedule
Fiscal Year 2005

NAME OF FEE	DESCRIPTION OF FEE	FY 2004 FEE	FY 2005 FEE	ACCOUNT NUMBER
	DEPARTMENT: FINANCE			
Dog Licenses				
	1 year - Altered	$ 10.00	$ 10.00	001-0000-331-1255
	1 year - Natural	$ 20.00	$ 20.00	001-0000-331-1255
	2 year - Altered	$ 18.00	$ 18.00	001-0000-331-2255
	2 year - Natural	$ 36.00	$ 36.00	001-0000-331-2255
	3 year - Altered	$ 25.00	$ 25.00	001-0000-331-3255
	3 year - Natural	$ 50.00	$ 50.00	001-0000-331-3255
Bus Passes				
	Regular/Adult			
	Single Ride	$ 1.25	$ 2.00	003-0000-361-1362
	Ridgecrest Monthly	$ 25.00	$ 35.00	003-0000-361-1362
	Inyokern Monthly	$ 35.00	$ 45.00	003-0000-361-1365
	Senior/Handicapped			
	Single Ride	$ 0.75	$ 1.00	003-0000-361-1362
	Ridgecrest Monthly	$ 20.00	$ 25.00	003-0000-361-1362
	Inyokern Monthly	$ 30.00	$ 35.00	003-0000-361-1365
	Youth			
	Single Ride	$ 0.75	$ 1.00	003-0000-361-1362
	Ridgecrest Monthly	$ 20.00	$ 25.00	003-0000-361-1362
	Inyokern Monthly	$ 20.00	$ 35.00	003-0000-361-1362
	Punch Pass			
	$10.00 Punch Pass	$ 5.00	$ 10.00	003-0000-223-0362
Business Licenses Admin Fees				
(Not the Ordinance Governed BL Tax)	New License Fee	$ 20.00	$ 20.00	001-0000-316-0000
	Renewal Fee	$ 15.00	$ 15.00	001-0000-369-8000
Miscellaneous				
	Desert Mix (per ton)	$ 30.00	$ 26.50	001-0000-393-0000
	Copies			001-0000-369-3000
	(fund changes per project copies are for)			
	Returned Check Fee	$ 20.00	$ 20.00	001-0000-110-0200

EXHIBIT "C"

City of Ridgecrest
Fee Schedule
Fiscal Year 2005

NAME OF FEE	DESCRIPTION OF FEE	FY 2004 FEE	FY 2005 FEE	ACCOUNT NUMBER
DEPARTMENT: PARKS & RECREATION				
KMCC Banquet Hall	Half Hall (includes setup/cleanup)	$ 200.00	$ 200.00	001-0000-352202
	Half Hall w/Kitchen	$ 300.00	$ 300.00	001-0000-352202
	Half Hall w/o Kitchen			
	for Non Profit Groups	$ 150.00	$ 150.00	001-0000-352202
	Half Hall w/Kitchen			
	for Non Profit Groups	$ 250.00	$ 250.00	001-0000-352202
	Deposits for Half Hall Rentals			
	Alcohol	$ 250.00	$ 250.00	
	Non Alcohol	$ 150.00	$ 150.00	
	Full Hall	$ 450.00	$ 450.00	001-0000-352-0201
	Full Hall w/Kitchen	$ 550.00	$ 550.00	001-0000-352-0201
	Full Hall w/o Kitchen			
	for Non Profit Groups	$ 350.00	$ 350.00	001-0000-352-0201
	Full Hall w/Kitchen			
	for Non Profit Groups	$ 450.00	$ 450.00	001-0000-352-0201
	Deposits for Full Hall Rentals			
	Alcohol	$ 250.00	$ 250.00	001-0000-352-0201
	Non Alcohol	$ 150.00	$ 150.00	001-0000-352-0201
KMCC Meeting Rooms				
	Single Room	$10/hr (max $70)	$10/hr (max $70)	001-0000-352-0204
	Double Room	$15/hr (max $100)	$15/hr (max $100)	001-0000-352-0209
Senior Center Hall				
(weekends only-no kitchen)				
	Parties & Group Functions	$ 75.00	$ 75.00	001-0000-352-1650
	Deposit	$ 50.00	$ 50.00	001-0000-352-1650
	Non-Profit Groups	$ 50.00	$ 50.00	001-0000-352-1650
	Deposit	$ 50.00	$ 50.00	001-0000-352-1650
	Meetings & Bingo	$10/hr	$10/hr	001-0000-352-1650
	Deposit	$ 25.00	$ 25.00	001-0000-352-1650
City Council Chambers				
	Includes Sound System	$15/hr (max $100)	$15/hr (max $100)	

EXHIBIT "C"

City of Ridgecrest
Fee Schedule
Fiscal Year 2005

NAME OF FEE	DESCRIPTION OF FEE	FY 2004 FEE	FY 2005 FEE	ACCOUNT NUMBER
Picnic Shelter	Jackson Sports Complex			
	& Freedom Park	$50/day	$50/day	001-0000-352-0212
Pinney Pool	Party Base Fee (4hrs max)	$ 35.00	$ 35.00	001-0000-364-1633
	Minimum 2 Guards	$30/hr	$30/hr	001-0000-364-1633
	Additional Guards	$15/hr per Guard	$15/hr per Guard	001-0000-364-1633
	School District End of School Pty	$ 30.00	$ 30.00	001-0000-364-1633
	2 hrs max usage, incls 2 guards	$15/hr per Guard	$15/hr per Guard	001-0000-364-1633
Pinney Pool (con't)	Day Use Fee			
	(swim meets, special events)	$75 + Lifeguard fee	$75 + Lifeguard fee	001-0000-364-1633
	Deposits	$ 50.00	$ 50.00	001-0000-364-1633
Tennis Courts	Per 3 Courts	$50/day	$50/day	001-0000-352-0103
	Per Court Use, 4 hours max.	$20	$20	001-0000-352-0103
Soccer Fields	Per game/practice, 2 hours max	$ 30.00	$ 30.00	001-0000-352-0102
	All Fields, All Day	$ 150.00	$ 150.00	001-0000-352-0102
	Deposits	$ 100.00	$ 100.00	001-0000-352-0102
Softball Fields	Per game/practice, 2 hours max	$ 30.00	$ 30.00	001-0000-352-0101
	All Fields/All Day	$ 100.00	$ 100.00	001-0000-352-0101
	Long term Field Usage (4-9 practices)	$ 100.00	$ 100.00	001-0000-352-0101
	Long term Field Usage (10-18 practices)	$ 160.00	$ 160.00	001-0000-352-0101
	Field Prep Fee	$20/hr	$20/hr	001-0000-352-0101
	Use of Lights	$15/hr	$15/hr	001-0000-352-0101
	Deposits	$ 200.00	$ 200.00	001-0000-352-0101
KMCC Gymnasium	Half Court	$10/hr	$10/hr	001-0000-352-0211
	Full Court	$20/hr	$20/hr	001-0000-352-0211
	Full Court all day	$ 100.00	$ 100.00	001-0000-352-0211
	Game Set Up Fee	$ 20.00	$ 20.00	001-0000-352-0211
	Deposits	$ 100.00	$ 100.00	001-0000-352-0211

EXHIBIT "C"

City of Ridgecrest
Fee Schedule
Fiscal Year 2005

NAME OF FEE	DESCRIPTION OF FEE	FY 2004 FEE	FY 2005 FEE	ACCOUNT NUMBER
DEPARTMENT: ADMINISTRATION				
Plans & Specifications				
	Public Works Projects	Varies	Varies	018-0000-369-3000
Copies	Copies of Various Items	Varies	Varies	001-0000-369-3000
DEPARTMENT: POLICE				
Police Services	New Special Business License Fee	$ 250.00	$ 250.00	001-0000-339-2211
	Renewal Special Business License	$ 40.00	$ 40.00	001-0000-339-2211
	New Concealed Weapons Permit	$ 75.00	$ 75.00	001-0000-339-1211
	Renewal Concealed Weapons Permit	$ 40.00	$ 40.00	001-0000-339-1211
	Outside City Limit Cite Sign-off fee	$ 15.00	$ 15.00	001-0000-393-0210
	VIN Verification fee	$ 15.00	$ 15.00	001-0000-367-9712
	Funeral Procession Traffic Control Fee	$ 220.00	$ 220.00	Not Used
	Bicycle License Fee	$ 2.50	$ 2.50	001-0000-367-3212
	Agency Clearance Report Fee-Letter	$ 10.00	$ 10.00	001-0000-369-3000
	Police Response to False Alarm #'s 1,2 Free	$ -	$ -	
	Police False Alarm Charge #3rd Reponse	$ 35.00	$ 35.00	001-0000-367-6212
	Police False Alarm Charge #4 Response	$ 35.00	$ 35.00	001-0000-367-6212
	Police False Alarm Charge #5 Response	$ 70.00	$ 70.00	001-0000-367-6212
	Police False Alarm Charge #6 Response	$ 70.00	$ 70.00	001-0000-367-6212
	Police False Alarm Charge #7 Response	$ 140.00	$ 140.00	001-0000-367-6212
	Burglar Alarm Permit Fee	$ 15.00	$ 15.00	001-0000-339-3211
	Stored Vehicle Release Fee	$ 60.00	$ 60.00	001-0000-367-9712
	Impound Vehicle Release Fee	$ 60.00	$ 60.00	001-0000-367-9712
	Vehicle Repossession Admin Process Fee	$ 15.00	$ 15.00	001-0000-367-9712
	Finger Printing / Hard Card	$ 10.00	$ 10.00	001-0000-367-2211
	Finger Printing / Live Scan	$ 10.00	$ 10.00	001-0000-367-2211
	Police Report Reproduction Charge	$ 10.00	$ 10.00	001-0000-369-3000
	Police Photograph Reproduction Fee/ ea	$ 1.00	$ 1.00	001-0000-369-3000
	Police Log Entry Reproduction Fee	$ 2.00	$ 2.00	001-0000-369-3000
	Police Subpeona Charge @ day	$ 150.00	$ 150.00	001-0000-367-7000
	New Special Business License - Taxi	$ 40.00	$ 40.00	001-0000-339-2211
	Renewal Special Business Licese -Taxi	$ 40.00	$ 40.00	001-0000-339-2211

EXHIBIT "C"

City of Ridgecrest
Fee Schedule
Fiscal Year 2005

NAME OF FEE	DESCRIPTION OF FEE	FY 2004 FEE	FY 2005 FEE	ACCOUNT NUMBER
DOG IMPOUND				
	1st Impound / No License	$ 40.00	$ 40.00	001-0000-368-12-56
	1st Impound / Current License	$ 25.00	$ 25.00	001-0000-368-12-56
	2nd Impound / No License	$ 50.00	$ 50.00	001-0000-368-12-56
	2nd Impound / Current License	$ 40.00	$ 40.00	001-0000-368-12-56
	3rd Impound / No License	$ 80.00	$ 80.00	001-0000-368-12-56
	Vicious Impound / No License	$ 100.00	$ 100.00	001-0000-368-12-56
	Vicious Impond / Current License	$ 100.00	$ 100.00	001-0000-368-12-56
Other Animal Impound Fees	Cat	$ 15.00	$ 15.00	001-0000-368-12-56
	Misc Animal - Depending on Size			
	Animal Less Than 25 Pounda	$ 25.00	$ 25.00	001-0000-368-12-56
	Animal From 26 and 100 Pounds	$ 50.00	$ 50.00	001-0000-368-12-56
	Animal Over 100 Pounds	$ 100.00	$ 100.00	001-0000-368-12-56
	Additional Charge After Hour Impound	$ 40.00	$ 40.00	001-0000-368-12-56
BOARDING FEES				
- in addition to Impound Per night		$ 5.00	$ 5.00	001-0000-368-12-56
ADOPTION FEES - DOGS				
	Rabies Vaccination	$ 5.00	$ 5.00	001-0000-220-06-00
	License Fee	$ 10.00	$ 10.00	001-0000-331-12-55
	Adoption Fee	$ 20.00	$ 20.00	001-0000-368-12-56
	Micro chip	$ 10.00	$ 10.00	001-0000-392-4001
ADOPTION FEES - CATS				
	Adoption Fee	$ 20.00	$ 20.00	001-0000-368-12-56
	Micro chip	$ 10.00	$ 10.00	001-0000-392-4001
SPAY/NEUTER FEES				
Set by Veternarians	Dog - Females	$ 51.50	$ 51.50	001-0000-220-05-00
Set by Veternarians	Dog - Males	$ 41.00	$ 41.00	001-0000-220-05-00
Set by Veternarians	Cats - Females	$ 28.00	$ 28.00	001-0000-220-05-00
Set by Veternarians	Cats - Males	$ 18.50	$ 18.50	001-0000-220-05-00
OTHER FEES				
	Euthanasia	$ 45.00	$ 45.00	001-0000-368-80-00
	Disposal	$ 15.00	$ 15.00	001-0000-368-80-00
	Animal Pick-up (owned)	$ 40.00	$ 40.00	001-0000-368-12-56

*DEVELOPMENT PERMITS ARE NOT GOVERNED BY THIS RESOLUTION

Exhibit “D”
Position Descriptions

- Deputy City Manager
- City Clerk
- Accounting Manager
- Accountant-Budget Analyst
- Junior Accountant – Finance Assistant
- Maintenance Worker III

CITY OF RIDGECREST

DEPUTY CITY MANAGER

DEFINITION:

At-will management classification performs highly complex, and responsible administrative support to City Manager and City Council; conducts specific and comprehensive analyses of a wide range of municipal policies, organizational procedures, and fiscal activities; serves as head of line or support departments as assigned; may serve as and represent the City Manager in his/her absence; and performs other related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED:

Under administrative direction of the City Manager, this position has line/program administrative and supervisory duties and responsibilities.

ESSENTIAL DUTIES:

May include, but not limited to, the following: confers with the City Manager, City Council, and Department and Division Heads concerning the programs and problems of City departments, and the development of city-wide programs and policies; confers with the public, civic groups and other governmental organizations concerning interpretation of City practices, services, and policies; develops information, directs preparation, and reviews plans and proposed budgets for departmental operations, projects and programs; confers with representatives of county, state, and federal agencies on matters pertaining to the responsibilities of City government; assists the City Manager in developing recommendations on a wide variety of municipal programs and issues; directs and participates in contract negotiation and administration, and special project coordination and management; assists City Manager in developing recommendations on a wide variety of municipal programs and issues; prepares reports and correspondence for the City Council; performs comprehensive management analyses in all areas of City administration; provides staff support to the Mayor and City Council and other boards, commissions, and committees as assigned; directs and participates in the development and implementation of goals, objectives, policies and priorities; and performs related duties as required.

MINIMUM QUALIFICATIONS:

Graduation from an accredited college or university with a Bachelor's degree in Public or Business Administration or closely related field. A Master's degree is desired. Seven (7) years progressively responsible administrative and/or managerial experience; preferably in local government.

Computer literacy required.

Possession of, or the ability to obtain and retain a Class "C" California Driver's License.

Knowledge of principles, practices and techniques of public administration; principles and practices of organizational management and supervision; applicable federal, state, and local laws, and rules and regulations pertaining to local government operations; research methods and techniques of report presentation.

Ability to establish and maintain effective working relationships with the public, co-workers and other government officials; provide strong leadership while acting as the City Manager in his/her absence; relieve the City Manager of his/her day to day work obligations as assigned; analyze a variety of administrative and organizational issues; prepare sound policy and procedural recommendations; coordinate numerous administrative and staff functions; plan, organize and successfully implement complex projects and assignments; provide guidance and direction to assigned City departments, divisions and offices; make effective public presentations; communicate clearly and concisely, both orally and in writing.

Physical and work environmental demands include requirement to sit; talk or hear, in person and by telephone; frequently required to walk and stand; specific vision abilities required include close vision and ability to focus to read and operate office equipment. Employee is required to use written and oral communication skills; read and interpret financial and statistical data, information and documents; analyze and solve problems; use math and apply mathematical reasoning and abstract concepts; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks; work under intensive deadlines; and interact with public, staff, other governmental officials and others encountered in the course of work. Ability to work in a standard office environment with some exposure to the outdoors; ability to travel to different sites and locations; attend early morning and evening meetings; work under pressure and potentially stressful situations.

CITY CLERK

COUNCIL APPROVED:
GRADE-900

DEFINITION:

As an appointed official, to plan, direct, supervise, and coordinate all activities of the City Clerk's Office; and to provide highly responsible and technical staff assistance.

SUPERVISION RECEIVED AND EXERCISED:

Administrative direction is provided by the City Manager.

Responsibilities include the direct supervision of clerical staff assigned to the City Clerk's Office or as assigned by the City Manager.

EXAMPLES OF DUTIES:

Duties may include, but are not limited to the following:

- Develop and implement goals, objectives, policies, and priorities.
- Serve as Clerk to the City Council, directing and coordinating all activities and required by state and local law.
- Serve as custodian of the City seal.
- Attend City Council meetings and prepare minutes.
- Prepare the City Council agenda and supervise the preparation of the agenda packets.
- Supervise the indexing of the City Council minutes.
- Supervise the safekeeping and microfilming and the permanent records.
- Supervise recording, publication and maintenance of official documents as needed.
- Plan and direct municipal elections.

- Serve as filing officer for required disclosures as required by state law.
- Administer Oaths of Office to elected officials, department heads, and other City employees as required.
- Receive claims and suits against the City for money or damages.
- Administer the City Clerk's budget.
- Serve as a notary public.
- Respond to complaints and requests for information.
- Develop and implement appropriate systems and procedures.
- Select, supervise, train, and evaluate assigned staff.
- Perform related duties as assigned.

QUALIFICATIONS:

KNOWLEDGE OF:

- Applicable federal, state and municipal laws and procedures, including election laws and political reform requirements.
- Functions and services performed by a municipal government.
- Parliamentary procedures for the conduct of public and special meetings.
- Principles of supervision, training, and performance evaluation.

ABILITY TO:

- Plan, direct, and administer municipal elections.
- Document, record, and maintain official records and files of municipal activities.
- Communicate with and provide information to the City Council, the staff, and the general public.
- Plan, assign, and coordinate the activities of the City Clerk's office.
- Serve as a notary public.
- Select, supervise, train, and evaluate assigned staff.

EXPERIENCE AND EDUCATION:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

EXPERIENCE:

- Four years of experience in difficult supervisory office work preferable in a municipal government.

EDUCATION:

- Equivalent to completion of the twelfth grade including or supplemented by college level courses in business or public administration or a related field.

ACCOUNTING MANAGER

COUNCIL APPROVED:
GRADE – 635

DEFINITION

To plan, organize, direct and supervise finance operations with the Finance Department; to perform a wide variety of technical tasks relative to assigned areas of responsibility; and to do related work as required. This is a management-level, exempt, full-time position, which receives direction from the Department Head.

EXAMPLES OF DUTIES:

Duties to include but are not limited to, the following:

- Oversee, coordinate and participate in the maintenance of financial accounts, records and files;
- Preparation and administration of the annual budget;
- Assist in interpreting departmental and accounting policies to other city departments;
- Reviews and makes recommendations of departmental procedures;
- Supervision of finance department personnel in the maintenance of ledgers, journals, budgetary and cost accounting records;
- Assists auditors in review of financial records as well as the preparation of the annual financial report;
- Participate in the selection of staff;
- Accomplishes varied and specialized professional accounting work;
- Reviews and recommends revisions in departmental forms and working papers;
- Plan, prioritize, assign and supervise the work of staff;
- Supervise preparation of payrolls and financial reports;
- Posts and maintains records for various accounts and funds;
- Reconciles subsidiary and control accounts;
- Prepare periodic financial reports for local, State and federal agencies related to City operations and programs.

- Review journal entries for accuracy;
- Examine and verify financial documents;
- Examine and approve claims and vouchers for payment;
- Make adjusting and closing entries;
- Verification of compliance with GAAP;
- Maintain budgetary controls;
- Compile statistical data and analyses for presentation as required;
- Prepare correspondence as necessary;
- Perform related duties as assigned.

QUALIFICATIONS:

KNOWLEDGE OF:

- Modern accounting principles, practices, and methods and their application to municipal operations;
- Principles and practices of supervision, training and performance evaluation;
- General principles and practices of data processing and its applicability to accounting and municipal operations;
- Ordinances, resolutions, and laws affecting municipal financial operations;
- Principles and practices of budget development;

ABILITY TO:

- Plan, organize, coordinate, and direct Finance Department activities;
- Perform difficult professional accounting and auditing work;
- Interpret and explain pertinent City and department policies and procedures;
- Analyze and interpret fiscal and accounting records and data;
- Identify, develop and implement new and improved procedures related to budgeting, records keeping and auditing;
- Assist in the preparation and administration of the annual budget;
- Establish and maintain effective working relationships with others;
- Prepare accurate financial and statistical reports;

- Supervise and train subordinate personnel.

EXPERIENCE AND EDUCATION:

Any combination of experience and education which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain these knowledge and abilities would be:

EXPERIENCE:

Three years of increasingly responsible professional accounting or auditing experience including at least 1 year of experience in a supervisory or administrative capacity.

EDUCATION:

A bachelor's degree from an accredited 4-year college or university with major coursework in Accounting, Finance, Business Administration or closely related field.

CITY OF RIDGECREST **Date Adopted: 09/19/2001**

ACCOUNTANT/BUDGET ANALYST

GRADE: 598

DEFINITION

Under general supervision, performs professional accounting work and participates in the administration of various programs assigned to the Finance Department; may exercise functional supervision over technical staff; performs related duties as required.

CLASS CHARACTERISTICS

The incumbent of this class performs professional accounting work. Successful performance of the work requires a working knowledge of public agency accounting procedures and the ability to exercise sound independent judgment within established guidelines.

ESSENTIAL FUNCTIONS

These functions may not be present in all positions in multiple position classes. When a position is to be filled, the essential functions will be noted in the announcement of position availability.

Processes payroll utilizing computerized payroll system; verifies accuracy and enters data from time sheets; determines and inputs amounts to be withheld from wages; prints and distributes checks; maintains payroll files including changes in wages and deductions; ensures that reports and deductions made from wages are submitted to appropriate agencies in accordance with established schedules.

Prepares a variety of detailed accounting, statistical, and/or narrative financial statements or reports requiring analysis and interpretation of source data; makes journal entries and reconciles general ledger accounts.

May participate in the conduct of internal/external audits of financial records; examines, analyzes, and verifies documents to ensure adherence to established internal controls and accepted professional standards.

May perform bank account reconciliations, verifying accuracy of recorded transactions; preparing related work sheets, cash balances, proofs, and other schedules.

Recommends and assists in the implementation of new or revised accounting systems, procedures, and records; may participate in the development of computerized programs for various accounting analysis.

May supervise and review the work of fiscal and clerical personnel in making entries, reconciliations, and performing other fiscal record keeping work.

Makes complex or difficult adjusting entries affecting several subsystems of an accounting system; closes the City's financial records at the end of the accounting period with the assistance of accounting staff; prepares a variety of related reports.

ACCOUNTANT-BUDGET ANALYST

Performs accounts receivable functions such as preparation of monthly invoices and statements, aging reports and initiation of collection process.

Acts as a liaison to other City personnel, auditors, other agencies, and the public regarding accounting activity.

Reviews and prepares with supervision, complex and detailed budgets.

QUALIFICATIONS GUIDELINES

Education and/or Experience

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance. Example combinations include a bachelor's degree in business administration, accounting, economics, finance or a closely related field, and one year of responsible accounting experience.

Knowledge, Skill and Abilities

Working knowledge of the principles and practices of accounting, budget development and auditing, including governmental accounting and budgeting; data processing applications related to accounting and budgeting procedures and practices; payroll processing procedures; word processing and spreadsheet software; general office procedures.

Ability to operate a computer and use a variety of software; communicate clearly and concisely, both orally and in writing; establish and maintain cooperative working relationships; and work safely and efficiently; prepare clear, concise financial statements and reports; understand, interpret, and apply laws, rules and regulations related to accounting operations; assist other City departments and officials in a variety of accounting and budgetary matters; review and verify accuracy of financial data; perform accurate mathematical and statistical calculations; exercise sound independent judgement within established procedural guidelines; organize, prioritize and coordinate work activities; organize, research and maintain files and records; operate standard office equipment including a 10-key adding machine and personal computer; understand and carry out verbal and written instructions; analyze, post, balance and reconcile financial ledgers, reports and accounts; ensure proper authorization and documentation for disbursements and other financial transactions; process requisitions and other financial forms..

Special Requirements

Possession of or ability to obtain a Class C California driver's license and a satisfactory driving record.

ACCOUNTANT-BUDGET ANALYST

PHYSICAL PROFILE: I, 4, 7, 12.

SALARY GRADE: 598

JUNIOR ACCOUNTANT/FINANCE ASSISTANT

COUNCIL APPROVED:
GRADE- 555

DEFINITION:

Performs professional accounting work, including the examination, analysis, maintenance, reconciliation, and verification of financial records; assists in developing and installing new accounting and cost systems; recommends improvements in established accounting and office management systems; prepares reports; and related work as required.

SUPERVISION RECEIVED AND EXERCISED:

Direction is provided on day to day basis by Accounting Manager and/or Director of Finance with general departmental oversight from the Director of Finance.

EXAMPLES OF DUTIES:

Duties may include, but are not limited to, the following:

- Prepare a wide variety of journal actions dealing with payroll, fund transfers, invoices, and other subjects.
- Maintain general and subsidiary ledgers.
- Assist in the design, installation, and improvement of central and departmental accounting systems and procedures.
- Assists with grant applications and financial management requirements.
- Coordinate the keeping of a complex set of cost and control accounts.
- Prepare periodic financial statements, analyses, and reports.
- Assist in the collection, custody, and disbursement of City funds.
- Assist with auditing requirements.
- Maintenance of payroll and employee benefit information.

QUALIFICATIONS:

KNOWLEDGE OF:

- Governmental accounting, auditing, and financial reporting principles and practices.
- Governmental budget preparation and analysis.
- Modern office practices, procedures, methods, and equipment.

ABILITY TO:

- Analyze and verify financial records and documents.
- Assist in installing and maintaining computerized accounting and budgeting systems, including instructing others.
- Reduce complex financial data to a readily comprehensible form.
- Establish and maintain effective working relationships.

EXPERIENCE AND EDUCATION:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying for the position.

CITY OF RIDGECREST Date Adopted:

MAINTENANCE WORKER III

DEFINITION

Under general supervision, to operate heavy power-driven, construction and maintenance equipment as a major assignment; to perform the most skilled public works maintenance, construction, and repair work; and to do related work as assigned. May also lead small work crews.

CLASS CHARACTERISTICS

Maintenance Worker I: This is the entry level class in the maintenance worker class series. Maintenance Worker is are normally trainee positions with the incumbents advancing to II level as the difficulty and complexity of their duties increase and have been cross trained in a variety of repair and maintenance tasks. The progression of Maintenance Worker I to Maintenance Worker II requires an evaluation of employee skill and performance levels by management.

Maintenance Worker II: This is the journeyman level class. Incumbents are expected to perform assigned activities without detailed instructions as to specific procedures to be followed. Incumbents in this class may also be expected to assist in the training of less experienced personnel. May be expected to operate light equipment such as a street sweeper.

Maintenance Worker III: A position in the Maintenance Worker III class is distinguished from lower level maintenance classes by the responsibility for frequently operating heavy power-driven construction equipment, and assuming lead supervisory responsibility for small work crews.

ESSENTIAL FUNCTIONS

These functions may not be present in all positions in multiple position classes. When a position is to be filled, the essential functions will be noted in the announcement of position availability.

Participates in the work of a crew engaged in installing and maintaining street signs and maintaining street markings; lays out traffic striping and legends prior to painting; uses a variety of equipment and tools such as welders, paint striper, and airless painter; sets up traffic control and safety zones.

Participates in the work of a park maintenance crew engaged in operating power and hand tools, edging, and weeding lawns, flower beds, and other landscaped areas; cutting and planting sod; pruning trees; spreading seed and fertilizer; planting or removing flowers and trees;

operating, maintaining, assists in designing, constructing, repairing and/or installing in-ground irrigation systems; cleaning walks, parking areas, and other areas of leaves and other debris; removing trash; operating power mowers, blowers, sweepers, edger's, hedge trimmers, clippers, sprayers, and other equipment or vehicles; cleaning and repairing restrooms and park equipment; preparing sports fields; making minor repairs to equipment.

Participates in the work of the street maintenance crew engaged in repairing and replacing concrete sidewalks, curbs, gutters and other concrete structures; repairing and maintaining streets by patching with hot or cold asphalt mix; sealing cracks; removing road hazards; operating a variety of equipment and using a variety tools such as rollers, dump trucks, jack hammers, air compressors, tractors; setting up traffic control and safety zones.

Participates in the work of a facilities maintenance crew engaged in cleaning facilities; sweeps and mops rooms, halls, stairways, and offices; strips, sands, refinishes, waxes, or buffs floors; vacuums and shampoos rugs, carpets, and upholstery; empties and cleans waste receptacles, pencil sharpeners, and ash trays; dusts and polishes furniture, counter tops, pictures, and brass and chrome fixtures; changes light bulbs and fluorescent tubes; cleans and disinfects rest rooms, floor mats, drinking fountains, and fixtures; restocks and may order supplies as needed; ensures specified sanitary standards are maintained; may perform pest control tasks in buildings; cleans entrances to buildings by sweeping, hosing, and picking up of trash; washes walls; removes markings on walls, rest room stalls, counter tops, and desks; washes windows, mirrors and blinds; moves furniture or other heavy objects on request or for set-up of City functions; makes minor repairs and adjustments to building fixtures and equipment; secures buildings by locking and unlocking rooms, windows, or offices, the City Hall, and related City facilities; sets-up intercom or speaker systems; reports fire, sanitary, safety, or security hazards in facilities; reports needed maintenance or repair.

Participates in the work of a crew engaged in the removal of graffiti including sandblasting, chemically cleaning and painting surfaces; uses a variety of equipment and tools such as sandblaster, airless pump machine, rollers, trucks, etc.; maintains a variety of records related to graffiti removal.

Operates light and heavy equipment; performs routine maintenance and repair on equipment and/or arranges for vehicle and equipment repairs.

Answers emergency calls from the public and other agencies taking appropriate action such as placing barricades, removing fallen trees and limbs, replacing street signs and emergency patching of streets or flood control facilities.

Perform as lead crew member with limited supervisory responsibilities as assigned.

Supervise and perform skilled work within area of assignment.

Work effectively without immediate supervision.

Understand and carry out oral and written directions.

QUALIFICATIONS GUIDELINES

Education and/or Experience

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance. Example combinations include graduation from high school or equivalent and

Maintenance Worker I: some experience in public works maintenance and repair work, and public works technology programs.

Maintenance Worker II: one year of increasingly responsible experience in public works maintenance and repair work, and public works technology programs, or one year of experience performing duties comparable to Maintenance Worker I in the City of Ridgecrest. Experience to operate light equipment such as a street sweeper, as assigned.

Maintenance Worker III: A typical way to obtain the knowledge and abilities would be five years of experience in construction and maintenance work, including some experience and training in the operation of heavy power equipment such as graders, tractors and rollers, and at least two years experience performing duties similar to those of the Maintenance Worker II.

Knowledge, Skills, and Abilities

Considerable knowledge of equipment operation, techniques, and methods used in the area of specialization; lead supervision and training techniques; common tools and equipment used in construction and maintenance work; grounds maintenance methods and techniques; trees, plants, flowers, and shrubs; operation and maintenance of tools and equipment used in grounds maintenance; basic safety precautions and procedures; traffic laws, ordinances and rules related to truck and heavy equipment operations; standards relating to the proper installation and maintenance of street signs and pavement markings; the materials, tools, and methods used in general building repair and maintenance. Skill in the operation of a variety of equipment and vehicles; the use of hand and power tools.

Ability to operate equipment used in work performed; prepare work records and routine reports; understand and follow verbal and written directions; work safely and efficiently; perform journey level skilled tasks in the area of specialization; understand and carry out oral and written directions; keep accurate records; use a variety of tools and equipment; perform heavy manual labor and physically strenuous tasks on a regular basis; lift 90 pounds on a regular basis; perform unskilled, semi-skilled and/or skilled task in a variety of construction and maintenance activities; safely operate vehicles, equipment and stationary mechanical equipment and make minor adjustments and repairs; respond to emergency and problem situations in an effective manner; communicate effectively with a variety of personnel and establish/maintain effective working relationships; apply policies and procedures; work independently; work safely; mix and pour

concrete; read and interpret basic maps and blueprints; properly apply herbicides and pesticides; repair irrigation and sprinkler systems; perform light carpentry, plumbing, and masonry work; perform a variety of building maintenance.

Special Requirements

Possession of a Class B California driver's license and a satisfactory driving record. California Class A licensing preferred.

PHYSICAL PROFILE: II,2, 3, 4,5, 6,7,8,12,13,14,15,16,17,18,19,20, 22

MNTCWRKRI&II & III.SPC

CLASS CHARACTERISTICS

This classification is subject to experience, education and vacancy availability.

City of Ridgecrest
Draft Recommended Budget
Fiscal Year 2005

Summary of Services Provided to the Citizens & Residents of Ridgecrest

During Fiscal Year 2003, the City Organization Committee discussed the feasibility of providing a summary of services directly provided to the Citizens and Residents of Ridgecrest. This task is problematic at best, because in one way or another all services provided by the City benefit the City of Ridgecrest citizenry. The discussion at the City Organization Committee immediately identified how difficult it is to produce such a listing. One of the committee members, for example considered "Recreation Services" as an example of direct services, but did not consider the maintenance cost of those facilities as direct services. *It can easily be seen the difficulty of producing such a summary. It should be further noted that this list, in all likelihood, is not comprehensive.*

- Youth Hiring Grant
- General Public Transit
- Transit Service to Inyokern, Randsburg, Mojave and beyond and North to Bishop
- Police-patrol, Dispatch, Investigations
- Police-Police and Community Together (PACT)
- Police-Crime Suppression Unit
- D.A.R.E. Program
- School Officer Program
- Waste Water collection and treatment
- Recreation Programs
- Building Inspection-*nuisance code enforcement, Life-safety enforcement
- Rental of Kerr McGee facilities as well as other Parks facilities

- Street Structural Maintenance
- Park and Building Maintenance
- Ridgecrest Television production
- Stray animal collection and adoption
- Community promotion and economic development
- Business and industry incentives
- Street Sweeping
- Street lighting
- Traffic signal maintenance
- Mosquito and vector control
- Meeting facilities operations
- Low/moderate housing incentives
- Senior Bus services

CITY OF RIDGECREST
2004-05 DRAFT BUDGET
STAFFING SUMMARY - FULL TIME EQUIVALENT POSITIONS

DEPARTMENT	POSITION TITLE	FY 05 RECOMMENDED BUDGET	FY 05 Unfunded Authorized	FY 04 LEVEL1 Contingency	FY 04 Revised Budget	FY 03 Budget	FY02 APPROVED	FY 01 APPROVED
City Council	City Council Members	5.00		5.00	5.00	5.00	5.00	5.00
		5.00	**0.00**	5.00	5.00	5.00	5.00	5.00
Administration								
	City Manager	1.00		1.00	1.00	1.00	1.00	1.00
	Executive Secretary	1.00		1.00	1.00	0.00	0.00	0.00
	Secretary - Confidential	0.00		0.00	0.00	1.00	1.00	1.00
	Director of Administrative Services	0.00		0.00	0.00	1.00	1.00	1.00
	City Clerk	1.00		0.00	0.00	0.00	0.00	0.00
	Chief Deputy City Clerk	0.00		1.00	1.00	1.00	0.00	0.00
	Human Resources Assistant	1.00		1.00	1.00	1.00	0.00	0.00
	WIA Coordinator (GRANT FUNDED)	1.00		1.00	1.00	1.00	0.00	0.00
	Secretary - Confidential - Deputy City Clerk	0.00		0.00	0.00	0.00	1.00	1.00
	Admin Clerk II	0.00		0.00	0.00	0.00	1.00	1.00
	P/T Clerk	0.50		0.00	0.50	0.50	0.00	0.00
	P/T Media Intern	0.00		0.00	0.00	0.50	0.50	0.00
	P/T WIA/YES Director	0.00		0.00	0.00	0.00	0.80	0.80
	P/T WIA/YES Coordinator	0.00		0.00	0.00	0.00	0.80	0.80
	P/T WIA/YES Participants (23) (GRANT FUNDED)	1.98		1.98	1.98	1.98	3.46	3.46
		7.48	**0.00**	6.98	7.48	8.98	10.56	10.06
Finance								
	Deputy City Manager - Administrative Services	1.00		0.00	0.00	0.00	0.00	0.00
	Director of Finance	0.00		1.00	1.00	1.00	1.00	1.00
	Assistant Finance Director	0.00		1.00	0.00	1.00		
	Finance Manager	0.00		0.00	0.00		1.00	1.00
	Accounting Manager	1.00		1.00	1.00			
	Information Systems Specialist	1.00		1.00	1.00	1.00	1.00	0.00
	Accounting Technician	2.00		0.00	2.00	2.00	1.00	
	Accounting Services Tech	0.00		0.00	0.00		1.00	1.00
	Accountant	1.00		1.00	0.00	1.00		
	Jr. Accountant	2.00		0.00	2.00		1.00	1.00
	Secretary	0.00		0.00	1.00	1.00		
	Account Clerk I	0.00		0.00	0.00	1.00		
	Account Clerk	0.00		0.00	0.00		1.00	1.00
	Account Clerk II	1.50		1.00	1.00	1.00		
	Admin Clerk II	0.00		0.00	0.00		1.00	1.00
	Information Systems Technician	1.00		1.00	1.00	1.00		

CITY OF RIDGECREST
2004-05 DRAFT BUDGET
STAFFING SUMMARY - FULL TIME EQUIVALENT POSITIONS

DEPARTMENT	POSITION TITLE	FY 05 RECOMMENDED BUDGET	FY 05 Unfunded Authorized	FY 04 LEVEL1 Contingency	FY 04 Revised Budget	FY 03 Budget	FY02 APPROVED	FY 01 APPROVED
	P/T Computer Technician	0.50		0.00	0.00	0.50		
	P/T Computer Technician Apprentice (2)	0.00		0.00	0.00	0.50		
		11.00	0.00	7.00	10.00	11.00	8.00	6.00
Police								
	Chief of Police	1.00		1.00	1.00	1.00	1.00	1.00
	Lieutenant	1.00	1.00	1.00	1.00	2.00	2.00	2.00
	Sergeant	6.00		6.00	6.00	6.00	6.00	6.00
	Police Officer	21.00		22.50	22.50	24.00	24.00	24.00
	Police Officer - Authorized but Unfunded	0.00	3.00	0.00	0.00	0.00	0.00	0.00
	Dispatcher	5.00	1.00	5.00	6.00	6.00	6.00	6.00
	Administrative Secretary (Frozen)	0.00		0.00	0.00	1.00	0.00	0.00
	Sr. Secretary	0.00		0.00	0.00	0.00	1.00	1.00
	Animal Shelter Supervisor	1.00		1.00	1.00	1.00	1.00	1.00
	Animal Control Officer	2.00		1.00	2.00	2.00	2.00	2.00
	Police Clerk I	0.00		0.00	0.00	1.00	0.00	0.00
	Police Clerk II	3.00		3.00	3.00	2.00	0.00	0.00
	Administrative Clerk I	0.00		0.00	0.00	0.00	2.00	2.00
	Administrative Clerk II	0.00		0.00	0.00	0.00	1.00	1.00
	P/T Administrative Assistant	0.75		0.00	0.75	0.00	0.00	0.00
	P/T Community Service Officer	0.00		0.00	0.00	0.87	0.00	0.00
	P/T Traffic Clerk	0.00		0.00	0.00	0.00	0.24	0.00
	P/T Vehicle Maintenance Clerk	0.48		0.00	0.48	0.48	0.48	0.00
	P/T Property/Evidence LDO	0.48		0.00	0.48	0.48	0.48	0.00
	P/T PACT Coordinator	0.75		0.75	0.75	0.75	0.72	0.00
	P/T Kennel Attendant	0.00		0.00	1.00	1.00	1.00	0.00
	P/T Reserve Officer (Volunteer)	10.00		10.00	10.00	7.00	6.00	0.00
		52.46	5.00	51.25	55.96	56.58	54.92	46.00
Economic & Community Development								
	Deputy City Manager - Public Services	1.00		1.00	0.00	0.00	0.00	0.00
	Director of Community & Economic Development	1.00		1.00	1.00	1.00	1.00	1.00
	Economic Development Project Manager	0.00		0.00	1.00	1.00	1.00	1.00
	Administrative Secretary	1.00		1.00	1.00	1.00		
	Secretary	1.00		0.00	1.00		1.00	1.00
	Planner	1.00		0.00	1.00	1.00		
	Senior Planner	0.00		0.00	0.00		1.00	1.00
	Housing Specialist	0.00		0.00	0.00		1.00	1.00
	Code Enforcement Officer	1.00		0.00	1.00	1.00	1.00	1.00
	Community Development Technician	1.00		1.00	1.00	1.00	1.00	1.00

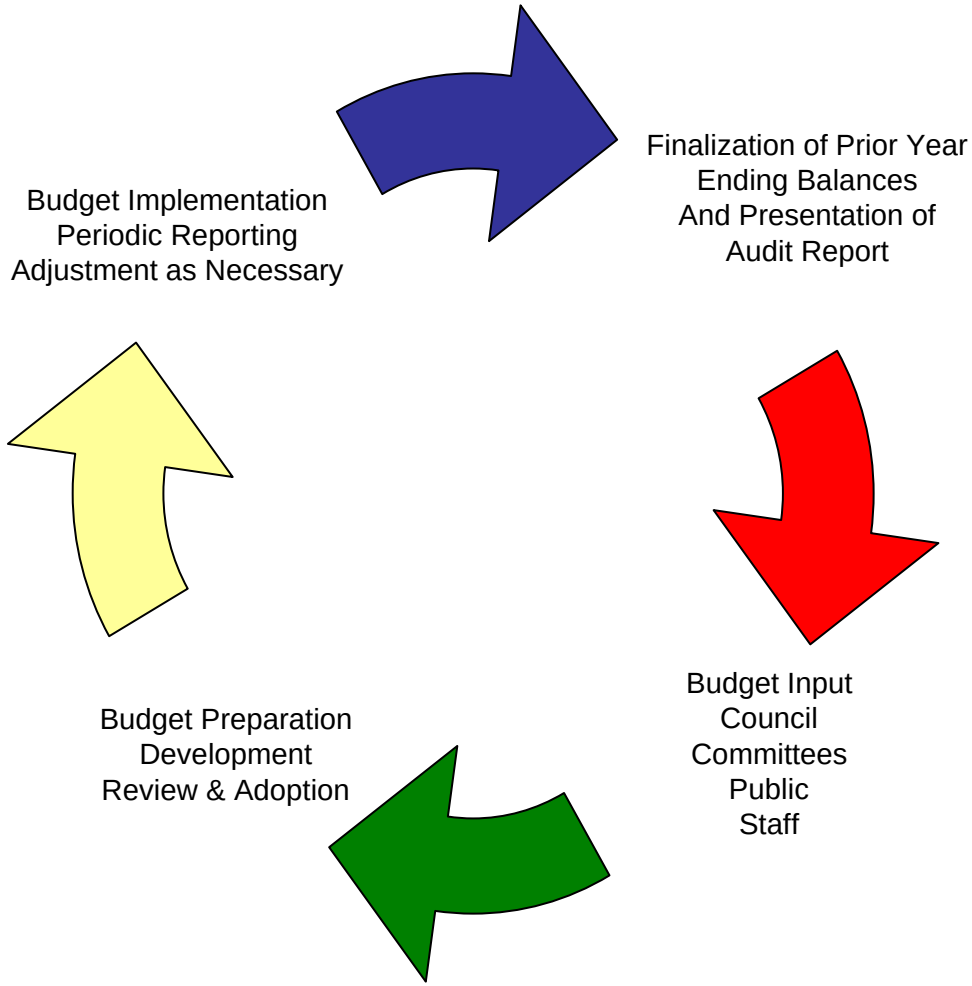
CITY OF RIDGECREST
2004-05 DRAFT BUDGET
STAFFING SUMMARY - FULL TIME EQUIVALENT POSITIONS

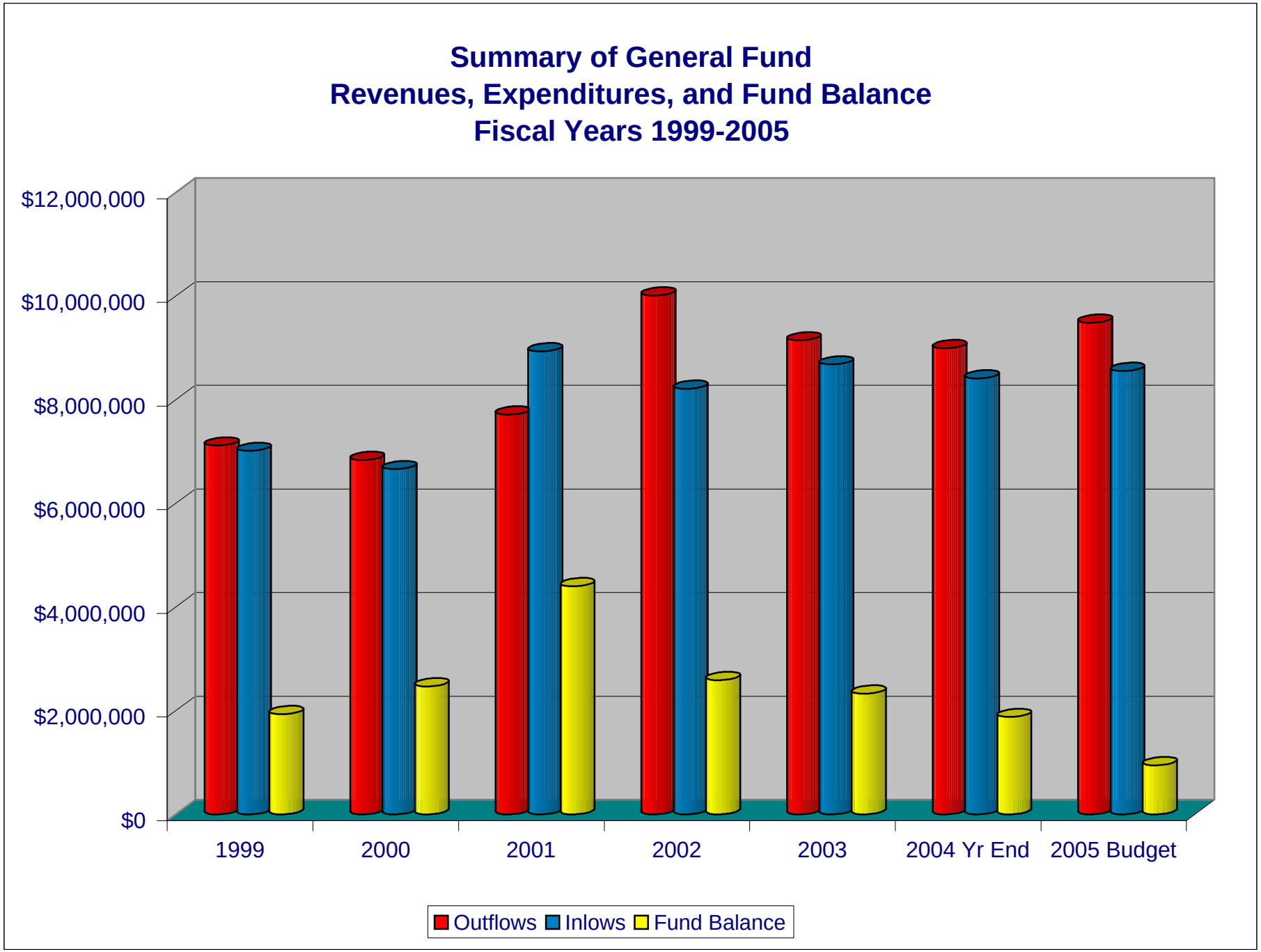
DEPARTMENT	POSITION TITLE	FY 05 RECOMMENDED BUDGET	FY 05 Unfunded Authorized	FY 04 LEVEL1 Contingency	FY 04 Revised Budget	FY 03 Budget	FY02 APPROVED	FY 01 APPROVED
	Account Clerk	0.00		0.00	0.00		1.00	1.00
	P/T Business Development Center Coordinator	0.00		0.00	0.00	0.50	0.50	0.50
		7.00	0.00	4.00	7.00	6.50	8.50	8.50
Planning Commission	Commissioners	5.00		5.00	5.00	5.00	5.00	5.00
		5.00	0.00	5.00	5.00	5.00	5.00	5.00
Parks & Recreation								
	Director of Parks & Recreation	1.00		1.00	1.00	1.00	1.00	1.00
	Secretary	1.00		0.00	1.00	1.00	1.00	1.00
	Recreation/Facilities Supervisor	1.00		0.00	1.00	1.00		
	Recreation/Facilities Manager	0.00		0.00	0.00		1.00	1.00
	Parks Maintenance Supervisor	1.00		1.00	1.00	1.00	1.00	1.00
	Nutrition Project Supervisor	0.00		0.00	0.00	1.00		
	Nutrition Project Manager	0.00		0.00	0.00		1.00	1.00
	Recreation Coordinator	2.00		0.00	2.00	2.00		
	Gym Attendant F/T	0.00		0.00	0.00		2.00	2.00
	Maintenance Worker I	0.00		0.00	0.00		6.00	6.00
	Maintenance Worker II	7.00		7.00	7.00	7.00	1.00	1.00
	P/T Recreation Leaders	9.44		4.79	9.44	10.01	9.61	
	P/T Parks Maintenance	1.42		1.50	1.10	5.27	3.52	
	P/T Nutrition Staff	0.00		0.00	0.00	5.09	5.51	0.00
		23.86	0.00	15.29	23.54	34.37	32.64	14.00
Public Works								
	Director of Public Works (CONTRACT)	0.00		0.00	0.00	0.00		1.00
	Office Assistant II	0.00		0.00	0.00	1.00		
	Administrative Technician	0.00		0.00	0.00		1.00	1.00
	Account Clerk II	0.50		0.50	0.50			
	Assistant Director of Public Works	1.00		1.00	1.00	1.00		
	Engineering Manager	0.00		0.00	0.00		1.00	1.00
	Engineering Techician II	1.00		0.00	1.00	2.00	2.00	2.00
	Engineer II	0.00		0.00	0.00	1.00		
	Assistant Planner	0.00		0.00	0.00		1.00	1.00
	Public Works Supervisor	1.00		1.00	1.00	1.00	1.00	1.00
	Garage Foreman	1.00		1.00	1.00	1.00	1.00	1.00
	Mechanic	1.00		1.00	1.00	1.00		
	Equipment Operator	1.00		1.00	1.00	1.00		
	Equipment Operator II	0.00		0.00	0.00		1.00	1.00
	Maintenance Worker I	0.00		0.00	0.00		2.00	2.00

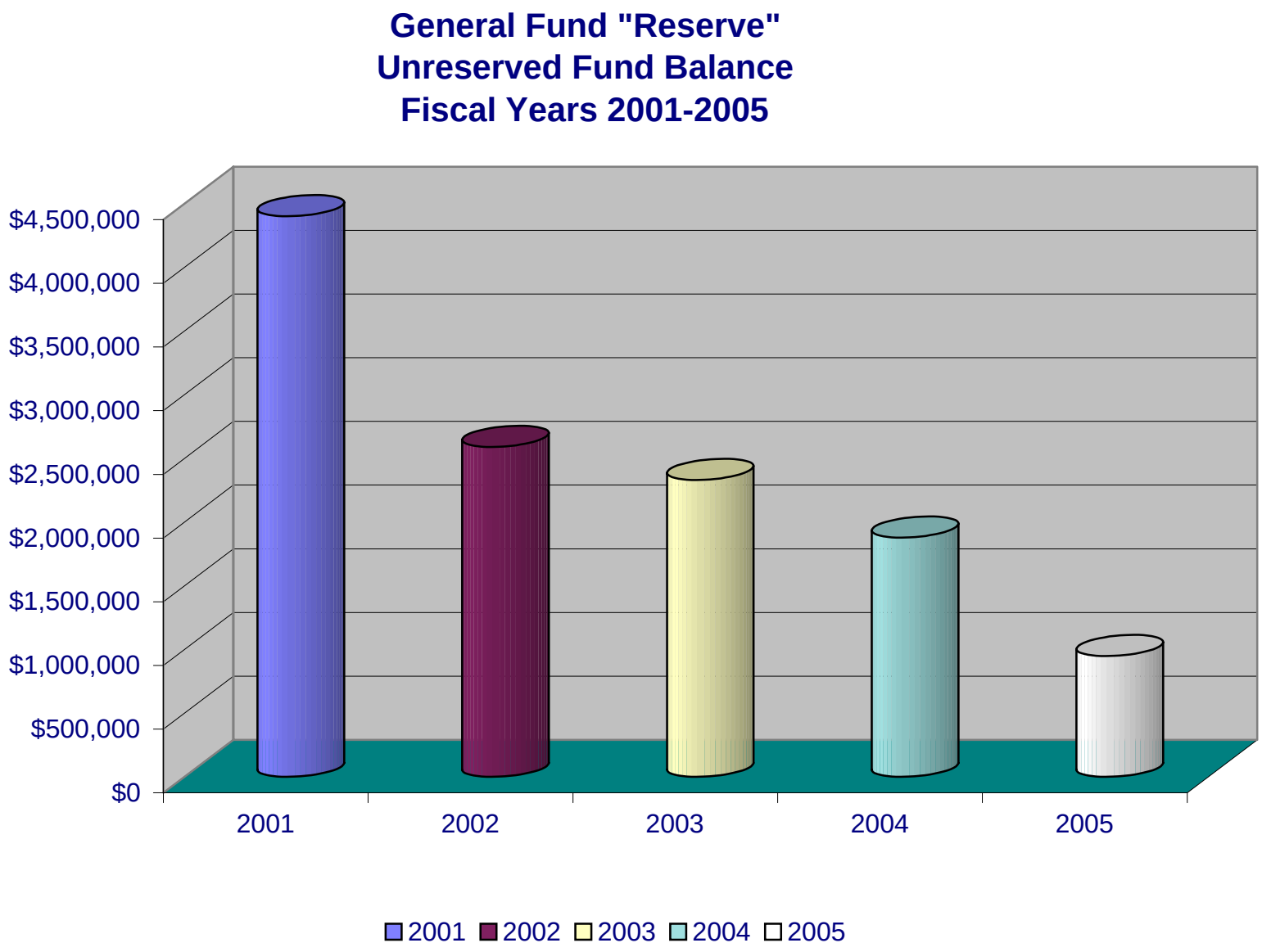
CITY OF RIDGECREST
2004-05 DRAFT BUDGET
STAFFING SUMMARY - FULL TIME EQUIVALENT POSITIONS

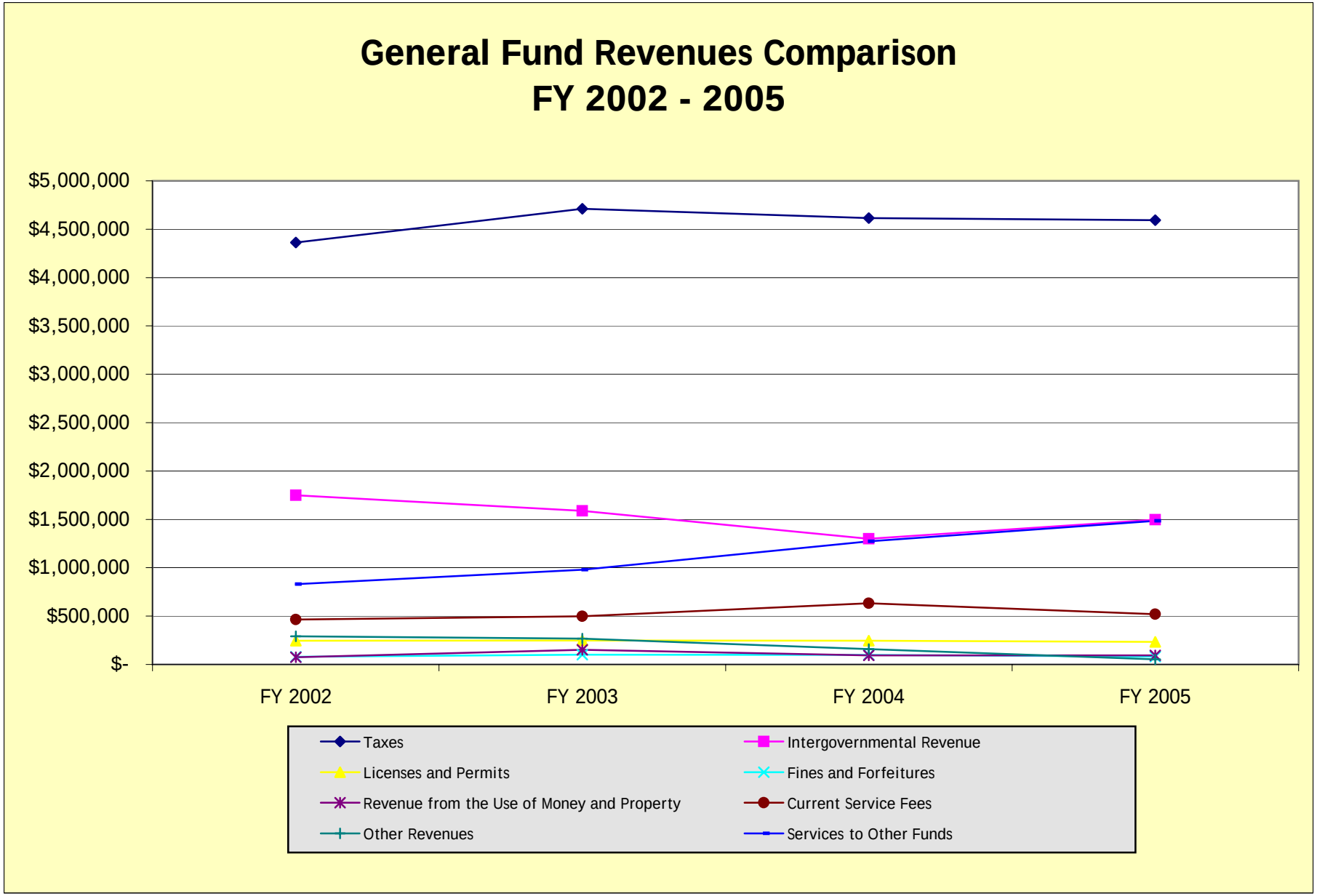
DEPARTMENT	POSITION TITLE	FY 05 RECOMMENDED BUDGET	FY 05 Unfunded Authorized	FY 04 LEVEL1 Contingency	FY 04 Revised Budget	FY 03 Budget	FY02 APPROVED	FY 01 APPROVED
	Maintenance Worker II	3.00		3.00	3.00	4.00	2.00	2.00
	Landscape Maintenance Worker I	2.00		0.00	2.00	2.00		
	Transit Supervisor	1.00		1.00	1.00	1.00		
	Assistant Transit Supervisor	0.00		0.00	0.00	1.00		
	Dispatcher	1.00		1.00	1.00	1.00		
	Driver	6.00		6.00	6.00	6.00		
	P/T Driver	0.50		0.00	0.50	0.50		
	P/T Bus Washer	0.00		0.00	0.00	0.50		
	P/T Clerk	0.00		0.00	0.00			
	P/T Maintenance Worker	0.65		0.00	0.00	1.00	1.10	1.10
		20.65	**0.00**	16.50	20.00	26.00	13.10	14.10
Public Works - Wastewater								
	Chief Plant Operator	1.00		1.00	1.00	1.00		
	Wastewater Facility Supervisor	0.00		0.00	0.00		1.00	1.00
	Wastewater Foreman	0.00		0.00	0.00		1.00	1.00
	Watewater Operator I	3.00		3.00	3.00	3.00	3.00	3.00
	Watewater Operator II	1.00		1.00	1.00	1.00	1.00	1.00
	P/T Reclamation Caretaker	0.00		0.00	0.00	0.38		
	P/T Maintenance Worker	0.00		0.00	0.00	0.53		
		5.00	**0.00**	5.00	5.00	5.91	6.00	6.00
	Total Full Time	100.00	5.00	94.00	111.00	121.00	98.00	98.00
	Total Part Time FTE	37.45	0.00	27.81	45.70	38.34	44.72	Not Available
	Grand Total All Positions FTE	**137.45**	**5.00**	**116.02**	**138.98**	**159.34**	**143.72**	**114.66**

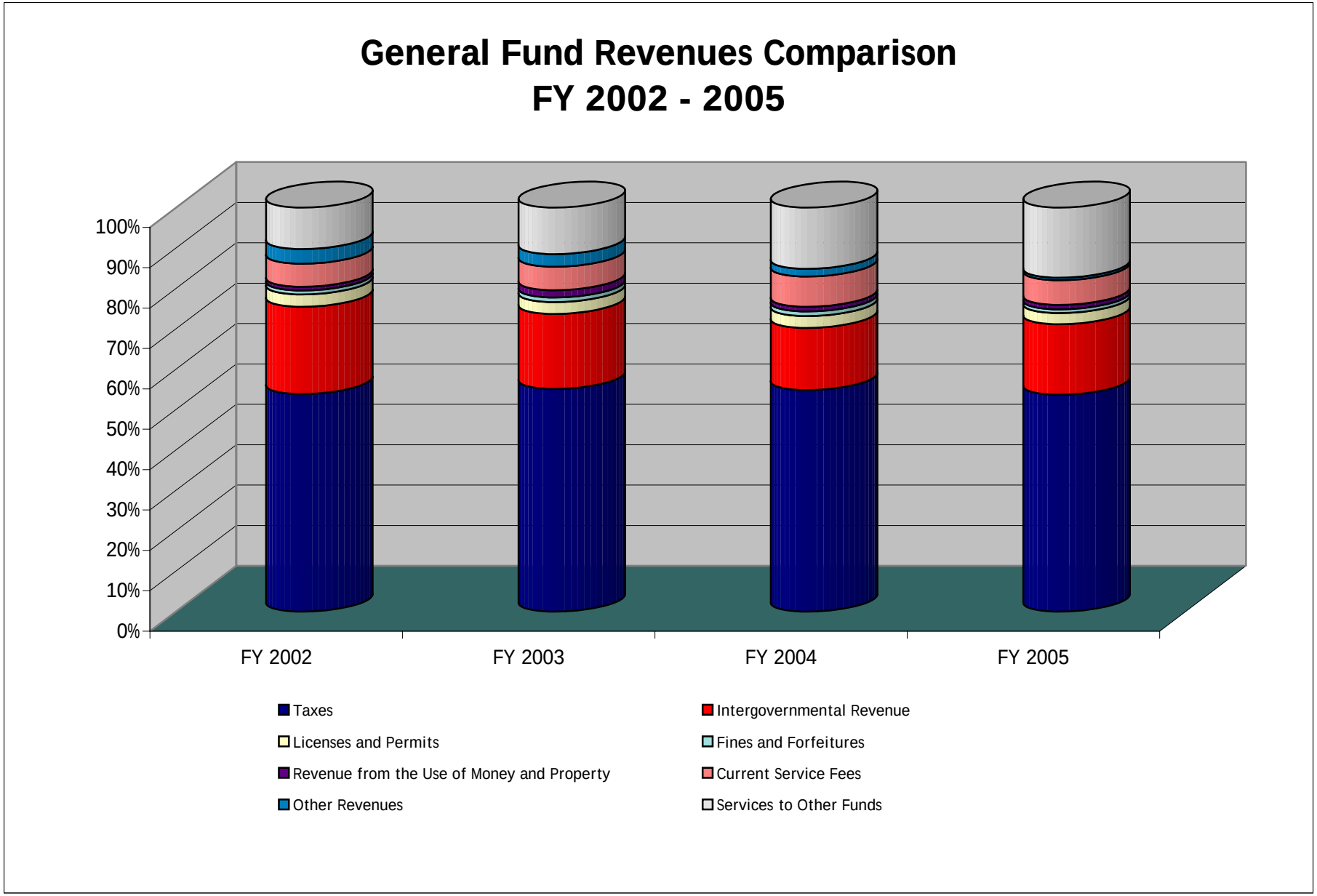
Overview of Budget Process

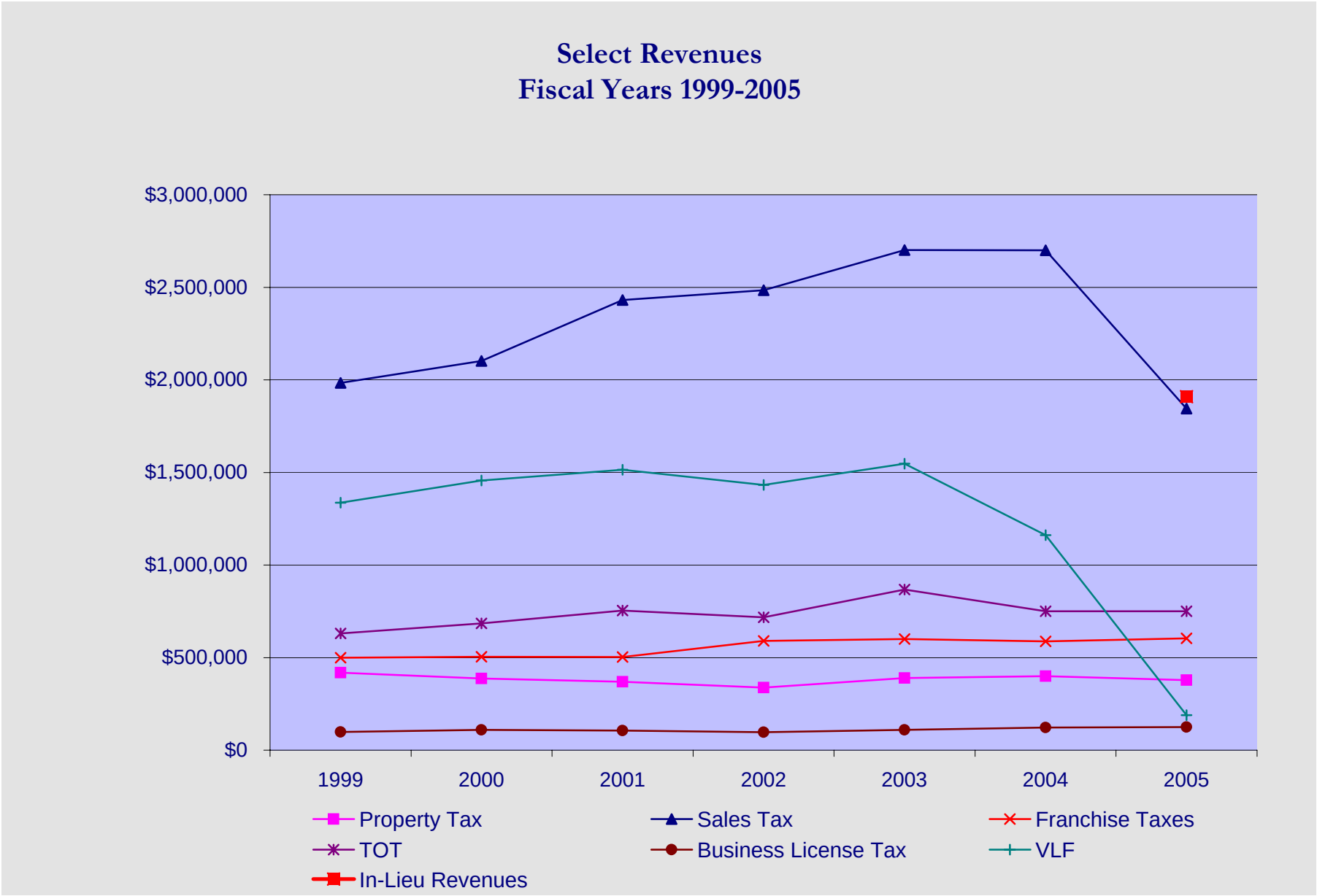



Summary of General Fund
Revenues, Expenditures, and Fund Balance
Fiscal Years 1999-2005
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
1999
2000
2001
2002
2003
2004 Yr End
2005 Budget
Outflows
Inlows
Fund Balance

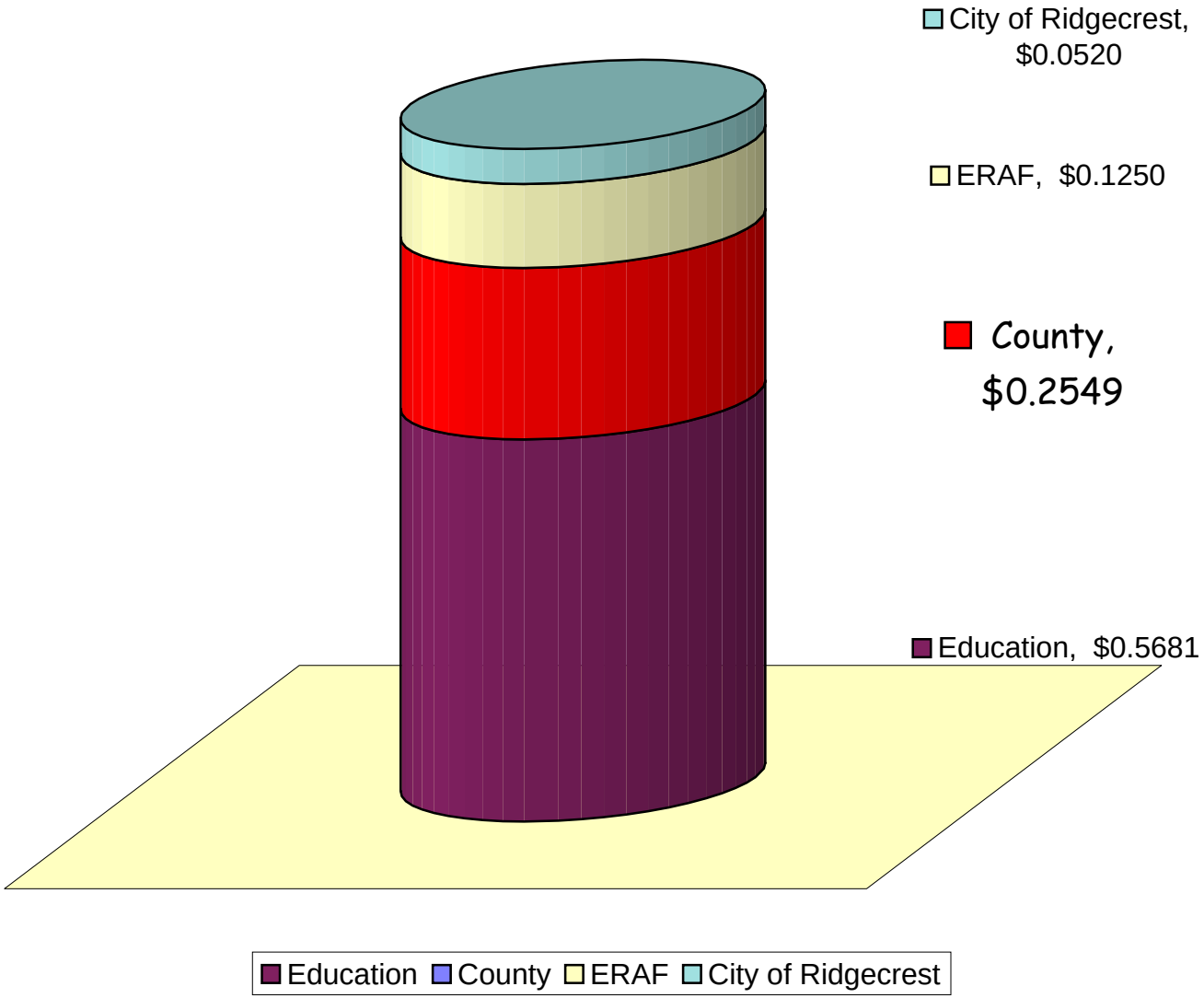

General Fund "Reserve"
Unreserved Fund Balance
Fiscal Years 2001-2005
$4,500,000
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
2001
2002
2003
2004
2005
2001 2002 2003 2004 2005


General Fund Revenues Comparison
FY 2002 - 2005
$5,000,000
$4,500,000
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$-
FY 2002
FY 2003
FY 2004
FY 2005
Taxes
Intergovernmental Revenue
Licenses and Permits
Fines and Forfeitures
Revenue from the Use of Money and Property
Current Service Fees
Other Revenues
Services to Other Funds

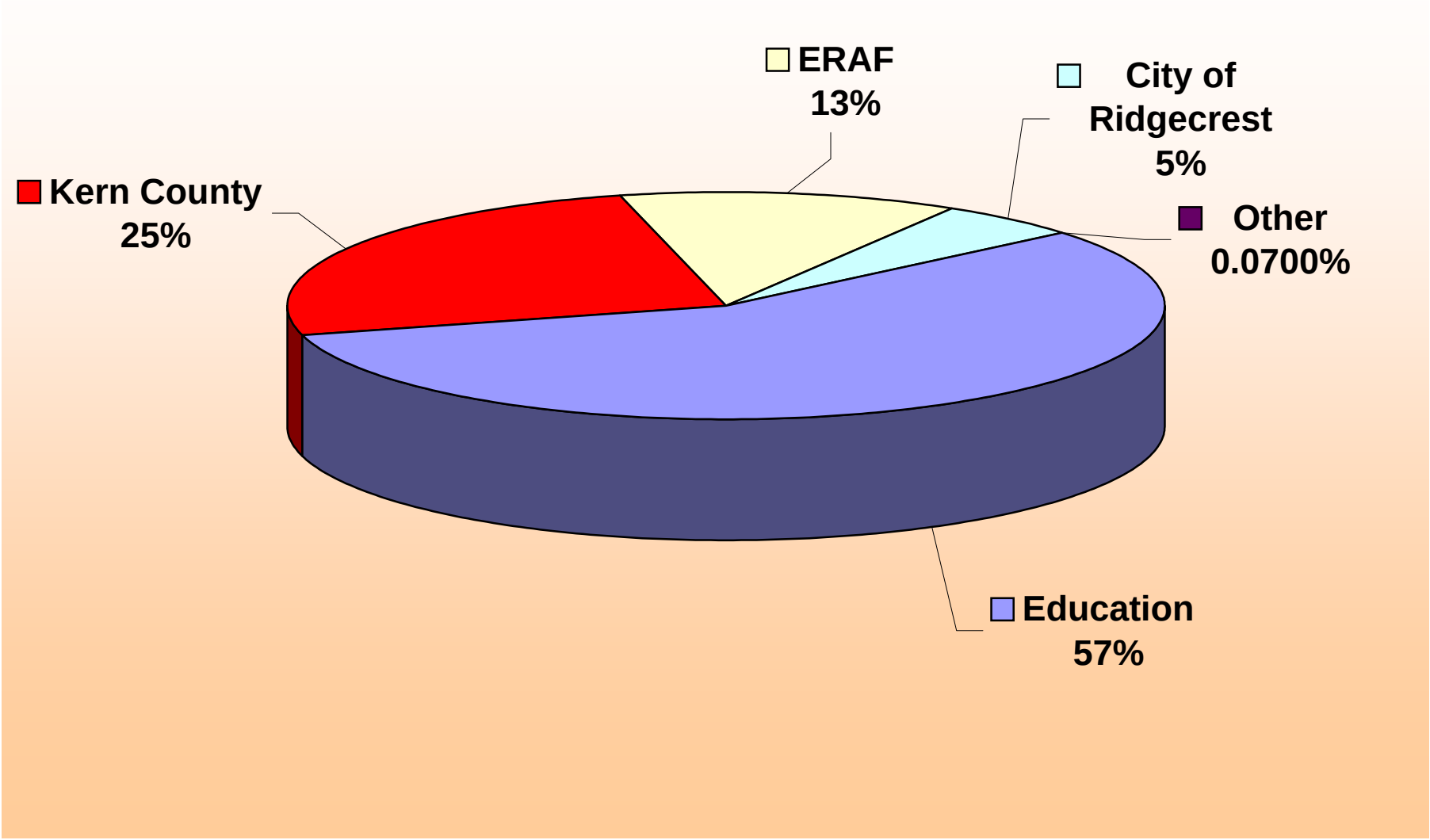

General Fund Revenues Comparison
FY 2002 - 2005
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
FY 2002
FY 2003
FY 2004
FY 2005
Taxes
Intergovernmental Revenue
Licenses and Permits
Fines and Forfeitures
Revenue from the Use of Money and Property
Current Service Fees
Other Revenues
Services to Other Funds

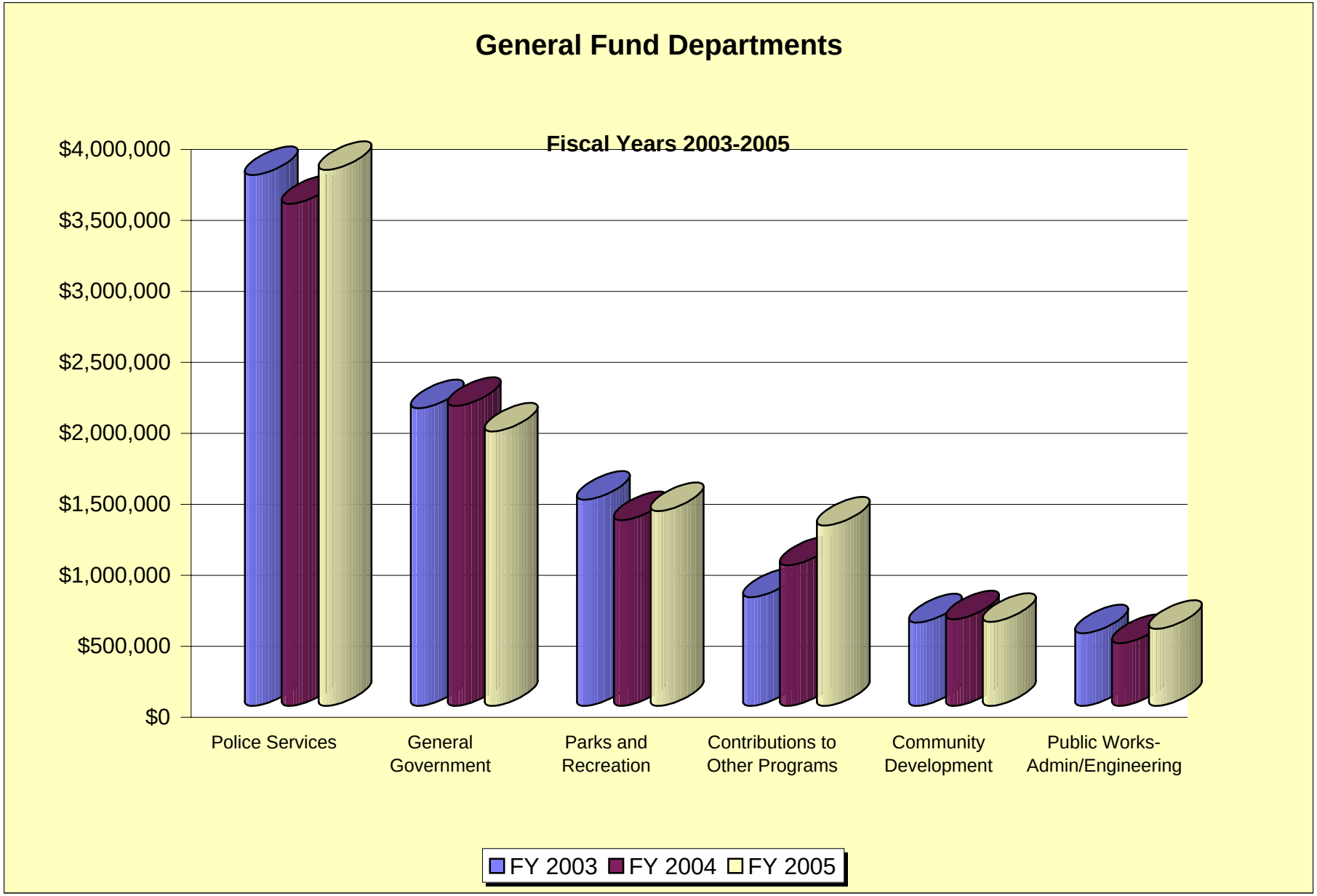

Select Revenues
Fiscal Years 1999-2005
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
1999
2000
2001
2002
2003
2004
2005
Property Tax
Sales Tax
Franchise Taxes
TOT
Business License Tax
VLF
In-Lieu Revenues

Allocation of Local 1% Property Tax

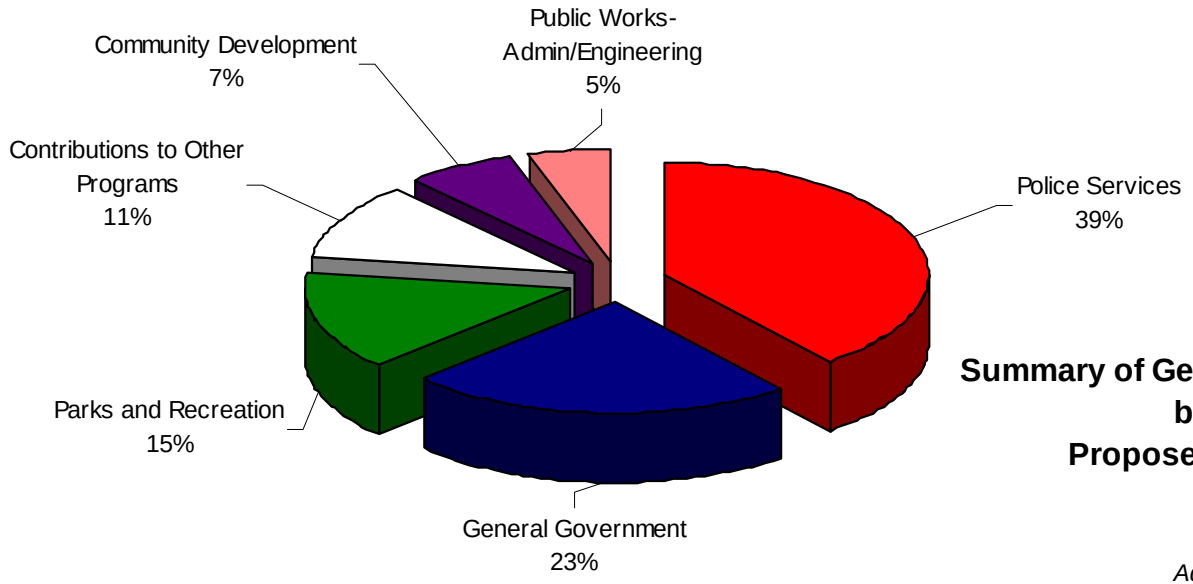


Property Tax Break Down

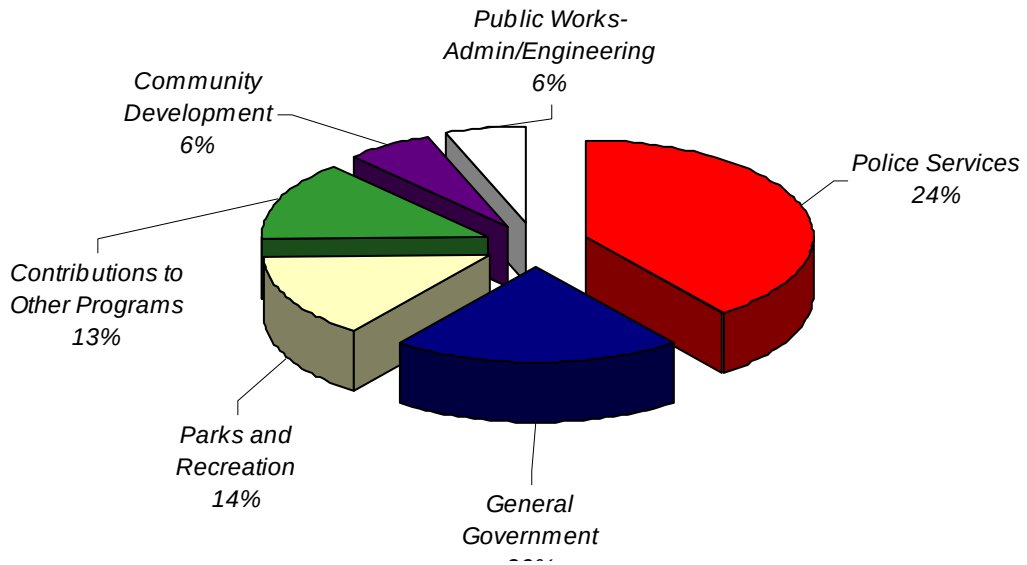


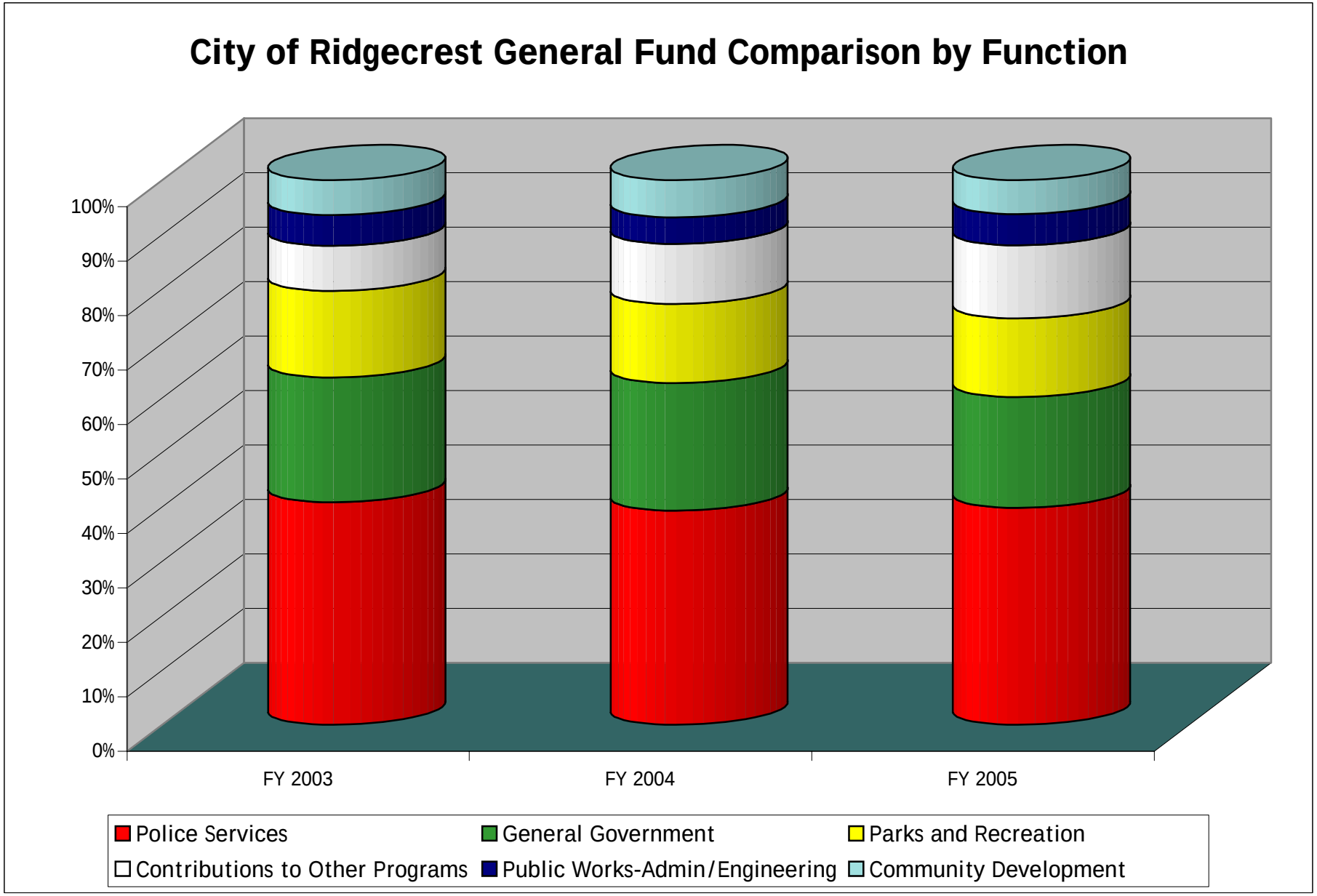

General Fund Departments
Fiscal Years 2003-2005
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
Police Services
General Government
Parks and Recreation
Contributions to Other Programs
Community Development
Public Works-Admin/Engineering
FY 2003
FY 2004
FY 2005

Summary of General Fund Expenditures by Function Year End Estimate 2003-04



Summary of General Fund Expenditures by Function Proposed Budget 2004-05




City of Ridgecrest General Fund Comparison by Function
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
FY 2003
FY 2004
FY 2005
Police Services
General Government
Parks and Recreation
Contributions to Other Programs
Public Works-Admin/Engineering
Community Development

2003-04 YE
BUDGET SUMMARY

			INFLOWS					OUTFLOWS				
Fund	*Description*	*Unreserved Beginning Balance*	*Revenues*	*Transfers In*	*Budget Yr Inflows*	*Total Resources*	*Expenditures*	*Transfers Out*	*Total Appropriations*	*Other Adjustments*	*Unreserved Ending Balance*
001	General	$ 2,331,385	$ 7,144,042	$ 1,272,279	$ 8,416,321	$ 10,747,706	$ 8,075,959	$ 920,890	$ 8,996,849	$ 128,400	$1,879,257
010	Self-Insurance	$ (222,578)	$ 299,283	$ 284,732	$ 584,015	$ 361,437	$ 754,220	$ 297,722	$ 1,051,942	$ -	($690,505)
063	Supplemental LE	$ 46,491	$ 103,323	$ -	$ 103,323	$ 149,814	$ -	$ 100,000	$ 100,000	$ -	$49,814
006	Park Development	$ -	$ 159	$ -	$ 159	$ 159	$ -		$ -	$ -	$159
066	Parks & Recreation Donation Fund	$ 15,754	$ 191	$ -	$ 191	$ 15,945	$ 3,800		$ 3,800	$ -	$12,145
067	Senior Donations	$ 78	$ 1	$ -	$ 1	$ 79	$ -		$ -	$ -	$79
271	Community Partnership Marketing	$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -	$0
900	City Debt Service	$ -	$ -	$ 164,072	$ 164,072	$ 164,072	$ 164,072		$ 164,072	$ -	$0
201	IWV Collaborative Svcs-Family Res Ctr	$ -	$ 203,232	$ -	$ 203,232	$ 203,232	$ 184,905	$ 19,211	$ 204,116	$ -	$ (884)
002	Gas Tax	$ 26,087	$ 433,412	$ 569,834	$ 1,003,246	$ 1,029,333	$ 727,495	$ 301,838	$ 1,029,333	$ -	$0
003	TDA Transit Enterprise	$ 38,256	$ 821,368	$ -	$ 821,368	$ 859,624	$ 558,964	$ 231,915	$ 790,879	$ -	$68,745
005	Wastewater Enterprise	$ 8,354,079	$ 2,148,350	$ -	$ 2,148,350	$ 10,502,429	$ 612,926	$ 254,304	$ 867,230		$9,635,199
007	TDA Streets Fund		$ 309	$ -	$ 309	$ 309	$ -	$ -	$ -	$ -	$309
017	Substandard Street Improvement	$ 14,377	$ -	$ -	$ -	$ 14,377	$ -		$ -	$ -	$14,377
018	Capital Improvements	$ 425,024	$ -	$ 30,000	$ 30,000	$ 455,024	$ 378,448		$ 378,448	$ -	$76,576
221	AB 2928 Traffic Congestion Relief	$ 41,984	$ -	$ -	$ -	$ 41,984	$ -	$ 41,984	$ 41,984	$ -	$0
					$ -	$ -					
011	Business Development Center		$ 15,000	$ 29,900	$ 44,900	$ 44,900	$ 27,130		$ 27,130	$ -	$17,770
012	Business Park	$ (46,017)	$ 475,920	$ -	$ 475,920	$ 429,903	$ 398,203		$ 398,203	$ -	$31,700
	Subtotal City Funds	$ 11,024,920	$ 11,644,590	$ 2,350,817	$ 13,995,407	$ 25,020,327	$ 11,886,122	$ 2,167,864	$ 14,053,986	$ 128,400	$11,094,741
009	Redevelopment Agency Operations	$ 36,548	$ 33,000	$ 802,278	$ 835,278	$ 871,826	$ 569,232	$ 171,411	$ 740,643	$ 118,009	$249,192
019	Redevelopment Agency Housing	$ 426,435	$ 58,898	$ 715,499	$ 774,397	$ 1,200,832	$ 46,428	$ 581,274	$ 627,702	$ -	$573,130
929	Redevelopment Agency Debt Service	$ 272,879	$ 3,120,877	$ 569,732	$ 3,690,609	$ 3,963,488	$ 1,988,544	$ 1,517,777	$ 3,506,321	$ -	$457,167
	Subtotal Agency Funds	$ 735,862	$ 3,212,775	$ 2,087,509	$ 5,300,284	$ 6,036,146	$ 2,604,204	$ 2,270,462	$ 4,874,666	$ 118,009	$1,279,489
	Total All Funds	$ 11,760,782	$ 14,857,365	$ 4,438,326	$ 19,295,691	$ 31,056,473	$ 14,490,326	$ 4,438,326	$ 18,928,652	$ 246,409	$12,374,230

2004-05 DRAFT
BUDGET SUMMARY

			INFLOWS				OUTFLOWS				
Fund	Description	Unreserved Beginning Balance	Revenues	Transfers In	Budget Yr Inflows	Total Resources	Expenditures	Transfers Out	Total Appropriations	Other Adjustments	Unreserved Ending Balance
001	General	$ 1,879,257	$ 7,073,618	$ 1,484,363	$ 8,557,981	$ 10,437,238	$ 8,218,558	$ 1,271,474	$ 9,490,032		$947,206
010	Self-Insurance	$ (690,505)	$ 337,923	$ 386,154	$ 724,077	$ 33,572	$ 822,541	$ 92,201	$ 914,742		($881,170)
063	Supplemental LE	$ 49,814	$ 100,000	$ -	$ 100,000	$ 149,814	$ -	$ 100,000	$ 100,000		$49,814
006	Park Development	$ 159	$ -	$ -	$ -	$ 159	$ -	$ -	$ -		$159
066	Parks & Recreation Donation Fund	$ 12,145	$ -	$ -	$ -	$ 12,145	$ -	$ -	$ -		$12,145
067	Senior Donations	$ 79	$ -	$ -	$ -	$ 79	$ -	$ -	$ -		$79
271	Community Partnership Marketing	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$0
900	City Debt Service	$ -	$ -	$ 179,739	$ 179,739	$ 179,739	$ 179,739	$ -	$ 179,739		$0
201	IWV Collaborative Svcs-Family Res Ctr	$ (884)	$ -	$ -	$ -	$ (884)	$ -	$ -	$ -	$ -	$ (884)
		$ -									
002	Gas Tax	$ -	$ 430,665	$ 852,348	$ 1,283,013	$ 1,283,013	$ 891,581	$ 391,432	$ 1,283,013		$0
003	TDA Transit Enterprise	$ 68,745	$ 915,271	$ -	$ 915,271	$ 984,016	$ 683,929	$ 300,087	$ 984,016	$ -	$0
005	Wastewater Enterprise	$ 9,635,199	$ 1,972,100	$ -	$ 1,972,100	$ 11,607,299	$ 677,132	$ 297,097	$ 974,229		$10,633,070
007	TDA Streets Fund	$ 309	$ -	$ -	$ -	$ 309	$ -	$ -	$ -		$309
017	Substandard Street Improvement	$ 14,377	$ -	$ -	$ -	$ 14,377	$ -	$ -	$ -		$14,377
018	Capital Improvements	$ 76,576	$ -	$ -	$ -	$ 76,576	$ -	$ -	$ -	$ -	$76,576
221	AB 2928 Traffic Congestion Relief	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$0
		$ -									
011	Business Development Center	$ 17,770	$ 10,000	$ -	$ 10,000	$ 27,770	$ 27,630	$ -	$ 27,630	$ -	$140
012	Business Park	$ 31,700	$ -	$ -	$ -	$ 31,700	$ -	$ -	$ -	$ -	$31,700
	Subtotal City Funds	$ 11,094,741	$ 10,839,577	$ 2,902,604	$ 13,742,181	$ 24,836,922	$ 11,501,110	$ 2,452,291	$ 13,953,401	$ -	$10,883,521
009	Redevelopment Agency Operations	$ 249,192	$ -	$ 1,109,694	$ 1,109,694	$ 1,358,886	$ 1,052,380	$ 304,065	$ 1,356,445		$2,441
019	Redevelopment Agency Housing	$ 573,130	$ -	$ 763,000	$ 763,000	$ 1,336,130	$ 504,488	$ 713,091	$ 1,217,579	$ -	$118,551
929	Redevelopment Agency Debt Service	$ 457,167	$ 3,102,000	$ 566,843	$ 3,668,843	$ 4,126,010	$ 1,959,603	$ 1,872,694	$ 3,832,297	$ -	$293,713
	Subtotal Agency Funds	$ 1,279,489	$ 3,102,000	$ 2,439,537	$ 5,541,537	$ 6,821,026	$ 3,516,471	$ 2,889,850	$ 6,406,321	$ -	$414,705
	Total All Funds	$ 12,374,230	$ 13,941,577	$ 5,342,141	$ 19,283,718	$ 31,657,948	$ 15,017,581	$ 5,342,141	$ 20,359,722	$ -	$11,298,226

General Fund Summary

	FY 2004	FY 2005
Revenues	7,144,042	7,073,618
Transfers	1,272,279	1,484,363
Total Inflows:	8,416,321	8,557,981
Expenditures	8,075,959	8,218,558
Transfers Out	920,890	1,271,474
Total Outflows:	8,996,849	9,490,032
Net Change	-580,528	-932,051
Beginning Balance	2,331,385	1,879,257
Adjustments	128,400	0
Ending Balance	1,879,257	947,206

Date: 8/10/04

FUND# 1

FUND - GENERAL FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3100	TAXES	4,363,495	4,710,670	4,602,813	4,602,813	4,614,098	4,593,813
3200	INTERGOVERNMENTAL	1,748,252	1,727,341	1,587,467	1,662,497	1,299,050	1,496,996
3300	LICENSES AND PERMITS	245,582	248,317	277,850	277,850	244,667	234,285
3400	FINES AND FORFEITURES	79,577	100,393	78,100	96,100	97,768	81,100
3500	USE OF PROPERTY & MONEY	191,460	150,933	111,000	106,772	94,795	93,950
3600	CURRENT SERVICE CHARGES	463,346	497,600	457,250	429,750	633,769	520,750
3800	TRANSFER FROM OTHER FUNDS	829,529	979,870	1,199,150	1,488,458	1,272,279	1,484,363
3900	OTHER REVENUE	291,694	267,924	87,300	246,822	159,895	52,724
TOTAL		**8,212,935**	**8,683,048**	**8,400,930**	**8,911,062**	**8,416,321**	**8,557,981**

Date: 8/10/04

FUND# 1

FUND - GENERAL FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Description	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3100	3100-100	TAXES	PROPERTY	338,118	389,780	379,000	379,000	399,504	378,000
	3100-200		SALES & USE	2,584,661	2,701,642	2,700,291	2,700,291	2,700,291	2,690,835
	3100-500		REAL PROPERTY TRANSFER	36,599	42,320	35,000	35,000	55,000	46,550
	3100-600		BUSINESS LICENSE	97,073	109,428	135,000	135,000	122,000	124,428
	3100-700		FRANCHISE	589,944	599,742	603,522	603,522	587,303	604,000
	3100-900		TRANSIENT OCCUPANCY	717,100	867,758	750,000	750,000	750,000	750,000
		TAXES		**4,363,495**	**4,710,670**	**4,602,813**	**4,602,813**	**4,614,098**	**4,593,813**
3200	3200-100	INTERGOVERNMENTAL	STATE	1,484,261	1,547,428	1,538,797	1,573,797	1,203,022	1,422,174
	3200-300		OTHER STATE, INCL GRANTS	98,381	76,585	0	0	3,894	0
	3200-500		FEDERAL	36,802	7,245	6,500	6,500	9,934	4,000
	3200-600		FEDERAL	128,808	96,083	42,170	82,200	82,200	70,822
		INTERGOVERNMENTAL		**1,748,252**	**1,727,341**	**1,587,467**	**1,662,497**	**1,299,050**	**1,496,996**
3300	3300-100	LICENSES AND PERMITS	DOG LICENSES	13,853	15,604	14,600	14,600	14,852	14,600
	3300-200		CONSTRUCTION PERMITS	226,184	203,243	256,900	256,900	221,300	212,700
	3300-400		STREET/CURB/SIDEWALK PRMT	1,330	23,655	1,250	1,250	2,410	1,500
	3300-900		OTHER LICENSES & PERMITS	4,215	5,815	5,100	5,100	6,105	5,485
		LICENSES AND PERMITS		**245,582**	**248,317**	**277,850**	**277,850**	**244,667**	**234,285**
3400	3400-0	FINES AND FORFEITURES	PENALTIES	0	2,952	0	0	3,065	0
	3400-100		VEHICLE CODE FINES	48,509	66,050	48,000	48,000	28,908	48,000
	3400-200		OTHER FINES-MISD & PRKNG	16,102	19,398	17,000	17,000	38,161	20,000
	3400-300		FORFEITURES AND PENALTIES	133	3,431	4,000	4,000	2,657	4,000
	3400-400		FORFEITED SPAY/RABIES DEP	640	1,873	1,000	1,000	945	1,000
	3400-500		DUI COST RECOVERY FINES	7,676	5,850	8,000	8,000	5,842	8,000
	3400-600		BUSINESS LICENSE PENALTY	0	0	100	100	0	100
	3400-700		ASSET SEIZURES	6,517	839	0	18,000	18,190	0

Date: 8/10/04

FUND# 1

FUND - GENERAL FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Description	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
		FINES AND FORFEITURES		**79,577**	**100,393**	**78,100**	**96,100**	**97,768**	**81,100**
3500	3500-100	USE OF PROPERTY & MON	INVESTMENT EARNINGS	117,760	53,001	40,000	40,000	22,445	22,500
	3500-200		RENTS & CONCESSIONS	73,700	97,932	71,000	66,772	72,350	71,450
		USE OF PROPERTY & MONEY		**191,460**	**150,933**	**111,000**	**106,772**	**94,795**	**93,950**
3600	3600-200	CURRENT SERVICE CHARG	PLANNING & ZONING	30,430	28,430	28,000	28,000	36,170	28,000
	3600-300		COMMUNITY DEVELOPMENT FEE	19,932	19,731	14,000	14,000	64,970	14,000
	3600-400		RECREATION FEES	134,776	132,040	124,500	101,500	109,003	102,000
	3600-500		RECREATION FEES	135,056	142,091	129,700	125,200	148,393	126,000
	3600-700		POLICE SERVICES	62,967	87,765	89,050	89,050	81,151	64,250
	3600-800		ANIMAL CONTROL	60,443	65,455	60,500	60,500	64,523	63,500
	3600-900		OTHER CURRENT SVC CHARGES	19,742	22,088	11,500	11,500	129,559	123,000
		CURRENT SERVICE CHARGES		**463,346**	**497,600**	**457,250**	**429,750**	**633,769**	**520,750**
3800	3800-600	TRANSFER FROM OTHER F	INTERFD OPERATE TRANS-IN	829,529	979,870	1,199,150	1,488,458	1,272,279	1,484,363
		TRANSFER FROM OTHER FUNDS		**829,529**	**979,870**	**1,199,150**	**1,488,458**	**1,272,279**	**1,484,363**
3900	3900-100	OTHER REVENUE	DONATIONS FROM PRVT SOURC	2,401	3,642	1,000	60,159	60,869	16,424
	3900-200		SALES	9,703	21,635	5,800	5,800	5,724	5,800
	3900-300		REIMBURSEMENTS	215,868	213,503	500	3,050	6,280	500
	3900-500		REFUNDS	18	311	0	0	0	0
	3900-800		OTHER FINANCING SOURCES	62,437	27,728	80,000	177,813	87,020	30,000
	3900-900		OTHER REVENUE	1,267	1,105	0	0	2	0
		OTHER REVENUE		**291,694**	**267,924**	**87,300**	**246,822**	**159,895**	**52,724**
TOTAL				**8,212,935**	**8,683,048**	**8,400,930**	**8,911,062**	**8,416,321**	**8,557,981**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

DEPT-DIV	Division Description	FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4110	CITY COUNCIL	48,737	59,040	56,975	64,412	67,300	55,605
4120	CITY MANAGER	223,106	231,175	233,743	235,213	237,011	180,996
4125	PERSONNEL	147,887	160,281	59,845	56,958	50,156	87,753
4126	PERSONNEL GRANTS	126,911	71,578	42,170	61,200	59,028	65,551
4130	CITY CLERK	61,233	63,592	91,964	172,100	162,225	102,924
4140	LEGAL COUNSEL	47,347	57,804	51,000	51,000	51,000	51,000
4150	FINANCE DEPARTMENT	897,242	1,014,764	966,538	1,072,384	1,036,725	849,672
4191	CITY HALL	255,814	226,063	302,090	328,230	262,692	281,817
4193	ADVERTISING & PROMOTION	145,656	153,585	148,051	149,051	149,051	149,051
4199	NON-DEPT	47,365	58,255	65,500	57,506	37,798	114,113
41 GENERAL GOVERNMENT		***2,001,298***	***2,096,137***	***2,017,876***	***2,248,054***	***2,112,986***	***1,938,482***
4210	POLICE SERVICES	3,799,795	3,736,125	3,730,683	3,734,633	3,531,815	3,762,102
4260	DISASTER PREPAREDNESS	2,497	1,621	6,350	6,350	3,450	12,350
42 PUBLIC SAFETY		***3,802,292***	***3,737,746***	***3,737,033***	***3,740,983***	***3,535,265***	***3,774,452***
4430	BUILDING	63,519	175,812	207,459	224,563	225,348	261,758
4440	CODE ENFORCEMENT	17,685	22,984	30,739	25,739	25,398	33,098
4451	ECONOMIC DEVELOPMENT	151,436	169,413	188,846	187,346	189,384	109,661
4452	ECONOMIC PROMOTION	98,481	60,889	0	0	0	0
4480	PLANNING	150,752	129,206	139,059	145,078	153,560	169,298
4492	PLANNING COMMISSION	7,034	8,017	8,147	8,147	7,847	8,147
44 COMMUNITY DEVELOPMENT		***488,907***	***566,321***	***574,250***	***590,873***	***601,537***	***581,962***

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

DEPT-DIV	Division Description	FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4574	RESOURCE RECOVERY	7,889	20,925	10,998	10,998	8,509	9,582
45 HEALTH		***7,889***	***20,925***	***10,998***	***10,998***	***8,509***	***9,582***
4610	PARK & REC ADMINISTRATION	138,888	153,859	151,358	148,794	159,302	169,178
4620	RECREATION PROGRAMS	461,517	463,982	428,323	374,430	378,977	407,242
4630	P & R MAINTENANCE	823,079	833,264	714,555	715,496	768,937	795,537
46 CULTURE & LEISURE		***1,423,484***	***1,451,105***	***1,294,236***	***1,238,720***	***1,307,216***	***1,371,957***
4710	PUBLIC WORKS ADMIN	152,217	186,763	0	2,445	0	23,711
4720	ENGINEERING	202,734	158,340	243,098	208,400	213,064	277,095
4730	GARAGE	99,446	111,194	138,135	137,385	143,742	161,854
4741	LANDSCAPE/MEDIAN MAINT	0	54,138	44,865	44,865	84,531	79,463
47 PUBLIC WORKS		***454,397***	***510,435***	***426,098***	***393,095***	***441,337***	***542,123***
4910	TRANSFER TO OTHER FUNDS	1,835,856	764,918	1,037,056	1,024,340	920,890	1,271,474
4999	RESRVD-FUTURE EXPENDITURE	0	0	100,000	69,109	69,109	0
49 OTHER FINANCING USES		***1,835,856***	***764,918***	***1,137,056***	***1,093,449***	***989,999***	***1,269,724***
GENERAL FUND		**10,014,123**	**9,147,587**	**9,197,547**	**9,316,172**	**8,996,849**	**9,490,032**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4110 - CITY COUNCIL						
1000	Salaries & Benefits	26,684	33,419	39,425	39,425	20,230
2000	Services & Charges	21,795	25,330	24,687	27,800	35,075
3000	Materials & Supplies	258	291	300	75	300
4110 - CITY COUNCIL		**48,737**	**59,040**	**64,412**	**67,300**	**55,605**
4120 - CITY MANAGER						
1000	Salaries & Benefits	214,352	224,850	227,343	231,078	170,846
2000	Services & Charges	6,757	5,220	4,670	4,632	6,700
3000	Materials & Supplies	1,997	1,105	3,200	1,301	3,450
4120 - CITY MANAGER		**223,106**	**231,175**	**235,213**	**237,011**	**180,996**
4125 - PERSONNEL						
1000	Salaries & Benefits	117,985	132,652	19,783	20,156	51,078
2000	Services & Charges	28,663	26,808	36,375	29,500	36,175
3000	Materials & Supplies	1,239	821	800	500	500
4125 - PERSONNEL		**147,887**	**160,281**	**56,958**	**50,156**	**87,753**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4126 - PERSONNEL GRANTS						
1000	Salaries & Benefits	121,761	68,773	59,250	56,953	63,350
2000	Services & Charges	3,796	1,875	1,825	1,825	2,050
3000	Materials & Supplies	848	930	125	250	151
4000	Capital	506	0	0	0	0
4126 - PERSONNEL GRANTS		**126,911**	**71,578**	**61,200**	**59,028**	**65,551**
4130 - CITY CLERK						
1000	Salaries & Benefits	47,756	52,864	53,364	54,875	78,824
2000	Services & Charges	9,387	8,846	114,136	105,600	19,500
3000	Materials & Supplies	4,090	1,882	4,600	1,750	4,600
4130 - CITY CLERK		**61,233**	**63,592**	**172,100**	**162,225**	**102,924**
4140 - LEGAL COUNSEL						
2000	Services & Charges	47,347	57,804	51,000	51,000	51,000
4140 - LEGAL COUNSEL		**47,347**	**57,804**	**51,000**	**51,000**	**51,000**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4150 -FINANCE DEPARTMENT						
1000	Salaries & Benefits	392,817	554,178	543,909	505,571	546,972
2000	Services & Charges	288,818	275,817	290,875	293,881	256,300
3000	Materials & Supplies	17,271	20,154	24,941	24,941	23,900
4000	Capital	198,336	164,615	212,659	212,332	22,500
4150 - FINANCE DEPARTMENT		**897,242**	**1,014,764**	**1,072,384**	**1,036,725**	**849,672**
4191 - CITY HALL						
1000	Salaries & Benefits	41,528	36,963	84,290	39,123	52,877
2000	Services & Charges	179,009	166,676	220,043	199,524	208,340
3000	Materials & Supplies	22,818	22,424	23,897	24,045	20,600
4000	Capital	12,459	0	0	0	0
4191 - CITY HALL		**255,814**	**226,063**	**328,230**	**262,692**	**281,817**
4193 - ADVERTISING & PROMOTION						
2000	Services & Charges	145,656	153,585	149,051	149,051	149,051
4193 - ADVERTISING & PROMOTION		**145,656**	**153,585**	**149,051**	**149,051**	**149,051**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4199 - NON-DEPT						
2000	Services & Charges	41,644	34,439	48,806	32,298	105,413
3000	Materials & Supplies	5,721	3,914	8,700	5,500	8,700
4000	Capital	0	19,902	0	0	0
4199 - NON-DEPT		**47,365**	**58,255**	**57,506**	**37,798**	**114,113**
4210 - POLICE SERVICES						
1000	Salaries & Benefits	3,362,540	3,272,605	3,228,270	3,160,448	3,352,345
2000	Services & Charges	237,559	249,229	319,815	219,790	251,982
3000	Materials & Supplies	81,850	89,375	130,376	113,147	137,275
4000	Capital	117,846	124,916	56,172	38,430	20,500
4210 - POLICE SERVICES		**3,799,795**	**3,736,125**	**3,734,633**	**3,531,815**	**3,762,102**
4260 - DISASTER PREPAREDNESS						
2000	Services & Charges	2,252	1,386	3,550	2,000	9,550
3000	Materials & Supplies	245	235	2,800	1,450	2,800
4260 - DISASTER PREPAREDNESS		**2,497**	**1,621**	**6,350**	**3,450**	**12,350**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4430 - BUILDING						
1000	Salaries & Benefits	35,032	36,817	33,059	34,544	50,858
2000	Services & Charges	27,649	138,623	189,704	189,104	209,100
3000	Materials & Supplies	838	372	1,800	1,700	1,800
4430 - BUILDING		**63,519**	**175,812**	**224,563**	**225,348**	**261,758**
4440 - CODE ENFORCEMENT						
1000	Salaries & Benefits	12,207	13,301	13,639	14,498	15,998
2000	Services & Charges	4,475	9,056	10,100	9,100	15,100
3000	Materials & Supplies	1,003	627	2,000	1,800	2,000
4440 - CODE ENFORCEMENT		**17,685**	**22,984**	**25,739**	**25,398**	**33,098**
4451 - ECONOMIC DEVELOPMENT						
1000	Salaries & Benefits	132,160	153,423	164,896	170,734	86,211
2000	Services & Charges	17,052	14,231	18,250	15,750	20,250
3000	Materials & Supplies	2,224	1,759	4,200	2,900	3,200
4451 - ECONOMIC DEVELOPMENT		**151,436**	**169,413**	**187,346**	**189,384**	**109,661**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4452 - ECONOMIC PROMOTION						
1000	Salaries & Benefits	961	1,759	0	0	0
2000	Services & Charges	97,520	59,130	0	0	0
4452 - ECONOMIC PROMOTION		**98,481**	**60,889**	**-**	**-**	**-**
4480 - PLANNING						
1000	Salaries & Benefits	110,664	118,490	120,959	123,141	139,398
2000	Services & Charges	40,032	10,279	23,469	29,969	29,450
3000	Materials & Supplies	56	437	650	450	450
4480 - PLANNING		**150,752**	**129,206**	**145,078**	**153,560**	**169,298**
4492 - PLANNING COMMISSION						
1000	Salaries & Benefits	6,728	6,898	6,797	6,797	6,797
2000	Services & Charges	306	1,119	1,350	1,050	1,350
4492 - PLANNING COMMISSION		**7,034**	**8,017**	**8,147**	**7,847**	**8,147**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4574 - RESOURCE RECOVERY						
1000	Salaries & Benefits	7,889	8,284	8,498	8,509	9,582
2000	Services & Charges	0	12,641	1,000	0	0
3000	Materials & Supplies	0	0	1,500	0	0
4574 - RESOURCE RECOVERY		**7,889**	**20,925**	**10,998**	**8,509**	**9,582**
4610 - PARK & REC ADMINISTRATION						
1000	Salaries & Benefits	128,128	140,274	145,278	155,786	165,098
2000	Services & Charges	7,393	5,023	1,768	1,768	2,250
3000	Materials & Supplies	3,367	1,862	1,748	1,748	1,830
4000	Capital	0	6,700	0	0	0
4610 - PARK & REC ADMINISTRATION		**138,888**	**153,859**	**148,794**	**159,302**	**169,178**
4620 - RECREATION PROGRAMS						
1000	Salaries & Benefits	338,131	338,244	292,619	283,393	322,742
2000	Services & Charges	79,098	87,219	48,932	64,634	53,700
3000	Materials & Supplies	44,288	38,519	32,879	30,950	30,800
4620 - RECREATION PROGRAMS		**461,517**	**463,982**	**374,430**	**378,977**	**407,242**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4630 - P & R MAINTENANCE						
1000	Salaries & Benefits	332,294	386,625	302,710	328,884	378,369
2000	Services & Charges	307,462	318,354	275,558	308,046	273,845
3000	Materials & Supplies	96,957	96,577	84,284	88,007	83,323
4000	Capital	86,366	31,708	52,944	44,000	60,000
4630 - P & R MAINTENANCE		**823,079**	**833,264**	**715,496**	**768,937**	**795,537**
4710 - PUBLIC WORKS ADMIN						
1000	Salaries & Benefits	51,902	43,612	0	0	23,711
2000	Services & Charges	98,079	142,384	2,445	0	0
3000	Materials & Supplies	1,808	767	0	0	0
4000	Capital	428	0	0	0	0
4710 - PUBLIC WORKS ADMIN		**152,217**	**186,763**	**2,445**	**-**	**23,711**
4720 - ENGINEERING						
1000	Salaries & Benefits	136,286	151,376	176,348	183,364	247,745
2000	Services & Charges	47,103	4,726	26,852	24,650	22,650
3000	Materials & Supplies	3,613	2,238	5,200	5,050	3,700
4000	Capital	15,732	0	0	-	3,000
4720 - ENGINEERING		**202,734**	**158,340**	**208,400**	**213,064**	**277,095**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4730 - GARAGE						
1000	Salaries & Benefits	67,488	101,961	122,135	132,342	146,054
2000	Services & Charges	10,621	6,896	10,600	7,800	10,650
3000	Materials & Supplies	3,496	2,337	4,650	3,600	5,150
4000	Capital	17,841	0	0	0	0
4730 - GARAGE		**99,446**	**111,194**	**137,385**	**143,742**	**161,854**
4741 - LANDSCAPE/MEDIAN MAINT						
1000	Salaries & Benefits	0	47,278	37,336	75,831	66,263
2000	Services & Charges	0	5,777	7,329	8,000	13,000
3000	Materials & Supplies	0	1,083	200	700	200
4741 - LANDSCAPE/MEDIAN MAINT		**-**	**54,138**	**44,865**	**84,531**	**79,463**
4910 - TRANSFER TO OTHER FUNDS						
0	Transfers	434,883	215,976	644,873	527,850	852,348
1000	Transfers	1,193,049	412,605	215,395	228,968	239,387
2000	Transfers	190,862	130,000	0	0	0
9000	Transfers	17,062	6,337	164,072	164,072	179,739
4910 - TRANSFER TO OTHER FUNDS		**1,835,856**	**764,918**	**1,024,340**	**920,890**	**1,271,474**

CITY OF RIDGECREST
FISCAL YEAR 2004-2005
BUDGET SUMMARY

Acct	DESCRIPTION	2004				
		FY 2002 ACTUALS	FY 2003 ACTUALS	FY 2004 REVISED BUDGET	FY 2004 YR-END	FY 2005 RECOMMENDED
4999 - RESRVD-FUTURE EXPENDITURE						
2000	Services & Charges	0	0	69,109	0	0
9000		0	0	0	69,109	-
4999 - RESRVD-FUTURE EXPENDITURE		**-**	**-**	**69,109**	**69,109**	**-**
		10,014,123	**9,147,587**	**9,316,172**	**8,996,849**	**9,490,032**

Self Insurance Fund Summary

	FY 2004	FY 2005
Revenues	299,283	337,923
Transfers	284,732	386,154
Total Inflows:	584,015	724,077
Expenditures	754,220	822,541
Transfers Out	297,722	92,201
Total Outflows:	1,051,942	914,742
Net Change	-467,927	-190,665
Beginning Balance	-222,578	-690,505
Ending Balance	-690,505	-881,170

The negative balance is due to a series of reserves. These reserves include the Reserve for Workers' Compensation (as required by PARSAC); the PERS Safety Buy Down Reserve; the Reserve for Future Claims; and the reserve for Incurred But Not Reported (IBNR) claims as required by GASB. The actual total fund balance in the insurance portion of this fund is positive.

Date: 8/10/04

FUND# 10

FUND - SELF INSURANCE FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3500	USE OF PROPERTY & MONEY	24,488	35,910	20,000	20,000	29,538	30,000
3600	CURRENT SERVICE CHARGES	182,273	194,837	200,799	200,799	189,745	186,049
3800	TRANSFER FROM OTHER FUNDS	972,677	282,323	325,903	334,281	284,732	386,154
3900	OTHER REVENUE	140,222	123,518	80,000	80,000	80,000	121,874
TOTAL		**1,319,660**	**636,588**	**626,702**	**635,080**	**584,015**	**724,077**

Date: 8/10/04

FUND# 10

FUND - SELF INSURANCE FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Description	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3500	3500-100	USE OF PROPERTY & MONEY	INVESTMENT EARNINGS	24,488	35,910	20,000	20,000	29,538	30,000
		USE OF PROPERTY & MONEY		**24,488**	**35,910**	**20,000**	**20,000**	**29,538**	**30,000**
3600	3600-900	CURRENT SERVICE CHARGES	OTHER CURRENT SVC CHARGES	182,273	194,837	200,799	200,799	189,745	186,049
		CURRENT SERVICE CHARGES		**182,273**	**194,837**	**200,799**	**200,799**	**189,745**	**186,049**
3800	3800-600	TRANSFER FROM OTHER FUNDS	INTERFD OPERATE TRANS-IN	972,677	282,323	325,903	334,281	284,732	386,154
		TRANSFER FROM OTHER FUNDS		**972,677**	**282,323**	**325,903**	**334,281**	**284,732**	**386,154**
3900	3900-300	OTHER REVENUE	REIMBURSEMENTS	115,648	123,518	80,000	80,000	80,000	121,874
	3900-500		REFUNDS	24,574	0	0	0	0	0
		OTHER REVENUE		**140,222**	**123,518**	**80,000**	**80,000**	**80,000**	**121,874**
TOTAL				**1,319,660**	**636,588**	**626,702**	**635,080**	**584,015**	**724,077**

Date: 8/12/04

FUND: 10 - SELF INSURANCE FUND

City of Ridgecrest
Fiscal Year 2004- 2005

DEPT-DIV	Division Description	FY 2002 ACTUALS	PRIOR YR ACTUALS	ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4195	NON-DEPT INSURANCE	547,738	631,363	413,150	413,150	502,970	659,541
4198	FINAL PAY	64,385	219,716	226,750	226,750	251,250	163,000
41	***GENERAL GOVERNMENT***	***612,123***	***851,079***	***639,900***	***639,900***	***754,220***	***822,541***
4910	TRANSFER TO OTHER FUNDS	0	0	97,212	297,722	297,722	92,201
49	***OTHER FINANCING USES***	***0***	***0***	***97,212***	***297,722***	***297,722***	***92,201***
SELF INSURANCE FUND		**612,123**	**851,079**	**737,112**	**937,622**	**1,051,942**	**914,742**

FUND: 10- SELF INSURANCE

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4195 - NON-DEPT INSURANCE							
1000	Salaries & Benefits	34,702	4,077	0	0	25,000	120,952
2000	Services & Charges	513,036	627,286	413,150	413,150	477,970	538,589
4195 - NON-DEPT INSURANCE		**547,738**	**631,363**	**413,150**	**413,150**	**502,970**	**659,541**
4198 - FINAL PAY							
1000	Salaries & Benefits	64,385	219,716	225,750	225,750	250,750	162,000
2000	Services & Charges	0	0	1,000	1,000	500	1,000
4198 - FINAL PAY		**64,385**	**219,716**	**226,750**	**226,750**	**251,250**	**163,000**
4910 - TRANSFER TO OTHER FUNDS							
0	Transfers	0	0	97,212	297,722	297,722	92,201
4910 - TRANSFER TO OTHER FUNDS		**0**	**0**	**97,212**	**297,722**	**297,722**	**92,201**
		612,123	**851,079**	**737,112**	**937,622**	**1,051,942**	**914,742**

Supplemental Law Enforcement Services Fund Summary

	FY 2004	FY 2005
Revenues	103,323	100,000
Transfers	0	0
Total Inflows:	103,323	100,000
Expenditures	0	0
Transfers Out	100,000	100,000
Total Outflows:	100,000	100,000
Net Change	3,323	0
Beginning Balance	46,491	49,814
Adjustments	0	0
Ending Balance	49,814	49,814

Date: 8/10/04

FUND# 63

FUND - SUPL LAW ENFMT SVC-AB3229

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3200	INTERGOVERNMENTAL	100,000	100,000	100,000	100,000	100,000	100,000
3500	USE OF PROPERTY & MONEY	4,492	2,494	2,000	2,000	2,000	0
TOTAL		**104,492**	**102,494**	**102,000**	**102,000**	**102,000**	**100,000**

Date: 8/10/04

FUND# 63

FUND - SUPL LAW ENFMT SVC-AB3229

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Description	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3200	3200-300	INTERGOVERNMENTAL	OTHER STATE, INCL GRANTS	100,000	100,000	100,000	100,000	100,000	100,000
		INTERGOVERNMENTAL		**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**
3500	3500-100	USE OF PROPERTY & MONEY	INVESTMENT EARNINGS	4,492	2,494	2,000	2,000	2,000	0
		USE OF PROPERTY & MONEY		**4,492**	**2,494**	**2,000**	**2,000**	**2,000**	**0**
TOTAL				**104,492**	**102,494**	**102,000**	**102,000**	**102,000**	**100,000**

Date: 8/10/04

FUND: 63 - SUPL LAW ENFMT SVC-AB3229

City of Ridgecrest
Fiscal Year 2004- 2005

DEPT-DIV	Division Description	FY 2002 ACTUALS	PRIOR YR ACTUALS	ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4210	POLICE SERVICES	76,240	28,277	0	2,079	0	0
42	***PUBLIC SAFETY***	***76,240***	***28,277***	***0***	***2,079***	***0***	***0***
4910	TRANSFER TO OTHER FUNDS	74,165	82,907	100,000	100,000	100,000	100,000
49	***OTHER FINANCING USES***	***74,165***	***82,907***	***100,000***	***100,000***	***100,000***	***100,000***
SUPL LAW ENFMT SVC-AB32		**150,405**	**111,184**	**100,000**	**102,079**	**100,000**	**100,000**

FUND: 63- SUPL LAW ENFMT

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/10/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4210 - POLICE SERVICES							
3000	Materials & Supplies	4,560	0	0	0	0	0
4000	Capital	71,680	28,277	0	2,079	0	0
4210 - POLICE SERVICES		**76,240**	**28,277**	**0**	**2,079**	**0**	**0**
4910 - TRANSFER TO OTHER FUNDS							
0	Transfers	74,165	82,907	100,000	100,000	100,000	100,000
4910 - TRANSFER TO OTHER FUNDS		**74,165**	**82,907**	**100,000**	**100,000**	**100,000**	**100,000**
		150,405	**111,184**	**100,000**	**102,079**	**100,000**	**100,000**

City Debt Service Fund Summary

	FY 2004	FY 2005
Revenues	0	0
Transfers	164,072	179,739
Total Inflows:	164,072	179,739
Expenditures	164,072	179,739
Transfers Out	0	0
Total Outflows:	164,072	179,739
Net Change	0	0
Other Adjustments	0	0
Beginning Balance	0	0
Ending Balance	0	0

Date: 8/10/04

FUND# 900

FUND - CITY DEBT SERVICE

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3800	TRANSFER FROM OTHER FUNDS	17,062	6,337	145,872	164,072	164,072	179,739
TOTAL		**17,062**	**6,337**	**145,872**	**164,072**	**164,072**	**179,739**

Date: 8/10/04

FUND: 900 - CITY DEBT SERVICE

City of Ridgecrest
Fiscal Year 2004- 2005

DEPT-DIV	Division Description	FY 2002 ACTUALS	PRIOR YR ACTUALS	ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4191	CITY HALL	0	26,733	117,059	117,059	117,059	117,059
4192	MIS	10,077	0	28,812	28,812	31,112	52,635
4199	NON-DEPT	0	403	0	23,800	23,800	4,841
41	***GENERAL GOVERNMENT***	***10,077***	***27,136***	***145,871***	***169,671***	***171,971***	***174,535***
4223	PUB SFTY AUGMENTATION-1	5,986	5,934	0	13,359	13,359	5,204
42	***PUBLIC SAFETY***	***5,986***	***5,934***	***0***	***13,359***	***13,359***	***5,204***
CITY DEBT SERVICE		**16,063**	**33,070**	**145,871**	**183,030**	**185,330**	**179,739**

FUND: 900- CITY DEBT

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/10/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4191 - CITY HALL							
5000	Debt Service	0	26,733	117,059	117,059	117,059	117,059
4191 - CITY HALL		**0**	**26,733**	**117,059**	**117,059**	**117,059**	**117,059**
4192 - MIS							
5000	Debt Service	10,077	0	28,812	28,812	31,112	52,635
4192 - MIS		**10,077**	**0**	**28,812**	**28,812**	**31,112**	**52,635**
4199 - NON-DEPT							
5000	Debt Service	0	403	0	23,800	23,800	4,841
4199 - NON-DEPT		**0**	**403**	**0**	**23,800**	**23,800**	**4,841**
4223 - PUB SFTY AUGMENTATION-172							
5000	Debt Service	5,986	5,934	0	13,359	13,359	5,204
4223 - PUB SFTY AUGMENTATION-172		**5,986**	**5,934**	**0**	**13,359**	**13,359**	**5,204**
		16,063	**33,070**	**145,871**	**183,030**	**185,330**	**179,739**

Date: 8/10/04

FUND# 900

FUND - CITY DEBT SERVICE

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Descriptior	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3800	3800-600	TRANSFER FROM OTHER FUNDS	INTERFD OPERATE TRANS-IN	17,062	6,337	145,872	164,072	164,072	179,739
		TRANSFER FROM OTHER FUNDS		**17,062**	**6,337**	**145,872**	**164,072**	**164,072**	**179,739**
TOTAL				**17,062**	**6,337**	**145,872**	**164,072**	**164,072**	**179,739**

Gas Tax Fund Summary

	FY 2004	FY 2005
Revenues	433,412	430,665
Transfers	569,834	852,348
Total Inflows:	1,003,246	1,283,013
Expenditures	727,495	891,581
Transfers Out	301,838	391,432
Total Outflows:	1,029,333	1,283,013
Net Change	-26,087	0
Beginning Balance	26,087	0
Adjustments	0	0
Ending Balance	0	0

Date: 8/12/04

FUND# 2

FUND - GAS TAX FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3200	INTERGOVERNMENTAL	437,282	434,407	446,000	446,000	433,000	430,565
3500	USE OF PROPERTY & MONEY	115	0	110	110	110	100
3600	CURRENT SERVICE CHARGES	0	0	0	0	0	0
3800	TRANSFER FROM OTHER FUNDS	196,495	581,565	648,873	644,873	569,834	852,348
3900	OTHER REVENUE	0	0	0	0	302	0
TOTAL		**633,892**	**1,015,972**	**1,094,983**	**1,090,983**	**1,003,246**	**1,283,013**

Date: 8/12/04

FUND# 2

FUND - GAS TAX FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Description	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3200	3200-200	INTERGOVERNMENTAL	GAS TAX	437,282	434,407	446,000	446,000	433,000	430,565
		INTERGOVERNMENTAL		**437,282**	**434,407**	**446,000**	**446,000**	**433,000**	**430,565**
3500	3500-100	USE OF PROPERTY & MONEY	INVESTMENT EARNINGS	115	0	110	110	110	100
		USE OF PROPERTY & MONEY		**115**	**0**	**110**	**110**	**110**	**100**
3600	3600-100	CURRENT SERVICE CHARGES	TRANSPORTATION	0	0	0	0	0	0
		CURRENT SERVICE CHARGES		**0**	**0**	**0**	**0**	**0**	**0**
3800	3800-600	TRANSFER FROM OTHER FUNDS	INTERFD OPERATE TRANS-IN	196,495	581,565	648,873	644,873	569,834	852,348
		TRANSFER FROM OTHER FUNDS		**196,495**	**581,565**	**648,873**	**644,873**	**569,834**	**852,348**
3900	3900-300	OTHER REVENUE	REIMBURSEMENTS	0	0	0	0	302	0
		OTHER REVENUE		**0**	**0**	**0**	**0**	**302**	**0**
TOTAL				**633,892**	**1,015,972**	**1,094,983**	**1,090,983**	**1,003,246**	**1,283,018**

FUND: 2 - GAS TAX FUND

Date: 8/12/04

City of Ridgecrest
Fiscal Year 2004- 2005

DEPT-DIV	Division Description	FY 2002 ACTUALS	PRIOR YR ACTUALS	ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4270	STREET LIGHTS	168,170	167,697	170,000	156,045	149,865	150,000
42	***PUBLIC SAFETY***	***168,170***	***167,697***	***170,000***	***156,045***	***149,865***	***150,000***
4310	TRAFFIC SIGNALS	50,851	30,630	43,500	43,174	25,626	35,000
4340	STREET MAINTENANCE	260,986	437,936	488,889	507,026	461,723	607,744
4346	STREET SWEEPING	0	48,566	106,850	115,745	63,500	69,500
4350	STREET CONSTRUCTION	0	24,179	0	0	26,781	29,337
43	***TRANSPORTATION***	***311,837***	***541,311***	***639,239***	***665,945***	***577,630***	***741,581***
4910	TRANSFER TO OTHER FUNDS	153,871	268,840	306,863	329,119	301,838	391,432
49	***OTHER FINANCING USES***	***153,871***	***268,840***	***306,863***	***329,119***	***301,838***	***391,432***
GAS TAX FUND		**633,878**	**977,848**	**1,116,102**	**1,151,109**	**1,029,333**	**1,283,013**

FUND: 2- GAS TAX FUND

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4270 - STREET LIGHTS							
2000	Services & Charges	168,170	167,697	170,000	156,045	149,865	150,000
4270 - STREET LIGHTS		**168,170**	**167,697**	**170,000**	**156,045**	**149,865**	**150,000**
4310 - TRAFFIC SIGNALS							
2000	Services & Charges	50,851	30,630	43,500	43,174	25,626	35,000
4310 - TRAFFIC SIGNALS		**50,851**	**30,630**	**43,500**	**43,174**	**25,626**	**35,000**
4340 - STREET MAINTENANCE							
1000	Salaries & Benefits	234,106	247,031	259,264	259,264	270,399	357,344
2000	Services & Charges	25,981	36,581	54,925	72,803	39,389	43,200
3000	Materials & Supplies	899	154,324	174,700	174,959	151,935	207,200
4000	Capital	0	0	0	0	0	0
4340 - STREET MAINTENANCE		**260,986**	**437,936**	**488,889**	**507,026**	**461,723**	**607,744**
4346 - STREET SWEEPING							
1000	Salaries & Benefits	0	7,722	46,150	46,150	0	0
2000	Services & Charges	0	32,433	47,700	56,595	56,900	57,000

FUND: 2- GAS TAX FUND

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4346 - STREET SWEEPING							
3000	Materials & Supplies	0	8,411	13,000	13,000	6,600	12,500
4346 - STREET SWEEPING		**0**	**48,566**	**106,850**	**115,745**	**63,500**	**69,500**
4350 - STREET CONSTRUCTION							
1000	Salaries & Benefits	0	24,179	0	0	26,781	29,337
4350 - STREET CONSTRUCTION		**0**	**24,179**	**0**	**0**	**26,781**	**29,337**
4910 - TRANSFER TO OTHER FUNDS							
0	Transfers	139,372	244,811	281,291	281,291	277,030	357,071
1000	Transfers	14,499	24,029	25,572	47,828	24,808	34,361
4910 - TRANSFER TO OTHER FUNDS		**153,871**	**268,840**	**306,863**	**329,119**	**301,838**	**391,432**
		633,878	**977,848**	**1,116,102**	**1,151,109**	**1,029,333**	**1,283,013**

TDA Transit Fund Summary

	FY 2004	FY 2005
Revenues	821,368	915,271
Transfers	0	0
Total Inflows:	821,368	915,271
Expenditures	558,964	683,929
Transfers Out	231,915	300,087
Total Outflows:	790,879	984,016
Net Change	30,489	-68,745
Beginning Balance	38,256	68,745
Ending Balance	68,745	0

Date: 8/12/04

FUND# 3

FUND - T.D.A. TRANSIT

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3100	TAXES	444,566	683,228	692,000	692,000	693,555	738,376
3200	INTERGOVERNMENTAL	203,355	0	0	27,289	27,289	0
3500	USE OF PROPERTY & MONEY	962	1,992	1,950	1,950	-500	0
3600	CURRENT SERVICE CHARGES	102,589	97,415	90,850	90,850	81,965	176,495
3900	OTHER REVENUE	0	412	400	400	19,059	400
TOTAL		**751,472**	**783,047**	**785,200**	**812,489**	**821,368**	**915,271**

Date: 8/12/04

FUND# 3

FUND - T.D.A. TRANSIT

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Description	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3100	3100-400	TAXES	TRANSPORTATION TAXES	444,566	683,228	692,000	692,000	693,555	738,376
		TAXES		**444,566**	**683,228**	**692,000**	**692,000**	**693,555**	**738,376**
3200	3200-500	INTERGOVERNMENTAL	FEDERAL	203,355	0	0	27,289	27,289	0
		INTERGOVERNMENTAL		**203,355**	**0**	**0**	**27,289**	**27,289**	**0**
3500	3500-100	USE OF PROPERTY & MONEY	INVESTMENT EARNINGS	962	1,992	1,950	1,950	-500	0
		USE OF PROPERTY & MONEY		**962**	**1,992**	**1,950**	**1,950**	**-500**	**0**
3600	3600-100	CURRENT SERVICE CHARGES	TRANSPORTATION	102,589	97,415	90,850	90,850	81,965	176,495
		CURRENT SERVICE CHARGES		**102,589**	**97,415**	**90,850**	**90,850**	**81,965**	**176,495**
3900	3900-300	OTHER REVENUE	REIMBURSEMENTS	0	400	400	400	400	400
	3900-800		OTHER FINANCING SOURCES	0	0	0	0	0	0
	3900-900		OTHER REVENUE	0	12	0	0	18,659	0
		OTHER REVENUE		**0**	**412**	**400**	**400**	**19,059**	**400**
TOTAL				**751,472**	**783,047**	**785,200**	**812,489**	**821,368**	**915,271**

FUND: 3 - T.D.A. TRANSIT

Date: 8/12/04

City of Ridgecrest
Fiscal Year 2004- 2005

DEPT-DIV	Division Description	FY 2002 ACTUALS	PRIOR YR ACTUALS	ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4360	PUBLIC TRANSIT	0	0	439,868	430,228	492,638	569,869
4361	SUPPORT SERVICES	29,305	30,851	110,993	151,345	66,326	114,060
4362	RIDGECRST AREA TRNST-CIT	428,511	447,002	0	0	0	0
4363	RIDGECREST AREA-COUNTY	17,839	18,607	0	0	0	0
4364	RANDSBURG/JOHANNESBUR	10,243	4,885	0	0	0	0
4365	INYOKERN	40,591	42,385	0	0	0	0
4366	SENIOR BUS/CITY MATCH	11,067	6,345	0	0	0	0
4367	KERN TRANSIT GRANT	0	0	15,000	15,000	0	0
43	***TRANSPORTATION***	***537,556***	***550,075***	***565,861***	***596,573***	***558,964***	***683,929***
4910	TRANSFER TO OTHER FUNDS	213,821	232,717	214,574	268,860	231,915	300,087
49	***OTHER FINANCING USES***	***213,821***	***232,717***	***214,574***	***268,860***	***231,915***	***300,087***
T.D.A. TRANSIT		**751,377**	**782,792**	**780,435**	**865,433**	**790,879**	**984,016**

FUND: 3- T.D.A. TRANSIT

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4360 - PUBLIC TRANSIT							
1000	Salaries & Benefits	0	0	305,595	306,063	342,941	368,166
2000	Services & Charges	0	0	65,718	59,518	78,430	116,553
3000	Materials & Supplies	0	0	68,555	64,647	71,267	71,150
4000	Capital	0	0	0	0	0	14,000
4360 - PUBLIC TRANSIT		**0**	**0**	**439,868**	**430,228**	**492,638**	**569,869**
4361 - SUPPORT SERVICES							
1000	Salaries & Benefits	18,047	21,813	65,243	65,243	24,694	62,910
2000	Services & Charges	7,923	5,940	44,750	44,750	785	45,150
3000	Materials & Supplies	3,335	3,098	1,000	1,000	451	6,000
4000	Capital	0	0	0	40,352	40,396	0
4361 - SUPPORT SERVICES		**29,305**	**30,851**	**110,993**	**151,345**	**66,326**	**114,060**
4362 - RIDGECRST AREA TRNST-CITY							
1000	Salaries & Benefits	222,383	314,870	0	0	0	0
2000	Services & Charges	178,180	62,159	0	0	0	0
3000	Materials & Supplies	27,948	69,973	0	0	0	0

FUND: 3- T.D.A. TRANSIT

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4362 - RIDGECRST AREA TRNST-CITY							
4000	Capital	0	0	0	0	0	0
4362 - RIDGECRST AREA TRNST-CITY		**428,511**	**447,002**	**0**	**0**	**0**	**0**
4363 - RIDGECREST AREA-COUNTY							
1000	Salaries & Benefits	9,256	13,109	0	0	0	0
2000	Services & Charges	7,421	2,585	0	0	0	0
3000	Materials & Supplies	1,162	2,913	0	0	0	0
4000	Capital	0	0	0	0	0	0
4363 - RIDGECREST AREA-COUNTY		**17,839**	**18,607**	**0**	**0**	**0**	**0**
4364 - RANDSBURG/JOHANNESBURG							
1000	Salaries & Benefits	4,751	2,972	0	0	0	0
2000	Services & Charges	4,420	862	0	0	0	0
3000	Materials & Supplies	1,072	1,051	0	0	0	0
4000	Capital	0	0	0	0	0	0
4364 - RANDSBURG/JOHANNESBURG		**10,243**	**4,885**	**0**	**0**	**0**	**0**

FUND: 3- T.D.A. TRANSIT

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4365 - INYOKERN							
1000	Salaries & Benefits	12,386	26,582	0	0	0	0
2000	Services & Charges	26,175	5,527	0	0	0	0
3000	Materials & Supplies	2,030	10,276	0	0	0	0
4000	Capital	0	0	0	0	0	0
4365 - INYOKERN		**40,591**	**42,385**	**0**	**0**	**0**	**0**
4366 - SENIOR BUS/CITY MATCH							
1000	Salaries & Benefits	7,574	478	0	0	0	0
2000	Services & Charges	2,596	5,750	0	0	0	0
3000	Materials & Supplies	897	117	0	0	0	0
4000	Capital	0	0	0	0	0	0
4366 - SENIOR BUS/CITY MATCH		**11,067**	**6,345**	**0**	**0**	**0**	**0**
4367 - KERN TRANSIT GRANT							
2000	Services & Charges	0	0	15,000	15,000	0	0
4367 - KERN TRANSIT GRANT		**0**	**0**	**15,000**	**15,000**	**0**	**0**

FUND: 3- T.D.A. TRANSIT

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4910 - TRANSFER TO OTHER FUNDS							
0	Transfers	191,119	192,788	196,693	250,979	212,854	273,745
1000	Transfers	22,702	39,929	17,881	17,881	19,061	26,342
4910 - TRANSFER TO OTHER FUNDS		**213,821**	**232,717**	**214,574**	**268,860**	**231,915**	**300,087**
		751,377	**782,792**	**780,435**	**865,433**	**790,879**	**984,016**

5YE- FY04 YR-END

Date: 8/12/04

Transit Budget Summary
Fiscal Year 2004 - 2005

		5YE		
		Budget Exp Estim	Budget Rev Estim	PROJ DIFF
TR001	TRANSIT-CITY ROUTE	608,326	31,350	-576,976
TR002	TRANSIT-COUNTY ROUTE	25,085	19,714	-5,371
TR003	TRANSIT-INYOKERN ROUTE	50,041	18,782	-31,259
TR004	TRANSIT-RAND/JOBERG RTE	13,582	10,012	-3,570
TR006	TRANSIT-SR BUS	0	2,107	2,107
TR010	TRANSIT-SUPPORT SERVICES	93,845	739,403	645,558
TRANSIT SERVICES		**790,879**	**821,368**	**30,489**
Department		**790,879**	**821,368**	**30,489**

Date: 8/12/04

Transit Budget Summary
Fiscal Year 2004 - 2005

		Budget Exp Estim	Budget Rev Estim	PROJ DIFF
TR001	TRANSIT-CITY ROUTE	722,545	34,900	-687,645
TR002	TRANSIT-COUNTY ROUTE	28,393	21,250	-7,143
TR003	TRANSIT-INYOKERN ROUTE	57,232	20,000	-37,232
TR004	TRANSIT-RAND/JOBERG RTE	12,382	10,300	-2,082
TR005	TRANSIT-EVENING SVC	0	0	0
TR006	TRANSIT-SR BUS	0	1,000	1,000
TR010	TRANSIT-SUPPORT SERVICES	163,465	827,821	664,356
TRANSIT SERVICES		**984,017**	**915,271**	**-68,746**
Department		**984,017**	**915,271**	**-68,746**

Date: 8/12/04

PW- PUBLIC WORKS
02 - TRANSIT SERVICES

CITY OF RIDGECREST
BUDGET SUMMARY
Fiscal Year: 2004 - 2005

Fund	ACCT	DESCRIPTION	2004					
			FY 2004				FY 2005 REQ	FY05 REC BGT
			ORG BGT	ADJ BDGT	FYTD	EST BGT	EST BGT	EST BGT
PW 02 TR001 TRANSIT-CITY ROUTE								
3	1000	SALARIES/BENEFITS	253,641	253,641	281,941	303,380	326,264	326,264
3	2000	SERVICES/CHARGES	49,981	49,981	85,828	67,177	101,533	101,533
3	3000	MATERIALS/SUPPLIES	56,883	24,008	32,255	59,385	60,008	60,008
3	4000	CAPITAL	0	0	0	0	64,000	14,000
	4360	**PUBLIC TRANSIT**	**360,505**	**327,630**	**400,025**	**429,942**	**551,805**	**501,805**
3	0	OTHER	0	0	0	163,723	215,631	201,363
3	1000	OTHER	0	0	0	14,661	19,841	19,377
	4910	**TRANSFER TO OTHER FUNDS**	**0**	**0**	**0**	**178,384**	**235,472**	**220,740**
	TR001	**TRANSIT-CITY ROUTE**	**360,505**	**327,630**	**400,025**	**608,326**	**787,277**	**722,545**
PW 02 TR002 TRANSIT-COUNTY ROUTE								
3	1000	SALARIES/BENEFITS	9,167	9,167	11,761	12,484	13,081	13,081

Date: 8/12/04

PW- PUBLIC WORKS
02 - TRANSIT SERVICES

CITY OF RIDGECREST
BUDGET SUMMARY
Fiscal Year: 2004 - 2005

Fund	ACCT	DESCRIPTION	2004					
			FY 2004				FY 2005 REQ	FY05 REC BGT
			ORG BGT	ADJ BDGT	FYTD	EST BGT	EST BGT	EST BGT
PW 02 TR002 TRANSIT-COUNTY ROUTE								
3	2000	SERVICES/CHARGES	1,807	1,807	3,440	2,779	4,130	4,130
3	3000	MATERIALS/SUPPLIES	2,057	2,057	1,462	2,466	2,508	2,508
	4360	**PUBLIC TRANSIT**	**13,031**	**13,031**	**16,663**	**17,729**	**19,719**	**19,719**
3	0	OTHER	0	0	0	6,751	7,706	7,913
3	1000	OTHER	0	0	0	605	709	761
	4910	**TRANSFER TO OTHER FUNDS**	**0**	**0**	**0**	**7,356**	**8,415**	**8,674**
	TR002	**TRANSIT-COUNTY ROUTE**	**13,031**	**13,031**	**16,663**	**25,085**	**28,134**	**28,393**
PW 02 TR003 TRANSIT-INYOKERN ROUTE								
3	1000	SALARIES/BENEFITS	36,674	36,674	23,649	20,915	23,546	23,546
3	2000	SERVICES/CHARGES	7,226	7,226	8,845	6,954	8,987	8,987

Date: 8/12/04

PW- PUBLIC WORKS
02 - TRANSIT SERVICES

CITY OF RIDGECREST
BUDGET SUMMARY
Fiscal Year: 2004 - 2005

Fund	ACCT	DESCRIPTION	2004					
			FY 2004				FY 2005 REQ	FY05 REC BGT
			ORG BGT	ADJ BDGT	FYTD	EST BGT	EST BGT	EST BGT
PW 02 TR003 TRANSIT-INYOKERN ROUTE								
3	3000	MATERIALS/SUPPLIES	8,224	8,224	5,497	7,498	7,214	7,214
	4360	**PUBLIC TRANSIT**	**52,124**	**52,124**	**37,991**	**35,367**	**39,747**	**39,747**
3	0	OTHER	0	0	0	13,468	15,532	15,950
3	1000	OTHER	0	0	0	1,206	1,429	1,535
	4910	**TRANSFER TO OTHER FUNDS**	**0**	**0**	**0**	**14,674**	**16,961**	**17,485**
	TR003	**TRANSIT-INYOKERN ROUTE**	**52,124**	**52,124**	**37,991**	**50,041**	**56,708**	**57,232**
PW 02 TR004 TRANSIT-RAND/JOBERG RTE								
3	1000	SALARIES/BENEFITS	6,113	6,113	5,521	6,162	5,275	5,275
3	2000	SERVICES/CHARGES	1,204	1,204	1,945	1,520	1,901	1,901
3	3000	MATERIALS/SUPPLIES	1,371	1,371	1,245	1,918	1,423	1,423
	4360	**PUBLIC TRANSIT**	**8,688**	**8,688**	**8,711**	**9,600**	**8,599**	**8,599**

Date: 8/12/04

PW- PUBLIC WORKS
02 - TRANSIT SERVICES

CITY OF RIDGECREST
BUDGET SUMMARY
Fiscal Year: 2004 - 2005

Fund	ACCT	DESCRIPTION	2004					
			FY 2004				FY 2005 REQ	FY05 REC BGT
			ORG BGT	ADJ BDGT	FYTD	EST BGT	EST BGT	EST BGT
PW 02 TR004 TRANSIT-RAND/JOBERG RTE								
3	0	OTHER	0	0	0	3,655	3,360	3,451
3	1000	OTHER	0	0	0	327	309	332
	4910	**TRANSFER TO OTHER FUNDS**	**0**	**0**	**0**	**3,982**	**3,669**	**3,783**
	TR004	**TRANSIT-RAND/JOBERG RTE**	**8,688**	**8,688**	**8,711**	**13,582**	**12,268**	**12,382**
PW 02 TR005 TRANSIT-EVENING SVC								
3	1000	SALARIES/BENEFITS	0	0	0	0	0	0
	4360	**PUBLIC TRANSIT**	**0**	**0**	**0**	**0**	**0**	**0**
3	0	OTHER	0	0	0	0	0	0
	4910	**TRANSFER TO OTHER FUNDS**	**0**	**0**	**0**	**0**	**0**	**0**
	TR005	**TRANSIT-EVENING SVC**	**0**	**0**	**0**	**0**	**0**	**0**

Date: 8/12/04

PW- PUBLIC WORKS
02 - TRANSIT SERVICES

CITY OF RIDGECREST
BUDGET SUMMARY
Fiscal Year: 2004 - 2005

Fund	ACCT	DESCRIPTION	2004					
			FY 2004				FY 2005 REQ	FY05 REC BGT
			ORG BGT	ADJ BDGT	FYTD	EST BGT	EST BGT	EST BGT
PW 02 TR006 TRANSIT-SR BUS								
3	1000	SALARIES/BENEFITS	0	0	0	0	0	0
	4360	**PUBLIC TRANSIT**	**0**	**0**	**0**	**0**	**0**	**0**
3	0	OTHER	0	0	0	0	0	0
	4910	**TRANSFER TO OTHER FUNDS**	**0**	**0**	**0**	**0**	**0**	**0**
	TR006	**TRANSIT-SR BUS**	**0**	**0**	**0**	**0**	**0**	**0**
PW 02 TR010 TRANSIT-SUPPORT SERVICES								
3	1000	SALARIES/BENEFITS	65,243	65,243	24,641	24,694	40,606	62,910
3	2000	SERVICES/CHARGES	1,050	1,050	777	785	45,150	45,150
3	3000	MATERIALS/SUPPLIES	1,000	1,000	394	451	6,000	6,000
3	4000	CAPITAL	0	40,352	0	40,396	0	0
	4361	**SUPPORT SERVICES**	**67,293**	**107,645**	**25,812**	**66,326**	**91,756**	**114,060**

Date: 8/12/04

PW- PUBLIC WORKS
02 - TRANSIT SERVICES

CITY OF RIDGECREST
BUDGET SUMMARY
Fiscal Year: 2004 - 2005

Fund	ACCT	DESCRIPTION	2004					
			FY 2004				FY 2005 REQ	FY05 REC BGT
			ORG BGT	ADJ BDGT	FYTD	EST BGT	EST BGT	EST BGT

PW 02 TR010 TRANSIT-SUPPORT SERVICES

3	0	OTHER	0	0	0	25,257	15,868	45,068
3	1000	OTHER	0	0	0	2,262	1,460	4,337
	4910	**TRANSFER TO OTHER FUNDS**	**0**	**0**	**0**	**27,519**	**17,328**	**49,405**
	TR010	**TRANSIT-SUPPORT SERVICES**	**67,293**	**107,645**	**25,812**	**93,845**	**109,084**	**163,465**
			501,641	**509,118**	**489,201**	**790,879**	**993,471**	**984,017**

Waste Water Fund Summary

	FY 2004	FY 2005
Revenues	2,148,350	1,972,100
Transfers	0	0
Total Inflows:	2,148,350	1,972,100
Expenditures	612,926	677,132
Transfers Out	254,304	297,097
Total Outflows:	867,230	974,229
Net Change	1,281,120	997,871
Beginning Balance	8,354,079	9,635,199
Ending Balance	9,635,199	10,633,070

Date: 8/10/04

FUND# 5

FUND - WASTEWATER ENTERPRISE FND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3500	USE OF PROPERTY & MONEY	251,540	272,764	295,000	295,000	295,000	230,000
3600	CURRENT SERVICE CHARGES	1,721,251	1,783,026	1,747,350	1,747,350	1,747,350	1,636,100
3900	OTHER REVENUE	104,521	96,373	106,000	106,000	106,000	106,000
TOTAL		**2,077,312**	**2,152,163**	**2,148,350**	**2,148,350**	**2,148,350**	**1,972,100**

Date: 8/10/04

FUND# 5

FUND - WASTEWATER ENTERPRISE FND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Description	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3500	3500-100	USE OF PROPERTY & MONEY	INVESTMENT EARNINGS	251,540	272,764	295,000	295,000	295,000	230,000
		USE OF PROPERTY & MONEY		**251,540**	**272,764**	**295,000**	**295,000**	**295,000**	**230,000**
3600	3600-600	CURRENT SERVICE CHARGES	UTILITIES	1,721,251	1,783,026	1,747,350	1,747,350	1,747,350	1,636,100
	3600-900		OTHER CURRENT SVC CHARGES	0	0	0	0	0	0
		CURRENT SERVICE CHARGES		**1,721,251**	**1,783,026**	**1,747,350**	**1,747,350**	**1,747,350**	**1,636,100**
3900	3900-100	OTHER REVENUE	DONATIONS FROM PRVT SOURC	0	0	0	0	0	0
	3900-200		SALES	9,520	10,871	11,000	11,000	11,000	11,000
	3900-300		REIMBURSEMENTS	95,001	85,502	95,000	95,000	95,000	95,000
	3900-400		DISC FOR EARLY PAYMENTS	0	0	0	0	0	0
		OTHER REVENUE		**104,521**	**96,373**	**106,000**	**106,000**	**106,000**	**106,000**
TOTAL				**2,077,312**	**2,152,163**	**2,148,350**	**2,148,350**	**2,148,350**	**1,972,100**

FUND: 5 - WASTEWATER ENTERPRISE FND

Date: 8/12/04

City of Ridgecrest
Fiscal Year 2004- 2005

DEPT-DIV	Division Description	FY 2002 ACTUALS	PRIOR YR ACTUALS	ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4550	WASTEWATER	0	540	0	0	4,934	500
4551	WASTEWATER ADMINISTRAT	158,354	128,911	134,544	129,544	162,832	207,085
4552	COLLECTION SYSTEM	8,073	124,214	13,250	57,250	7,100	3,400
4554	TREATMENT	450,171	390,596	366,645	362,706	409,635	421,297
4556	RECLAMATION	14,559	22,419	27,188	36,850	28,425	44,850
45	***HEALTH***	***631,157***	***666,680***	***541,627***	***586,350***	***612,926***	***677,132***
4910	TRANSFER TO OTHER FUNDS	255,750	499,760	255,818	255,818	254,304	297,097
49	***OTHER FINANCING USES***	***255,750***	***499,760***	***255,818***	***255,818***	***254,304***	***297,097***
WASTEWATER ENTERPRISE		**886,907**	**1,166,440**	**797,445**	**842,168**	**867,230**	**974,229**

FUND: 5- WASTEWATER

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4550 - WASTEWATER							
2000	Services & Charges	0	0	0	0	4,734	0
3000	Materials & Supplies	0	540	0	0	200	500
4550 - WASTEWATER		**0**	**540**	**0**	**0**	**4,934**	**500**
4551 - WASTEWATER ADMINISTRATION							
1000	Salaries & Benefits	91,277	103,512	95,169	95,169	104,957	174,885
2000	Services & Charges	60,181	20,094	28,875	23,875	49,475	27,400
3000	Materials & Supplies	6,896	5,305	10,500	10,500	8,400	4,800
4000	Capital	0	0	0	0	0	0
4551 - WASTEWATER ADMINISTRATION		**158,354**	**128,911**	**134,544**	**129,544**	**162,832**	**207,085**
4552 - COLLECTION SYSTEM							
2000	Services & Charges	4,917	122,826	3,700	47,700	3,700	200
3000	Materials & Supplies	3,156	1,388	9,550	9,550	3,400	3,200
4552 - COLLECTION SYSTEM		**8,073**	**124,214**	**13,250**	**57,250**	**7,100**	**3,400**
4554 - TREATMENT							
1000	Salaries & Benefits	265,790	225,262	199,545	199,545	236,597	254,115

FUND: 5- WASTEWATER

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4554 - TREATMENT							
2000	Services & Charges	164,895	145,440	134,100	169,643	148,732	134,332
3000	Materials & Supplies	19,487	19,894	33,000	32,000	24,306	22,850
4000	Capital	-1	0	0	-38,482	0	10,000
4554 - TREATMENT		**450,171**	**390,596**	**366,645**	**362,706**	**409,635**	**421,297**
4556 - RECLAMATION							
1000	Salaries & Benefits	3,624	13,986	5,488	5,488	17,225	17,450
2000	Services & Charges	7,543	5,798	14,000	14,000	5,500	7,500
3000	Materials & Supplies	3,392	2,635	7,700	7,700	5,700	2,900
4000	Capital	0	0	0	9,662	0	17,000
4556 - RECLAMATION		**14,559**	**22,419**	**27,188**	**36,850**	**28,425**	**44,850**
4910 - TRANSFER TO OTHER FUNDS							
0	Transfers	189,161	236,950	234,500	234,500	233,403	271,017
1000	Transfers	66,589	262,810	21,318	21,318	20,901	26,080
4910 - TRANSFER TO OTHER FUNDS		**255,750**	**499,760**	**255,818**	**255,818**	**254,304**	**297,097**
		886,907	**1,166,440**	**797,445**	**842,168**	**867,230**	**974,229**

Redevelopment Fund Summary

	FY 2004	FY 2005
Revenues	33,000	0
Transfers	802,278	1,109,694
Total Inflows:	835,278	1,109,694
Expenditures	569,232	1,052,380
Transfers Out	171,411	304,065
Total Outflows:	740,643	1,356,445
Net Change	94,635	-246,751
Other Adjustments	118,009	0
Beginning Balance	36,548	249,192
Ending Balance	249,192	2,441

Date: 8/12/04

FUND# 9

FUND - REDEVELOPMENT AGENCY FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3500	USE OF PROPERTY & MONEY	34,918	41,847	33,000	33,000	33,000	0
3600	CURRENT SERVICE CHARGES	0	125	0	0	0	0
3800	TRANSFER FROM OTHER FUNDS	2,410,736	405,594	992,869	992,869	802,278	1,109,694
3900	OTHER REVENUE	0	61,057	0	0	0	0
TOTAL		**2,445,654**	**508,623**	**1,025,869**	**1,025,869**	**835,278**	**1,109,694**

Date: 8/10/04

FUND# 9

FUND - REDEVELOPMENT AGENCY FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Description	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3500	3500-100	USE OF PROPERTY & MONEY	INVESTMENT EARNINGS	34,918	41,847	33,000	33,000	33,000	0
		USE OF PROPERTY & MONEY		**34,918**	**41,847**	**33,000**	**33,000**	**33,000**	**0**
3600	3600-900	CURRENT SERVICE CHARGES	OTHER CURRENT SVC CHARGES	0	125	0	0	0	0
		CURRENT SERVICE CHARGES		**0**	**125**	**0**	**0**	**0**	**0**
3800	3800-600	TRANSFER FROM OTHER FUNDS	INTERFD OPERATE TRANS-IN	2,410,736	405,594	992,869	992,869	802,278	1,099,834
		TRANSFER FROM OTHER FUNDS		**2,410,736**	**405,594**	**992,869**	**992,869**	**802,278**	**1,099,834**
3900	3900-300	OTHER REVENUE	REIMBURSEMENTS	0	61,057	0	0	0	0
		OTHER REVENUE		**0**	**61,057**	**0**	**0**	**0**	**0**
TOTAL				**2,445,654**	**508,623**	**1,025,869**	**1,025,869**	**835,278**	**1,099,834**

Date: 8/12/04

FUND: 9 - REDEVELOPMENT AGENCY FUND

City of Ridgecrest
Fiscal Year 2004- 2005

DEPT-DIV	Division Description	FY 2002 ACTUALS	PRIOR YR ACTUALS	ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4460	REDEVELOPMENT	578,135	690,007	783,108	908,796	569,232	1,052,380
44	***COMMUNITY DEVELOPMENT***	***578,135***	***690,007***	***783,108***	***908,796***	***569,232***	***1,052,380***
4910	TRANSFER TO OTHER FUNDS	103,198	620,710	223,522	1,769,237	171,411	304,065
49	***OTHER FINANCING USES***	***103,198***	***620,710***	***223,522***	***1,769,237***	***171,411***	***304,065***
REDEVELOPMENT AGENCY I		**681,333**	**1,310,717**	**1,006,630**	**2,678,033**	**740,643**	**1,356,445**

FUND: 9- REDEVELOPMENT

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/12/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4460 - REDEVELOPMENT							
1000	Salaries & Benefits	21,174	21,690	21,245	21,245	22,381	126,520
2000	Services & Charges	546,613	668,317	754,965	880,653	539,953	918,962
5000	Debt Service	10,348	0	6,898	6,898	6,898	6,898
4460 - REDEVELOPMENT		**578,135**	**690,007**	**783,108**	**908,796**	**569,232**	**1,052,380**
4910 - TRANSFER TO OTHER FUNDS							
0	Transfers	86,017	134,969	166,692	166,692	122,100	263,562
1000	Transfers	17,181	485,741	56,830	1,602,545	49,311	40,503
4910 - TRANSFER TO OTHER FUNDS		**103,198**	**620,710**	**223,522**	**1,769,237**	**171,411**	**304,065**
		681,333	**1,310,717**	**1,006,630**	**2,678,033**	**740,643**	**1,356,445**

Redevelopment Housing Fund Summary

	FY 2004	FY 2005
Revenues	58,898	0
Transfers	715,499	763,000
Total Inflows:	774,397	763,000
Expenditures	46,428	504,488
Transfers Out	581,274	713,091
Total Outflows:	627,702	1,217,579
Net Change	146,695	-454,579
Other Adjustments	0	0
Beginning Balance	426,435	573,130
Ending Balance	573,130	118,551

Date: 8/10/04

FUND# 19

FUND - RDA-HOUSING SET ASIDE

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3500	USE OF PROPERTY & MONEY	56,675	9,112	16,898	16,898	16,898	0
3800	TRANSFER FROM OTHER FUNDS	613,620	611,288	715,499	715,499	715,499	763,000
3900	OTHER REVENUE	5,350	15,876	0	0	42,000	0
TOTAL		**675,645**	**636,276**	**732,397**	**732,397**	**774,397**	**763,000**

Date: 8/10/04

FUND# 19

FUND - RDA-HOUSING SET ASIDE

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Descriptior	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3500	3500-100	USE OF PROPERTY & MONEY	INVESTMENT EARNINGS	56,675	9,112	16,898	16,898	16,898	0
		USE OF PROPERTY & MONEY		**56,675**	**9,112**	**16,898**	**16,898**	**16,898**	**0**
3800	3800-600	TRANSFER FROM OTHER FUNDS	INTERFD OPERATE TRANS-IN	613,620	611,288	715,499	715,499	715,499	763,000
		TRANSFER FROM OTHER FUNDS		**613,620**	**611,288**	**715,499**	**715,499**	**715,499**	**763,000**
3900	3900-200	OTHER REVENUE	SALES	1,500	0	0	0	0	0
	3900-300		REIMBURSEMENTS	3,850	10,818	0	0	42,000	0
	3900-900		OTHER REVENUE	0	5,058	0	0	0	0
		OTHER REVENUE		**5,350**	**15,876**	**0**	**0**	**42,000**	**0**
TOTAL				**675,645**	**636,276**	**732,397**	**732,397**	**774,397**	**763,000**

Date: 8/10/04

FUND: 19 - RDA-HOUSING SET ASIDE

City of Ridgecrest
Fiscal Year 2004- 2005

DEPT-DIV	Division Description	FY 2002 ACTUALS	PRIOR YR ACTUALS	ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4443	BLIGHT ABATEMENT	28,488	31,038	31,824	31,824	33,831	37,327
4472	GENERAL PUBLIC HOUSING	253,593	364,277	395,811	545,811	12,597	467,161
44	***COMMUNITY DEVELOPMENT***	***282,081***	***395,315***	***427,635***	***577,635***	***46,428***	***504,488***
4910	TRANSFER TO OTHER FUNDS	655,813	629,533	701,872	701,872	581,274	713,091
49	***OTHER FINANCING USES***	***655,813***	***629,533***	***701,872***	***701,872***	***581,274***	***713,091***
RDA-HOUSING SET ASIDE		**937,894**	**1,024,848**	**1,129,507**	**1,279,507**	**627,702**	**1,217,579**

FUND: 19- RDA-HOUSING SET

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/10/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4443 - BLIGHT ABATEMENT							
1000	Salaries & Benefits	28,488	31,038	31,824	31,824	33,831	37,327
4443 - BLIGHT ABATEMENT		**28,488**	**31,038**	**31,824**	**31,824**	**33,831**	**37,327**
4472 - GENERAL PUBLIC HOUSING							
1000	Salaries & Benefits	5,098	5,650	5,311	5,311	5,597	21,661
2000	Services & Charges	213,437	358,627	265,500	415,500	7,000	320,500
4000	Capital	35,058	0	125,000	125,000	0	125,000
4472 - GENERAL PUBLIC HOUSING		**253,593**	**364,277**	**395,811**	**545,811**	**12,597**	**467,161**
4910 - TRANSFER TO OTHER FUNDS							
0	Transfers	60,885	51,640	114,384	114,384	9,959	126,767
1000	Transfers	11,983	4,628	13,513	13,513	1,583	19,481
9000	Transfers	582,945	573,265	573,975	573,975	569,732	566,843
4910 - TRANSFER TO OTHER FUNDS		**655,813**	**629,533**	**701,872**	**701,872**	**581,274**	**713,091**
		937,894	**1,024,848**	**1,129,507**	**1,279,507**	**627,702**	**1,217,579**

Redevelopment Debt Service Fund Summary

	FY 2004	FY 2005
Revenues	3,120,877	3,102,000
Transfers	569,732	566,843
Total Inflows:	3,690,609	3,668,843
Expenditures	1,988,544	1,969,463
Transfers Out	1,517,777	1,862,834
Total Outflows:	3,506,321	3,832,297
Net Change	184,288	-163,454
Other Adjustments	0	0
Beginning Balance	272,879	457,167
Ending Balance	457,167	293,713

Date: 8/10/04

FUND# 929

FUND - RRA DEBT SERVICE FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue Description	2004					
		FY02 ACTUALS	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3100	TAXES	2,287,143	2,428,406	2,907,877	2,907,877	2,907,877	2,938,000
3200	INTERGOVERNMENTAL	147,531	145,029	145,000	145,000	145,000	145,000
3500	USE OF PROPERTY & MONEY	66,512	26,229	68,000	68,000	68,000	19,000
3800	TRANSFER FROM OTHER FUNDS	582,945	573,265	573,975	573,975	569,732	566,843
3900	OTHER REVENUE	4,389,981	0	0	0	0	0
TOTAL		**7,474,112**	**3,172,929**	**3,694,852**	**3,694,852**	**3,690,609**	**3,668,843**

Date: 8/12/04

FUND# 929

FUND - RRA DEBT SERVICE FUND

City of Ridgecrest
Revenue Summary
Fiscal Year: 2004 - 2005

Revenue Acct	Revenue String	Revenue Description	Activity Sub Account Description	2004					
				FY02 ACTUAL	FY03 ACTUAL	FY04 ORIG BUDGET	FY04 BUDGET	FY04 YR END	FY05 ESTIMATE
3100	3100-100	TAXES	PROPERTY	2,287,143	2,428,406	2,907,877	2,907,877	2,907,877	2,938,000
		TAXES		**2,287,143**	**2,428,406**	**2,907,877**	**2,907,877**	**2,907,877**	**2,938,000**
3200	3200-100	INTERGOVERNMENTAL	STATE	147,531	145,029	145,000	145,000	145,000	145,000
		INTERGOVERNMENTAL		**147,531**	**145,029**	**145,000**	**145,000**	**145,000**	**145,000**
3500	3500-100	USE OF PROPERTY & MONEY	INVESTMENT EARNINGS	66,512	26,229	68,000	68,000	68,000	19,000
		USE OF PROPERTY & MONEY		**66,512**	**26,229**	**68,000**	**68,000**	**68,000**	**19,000**
3800	3800-600	TRANSFER FROM OTHER FUNDS	INTERFD OPERATE TRANS-IN	582,945	573,265	573,975	573,975	569,732	566,843
		TRANSFER FROM OTHER FUNDS		**582,945**	**573,265**	**573,975**	**573,975**	**569,732**	**566,843**
3900	3900-800	OTHER REVENUE	OTHER FINANCING SOURCES	4,389,351	0	0	0	0	0
	3900-900		OTHER REVENUE	630	0	0	0	0	0
		OTHER REVENUE		**4,389,981**	**0**	**0**	**0**	**0**	**0**
TOTAL				**7,474,112**	**3,172,929**	**3,694,852**	**3,694,852**	**3,690,609**	**3,668,843**

FUND: 929 - RRA DEBT SERVICE FUND

Date: 8/10/04

City of Ridgecrest
Fiscal Year 2004- 2005

DEPT-DIV	Division Description	FY 2002 ACTUALS	PRIOR YR ACTUALS	ORIG BUDGET	FY04 ADJ BUDGET	FY04 YR-END	FY05 REC BGT
4463	1993 TAX ALLOCATION BOND	4,467,722	0	0	0	0	0
4465	99 COP REFUNDING BOND	801,667	805,955	801,668	801,668	803,728	802,328
4466	99 TAX REFUNDING BOND	599,852	600,640	603,603	603,603	603,603	600,523
4467	2002 REFUNDING TAB	452,929	489,955	491,213	491,213	491,213	486,612
4468	2002 WW LOAN	0	100,000	90,000	90,000	90,000	80,000
4472	GENERAL PUBLIC HOUSING	0	159,496	0	0	0	0
44	***COMMUNITY DEVELOPMENT***	***6,322,170***	***2,156,046***	***1,986,484***	***1,986,484***	***1,988,544***	***1,969,463***
4910	TRANSFER TO OTHER FUNDS	3,024,356	1,016,882	1,708,368	1,708,368	1,517,777	1,862,834
49	***OTHER FINANCING USES***	***3,024,356***	***1,016,882***	***1,708,368***	***1,708,368***	***1,517,777***	***1,862,834***
RRA DEBT SERVICE FUND		**9,346,526**	**3,172,928**	**3,694,852**	**3,694,852**	**3,506,321**	**3,832,297**

FUND: 929- RRA DEBT

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/10/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4463 - 1993 TAX ALLOCATION BOND							
5000	Debt Service	4,467,722	0	0	0	0	
4463 - 1993 TAX ALLOCATION BOND		**4,467,722**	**0**	**0**	**0**	**0**	**0**
4465 - 99 COP REFUNDING BOND							
5000	Debt Service	801,667	805,955	801,668	801,668	803,728	
4465 - 99 COP REFUNDING BOND		**801,667**	**805,955**	**801,668**	**801,668**	**803,728**	**802,328**
4466 - 99 TAX REFUNDING BOND							
5000	Debt Service	599,852	600,640	603,603	603,603	603,603	
4466 - 99 TAX REFUNDING BOND		**599,852**	**600,640**	**603,603**	**603,603**	**603,603**	**600,523**
4467 - 2002 REFUNDING TAB							
5000	Debt Service	452,929	489,955	491,213	491,213	491,213	
4467 - 2002 REFUNDING TAB		**452,929**	**489,955**	**491,213**	**491,213**	**491,213**	**486,612**

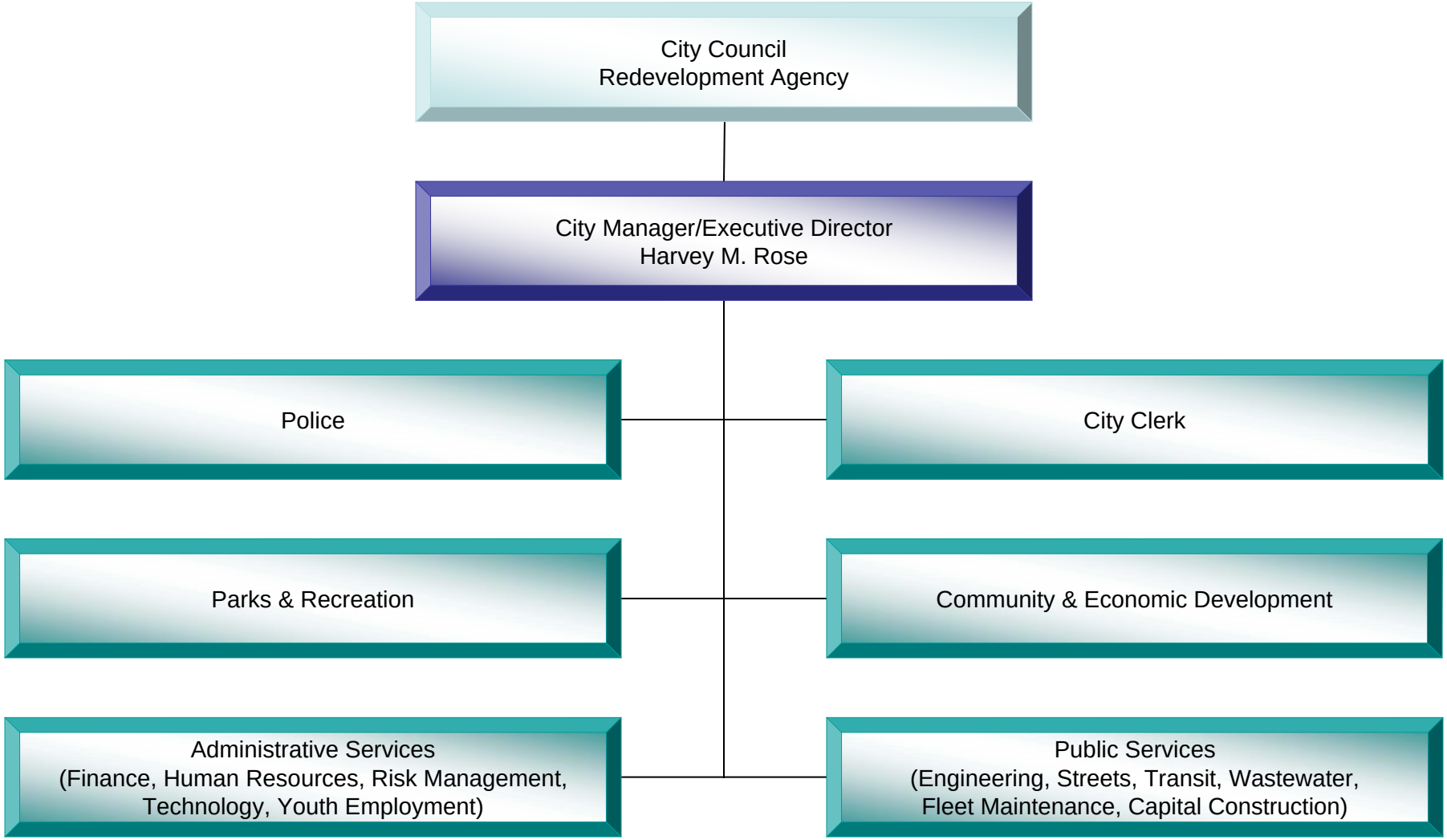
FUND: 929- RRA DEBT

City of Ridgecrest
BUDGET SUMMARY
Fiscal Year 2004 - 2005

Date: 8/10/04

Acct	DESCRIPTION	2004					
		FY 02	FY 03	FY04 ORIG BGT	FY 2004 ADJ BGT	FY04 YR END ESTIM	FY05 REC BGT
4468 - 2002 WW LOAN							
5000	Debt Service	0	100,000	90,000	90,000	90,000	
4468 - 2002 WW LOAN		**0**	**100,000**	**90,000**	**90,000**	**90,000**	**80,000**
4472 - GENERAL PUBLIC HOUSING							
2000	Services & Charges	0	159,496	0	0	0	
4472 - GENERAL PUBLIC HOUSING		**0**	**159,496**	**0**	**0**	**0**	**0**
4910 - TRANSFER TO OTHER FUNDS							
0	Transfers	2,410,736	405,594	992,869	992,869	802,278	
1000	Transfers	613,620	611,288	715,499	715,499	715,499	
4910 - TRANSFER TO OTHER FUNDS		**3,024,356**	**1,016,882**	**1,708,368**	**1,708,368**	**1,517,777**	**1,862,834**
		9,346,526	**3,172,928**	**3,694,852**	**3,694,852**	**3,506,321**	**3,832,297**

City of Ridgecrest
Draft Budget FY 2005



City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Council Budget Summary

Department Focus and Overview Fiscal Year 2004-05

CITY COUNCIL DEPARTMENTAL OVERVIEW:

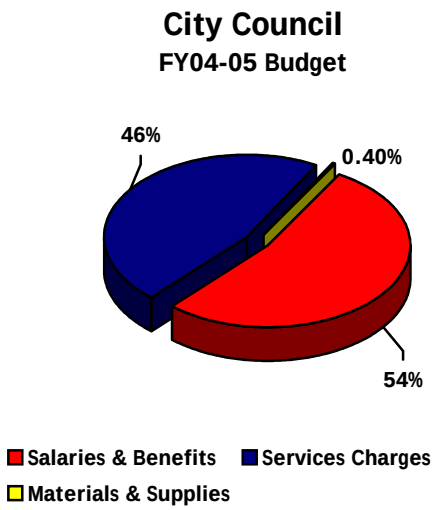
The City Council of the City of Ridgecrest is the legislative body for the City of Ridgecrest. The Council sets policy in all City matters. Council members are elected at large during alternating four-year terms. They also serve on a variety of internal and external committees, task forces, and multi-jurisdictional work groups. The standing committees of the City Council are 1) City Organization, 2) Quality of Life, 3) Infrastructure, 4) Economic Development, and 5) Legislative Advocacy. Additionally, the Council also acts as the Redevelopment Agency Board which funds 50% of the Council Salaries.

CITY COUNCIL BUDGET FOCUS FOR 2004-05:

A major focus of the Ridgecrest City Council has been the Economic Development program. However, the projects contained in the proposed budget have been reduced to the level of available funding.

City Council Budget Highlights FY 2004-05

League of Calif Cities Dues	$	9,250
Aid to Outside Agencies	$	5,000
Legislative Advocacy Travel	$	12,500
Council Travel	$	5,500



City Council Budget Summary

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
City Council							
Salaries/Benefits	$ 26,684	$ 33,419	$ 39,425	$ 39,425	100.00%	$ 20,230	$ -
Services/Charges	$ 21,795	$ 25,330	$ 24,687	$ 27,800	112.61%	$ 35,075	$ -
Supplies/Materials	$ 258	$ 291	$ 300	$ 75	25.00%	$ 300	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 48,737**	**$ 59,040**	**$ 64,412**	**$ 67,300**	**104.48%**	**$ 55,605**	**$ -**

POSITION SUMMARY ALLOCATION							
Elected Officials	5	5	5	5		5	
Total	**5**	**5**	**5**	**5**		**5**	

City of Ridgecrest
Administration FY 2005

City Manager/Executive Director RRA
Harvey M. Rose

City Clerk
Rita L. Gable

City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

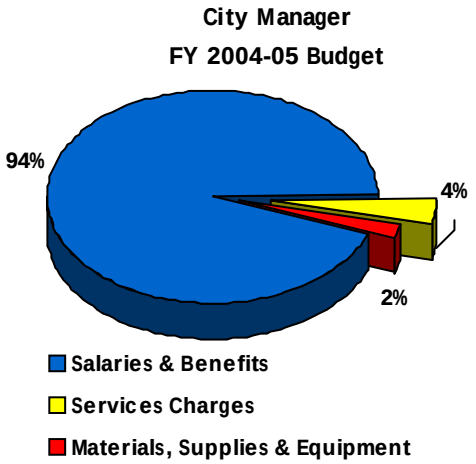
City Manager Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

CITY MANAGER DEPARTMENTAL OVERVIEW AND BUDGET FOCUS:

The City Manager is the Chief Executive Officer of the City of Ridgecrest. The Manager is charged with oversight over all City Departments and is responsible for implementing the policies and desires of the City Council. The City Manager's Department consists of two full-time employees. A major and continuing focus of the City Manager during the current and coming budget year is implementing the Council's Economic Development Programs.

The Department provides overall administrative support and coordination for Human Resources and City Clerk Functions by striving to provide friendly and efficient services to the needs of the City. The department is responsible for a comprehensive Human Resources management program which assists City departments in attracting, retaining, training, developing, motivating and rewarding productive employees as well as the administration and coordination of City benefit plans, and administrative support on collective bargaining issues and all other human resources-related matters. **The City Manager reduced the General Fund operating cost of his Department through a variety of measures such as cutting the proposed Assistant City Manager position.**



City Manager Tasks and Functions

- Chief Executive Officer for the City of Ridgecrest
- Executive Director for the Ridgecrest Redevelopment Agency and Public Works Director for the City.
- Serves as City Clerk and is responsible for elections, record-keeping, and archives of all official City documents
- Chief Negotiator in matters of real estate, labor agreements,

Public Information / Records Management Division:
The Public Information / Records Management division provides administrative support for various council and committee meetings, record retention, elections, and public information through various media platforms such as the City's website and the government channel.

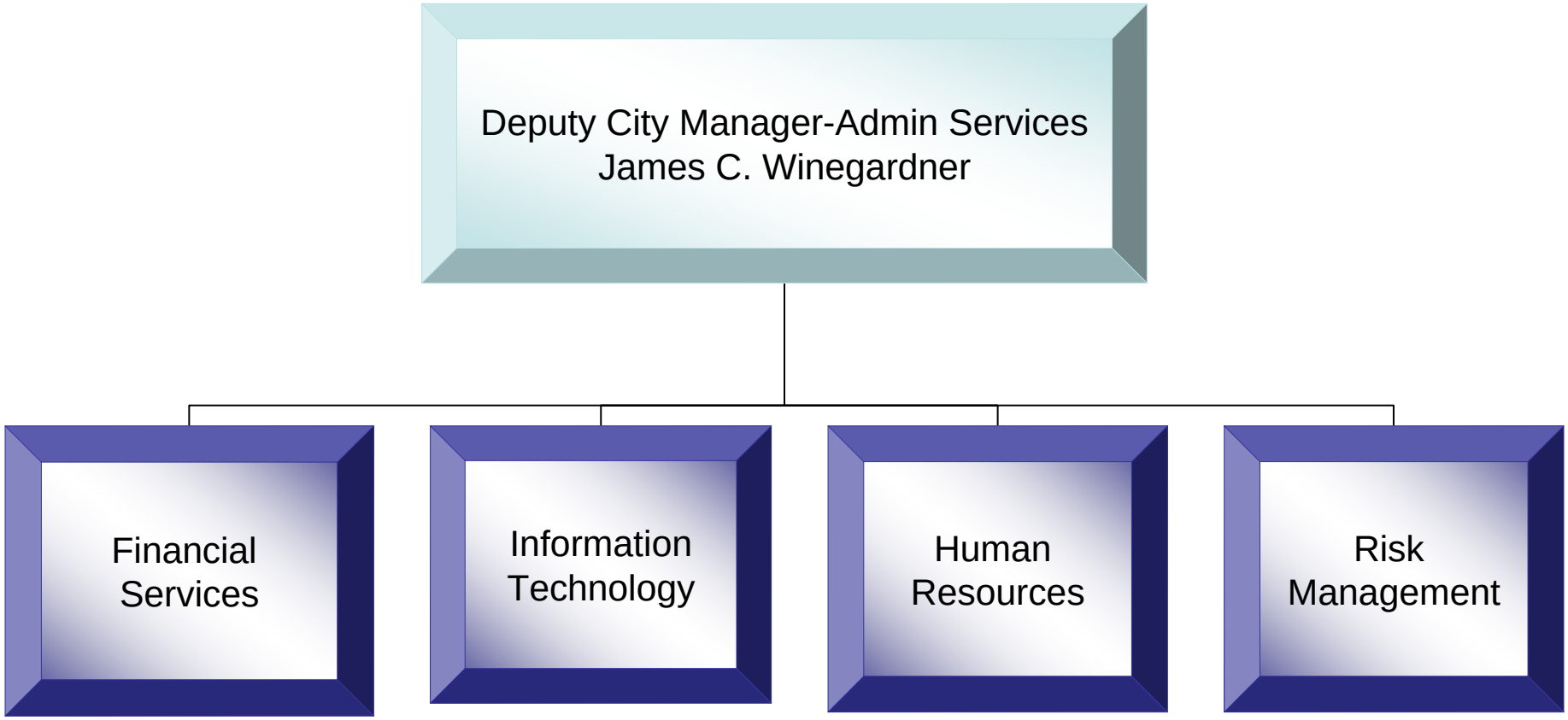
City Manager Budget Summary

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
City Manager							
Salaries/Benefits	$ 214,352	$ 224,850	$ 227,343	$ 231,078	101.64%	$ 170,846	$ -
Services/Charges	$ 6,757	$ 5,220	$ 4,670	$ 4,632	99.19%	$ 6,700	$ -
Supplies/Materials	$ 1,997	$ 1,105	$ 3,200	$ 1,301	40.66%	$ 3,450	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 223,106**	**$ 231,175**	**$ 235,213**	**$ 237,011**	**100.76%**	**$ 180,996**	**$ -**
City Clerk							
Salaries/Benefits	$ 47,756	$ 52,864	$ 53,364	$ 54,875	102.83%	$ 78,824	$ -
Services/Charges	$ 9,387	$ 8,846	$ 114,136	$ 105,600	92.52%	$ 19,500	$ -
Supplies/Materials	$ 4,090	$ 1,882	$ 4,600	$ 1,750	38.04%	$ 4,600	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 61,233**	**$ 63,592**	**$ 172,100**	**$ 162,225**	**94.26%**	**$ 102,924**	**$ -**
Department Total	**$ 284,339**	**$ 294,767**	**$ 407,313**	**$ 399,236**	**98.02%**	**$ 283,920**	**$ -**

Position Summary Allocation

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-2004 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
City Manager Division							
Full Time	2	2	2	2		2	0
Part Time - FTE	0	0	0	0		0	0
Total	**2**	**2**	**2**	**2**		**2**	**0**
City Clerk Division							
Full Time	1	1	1	1		1	0
Part Time - FTE	0	0	0	0		0	0
Total	**1**	**1**	**1**	**1**		**1**	**0**
Departmental Total							
Full Time	3	3	3	3		3	0
Part Time - FTE	0	0	0	0		0	0
Total	**3**	**3**	**3**	**3**		**3**	**0**

City of Ridgecrest
Administrative Services FY 2005



City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Administrative Services Department Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

ADMINISTRATIVE SERVICES DEPARTMENT MISSION:

Provide the City Council, City Manager, all City Departments, the public and other governmental agencies with accurate, timely, and professional quality financial information as well as providing overall administrative support, coordination for Human Resources functions within the City, and management of all Risk Management programs.

DEPARTMENT DESCRIPTION:

The Administrative Services Department as reorganized in the Fiscal 2005 budget, provides Financial services, Risk Management, Human Resource and Information Technology support to City of Ridgecrest Departments. The Department is divided into four Divisions. These four Divisions are Financial Services, Management Information Services, Risk Management and Human Resources. The Financial Services Division provides for Accounting Support, Budget Development, Treasury, and Financial Reporting functions to all City Departments. The Information Technology Division provides oversight, planning, and infrastructure support to all computer systems. This includes desktop support, web page and internet access, mid-range system training and development, and ongoing training to all Departments. Risk Management Provides the administration and coordination of the City's Self-insurance program which includes Workers' Compensation, Liability Self Insurance, Property Coverage, and other insurances. The Human Resources Division is responsible for a comprehensive management program which assists City Departments in attracting, retaining, training, developing, motivating, and rewarding productive employees as well as the administration and coordination of City benefit plans, and administrative support on collective bargaining issues and all other Human Resource-related matters. The department also oversees the Youth Hiring Grants functions as well.

Sampling of Recaptured Revenue

SB 225-FY 2000-01	$	401,021
SB 225-FY 2001-02	$	210,510
SB 225-FY 2002-03	$	210,510
SB 225-FY 2003-04	$	210,510
Assessment Districts' Audit Findings *	$	549,312
SB 90-Mandated Costs *	$	235,171
Sales Tax Audit Proceeds	$	408,935
Sales Tax Audit Ongoing Proceeds	$	120,000
Property Tax Audit	$	8,700
TOT Audit Findings	$	44,093

** $197,276 owed by the State*

FINANCIAL SERVICES DIVISION FOCUS:
The Financial Services Division consists of six (6) full-time positions, including the Finance Director.

Key accomplishments during the 2004 fiscal year included:

- Implementation of the GASB 34 Reporting Model
- Prepared the City's first Comprehensive Annual Financial Report (CAFR) and received the Award for Excellence in Financial Reporting from the California Society of Municipal Finance Officers (CSMFO)
- Received the Association of Public Treasurers' Certification Award for the City's Investment Policy
- Collections, Management & Close-outs of the City's Outstanding Assessment Districts
- Business License Revenue Enforcement resulted in approximately 12% additional Business License Revenue
- Publish City Annual Budget on City Web Site along with ongoing publication of Monthly Financial Reports and Key Audit Reports

Funding of Finance Department:

- Grant Accountant is funded from reimbursements from various Federal and State Grant programs via the indirect cost allocation plan and also provides general accounting support. This position was eliminated in the reorganization of FY 2004 which required the Department focus on basic services.
- Other positions and operating costs are General Fund and are subject to the City approved overhead calculation to the degree that the OH provides support to other funds; as with other General Government Departments such as the City Council, Manager, City Clerk and etc., approximately 60% of all General Government costs are reimbursed for by the Cost Allocation plan.
- In the previous four fiscal years, Finance Department staff has brought into the City more than $1,000,000 of new general fund revenue not including the increased interest earnings via the cash management policies of the Office of the City Treasurer.

Fiscal 2005 Objectives:

- Continue to pursue the Excellence in Financial Reporting Award
- Submit the Fiscal Year 2005 Budget for the CSMFO Awards Program
- Centralization of all A/R Processing
- Implement the recently approved Indirect Cost Allocation Plan
- Coordinate the consolidation of Administrative Functions under the City Manager's Reorganization Plan

MANAGEMENT INFORMATION SYSTEMS DIVISION:

The Management Information Systems (MIS) Division of the Finance Department provides primary technology support to all City Departments. The ongoing implementation of the Council approved Strategic Information Technology Plan (SITP) has been delayed due to funding; however, staff was able to resolve the Council's desire to see a more professional web presence. The MIS Division was also able to resolve all licensing issues and the City expended funds to resolve this licensing problem which enabled the City to save approximately $100,000 over the next three fiscal years.

Finalization of the core components to the document imaging project will be a major focus during the 2005 fiscal year. This finalization is the key component to implementation of the e-Government project. Final implementation for the wireless solution at the Animal Control and Corp Yard facilities also occurred in fiscal year 2003-2004. Moving from the current "front end" GUI interface to the Navi Line interface will save approximately $10,000 per year in software licensing. The payback is approximately 2 ½ years. Another project included in the fiscal year 2005 budget is the automation of the Parks & Recreation Department; this will be accomplished through internal already acquired hardware and software. This project will be implemented using a combination of existing software, including the document imaging system. We are also going to focus on the ongoing refinements to the City Website. $25,000 has been recommended for this ongoing project. Finally, it is planned to implement credit card payments both over the counter and online during FY 2005. It should be noted that overall MIS expenditures have been reduced by approximately 33% or $151,000.

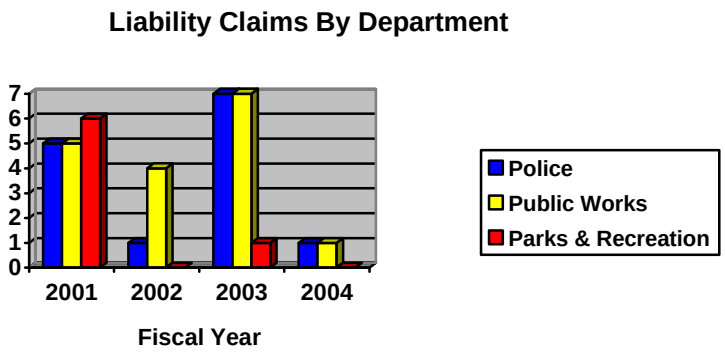
Fiscal Year 2005 will see the completion of the ground work begun in the previous year expanded upon. Projects include:

- Implementation of Documentation Imaging System (Staff Training, Scanning of core documents, beginning of web and H.T.E. interfaces)
- Ongoing refinements to the Web Site and implementation of Phase I of E-Ridge Services
- Automation of the Parks and Recreation Department with internal resources
- Training for internal users of the City Network – this includes end user application training as well as administrator training for Departmental "power users"

Risk Management provides for the administration and coordination of the City's Injury & Illness Preventative Program (IIPP) and the self-insurance program, consisting of Worker's Compensation, liability/property insurance, and employment practices insurance (ERMA). The Department directs the production of Government Channel 6.

Workers Compensation by Department Exposure

	Fiscal Year		
Department	2002	2003	2004
Police	25	19	16
Public Works	7	7	8
Parks & Recr.	1	7	1
Finance	1	0	2
Administration	0	0	2
Comm. Dev.	1	0	0
Totals:	37	33	29

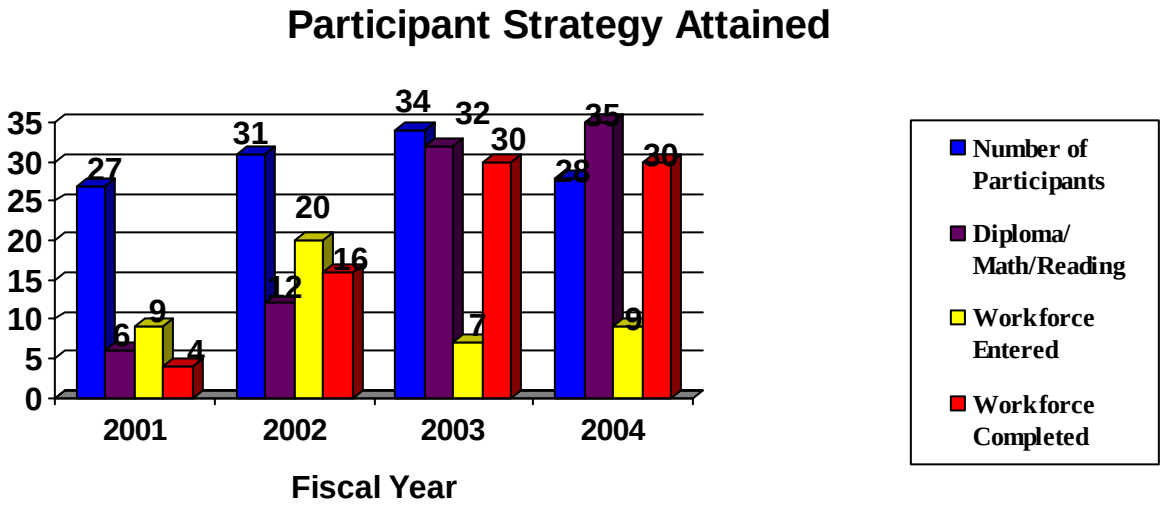


Risk Management Budget Highlights		
Liability Insurance	$	168,089
Dental Insurance	$	25,000
Legal Services	$	60,000
Damages and Judgments	$	75,000
Workers' Compensation Claims Expns.	$	175,000

HUMAN RESOURCES DIVISION:

Performance Measures- This division conducted 5 part time and 6 full time recruitments in 2004; 12 part time and 10 full time recruitments in 2003; 15 part time and 9 full time recruitments in FY02 and 10 part time and 17 full time recruitments in FY01.

Youth Hiring Grants- The WIA/YES grant is in its third year of funding and provides local youth with well-rounded and diverse exposure to self-development, educational achievement, and career strategies. Work preparedness classes, work experience and leadership skills and integral to the program design in order to enlighten and encourage youths to the realities of finding and retaining a job in the world around them.



In FY04, nine students exited into unsubsidized employment within the community and one student exited the program with an AA degree and continuing on to college to get her bachelor's degree. In FY03, nine students exited into unsubsidized employment with K-Mart; three students exited and entered college; two students exited after obtaining their GED; eight student exited after obtaining their high school diplomas; and one student exited into military service.

Finance Division Budget Summary

Division Object/Type	2001-02 Audited Accruals	2002-03 Audited Accruals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Finance Division							
Salaries/Benefits	392,817	554,178	541,946	503,629	92.93%	546,972	0
Services/Charges	288,818	275,817	290,875	293,881	101.03%	256,300	0
Supplies/Material	17,271	20,154	24,941	24,941	100%	23,900	0
Capital	198,336	164,615	212,659	212,332	99.85%	22,500	0
Total	**897,242**	**1,014,764**	**1,070,421**	**1,034,783**	**3.9381**	**849,672**	**0**

Human Resource Division Budget Summary

Division Object/Type	2001-02 Audited Accruals	2002-03 Audited Accruals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Human Resource Div.							
Salaries/Benefits	117,985	132,652	19,783	20,156	101.89%	51078	0
Services/Charges	28,663	26,808	36,375	29,500	81.10%	36,175	0
Supplies/Material	1,239	821	800	500	62.50%	500	0
Capital	**147,887**	**160,281**	**56,958**	**50,156**	**2.4549**	**87,753**	**0**
Total							
WIA-Youth Hiring Grants							
Salaries/Benefits	121,761	68,773	59,250	56,953	96.12%	63,350	0
Services/Charges	3,796	1,875	1,825	1,825	100%	2,050	0
Supplies/Material	848	930	125	250	200%	151	0
Capital	506	0	0	0	0%	0	0
Total	**126,911**	**71,578**	**61,200**	**59,028**	**3.9612**	**65,551**	**0**

Position Summary Allocation

Division Object/Type	2001-02 Audited Accruals	2002-03 Audited Accruals	2003-04 Audited Accruals	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Finance Div.							
Full time	8	10	10	10		10	
Part-Time FTE	0	1	1	1		0	
Total	**8**	**11**	**11**	**11**		**10**	
Human Resources Div.							
Full time	1	1	1	1		1	
Part-Time FTE	0	0	0	0		0	
Total	1	1	1	1		1	
WIA Program							
Full Time	1	1	1	1		1	
Part-Time FTE	5.56	2.98	2.48	2.48		2.48	
Total	6.56	3.98	3.48	3.48		3.48	
Department Total							
Full Time	10	12	12	12		12	
Part-Time FTE	5.56	3.98	3.48	3.48		2.48	
Total	**15.56**	**15.98**	**15.48**	**15.48**		**14.48**	

City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

RACVB Budget Summary

Department Focus and Overview Fiscal Year 2004-05

The City of Ridgecrest, the Ridgecrest Chamber of Commerce and six local businesses created the Ridgecrest Area Convention & Visitors Bureau in January of 1992. Our mission was to promote and market the greater Ridgecrest area to the industries of tourism and conventions. Additionally we were charged with marketing the 10,000 square mile area around Ridgecrest to the film industry. For the first few years we divided our time and resources equally between the three objectives. While both tourism and film production increased steadily, by 1995 we realized that, for a variety of reasons beyond our control, Ridgecrest was not to be a convention center; and that our resources could be more successful in other areas. From that point the RACVB continued to promote Ridgecrest from within, to local clubs and organizations, to generate meeting on a district and regional basis. Also in 1995 Death Valley National Monument was named a National Park and Death Valley tourism increased 40 percent the first year. Ridgecrest is the shortest southern route to DVNP and the only destination with full service facilities. During the last decade the RACVB has successfully marketed our area as the Gateway to Death Valley National Park, as well as a hub destination for over 40 activities and attractions within one hour of Ridgecrest. Local revenue from tourism has steadily increased to a current annual level of $20 million to $25 million dollars.

The California Film Commission recognized the Ridgecrest Regional Film Commission (RRFC) in June of 1993 as the 50th FLICS, Film Liaisons In California Statewide. Now one of 57 film commissions throughout the state, the RRFC is recognized as a leader and innovator. In 1995 the RRFC created the first Memorandum of Understanding for filming on public land. This MOU became the template for federal land film production throughout the southwest. Local film revenue has seen modest growth over the past decade from an annual average of $2 million in the early 1990's to $5 million the past few years. The local film commission permits and/or facilitates 80 productions each year on dozens of locations including BLM property, private land, Inyokern Airport, the City of Ridgecrest, as well as portions of Kern, San Bernardino, Inyo and Tulare Counties. Additionally, the RRFC has been directly responsible for securing several major feature film productions including Planet of the Apes, Hidalgo, and Holes.

Tourism and filming generate $25 million in local revenue each year to the greater Ridgecrest area. The RACVB and the RRFC are proud to be a part of that economic development.

RACVB Revenue Explained:

"On location" film production is a little easier to track than the tourism industry. Through information provided by the California Department of Tourism, the Kern County Board of Trade and the California Film Commission, and collected by our offices, the figures below reflect estimates by the RACVB and the RRFC of how filming and tourism positively affect the Indian Wells Valley's bottom line.

Film Production

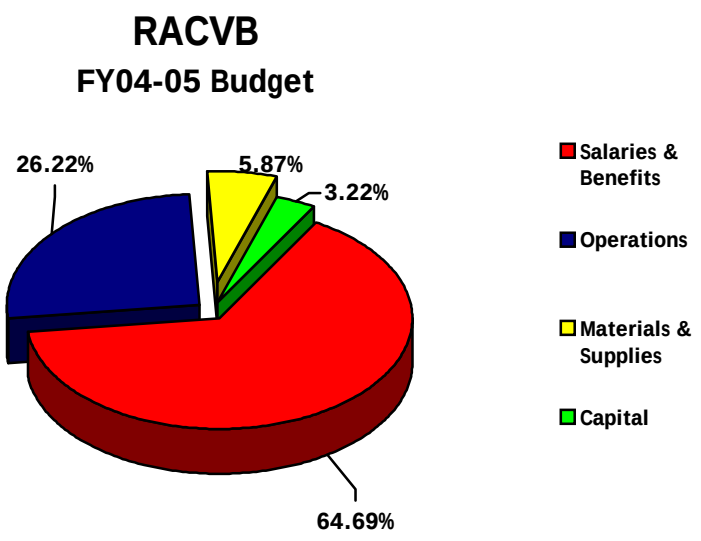
$5,576,000	Total Film Disposable Income
836,400	Total Film Lodging Income
83,640	Film Transient Occupancy Tax
343,621	Film Sales Tax (at 7.25%)
47,396	1% of film Sales Tax directly to Ridgecrest
131,036	Total Local Film Tax dollars to Ridgecrest for Film 2003

Tourism Dollars

$20,764,000	Tourism dollars
1,314,900	Tourism Lodging dollars
131,490	Tourism Transient Occupancy Tax
1,410,059	Tourism Sales Tax (at 7.25%)
194,491	1% of Tourism Sales Tax directly to Ridgecrest
325,981	Total local Tourism Tax dollars to Ridgecrest for Tourism 2002

Film and Tourism Combined

$26,340,000	In Disposable Income
215,130	In Transient Occupancy Tax
241,887	In Local Sales Tax
457,017	Total Local Tax dollars to City of Ridgecrest in 02/03



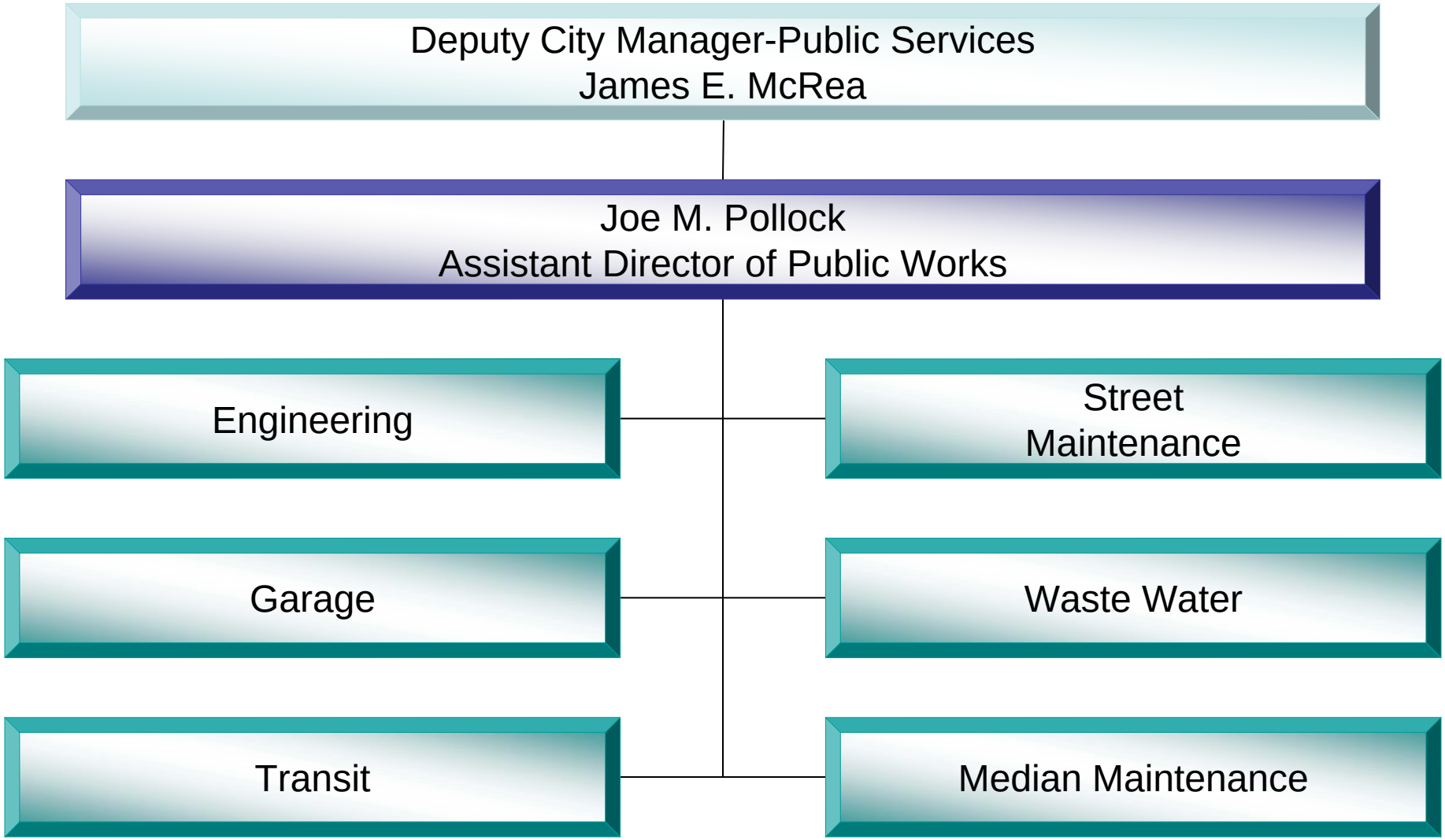
R A C V B Budget Summary

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Approved Budget
Salaries/Benefits	$ 81,289	$ 82,489	$ 87,164	not available	0.00%	$ 90,306
Operations	$ 55,849	$ 41,167	$ 35,000	not available	0.00%	$ 36,600
Supplies/Materials	$ 9,962	$ 15,342	$ 12,000	not available	0.00%	$ 8,200
Capital	$ -	$ -	$ -	not available	0.00%	$ 4,500
Total	**$ 147,100**	**$ 138,998**	**$ 134,164**	**$ -**	**0.00%**	**$ 139,606**

RACVB Funding Sources						
City of Ridgecrest Funding	$ 115,000	$ 121,451	$ 121,451	not available	0.00%	$ 121,451
One Time Grant-City of Ridgecrest		$ 10,127	$ -	not available	0.00%	$ -
Hotels	$ 5,500	$ 6,875	$ 6,875	not available	0.00%	$ 3,400
Membership Dues	$ 10,500	$ 15,819	$ 13,750	not available	0.00%	$ 13,750
Others	$ -	$ -	$ -	not available	0.00%	$ 3,500
Total	**$ 131,000**	**$ 154,272**	**$ 142,076**	**$ -**	**0.00%**	**$ 142,101**

- *The above financial information is provided by the Ridgecrest Area Convention & Visitors Bureau.*
- *The RACVB Board of Directors, which approves the annual budget, is a nine member board that includes the City Manager or designee; one city councilman appointed annually and currently, a second councilman representing the category of restaurants.*

City of Ridgecrest
Public Works FY 2005

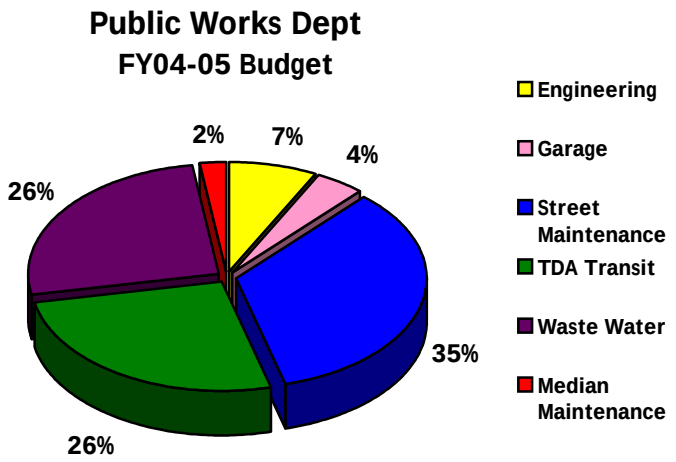


City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Public Works Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

The mission of the Department of Public Works is to provide administrative and engineering support for capital construction projects, street maintenance, wastewater collection and treatment and public transit facilities and activities.



Engineering Division
Includes planning, budgeting, design, bid specification preparation & construction, and acting as a liaison with Kern COG, Community Development and CalTrans.

Street Maintenance Division
Provides maintenance, repair and street-sweeping service for 262 miles of streets. This includes repair of infrastructure such as curbs, gutters, sidewalks, drainage systems, signs, and painting.

Ridgecrest Transit System
Operates the transit system within Ridgecrest and the surrounding areas. Funding for this program is primarily received from the Federal Transportation Act, a restricted share of the State sales tax and a small share from passenger fares.

Wastewater Treatment Facility & Collection System
Operates and maintains the sewage collection and treatment systems in accordance with health and safety laws and Lahontan Board Orders. As an "enterprise" fund, this budget seeks preservation of its capital base, and is prepared on a "working capital" focus. The alfalfa fields are also a source of income and flourish in the spring and summer months.

Public Works Budget Summary

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Public Works Administration							
Salaries/Benefits	$ 51,902	$ 43,612	$ -	$ -	0.00%	$ 23,711	$ -
Services/Charges	$ 98,079	$ 142,384	$ 2,445	$ -	0.00%	$ -	$ -
Supplies/Materials	$ 1,808	$ 767	$ -	$ -	0.00%	$ -	$ -
Capital	$ 428	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 152,217**	**$ 186,763**	**$ 2,445**	**$ -**	**0.00%**	**$ 23,711**	**$ -**
Engineering							
Salaries/Benefits	$ 136,286	$ 151,376	$ 176,348	$ 183,364	103.98%	$ 247,745	$ -
Services/Charges	$ 47,103	$ 4,726	$ 26,852	$ 37,650	140.21%	$ 22,650	$ -
Supplies/Materials	$ 3,613	$ 2,238	$ 5,200	$ 5,050	97.12%	$ 3,700	$ -
Capital	$ 15,732	$ -	$ -	$ -	0.00%	$ 3,000	$ -
Total	**$ 202,734**	**$ 158,340**	**$ 208,400**	**$ 226,064**	**108.48%**	**$ 277,095**	**$ -**
Garage							
Salaries/Benefits	$ 67,488	$ 101,961	$ 122,135	$ 132,342	108.36%	$ 146,054	$ -
Services/Charges	$ 10,621	$ 6,896	$ 10,600	$ 7,800	73.58%	$ 10,650	$ -
Supplies/Materials	$ 3,496	$ 2,337	$ 4,650	$ 3,600	77.42%	$ 5,150	$ -
Capital	$ 17,841	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 99,446**	**$ 111,194**	**$ 137,385**	**$ 143,742**	**104.63%**	**$ 161,854**	**$ -**
Landscape/Median Maintenance							
Salaries/Benefits	$ -	$ 47,278	$ 37,336	$ 75,831	203.10%	$ 66,263	$ -
Services/Charges	$ -	$ 5,777	$ 7,329	$ 8,000	109.16%	$ 13,000	$ -
Supplies/Materials	$ -	$ 1,083	$ 200	$ 700	350.00%	$ 200	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ -**	**$ 54,138**	**$ 44,865**	**$ 84,531**	**188.41%**	**$ 79,463**	**$ -**
Total General Fund	$ 454,397	$ 510,435	$ 393,095	$ 454,337	115.58%	$ 542,123	$ -

POSITION SUMMARY ALLOCATION (All Funds)							
Full Time	12	24	19.5	19.5		19.5	0
Contract	0	0	0	0		0	0
Part-Time FTE	1.1	2	0.5	0.5		1.15	0
Total	**13.1**	**26**	**20**	**20**		**20.65**	**0**

PUBLIC WORKS DEPARTMENT
Budget Highlights FY 2004-05

Public Works Department		
Salaries & Benefits	$	1,357,790
Contract with Helt Engineering	$	12,000
General City Engineering (not project related)	$	277,095
Street Maintenance		
Street Sweeping	$	69,500
Street Lights and Signal Maintenance	$	185,000
Street Maintenance	$	605,994
General Fund Support	$	850,598
Median Maintenance/Landscape Maintenance	$	79,463
Waste Water		
Waste Water Administration & Overhead	$	502,932
Operation Cost of Collection System	$	3,400
Operation Cost of Treatment	$	157,182
Reclamation	$	44,850
Tractor & Turf Vehicle - Treatment Equipment	$	17,000
Waste Water Treatment Equipment	$	10,000
Transit		
Transit Service for RC, Inyokern, RB, and Sr. Bus	$	569,870
Transit Administration	$	112,310

City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

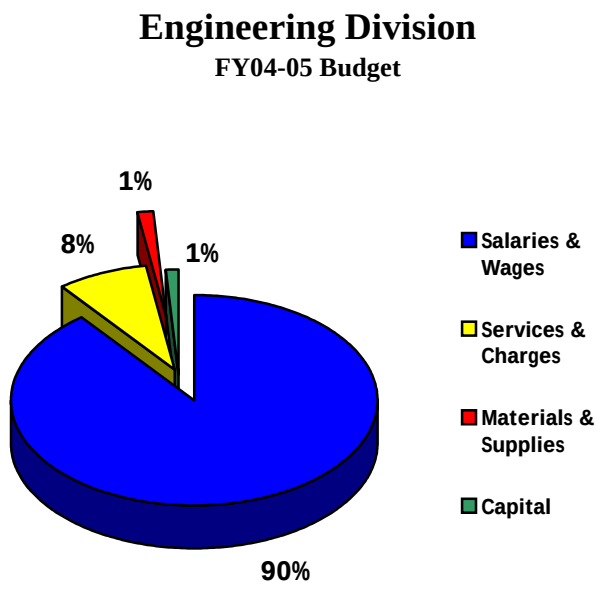
Engineering Division Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

Recent staff cutbacks in the Engineering Division and the uncertain nature of the budgets at the Local, State and Federal levels will change the mission of the Engineering Division from what it has been in the past. More reliance will be required on the private sector for services such as inspection, surveying and soil testing especially on larger projects both private and public. Uncertainty of funding at the State and Federal levels for public works projects will decrease the workload in this area, while, increased activity in the private sector will increase the workload in this area. It is thought that the a major mission of the Engineering Division for fiscal year 04-05 will be in the review of private sector project plans to assure compliance with various local, state and federal codes and regulations. The mission of the Engineering Division could however change drastically if the proposed sales tax is passed in November of 2004 but there is no real assurance that this will occur.

The goals and objectives for Fiscal Year 2004-2005 are as follows:

- To provide quality engineering services to the citizens of the City of Ridgecrest.
- To protect the health, safety and welfare of the citizens of the City of Ridgecrest through enforcement of various local, state and federal ordinances and laws
- To work with County, State and Federal agencies in an attempt to obtain as much funding from these sources as possible.



Engineering Division Budget Summary

Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Salaries/Benefits	$ 136,286	$ 151,376	$ 176,348	$ 183,364	103.98%	$ 247,745	$ -
Services/Charges	$ 47,103	$ 4,726	$ 26,852	$ 37,650	140.21%	$ 22,650	$ -
Supplies/Materials	$ 3,613	$ 2,238	$ 5,200	$ 5,050	97.12%	$ 3,700	$ -
Capital	$ 15,732	$ -	$ -	$ -	0.00%	$ 3,000	$ -
Total	**$ 202,734**	**$ 158,340**	**$ 208,400**	**$ 226,064**	**108.48%**	**$ 277,095**	**$ -**

POSITION SUMMARY ALLOCATION:							
Full Time	4	4	2	2		2.5	0
Contract	0	0	0	0		0	0
Part-Time FTE	NOT AVAILABLE		0	0.5		0	0
Total	**4**	**4**	**2**	**2.5**		**2.5**	**0**

City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Landscape & Median Maintenance Division Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

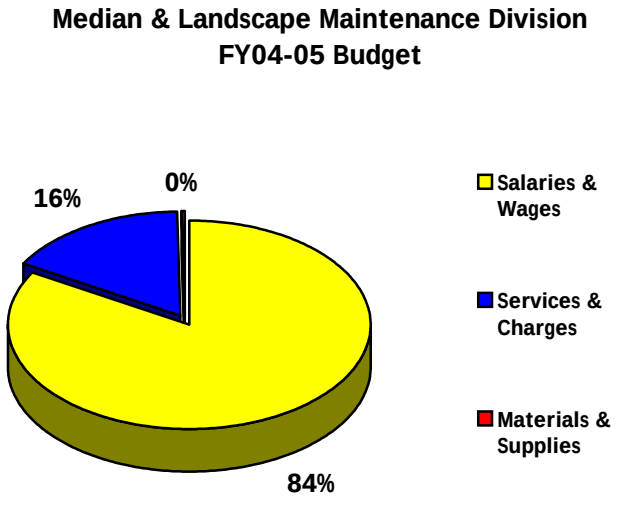
The Landscape and Median Maintenance Division of the Public Works Department primarily focuses on maintaining all City landscaped areas, other than Parks, as well as the City's Street Medians.

This division recognizes the City's growing commitment to beautification and image promotion. One full time maintenance worker is included in this division and they report to the Street Maintenance Supervisor of the Public Works Department.

The total cost for this division is estimated at $79,463. The funding for this division is 100% from the General Fund.

The goals and objectives for Fiscal Year 2004-05 are as follows:

- Establish an inventory of those medians and other landscape areas to be maintained.
- Establish a scheduled maintenance program for the maintenance of the City's street medians and landscaped areas.



Median & Landscape Maintenance Division

Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Salaries/Benefits	$ -	$ 47,278	$ 37,336	$ 75,831	203.10%	$ 66,263	$ -
Services/Charges	$ -	$ 5,777	$ 7,329	$ 8,000	109.16%	$ 13,000	$ -
Supplies/Materials	$ -	$ 1,083	$ 200	$ 700	350.00%	$ 200	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ -**	**$ 54,138**	**$ 44,865**	**$ 84,531**	**188.41%**	**$ 79,463**	**$ -**

POSITION SUMMARY ALLOCATION:							
Full Time	0	2	1	2		2	0
Contract	0	0	0	0		0	0
Part-Time FTE	0	0	0	0		0	0
Total	**0**	**2**	**1**	**2**		**2**	**0**

Median & Landscape Maintenance Division
Budget Highlights FY 2004-05

Salary/Benefits	$ 66,263
Small Tools	$ -
Contract Services	$ 13,000

City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Streets and Roads Division Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

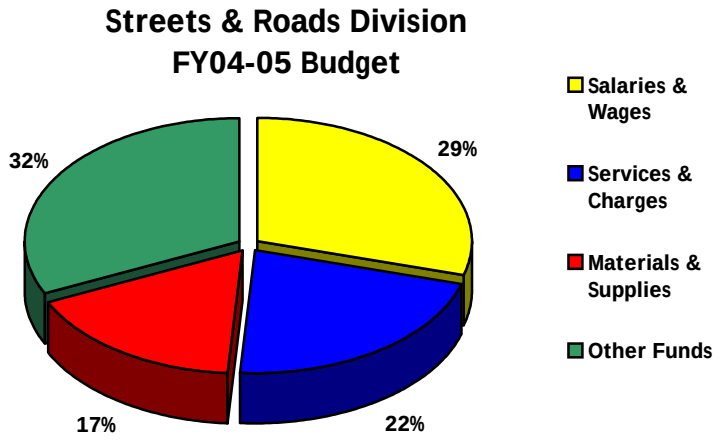
The mission of the street division is to provide for the health, safety and welfare of the public through street maintenance, street repair and street sweeping for City streets including repair of infrastructure such as curbs, gutters, sidewalks, drainage systems, signs and paintings along with the maintenance of bicycle trails, traffic signals and signs and road repair including pothole patching and tree trimming.

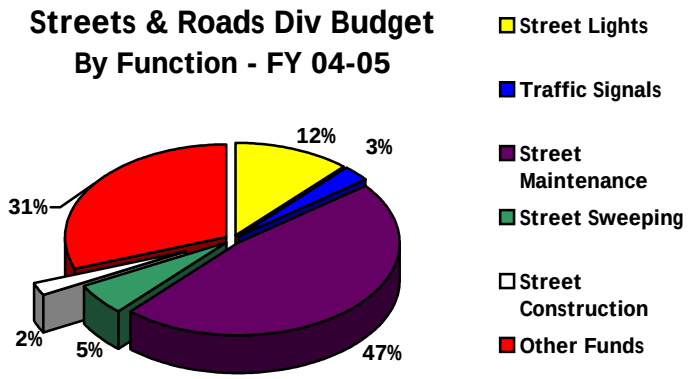
The Streets & Roads division currently provides for the maintenance, repair and street sweeping service for 262 curb miles of City streets.

The goals and objectives for Fiscal Year 2004-05 are as follows:

- To respond quickly to the needs of the community
- To identify and mitigate possible street hazards with available resources
- To maintain all city streets to meet the Pavement Management System standards as personnel and equipment allows

No performance measures were provided.





STREETS & ROADS DIVISION BUDGET SUMMARY

Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Salaries/Benefits	$ 234,106	$ 278,932	$ 305,414	$ 297,180	97.30%	$ 386,681	$ -
Services/Charges	$ 245,002	$ 267,341	$ 328,617	$ 264,580	80.51%	$ 285,200	$ -
Supplies/Materials	$ 899	$ 162,735	$ 187,959	$ 139,623	74.28%	$ 219,700	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	
Transfers (Overhead	$ 153,871	$ 268,840	$ 329,119	$ 291,004	88.42%	$ 391,432	$ -
Total	**$ 633,878**	**$ 977,848**	**$ 1,151,109**	**$ 992,387**	**86.21%**	**$ 1,283,013**	**$ -**

SUMMARY BY FUNCTION							
Street Lights	$ 168,170	$ 167,697	$ 156,045	$ 149,865	96.04%	$ 150,000	$ -
Traffic Signals	$ 50,851	$ 30,630	$ 43,174	$ 25,626	59.36%	$ 35,000	$ -
Street Maintenance	$ 260,986	$ 437,936	$ 507,026	$ 445,611	87.89%	$ 607,744	
Street Sweeping	$ -	$ 48,566	$ 115,745	$ 53,500	46.22%	$ 69,500	
Street Construction	$ -	$ 24,179	$ -	$ 26,781	no budget	$ 29,337	$ -
Transfer (Overhead)	$ 153,871	$ 268,840	$ 329,119	$ 291,004	88.42%	$ 391,432	$ -
Total	**$ 633,878**	**$ 977,848**	**$ 1,151,109**	**$ 992,387**	**86.21%**	**$ 1,283,013**	**$ -**

STREET MAINTENANCE DIVISION PERSONNEL SUMMARY							
Full Time	6	6	6	5		5	0
Part-Time FTE	1.1	1	0	0		0	0
Total	**7.1**	**7**	**6**	**5**		**5**	**0**

STREETS & ROADS DIVISION
Budget Highlights FY 2004-05

Street Sweeping Refuse Disposal	$	55,000
General Supplies/Materials	$	207,200
Street Repair Supplies	$	150,000
Traffic Signal Maintenance	$	25,000
Traffic Signal Electricity	$	10,000
Electricity - Street Lights	$	150,000

-

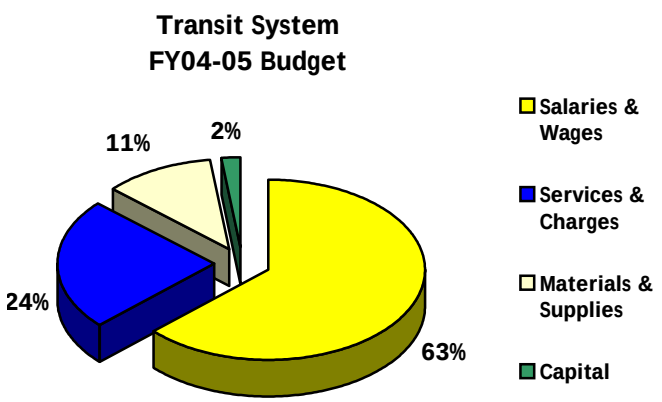
City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Transit Division Budget Summary

Mission Statement, Department Focus, and Performance Measures Fiscal Year 2004-05

DIVISION DESCRIPTION:

The mission of the transit division is to provide and operate transit facilities within the City through a point-to-point dial-a-ride system in the Ridgecrest area as well act as a contractor for County area routes in Ridgecrest and the communities of Randsburg and Inyokern. The Federal Transportation Act provides the primary funding for this program, along with a small share from passenger fares.



FUNDING DESCRIPTION

The City of Ridgecrest Transit System is funded principally by Transportation Development Act (TDA) funds. Total TDA funds account for approximately $650,000 for the City of Ridgecrest. Historically, as is permitted under State Law, TDA funds were split between TDA Article 4 (Transit) and TDA Article 8 (Streets and Roads). Approximately six years ago, the split was generally 50% to Article 4 and 50% to Article 8.

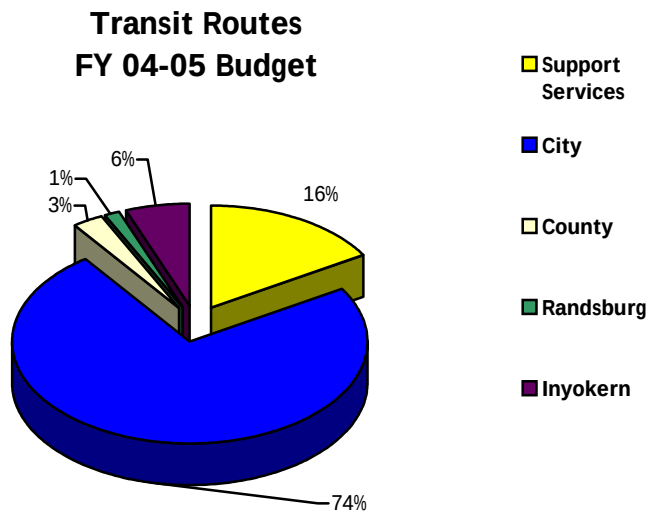
Over the past few years this split has changed so that 85% of the total TDA Allocation falls to Article 4 (Transit) and 15% falls to Article 8. This is based on the funding requirements for Article 4 programs and the input gathered in the Unmet and Reasonable to Meet Needs Hearing.

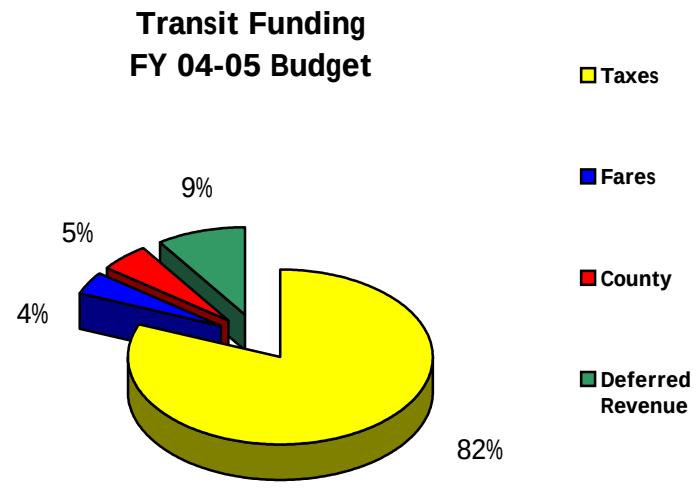
Other funding for the Transit system comes from passenger fares, approximately $50,000 per year; Federal Grants (during FY 2002 approximately $200,000) for both capital (bus acquisition) and operating assistance, interest earnings, contract with the County and donations.

In order to maintain TDA funding, State Law requires that any transit system meets a fare box requirement. Under current law this is 10% of adjusted operations cost. The current fare box return is approximately 15% including the county contract.

CITY PROGRAM DESCRIPTION:

The City serves general ridership including youth, seniors, and handicapped riders. The cost of the service has remained unchanged for six fiscal years with general rider fares at $1.25 per fare; youth, seniors and disabled fares are $0.75 with $3.00 fares to and from Randsburg. Monthly passes are also available. As a courtesy, the system provides monthly Youth Advisory Committee rides at no cost to the Sierra Sands School District.





Other than Youth Advisory Committee meetings, other special Transit programs include:

- Senior Bus partnership with Happy Time Seniors
- FTA 5311 Partnership with Kern Transit and Inyo-Mono County Transit
- Coordinated ridership with various Social Service Agencies
- Special Group Rates

OTHER FY 2004 CHANGES

The City has and plans to maintain a series of **customer service enhancements** during the Fiscal Year. They include:

- **24 Hour Transit Hotline** – for comments, concerns, and ride cancellations;
- **Transit Web Site** providing general information on the City's Transit System.
- **Customer Satisfaction Survey** – conducted on buses with 95%+ expressing satisfaction or high satisfaction with overall City Transit service;
- **Service to City Council Meetings**;
- **Monthly Customer Service Statistical Report** provided to the City Organization Committee and City Council.
- **Citizen Advisory Committee**
- **Provide more special out of town trips to senior and disabled groups**

The City has continued in **partnership with Kern Transit and Inyo Mono Transit inter-city service** from Bakersfield, through Tehachapi, Mojave, California City and Ridgecrest to Bishop and north to Carson City. The City of Ridgecrest share is $15,000 per year. It is anticipated this program will be extended beyond the current 3-year program cycle with additional federal funds becoming available.
Kern County has reported that the Mojave/Ridgecrest Express will continue to operate in the same manner in this next fiscal year. However, the County has reached its (3) year limit on funding and will not receive any further FTA 5311(f) Operating Assistance for this route in this next fiscal year. The ridership for the Mojave/Ridgecrest Express last year totaled 4,172 passengers. Of this total, 1,091 passengers were transported on Saturdays. The total bus mileage for last year was 91,728 and the annual operating hours totaled 2,072.

MISSION STATEMENT AND FY 2005 OBJECTIVES

The Mission of the Transit System is to provide for the health, safety, and welfare of the public by providing public transportation service for the City population in the most cost efficient manner.

The goals and objectives for Fiscal Year 2004-2005 are as follows:

- Maintain and possibly expand the current service by procuring additional low emission vehicles and establishing more routes to better serve the population.
- Continue to lower operating cost by providing in-house maintenance and operations services.
- Expand ridership by developing new markets – increase ridership by 20% and maintain a fare box ratio of at least 12%.
- Developing a fixed-route system with complimentary para-transit service
- Continue to promote the Ridgecrest Transit System Image via a marketing and advertising program with all means possible.
- Renegotiate the current contract with Kern Transit for providing County area service to Randsburg and Inyokern – objective is to increase the return to the city by 20% by eliminating the current City subsidy to the County to recapture of cost on a “revenue hours” basis only.
- Redefine permanent service area boundaries to compensate for city growth
- Improve dispatch capabilities by installing a Computer Aided Dispatch system

PERFORMANCE MEASURES

	Fiscal Year 1998	Fiscal Year 1999	Fiscal Year 2000	Fiscal Year 2001	Fiscal Year 2002	Fiscal Year 2003	Fiscal Year 2004	Fiscal Year 2005*
RIDERSHIP								
CITY TOTAL	31,596	46,258	52,854	51,689	47,611	39,946	37,319	38,632
COUNTY TOTAL	1,374	2,025	1,073	178	991	1,481	976	1,229
INYOKERN TOTAL	0	0	2,143	2,798	1,755	2,405	3,257	2,830
RANDS/JOBERG TOTAL	0	0	105	133	174	48	93	71
Total	**32,970**	**48,283**	**56,175**	**54,798**	**50,531**	**43,880**	**41,645**	**42,762**
MILEAGE								
CITY	82,570	105,603	112,121	107,252	106,630	91,016	79,669	83,194
COUNTY	2,729	3,471	3,727	3,660	4,560	3,791	3,317	3,500
INYOKERN	0	0	30,208	29,500	12,607	11,613	11,880	10,829
RANDSBURG	0	0	2,226	2,694	3,623	1,288	1,922	2,049
Total	**85,299**	**109,074**	**148,282**	**143,106**	**127,420**	**107,708**	**96,788**	**99,572**
HOURS OF OPERATION								
CITY	6,539	7,661	7,920	7,915	8,895	7,172	6,679	6,824
COUNTY	218	255	265	269	338	300	275	274
INYOKERN	0	0	1,280	1,250	642	521	483	494
RANDSBURG	0	0	130	151	178	72	109	107
Total	**6,757**	**7,916**	**9,595**	**9,585**	**10,053**	**8,065**	**7,546**	**7,699**

**Projected*

Performance Measures
(continued)

	Fiscal Year 2001	Fiscal Year 2002	Fiscal Year 2003	Fiscal Year 2004*	Fiscal Year 2005
Public Transit Cost	$ 510,097	$ 660,028	$ 676,696	$ 558,964	$ 683,929
Passengers	54,798	50,637	43,201	41,645	42,762
Total Miles	143,106	133,743	112,894	96,788	99,572
Total Hours	9,585	10,855	8,683	7,546	7,699
Cost Per Passenger	$ 9.31	$ 13.03	$ 15.66	$ 13.42	$ 15.99
Cost Per Mile	$ 3.56	$ 5.20	$ 6.28	$ 5.78	$ 6.87
Cost Per Hour	$ 53.22	$ 60.81	$ 77.94	$ 74.07	$ 88.83
Fare Box Recovery *	12.83%	15.12%	12.14%	12.41%	10.00%

* Data available is only for 11 month period ending May 31, 2004

Transit System Budget Summary

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Salaries/Benefits	$ 274,397	$ 379,824	$ 371,306	$ 348,647	93.90%	$ 431,077	$ -
Services/Charges	$ 226,715	$ 82,823	$ 104,268	$ 111,529	106.96%	$ 161,703	$ -
Supplies/Materials	$ 36,444	$ 87,428	$ 65,647	$ 45,424	69.19%	$ 77,150	$ -
Capital			$ 40,352		0.00%	$ 14,000	
Total	**$ 537,556**	**$ 550,075**	**$ 581,573**	**$ 505,600**	**86.94%**	**$ 683,930**	**$ -**
Summary By Project/Service							
Support Services	$ 29,305	$ 30,851	$ 151,345	$ 26,596	17.57%	$ 114,060	$ -
City	$ 428,511	$ 447,002	$ 353,809	$ 400,247	113.13%	$ 501,805	$ -
County	$ 17,839	$ 18,607	$ 12,493	$ 16,673	133.46%	$ 19,719	
Randsburg	$ 10,243	$ 4,885	$ 8,461	$ 8,715	103.00%	$ 8,599	
Inyokern	$ 40,591	$ 42,385	$ 49,965	$ 38,009	76.07%	$ 39,747	
Senior Bus	$ 11,067	$ 6,345	$ 5,500	$ 15,360	279.27%	$ -	$ -
Inter City Service	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 537,556**	**$ 550,075**	**$ 581,573**	**$ 505,600**	**86.94%**	**$ 683,930**	**$ -**

POSITION SUMMARY ALLOCATION							
Full Time	0	8	8	8		8	0
Part-Time FTE	0	0	0.5	0.5		0.5	0
Total	**0**	**8**	**8.5**	**8.5**		**8.5**	**0**

Transit System
Budget Highlights

FY 2004-05		
Additional Liability Insurance for transition to Fixed Routes	$	25,000
Vehicle Repair & Maintenance	$	54,500
Fuel	$	33,000
Kern Transit Agreement	$	15,000
Development of Automated Dispatch System by MIS Staff	$	-

Wastewater Division Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

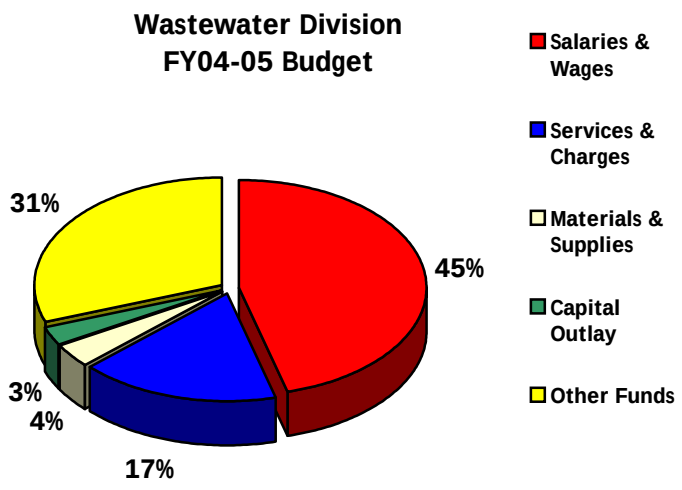
The mission of the wastewater division is to provide for the health, safety and welfare of the public by the operation and maintenance of the wastewater collection and treatment facilities in accordance with health and safety laws.

Plans and specification are completed for the Waste Water Treatment Plant Upgrade. Funding is being sought through State of California State Revolving Fund. On a statewide basis, the project is ranked 16th.

No performance measures have been developed or provided for this division.

The goals and objectives for Fiscal Year 2004-2005 are as follows:

- To accommodate present and future population by expanding the elements of the wastewater treatment pipeline delivery systems and the wastewater treatment plant facility.



Wasterwater Division Budget Summary

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Salaries/Benefits	$ 427,280	$ 605,570	$ 321,520	$ 380,585	118.37%	$ 446,450	$ -
Services/Charges	$ 237,536	$ 294,158	$ 255,218	$ 230,107	90.16%	$ 169,432	$ -
Supplies/Materials	$ 32,930	$ 29,762	$ 59,750	$ 50,600	84.69%	$ 34,250	$ -
Capital	$ -	$ -	$ (28,820)	$ -	0.00%	$ 27,000	
Transfers	$ 189,161	$ 236,950	$ 234,500	$ 243,517	103.85%	$ 297,097	$ -
Total	**$ 886,907**	**$ 1,166,440**	**$ 842,168**	**$ 904,809**	**107.44%**	**$ 974,229**	**$ -**
Summary By Function							
Wastewater	$ -	$ 540	$ -	$ 200	no budget	$ 500	$ -
Wastewater Admin	$ 158,354	$ 128,911	$ 129,544	$ 162,832	125.70%	$ 207,085	$ -
Collection System	$ 8,073	$ 124,214	$ 57,250	$ 7,100	12.40%	$ 3,400	$ -
Treatment	$ 450,171	$ 390,596	$ 362,706	$ 441,429	121.70%	$ 421,297	$ -
Reclamation	$ 14,559	$ 22,419	$ 36,850	$ 27,925	75.78%	$ 44,850	$ -
Transfers (Overhead)	$ 255,750	$ 499,760	$ 255,818	$ 265,323	103.72%	$ 297,097	$ -
Total	**$ 886,907**	**$ 1,166,440**	**$ 842,168**	**$ 904,809**	**107.44%**	**$ 974,229**	**$ -**

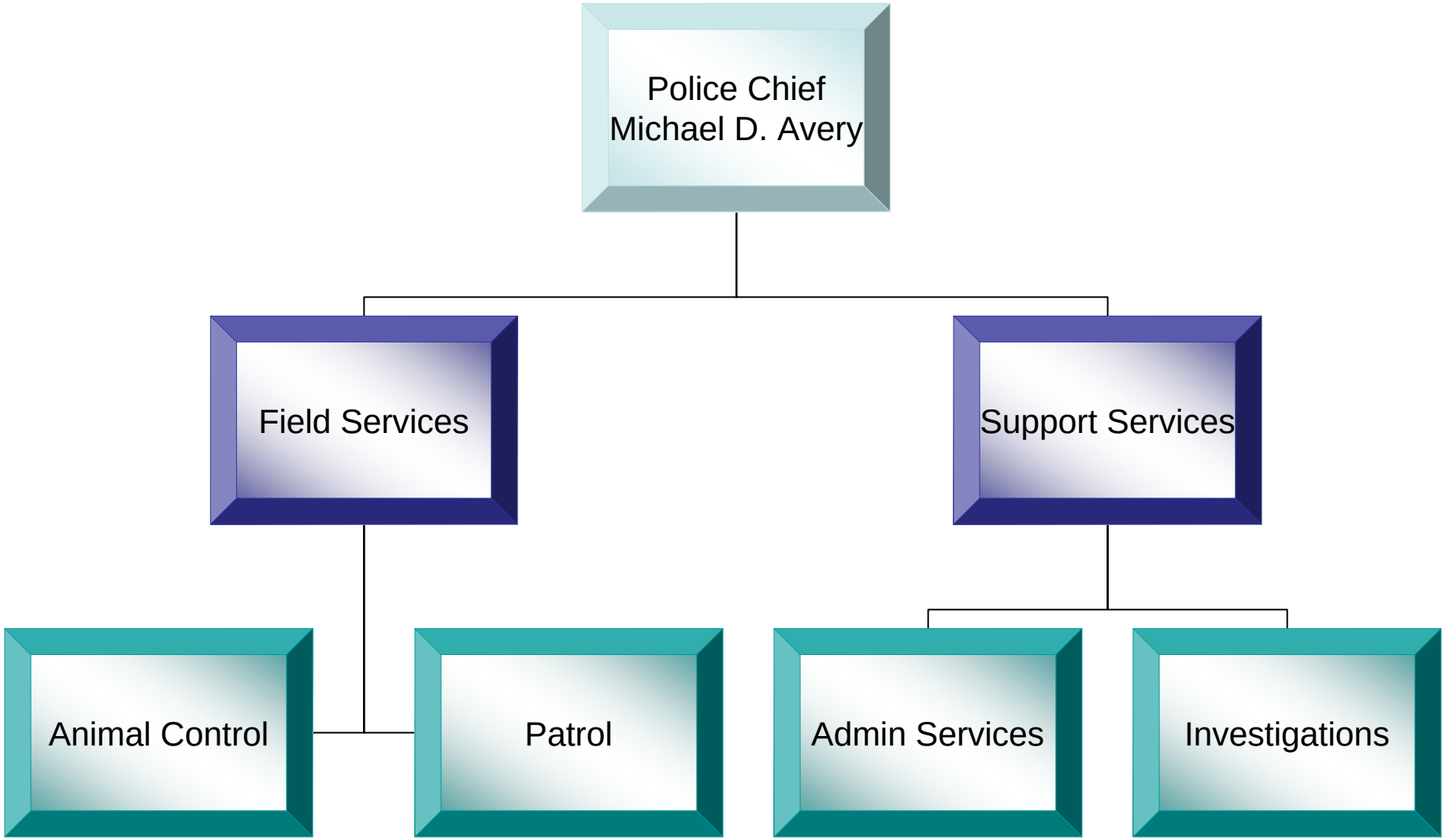
POSITION SUMMARY ALLOCATION							
Full Time	6	5	5	5		5	0
Part-Time FTE	0	0.91	0	0		0	0
Total	**6**	**5.91**	**5**	**5**		**5**	**0**

WASTEWATER DIVISION

Budget Highlights FY 2004-2005		
Landscaping Equipment	$	17,000
Wastewater Equipment	$	10,000
Wastewater Utilities	$	35,700
Waste Discharge Fee	$	43,782

No performance measures have been provided for the Waste Water Division

City of Ridgecrest
Police Department FY 2005

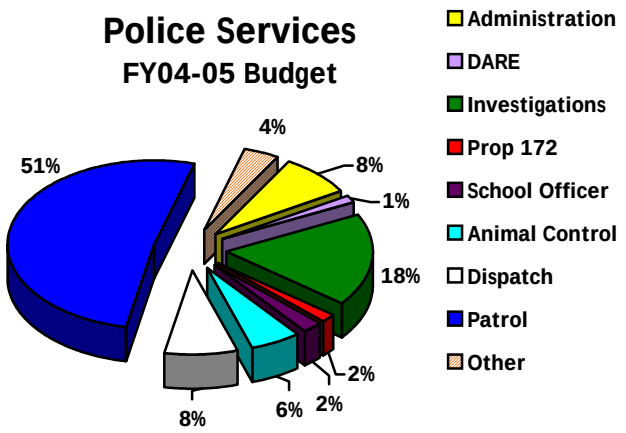


City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Police Services Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

Our mission is to provide loyal, fair and ethical police services that actively prevent crime, reduce fear and enhance the safety of citizens through Community Policing.



Projects: Patrol (20PTRL) and Investigations (20INVE)
The primary goal of the Police Department for the 2004/05 fiscal year will be to continue providing a high level of performance. Emphasis will be placed on training for all department personnel. The Ridgecrest Police Department will continue to work toward community involvement and forming expanded partnerships with other agencies, City departments, schools, community organizations, and the community at large to seek lasting solutions.

Project: D.A.R.E. (20DARE)
The Drug Abuse Resistance Education (D.A.R.E.) program is the largest most effective and well-organized school-based drug and violence prevention program in America. D.A.R.E. not only teaches our children about the dangers of drugs, it also provides them with the skills and techniques to understand and resist the pressures that lead to drugs, alcohol, violence and gangs. There is solid truth in the old saying that "an ounce of prevention is worth a pound of cure". The Sierra Sands Unified School District has discontinued their 25% funding of this project. This budget reflects a 50% reduction to the program. The DARE program will be offered to schools that can help offset expenses. Additional donations will be sought to help keep this valuable program going.

Project: PACT (20PACT)
Today, Police and Community Together (P.A.C.T.) boasts over 62 adult citizens who are trained to enhance the Police Departments' Crime Prevention Services, Community Awareness Programs, and to work and assist the citizens of our community. Our volunteers have provided over 84,500 hours of services since the inception of the Volunteer Program-with over 7900 hours in 2003. With P.A.C.T.'s help, sworn officers of the Police Department are now able to focus on other serious topics. The continuation of this program is essential to keeping our community safe and clean.

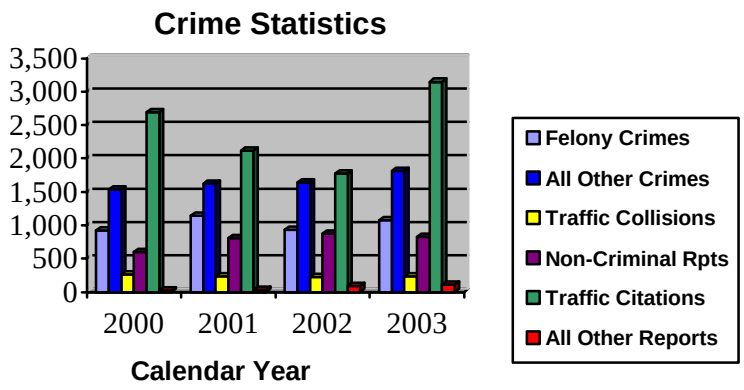
Project: Officer on Campus Program (20SCHO)
The "Officer on Campus" program provides an increased level of effective interaction between the Police Department, students, school officials and parents. This program places a full-time School Resource Officer (SRO) in the high schools with the goal of creating and maintaining a safe and secure learning environment for students, teachers, and staff. The program allows the SRO to work in partnership with the school system to prevent crime and facilitate the rapid resolution of minor problems before they become big problems. The SRO is a positive role model for many students who are not exposed to such role models in today's society. Through the partnership, the City receives reimbursement from the Sierra Sands School District for 50% of the actual funds expended.

Project: Local Law Enforcement Block Grant Funds Program (20LBG1)
This is a program budget created to identify and track the funds received under TWO-YEAR Federal Block Grants. The program is administered by the United States Department of Justice. These funds will be used by members of the police department to support program-related activities in the volunteer program Police and Community Together.

Project: Animal Control (20ACO)
The primary goal of the Animal Control Unit remains as the protection of the public health and the regulation and registration of domestic animals. Within the unit, calls for service have increased by an average of approximately 200 calls per year, over the last two years. This budget reflects the continuation of our current service levels.

Project: Disaster Preparedness (20DPPD)
The City of Ridgecrest will continue to exercise the City Emergency Operations Plan (EOP) on a regular basis. In 2003, the Indian Wells Valley Emergency Services Group was revitalized through the efforts of chief Avery. The committee is now chaired by a volunteer from the Ridgecrest Police Department and in-service training is part of a monthly program. Additionally, we were able to obtain a newer model of van from the Transit district that will be outfitted as a communications van in the coming year.

Police Performance Measures



	2002	2003	2004
	1st Quarter Comparison		
Felony Crimes	217	261	233
All Other Crimes	476	410	471
Traffic Collisions	29	59	60
Traffic Citations	486	466	637
Non-Criminal Rpts	209	219	235
All Other Reports	18	32	26
Calls for Service	7,097	7,223	7489

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Police Services							
Salaries/Benefits	$ 3,362,552	$ 3,258,542	$ 3,228,270	$ 3,259,079	100.95%	$ 3,352,345	$ -
Services/Charges	$ 239,825	$ 250,629	$ 323,365	$ 287,495	88.91%	$ 261,532	
Supplies/Materials	$ 82,104	$ 89,617	$ 133,176	$ 112,681	84.61%	$ 140,075	
Capital	$ 117,851	$ 124,919	$ 56,172	$ 49,524	88.16%	$ 20,500	$ -
Subtotal	**$ 3,802,332**	**$ 3,723,707**	**$ 3,740,983**	**$ 3,708,779**	**99.14%**	**$ 3,774,452**	**$ -**
Supplemental LE Fund							
Salaries/Benefits	$ 74,166	$ 82,907	$ -	$ -	0.00%	$ -	$ -
Services/Charges		$ -	$ -	$ -	0.00%	$ -	$ -
Supplies/Materials	$ 4,560		$ -	$ -	0.00%	$ -	$ -
Capital	$ 71,680	$ 28,177	$ 2,079	$ 1,099	52.86%	$ -	$ -
Transfers	$ -	$ -	$ 100,000	$ 100,000	100.00%	$ 100,000	$ -
Subtotal	**$ 150,406**	**$ 111,084**	**$ 102,079**	**$ 101,099**	**99.04%**	**$ 100,000**	**$ -**
Grand Total	**$ 3,952,738**	**$ 3,834,791**	**$ 3,843,062**	**$ 3,809,878**	**99.14%**	**$ 3,874,452**	**$ -**

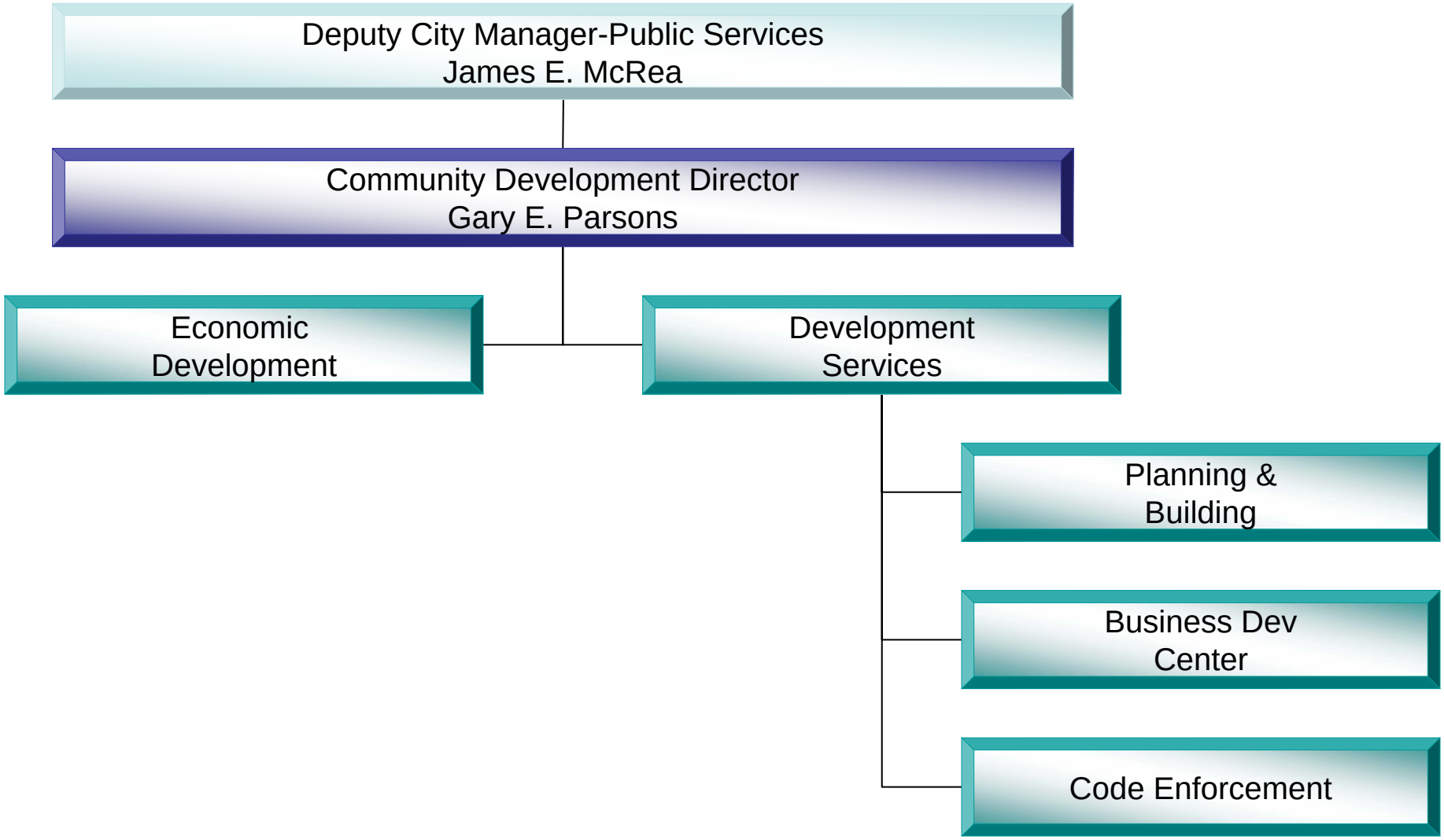
POSITION SUMMARY ALLOCATION:							
Full Time-Sworn	33	33	30.5	30.5		29	0
Unfunded Sworn						4	
Unfunded Other						1	
Full Time-Other	13	13	12	12		11	0
Part-Time FTE	8.92	10.58	13.46	13.46		12.46	0
Total	**54.92**	**56.58**	**55.96**	**55.96**		**57.46**	**0**

Project Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Police Administration							
21-Police Admin	$ 426,647	$ 328,202	$ 303,309	$ 284,237	93.71%	$ 313,596	$ -
21-Live Scan	$ 2,178	$ 6,059	$ 9,100	$ 8,150	89.56%	$ 9,100	$ -
Subtotal	**$ 428,825**	**$ 334,261**	**$ 312,409**	**$ 292,387**	**93.59%**	**$ 322,696**	**$ -**
Police Administrative Services							
22-DARE	$ 95,030	$ 91,291	$ 99,049	$ 86,441	87.27%	$ 48,933	$ -
22-Investigations	$ 710,870	$ 698,013	$ 611,938	$ 623,084	101.82%	$ 687,986	$ -
22-Special Investgtns	$ -	$ -	$ 43,000	$ 45,215	105.15%	$ -	
22-PACT	$ 3,172	$ 1,729	$ -	$ -	0.00%	$ -	$ -
22-Prop 172	$ 108,122	$ 78,323	$ 57,094	$ 57,039	99.90%	$ 63,999	$ -
22-School Sfty Ofcr	$ 88,308	$ 73,195	$ 80,483	$ 79,662	98.98%	$ 88,176	$ -
Subtotal	**$ 1,005,502**	**$ 942,551**	**$ 891,564**	**$ 891,441**	**99.99%**	**$ 889,094**	**$ -**
Police Field Services							
23-Animal Control	$ 181,113	$ 183,385	$ 204,947	$ 174,781	85.28%	$ 216,517	$ -
23-Communications	$ 304,469	$ 315,203	$ 326,151	$ 319,158	97.86%	$ 298,427	$ -
23-Disaster Preparedn	$ 2,501	$ 1,624	$ 6,350	$ 10,641	167.57%	$ 12,350	$ -
23-Patrol	$ 1,834,406	$ 1,881,416	$ 1,944,185	$ 1,997,098	102.72%	$ 1,987,007	$ -
Subtotal	**$ 2,322,489**	**$ 2,381,628**	**$ 2,481,633**	**$ 2,501,678**	**100.81%**	**$ 2,514,301**	**$ -**
Other							
24-Asset Seizure	$ 11,658	$ 11,867	$ 18,000	$ 3,442	19.12%	$ 10,000	$ -
24-LLEBG	$ 32,222	$ 27,701	$ 34,277	$ 16,731	48.81%	$ 14,794	$ -
24-Other PD Grants	$ 152,042	$ 136,883	$ 3,100	$ 3,100	100.00%	$ 123,567	$ -
Subtotal	**$ 195,922**	**$ 176,451**	**$ 55,377**	**$ 23,273**	**42.03%**	**$ 148,361**	**$ -**
TOTAL	**$ 3,952,738**	**$ 3,834,891**	**$ 3,740,983**	**$ 3,708,779**		**$ 3,874,452**	**$ -**

POLICE DEPARTMENT
Budget Highlights FY04-05

PROGRAM HIGHLIGHTS		
Department Overtime	$	201,150
DARE Program (Half-time)	$	48,993
School Officer	$	88,176
Police Technology Funding - State Grant from FY 2002	$	23,567
Firearms & Safety Vests	$	10,000
Computer Equipment	$	10,500

City of Ridgecrest
Community Development FY 2005



City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Community Development Department Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

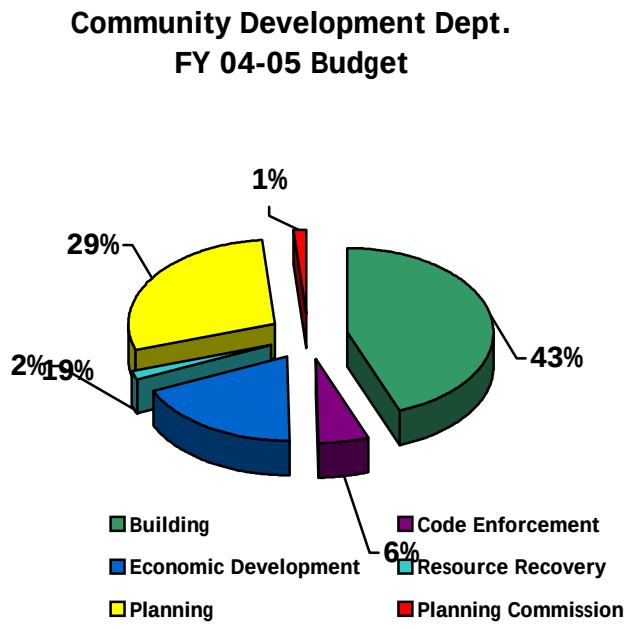
The Community and Economic Development Department is dedicated to expanding community growth and resources, and improving community service. Ridgecrest is an ideal place to start a business, relocate, recreate, or retire. A city filled with renewed vitality, where people, commodities, retail, manufacturing, medical resources, innovation, research & development, and the China Lake Naval Air Weapons Station converge to create an eastern sierra high desert regional center. Ridgecrest has undertaken a variety of marketing projects in the specific areas of relocation, recreation and retirement to achieve a highly developed and integrated regional functionality and community partnership with NAWS, Cerro Coso Community College, and the Indian Wells Valley.

Our major focus is business retention and expansion of existing businesses. The new Ridgecrest Business Park is scheduled for operation and development this year, along with several other exciting development projects. Code enforcement and community beautification projects will continue to highlight the increased sense of community spirit as *Ridgecrest, the Place to Be*! The department's responsibilities include community and economic development, current and long range planning, zoning administration, code enforcement, redevelopment, and administration of the City's Business Development Center.

Economic Development

RIDGECREST – *The Place To Be*

The department continues the exploration and funding of revolving loan funds for economic development and overall community beautification. The infrastructure improvements for the Ridgecrest Business Park are completed and several anchor tenants are in negotiations. Site improvements and minor improvements are scheduled for this year. The Economic Development Manager is focusing on the City's marketing plan, BRAC 2005, and recruitment for the Community and the Business Park. A monthly staff CEDD report outlines activities and achievements.



Code Enforcement

Blight elimination and abatement have been successful in achieving voluntary compliance and public education of abatement issues. Quarterly neighborhood clean-ups are scheduled to upgrade and improve the appearance and community awareness of the low and moderate dwelling units within the corporate limits of the City.

Building

The assessed valuation of real property and building permits issuances continues to increase. The City is currently providing Building & Safety Inspections three days a week, and should expand to four days. The City is considering and may recruit a full time Building Inspector to replace the Kern County agreement currently being utilized.

Planning

The 2003 General Plan Update and Land Use Element consistency (GPA04-01) is completed, as a result of the Housing Element being certified by HCD. The Planning Commission has undertaken review of the of Community Design Standards for new projects and upon adoption by the City Council, a community wide improvement and enforcement program will be undertaken, pending appropriate funding levels.

Community Development Department Budget Summary

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Building							
Salaries/Benefits	$ 35,032	$ 36,817	$ 33,059	$ 34,544	104.49%	$ 50,858	$ -
Services/Charges	$ 27,649	$ 138,623	$ 189,704	$ 189,104	99.68%	$ 209,100	$ -
Supplies/Material	$ 838	$ 372	$ 1,800	$ 1,700	94.44%	$ 1,800	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 63,519**	**$ 175,812**	**$ 224,563**	**$ 225,348**	**100.35%**	**$ 261,758**	**$ -**
Code Enforcement							
Salaries/Benefits	$ 12,207	$ 13,301	$ 13,639	$ 14,498	106.30%	$ 15,998	$ -
Services/Charges	$ 4,475	$ 9,056	$ 10,100	$ 9,100	90.10%	$ 15,100	$ -
Supplies/Material	$ 1,003	$ 627	$ 2,000	$ 1,800	90.00%	$ 2,000	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 17,685**	**$ 22,984**	**$ 25,739**	**$ 25,398**	**98.68%**	**$ 33,098**	**$ -**
Economic Development							
Salaries/Benefits	$ 132,160	$ 153,423	$ 164,896	$ 170,734	103.54%	$ 86,211	$ -
Services/Charges	$ 17,052	$ 14,231	$ 18,250	$ 15,750	86.30%	$ 20,250	$ -
Supplies/Material	$ 2,224	$ 1,759	$ 4,200	$ 2,900	69.05%	$ 3,200	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 151,436**	**$ 169,413**	**$ 187,346**	**$ 189,384**	**101.09%**	**$ 109,661**	**$ -**
Planning							
Salaries/Benefits	$ 110,664	$ 118,490	$ 120,959	$ 123,141	101.80%	$ 139,398	$ -
Services/Charges	$ 40,032	$ 10,279	$ 23,469	$ 29,969	127.70%	$ 29,450	$ -
Supplies/Material	$ 56	$ 437	$ 650	$ 450	69.23%	$ 450	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 150,752**	**$ 129,206**	**$ 145,078**	**$ 153,560**	**105.85%**	**$ 169,298**	**$ -**
Page Subtotal	**$ 383,392**	**$ 497,415**	**$ 582,726**	**$ 593,690**	**101.88%**	**$ 573,815**	**$ -**

Community Development Department Budget Summary

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Balance Fwd (pg 2)	**$ 383,392**	**$ 497,415**	**$ 582,726**	**$ 593,690**	**101.88%**	**$ 573,815**	
Planning Commission							
Salaries/Benefits	$ 6,728	$ 6,898	$ 6,797	$ 1,362	20.04%	$ 6,797	$ -
Services/Charges	$ 306	$ 1,119	$ 1,350	$ 1,050	77.78%	$ 1,350	$ -
Supplies/Materials	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 7,034**	**$ 8,017**	**$ 8,147**	**$ 2,412**	**29.61%**	**$ 8,147**	**$ -**
Resource Recovery							
Salaries/Benefits	$ 7,889	$ 8,284	$ 8,498	$ 8,509	100.13%	$ 9,582	$ -
Services/Charges	$ -	$ 12,641	$ 1,000	$ -	0.00%	$ -	$ -
Supplies/Materials	$ -	$ -	$ 1,500	$ -	0.00%	$ -	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 7,889**	**$ 20,925**	**$ 10,998**	**$ 8,509**	**77.37%**	**$ 9,582**	**$ -**
Total General Fund	**$ 398,315**	**$ 526,357**	**$ 601,871**	**$ 604,611**	**100.46%**	**$ 591,544**	**$ -**

Community Development Department Budget Summary

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Business Development Center							
Salaries/Benefits	$ 10,533	$ 12,472	$ -	$ -	0.00%	$ -	$ -
Services/Charges	$ 24,423	$ 26,117	$ 28,230	$ 27,130	96.10%	$ 27,630	$ -
Supplies/Materials	$ -	$ 146	$ -	$ -	0.00%	$ -	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total	**$ 34,956**	**$ 38,735**	**$ 28,230**	**$ 27,130**	**96.10%**	**$ 27,630**	**$ -**
Business Park Fund							
Salaries/Benefits	$ 45,795	$ 57,795	$ 328,877	$ 6,777	2.06%	$ -	$ -
Services/Charges	$ 55,803	$ 117	$ 208,350	$ -	0.00%	$ -	$ -
Supplies/Materials	$ -	$ 629	$ 5,118	$ -	0.00%	$ -	$ -
Capital	$ -	$1,261,423	$ 785,579	$ 391,426	49.83%	$ -	$ -
Total	**$ 101,598**	**$1,319,964**	**$1,327,924**	**$ 398,203**	**29.99%**	**$ -**	**$ -**

POSITION SUMMARY ALLOCATION:							
Full Time	8	6	7	7		7	0
Contract	0	0	0	0		0	0
Commissioners	5	5	5	5		5	0
Part-Time FTE	0.5	0.5	0	0		0	0
Total	**13.5**	**11.5**	**12**	**12**		**12**	**0**

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
Budget Highlights FY 2004-05 Recommended Budget

Building Division		
Contract with County	$	205,000
City Personnel Cost	$	50,858
Economic Development Division		
Staffing	$	86,211
Advertising	$	5,000
Training/Meetings/Travel	$	4,000
Printing & Reproduction	$	5,000
Planning		
Staffing	$	139,398
Professional Services	$	29,450
Planning Commission	$	8,147
Business Development Center		
Operating Cost	$	27,630
Net Subsidy (RDA Support)	$	29,900

Performance Measures

Building Division Performance Measures

	FY 1999	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004*
Permits Issued	282	400	464	509	496	432
Inspections	1,177	1,241	1,605	2,014	2,671	2,039
Permits Issued Valuation	$ 1,996,095	$ 2,609,167	$ 3,950,326	$ 9,911,240	$ 11,311,856	$ 15,691,601
Finaled Permits	246	311	386	328	433	316
Finaled Permits Valuation	$ 2,604,074	$ 1,726,193	$ 1,875,469	$ 4,999,142	$ 8,993,773	$ 6,212,681
Detail of Permits Issued:						
New Residential Const.	5	1	11	29	34	40
Non Residental Const.	5	8	10	11	2	1
Residential Alteration	91	195	246	302	208	201
Non Residental Alteration	16	30	16	17	19	17
Conversion	0	0	0	0	8	18
Demolitons	8	7	12	5	3	8
Miscellaneous	157	159	169	145	178	143

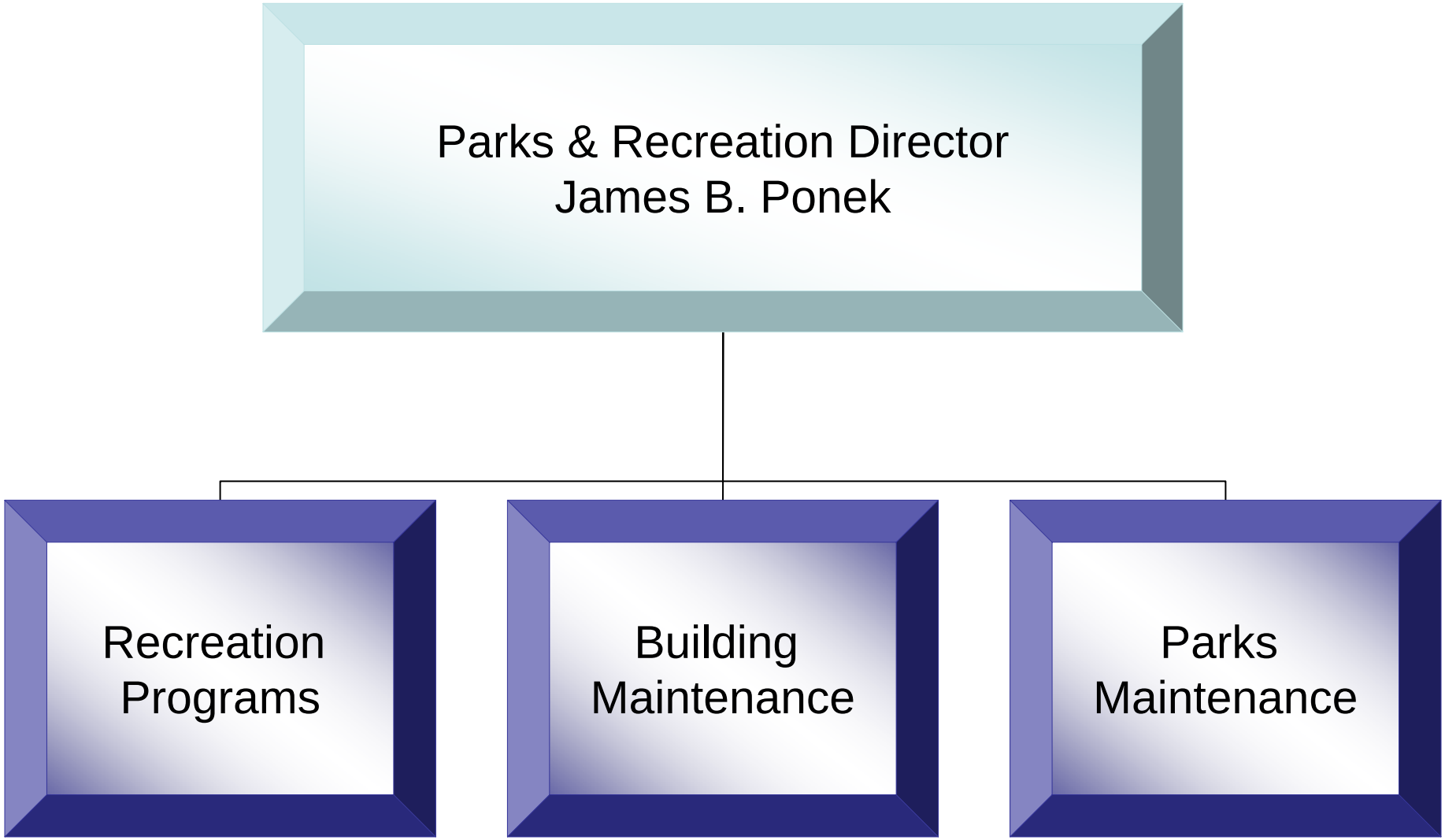
** FY 2004 Activity through May 2004*

Code Enforcement Performance Measures **

	FY 2001	FY 2002	FY 2003	FY 2004
Complaints	231	190	225	234
Inspection Days	91	98	123	105
Sites Inspected	580	565	615	426
Correspondence	322	420	298	370
Telephone Contact	358	869	760	550
Pre-Abatement Hearing	8	1	5	1
Terminated Cases	156	275	187	166

** Data Not Available prior to FY 2001

City of Ridgecrest
Parks & Recreation FY 2005



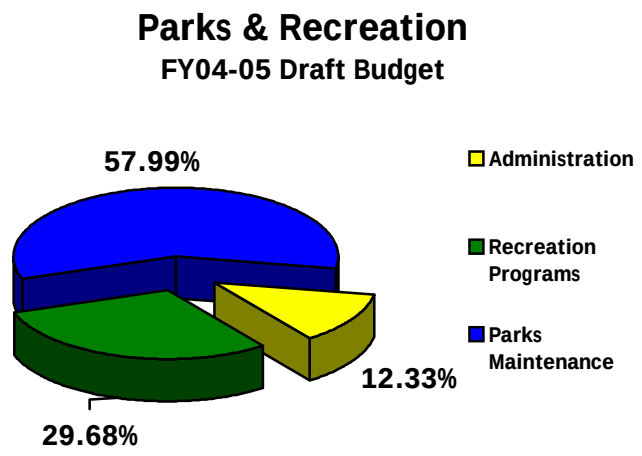
City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Parks & Recreation Budget Summary

Mission Statement and Department Focus Fiscal Year 2004-05

Ridgecrest Parks & Recreation is committed to providing opportunities and creating community experiences which enhance the quality of life for residents of the Ridgecrest community.

The focus for fiscal year 2004-2005 is to maintain the high quality of community services and to provide repairs to facilities and capital improvements as funding is available. This includes 1) maintaining seven City parks, Kerr McGee Community Center, Ridgecrest Senior Center, Pinney Pool & City Hall, 2) providing recreational activities and special events for youth, adults, and seniors, 3) providing well maintained banquet and meeting room facilities, 4) ensuring the availability of attractive and safe playgrounds and sports facilities, and 5) providing other general City beautification and community services as needed. The City will continue to provide the use of the Senior Center to Kern County Office on Aging for the operation of the Senior Nutrition Program.

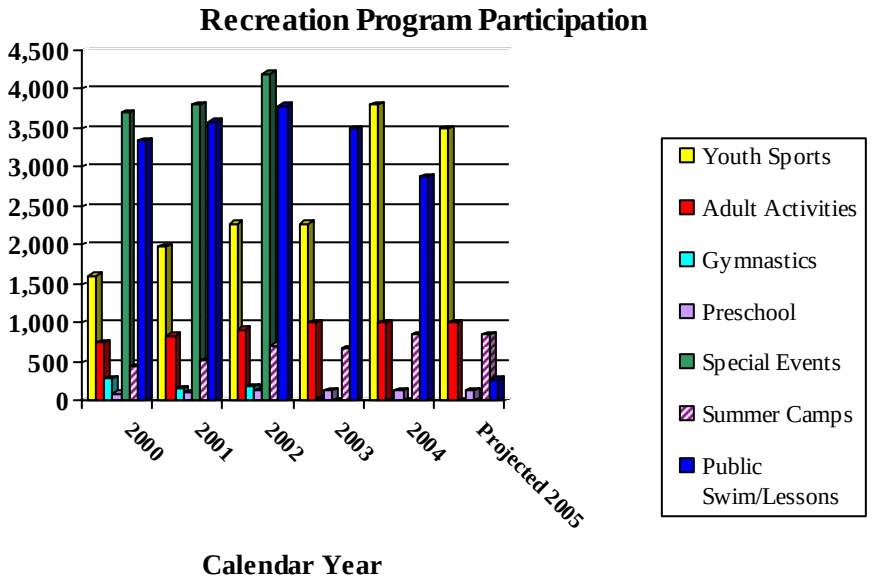


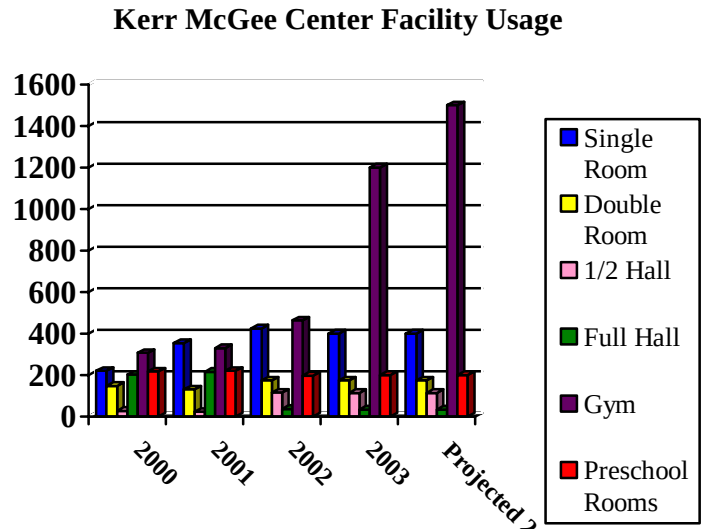
Department's Third Year of a "Three Year Outlook"

The Parks & Recreation Department continues to make it a priority to repair our existing facilities first. Our department in the first year of the "Three Year Outlook" was able to add additional lights to three soccer fields at Leroy Jackson Sports complex, complete the addition of new football field to the Kerr McGee Youth Sports Complex, install lighting on the Mustang Baseball field, and install a new water pump and booster system. In our second year, plans were to develop one new softball field and a bike path at Leroy Jackson Sports complex. Due to the FY 03-04 budget crisis, projects were delayed due to the shortage of staffing. Staff expects the two projects to go out to bid and be completed in FY 04-05. With adequate funding from Proposition 40 and other sources, additional improvements will be accomplished at the Kerr McGee Youth Sports Complex. Also, with available funding, our department will replace playground equipment to meet the required playground equipment guidelines. Ralph E. Foulkes Tennis Courts will be resurfaced as funding becomes available and Hellmers Park will be developed back into an active and safe community park. Kerr McGee Community Center will continue a preventative maintenance program.

Department's 2004-2005 Performance Measures & Objectives

Due to the City's financial limitations, participation at Pinney Pool decreased due to fewer hours of operation and program participation leveled out in all youth programs. Adult sports participation, open gym, fitness usage at the Kerr McGee Center, and senior recreational program involvement increased. We are anticipating that the overall recreation revenue and participation numbers will decrease compared to the FY 03-04 levels.





Other Recreation Program Performance Statistics

	FY 2002	FY 2003	% Change	FY 2004 *	% Change
# of Participants	12,225	11,765	-3.76%	8,665	-26.35%
Cost Per Participant	$ 41.84	$ 44.08	5.36%	$ 49.15	11.50%

Parks & Recreation Department Budget Summary By Category

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Administration Division							
Salaries/Benefits	$ 128,128	$ 140,045	$ 145,278	$ 148,655	102.32%	$ 165,098	$ -
Services/Charges	$ 7,393	$ 5,025	$ 1,398	$ 1,346	96.28%	$ 2,250	$ -
Supplies/Materials	$ 3,367	$ 1,865	$ 2,118	$ 1,770	83.57%	$ 1,830	$ -
Capital	$ -	$ 6,701	$ -	$ -	0.00%	$ -	$ -
Total Admin Div	**$ 138,888**	**$ 153,636**	**$ 148,794**	**$ 151,771**	**102.00%**	**$ 169,178**	**$ -**
Recreation Program Division							
Salaries/Benefits	$ 338,131	$ 337,737	$ 292,619	$ 283,081	96.74%	$ 322,742	$ -
Services/Charges	$ 79,098	$ 87,221	$ 60,139	$ 60,096	99.93%	$ 53,700	$ -
Supplies/Materials	$ 44,288	$ 38,523	$ 32,420	$ 31,552	97.32%	$ 30,800	$ -
Capital	$ -	$ -	$ -	$ -	0.00%	$ -	$ -
Total Programs Div	**$ 461,517**	**$ 463,481**	**$ 385,178**	**$ 374,729**	**97.29%**	**$ 407,242**	**$ -**
Parks Maintenance Division							
Salaries/Benefits	$ 332,294	$ 383,849	$ 295,694	$ 302,359	102.25%	$ 378,369	$ -
Services/Charges	$ 307,462	$ 318,360	$ 289,667	$ 305,592	105.50%	$ 273,845	$ -
Supplies/Materials	$ 96,957	$ 95,514	$ 77,191	$ 75,356	97.62%	$ 83,323	$ -
Capital	$ 86,366	$ 31,708	$ 52,944	$ 49,993	94.43%	$ 60,000	$ -
Total Maintnce Div	**$ 823,079**	**$ 829,431**	**$ 715,496**	**$ 733,300**	**102.49%**	**$ 795,537**	**$ -**
TOTAL	**$ 1,423,484**	**$ 1,446,548**	**$ 1,249,468**	**$ 1,259,800**	**100.83%**	**$ 1,371,957**	**$ -**

POSITION SUMMARY ALLOCATION:							
Full Time	14	14	13	13		13	0
Part-Time FTE	18.64	20.37	10.54	10.54		10.86	0
Total	**32.64**	**34.37**	**23.54**	**23.54**		**23.86**	**0**

Parks & Recreation Budget Summary By Project

Division Object/Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Administration	**$ 138,899**	**$ 153,636**	**$ 148,794**	**$ 151,771**	**102.00%**	**$ 169,178**	**$ -**
Recreation Programs							
Adult Sports (ADLSPT)	$ 11,263	$ 12,795	$ 8,759	$ 8,580	97.96%	$ 8,703	$ -
Aquatics (AQUATC)	$ 55,507	$ 52,911	$ 42,041	$ 38,373	91.28%	$ 41,707	$ -
Fitness (FITNES)	$ 5,570	$ 4,889	$ 6,570	$ 6,569	99.98%	$ 6,500	$ -
Gymnastics (GYMNAS)	$ 11,341	$ 20,692	$ 2,404	$ 2,430	101.08%	$ -	$ -
Program Mgt (PGMMGT)	$ 210,353	$ 216,465	$ 115,715	$ 168,298	145.44%	$ 184,100	$ -
Preschool (PRESCH)	$ 58,852	$ 57,076	$ 88,869	$ 57,296	64.47%	$ 68,299	$ -
Special Events (SPCEVT)	$ 7,867	$ 6,045	$ 605	$ 40	6.61%	$ 2,108	$ -
Summer Camp (SUMCMP)	$ 53,773	$ 51,901	$ 58,448	$ 47,898	81.95%	$ 51,335	$ -
Youth Sports (YTHSPT)	$ 47,007	$ 40,706	$ 61,767	$ 45,245	73.25%	$ 44,490	$ -
Subtotal	**$ 461,533**	**$ 463,480**	**$ 385,178**	**$ 374,729**	**97.29%**	**$ 407,242**	**$ -**
Parks & Maintenance							
City Hall (CITYHL)	$ 14,329	$ 21,475	$ -	$ -	0.00%	*MOVED TO DIVISION 4191*	
Old Cnty Bldg (CNTYBL)	$ 847	$ 954	$ -	$ -	0.00%	*CLOSED*	
Community Ctr (COMCTR)	$ 25,156	$ 36,124	$ 36,453	$ 56,583	155.22%	$ 35,443	$ -
Kerr McGee Ctr (KMCNTR)	$ 233,932	$ 244,262	$ 185,119	$ 177,391	95.83%	$ 215,880	$ -
Leroy Jackson Park (LJSPRK)	$ 88,918	$ 125,526	$ 95,696	$ 82,220	85.92%	$ 86,462	$ -
Little League Facility (LLFACL)	$ 43,855	$ 64,749	$ 60,431	$ 60,041	99.35%	$ 60,891	$ -
Pearson Park (PEARPK)	$ 38,068	$ 26,413	$ 26,533	$ 25,824	97.33%	$ 7,828	$ -
Pinney Pool (PINNEY)	$ 69,063	$ 59,530	$ 67,293	$ 68,239	101.41%	$ 67,302	$ -
Parks Maintenance (PRKMNT)	$ 209,174	$ 164,815	$ 124,914	$ 148,377	118.78%	$ 241,851	$ -
Ridgecrest Park (RIDPRK)	$ 22,100	$ 18,686	$ 31,904	$ 32,154	100.78%	$ 33,074	$ -
Upjohn Park (UPJPRK)	$ 38,988	$ 30,940	$ 34,009	$ 32,239	94.80%	$ 46,361	$ -
Youth Center (YTHCTR)	$ 4,775	$ 4,249	$ 200	$ 239	119.50%	$ 445	$ -
Capital Improvements	$ 33,847	$ 31,709	$ 52,944	$ 49,993	94.43%	$ -	$ -
Subtotal	**$ 823,052**	**$ 829,432**	**$ 715,496**	**$ 733,300**	**102.49%**	**$ 795,537**	**$ -**
Department Total	**$ 1,423,484**	**$ 1,446,548**	**$ 1,249,468**	**$ 1,259,800**	**100.83%**	**$ 1,371,957**	**$ -**

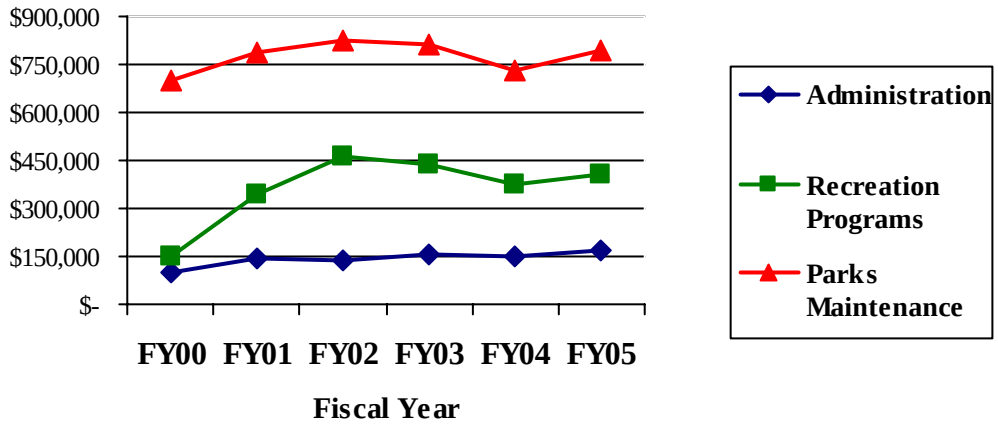
Parks & Recreation Projects Budget Summary

Project Type	FY 04 Year End Estimate Revenue	FY 04 Year End Estimate Expenditure	FY 04 Year End Estimate Suprlus (Deficit)	FY 05 Budget Revenue	FY 05 Budget Expenditure	FY 05 Budget Suprlus (Deficit)
Administration	**$ -**	**$ 151,771**	**$ (151,771)**	**$ -**	**$ 169,178**	**$ (169,178)**
Recreation Programs						
Adult Sports (ADLSPT)	$ 11,000	$ 8,580	$ 2,420	$ 10,000	$ 8,703	$ 1,297
Aquatics (AQUATC)	$ 41,857	$ 38,373	$ 3,484	$ 42,000	$ 41,707	$ 293
Fitness (FITNES)	$ 22,807	$ 6,569	$ 16,238	$ 18,150	$ 6,500	$ 11,650
Gymnastics (GYMNAS)	$ 1,687	$ 2,430	$ (743)	$ -	$ -	$ -
Program Mgt (PGMMGT)	$ 13,283	$ 168,298	$ (155,015)	$ 7,500	$ 184,100	$ (176,600)
Preschool (PRESCH)	$ 64,218	$ 57,296	$ 6,922	$ 60,000	$ 68,299	$ (8,299)
Special Events (SPCEVT)	$ 2,390	$ 40	$ 2,350	$ -	$ 2,108	$ (2,108)
Summer Camp (SUMCMP)	$ 64,799	$ 47,898	$ 16,901	$ 50,500	$ 51,335	$ (835)
Youth Sports (YTHSPT)	$ 60,064	$ 45,245	$ 14,819	$ 47,500	$ 44,490	$ 3,010
Subtotal	**$ 282,105**	**$ 374,729**	**$ (92,624)**	**$ 235,650**	**$ 407,242**	**$ (171,592)**
Parks & Maintenance						
City Hall (CITYHL)	$ -	$ -	$ -	$ -	MOVED TO DIV 4191	
Old Cnty Bldg (CNTYBL)	$ -	$ -	$ -	$ -	CLOSED	
Community Ctr (COMCTR)	$ 48,960	$ 56,583	$ (7,623)	$ 3,500	$ 35,443	$ (31,943)
Kerr McGee Ctr (KMCNTR)	$ 46,366	$ 177,391	$ (131,025)	$ 37,800	$ 215,880	$ (178,080)
Leroy Jackson Park (LJSPRK)	$ 5,329	$ 82,220	$ (76,891)	$ 4,000	$ 86,462	$ (82,462)
Little League Facility (LLFACL)	$ 14,719	$ 60,041	$ (45,322)	$ 8,500	$ 60,891	$ (52,391)
Pearson Park (PEARPK)	$ -	$ 25,824	$ (25,824)	$ -	$ 7,828	$ (7,828)
Pinney Pool (PINNEY)	$ 11,167	$ 68,239	$ (57,072)	$ 10,000	$ 67,302	$ (57,302)
Parks Maintenance (PRKMNT)	$ 8,944	$ 148,377	$ (139,433)	$ -	$ 241,851	$ (241,851)
Ridgecrest Park (RIDPRK)	$ -	$ 32,154	$ (32,154)	$ -	$ 33,074	$ (33,074)
Upjohn Park (UPJPRK)	$ -	$ 32,239	$ (32,239)	$ -	$ 46,361	$ (46,361)
Youth Center (YTHCTR)	$ -	$ 239	$ (239)	$ -	$ 445	$ (445)
Capital Improvements	$ -	$ 49,993	$ (49,993)	$ -	$ -	$ -
Subtotal	**$ 135,485**	**$ 733,300**	**$ (597,815)**	**$ 63,800**	**$ 795,537**	**$ (731,737)**
Department Total	**$ 417,590**	**$ 1,259,800**	**$ (842,210)**	**$ 299,450**	**$ 1,371,957**	**$ (1,072,507)**

Budget Highlights FY 2004-05

Recreation Programs	
Part-time Staffing-Increase of 15.40%	$ 122,898
Overall Recreation Programs-Increase of 8.68%	$ 407,242
Recreation Revenue-Decrease of 16.47%	$ 235,650
Parks Maintenance & Capital	
Pick Up Truck	$ 30,000
Riding Equipment	$ 17,000
Miscellaneous Equipment	$ 13,000

Parks & Recreation Expenditure Historical Data



City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

General Government Budget Summary Fiscal Year 2004-05

CITY HALL
Maintenance and operation of the City Hall complex. This includes one full-time position. Oversight of this division is handled by the Parks & Recreation Department.

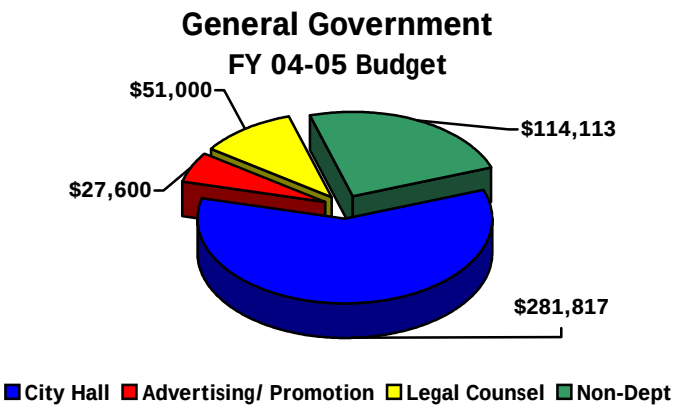
ADVERTISING / PROMOTION
The Advertising and Promotion budget includes a variety of internal and external initiatives and partnerships that focus on marketing and promoting the City of Ridgecrest to the Indian Wells Valley as well as to the world. Projects included in FY 2004-05 Budget are Channel 6 enhancements and funding to various outside agencies to support the marketing of the City of Ridgecrest. Included among these agencies are the Chamber of Commerce and the Ridgecrest Area Convention and Visitors Bureau (RACVB)—See RACVB section. The City's funding of the RACVB remained the same as last year's. For a more extensive explanation of the RACVB budget see the new budget section "RACVB". Total "Advertising" outside of the RACVB and Economic Development budget remained the same as in the prior fiscal year of $27,600.

LEGAL COUNSEL
The Legal Counsel budget provides for the retainer for the City's Contract City Attorney. Litigation and special project costs are paid for in the Self-Insurance/Risk Management Fund.

NON-DEPARTMENTAL
The Non-Departmental Budget provides for expenses that benefit all Departments in common but cannot easily be assigned to any specific cost center. This budget includes Postage, central copier, and related costs.

Misc General Government
Budget Highlights FY 2004-05

Chamber of Commerce	$	25,600
Channel 6 Enhancements	$	2,000
City Attorney	$	36,000
City Hall Utilites	$	128,500



Other Minor Funds Budget Summary Fiscal Year 2004-05

PARKS & RECREATION DONATION FUND (Fund 066)
This fund was generated from donations. This fund has an estimated balance of $15,000. $3,800 is being included in the budget for support of Quality of Life Committee initiatives. No expenditure from these funds will be made without City Council authorization.

PARKS DEVELOPMENT FUND (Fund 006)
The Parks Development fund was used in the 2002-03 fiscal year to partially fund the creation of Veterans Memorial Park. There is an estimated balance at the beginning of FY 2004 of $2,267, which has not been appropriated.

CITY DEBT SERVICE FUND (Fund 900)
This fund is used to account for the City's debt service payments (this fund is not used for the debt service of the Redevelopment Agency). Due to cash flows shortages, the City will be funding some projects with capital leases.

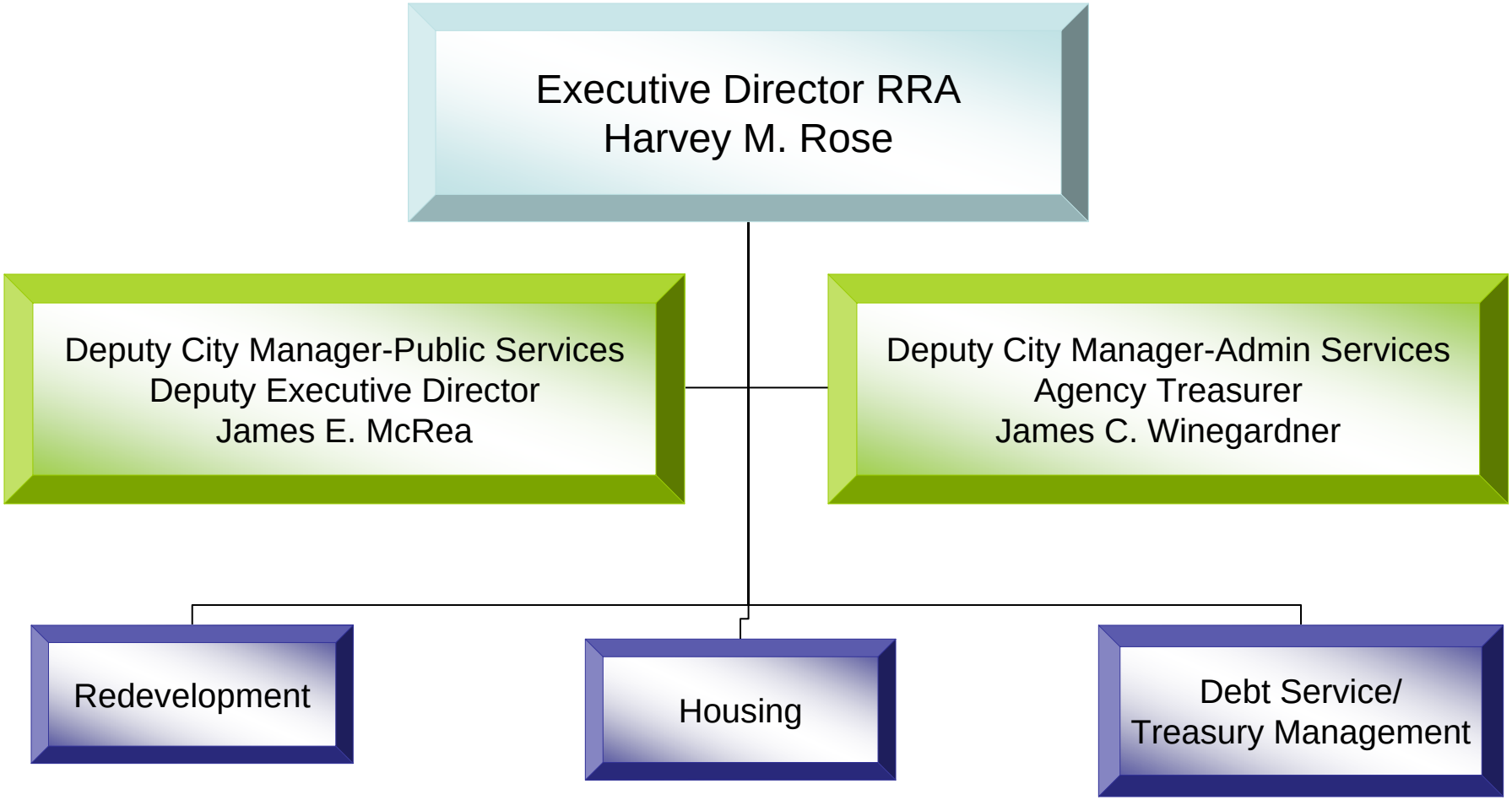
OTHER MINOR FUNDS BUDGET SUMMARY

Fund	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Community Partnership Grant	$ -	$ 61,000	$ -	$ -	0.00%	$ -	$ -
Parks & Recreation Donation	$ 2,214	$ 632	$ -	$ -	0.00%	$ 3,800	$ -
Senior Donation Fund	$ 4,069	$ 12,880	*CLOSED*		0.00%	*CLOSED*	
Park Development Fee Fund	$ -	$ 10,000	$ -	$ -	0.00%	$ -	$ -
IWV Collaborative Svcs Fund	$ -	$ 54,856	$ 446,770	$ 204,116	45.69%	*CLOSED*	
City Debt Service Fund	$ 16,063	$ 33,070	$ 183,030	$ -	0.00%	$ 179,739	$ -
Total	**$ 22,346**	**$ 172,438**	**$ 629,800**	**$ 204,116**	**32.41%**	**$ 183,539**	**$ -**

General Government Budget Summary

Project Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
City Hall	$ 255,814	$ 226,063	$ 328,230	$ 262,692	80%	$ 281,817	$ -
Advertising & Promotion	$ 30,656	$ 32,135	$ 27,600	$ 27,600	100%	$ 27,600	$ -
Non-Dept	$ 47,365	$ 58,255	$ 57,506	$ 28,288	49%	$ 114,113	$ -
Legal Counsel	$ 47,347	$ 57,804	$ 51,000	$ 51,000	100%	$ 51,000	$ -
Total	**$ 381,182**	**$ 374,257**	**$ 464,336**	**$ 369,580**	**80%**	**$ 474,530**	**$ -**

City of Ridgecrest
Redevelopment Agency FY 2005



City of Ridgecrest
Draft Budget
Fiscal Year 2004-05

Redevelopment Agency Budget Summary

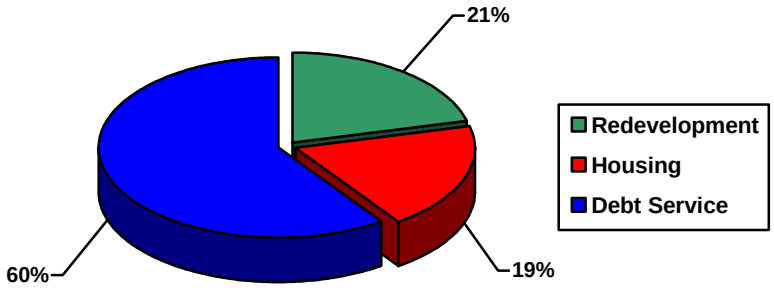
Mission Statement and Department Focus Fiscal Year 2004-05

The Ridgecrest Redevelopment Agency (RRA) is dedicated to the removal and elimination of blight and the improvement of the low and moderate housing inventory of the community, as well as, the development of a range of housing by location, type and price to meet the growth needs of the community. The RRA Project Area provides for the development, reconstruction and rehabilitation, including but not limited to: residential, retail, commercial, industrial, and infrastructure.

The legislative body is the city council members of the City of Ridgecrest, however, the city council and the agency are two separate and distinct legal entities.

The RRA employees include an Executive Director, Operations Officer, Finance Officer, and support staff, which are also concurrently city staff. The Agency has adopted a new Redevelopment Advisory Committee (RAC) of five community leaders, two ex-official council members, and one planning commissioner. The RAC will serve in an advisory manner on the business and projects of the RRA.

Redevelopment Agency
FY 04-05 Budget



Redevelopment Agency
Budget Highlights FY 2004-05

HOUSING PROGRAM		
Blight Abatement	$	37,327
Mortgage Assistance	$	45,000
Land	$	50,000
Buildings	$	25,000
Other Improvements	$	50,000
Development Loans	$	200,000
Debt Service Share	$	566,843
REDEVELOPMENT PROGRAM		
Building Repair & Maint	$	50,000
Staff Training	$	3,000
Advertising	$	11,000
Rents/Leases	$	25,000
Development Incentives - Increment	$	200,000
Façade RLF	$	75,000
ERAF Payment	$	209,662
Jail Agreements	$	220,000

Ridgecrest Redevelopment Agency Budget Summary

Project Type	2001-02 Audited Actuals	2002-03 Audited Actuals	2003-04 Revised Budget	2003-04 Year End Projection	% of Bdgt Expended	2004-05 Recommended Budget	2004-05 Approved Budget
Summary by Projects							
Redevelopment	$ 681,333	$1,310,717	$2,678,033	$ 835,278	31.19%	$ 1,356,445	$ -
Housing Set Aside	$ 937,894	$1,024,848	$1,279,507	$1,150,241	89.90%	$ 1,217,579	$ -
Debt Service	$ 9,346,526	$3,172,928	$3,694,852	$3,506,321	94.90%	$ 3,832,297	$ -
Total	**$10,965,753**	**$5,508,493**	**$7,652,392**	**$5,491,840**	**71.77%**	**$ 6,406,321**	**$ -**
Position Summary Allocation							
Agency Members	5	5	5	5		5	0
	0	0	0	0		0	0
Total	**5**	**5**	**5**	**5**		**5**	**0**

RRA 2004 Accomplishments & FY 05 Projections				
Project Name	**Location**	**Description**	**Fund Source**	**Year**
High Desert Haven	124 E Dolphin Avenue	Affordable Housing Agreement; 28 Senior Assisted Living Units; 18 low-mod, 3 very low; Three lot property and College Heights land acquisition	RRA Housing	2001
New Directions Technologies, Inc (NDTI)	137 West Drummond Avenue	6000 ft Corporate Headquarter Facility	RRA	2002
EGDWG- Evergreen Devco; Walgreens	N China Lake Blvd	14,000 sq ft retail facility	no longer a RRA project	2002
GPUSA - Globe Protect Sub-lease agreement	1126 W. Ward St Bldg. A	5,000 sq. ft. laboratory relocation; sludge and Title 22 water projects	RRA	2002
HDM - Housing Development Project	North east corner of Drummond and Mahan	20 acre housing development; lots and/or houses; Sydnor Ave. extension, drainage and completion 5 acres pending negotiations in 2004	RRA	2002
RHDA - Ridgecrest Health Devel. Alliance	Ridgecrest Business Park Parcel 21, Parcel Map 10819	20,000 sq.ft. medical facility; pending construction in June 2005	RRA	2002
CDMC – Compassionate Doctors Medical Corporation	West Drummond Avenue	4,000- sq. ft. medical facility Loan agreement and professional job incentives; completed, loan paid off	RRA	2003
Ridgecrest Properties Unlimited	Property acquisition of 12.5 acres for drainage outside of the Ridgecrest Business Park and Parcel 26, Parcel Map 10819	Property Exchange	RRA	2002
Arth Properties - Economy Inn and Suites	416 S China Lake Blvd	Façade loan and sign reduction; Improvement of existing facilities; completed	RRA	2002
Group Marketing - Econolodge Inn & Suites	201 W Inyokern Road & Triangle Drive	29 unit motel development and expansion; completed, interest write dwon and TOT increment payments; sewer deferral	RRA	2002

RRA 2004 Accomplishments & FY 05 Projections (Continued)				
Project Name	**Location**	**Description**	**Fund Source**	**Year**
Ridgecrest Cinemas	1632 Triangle Drive	Expansion from five screens to eight screens and land exchange; completed	RRA	2002
West End Power Peaker	Ridgecrest Business Park Parcel 3 & 4, Parcel Map 10819	20 megawatt power peaker; Withdrawn and on hold pending State	RRA	2002
Matrix Motor Co, Inc.	1521 China Lake Blvd	27000 sq ft building & property sale; 50000 sq ft bulding on eight acres within Business Park; in process of sale	RRA	2002
Cardinal Plumbing	1521 China Lake Blvd	Lease agreement for use of property, land acquisition & construction of new warehouse; pending negotiations & owner parcel map	RRA	2002
Hamilton Clarke	130 S Gemstone Street	Lease agreement 5,000 sq. ft. manufacturing facility; completed	RRA	2000
Red's BBQ Restaurant		Loan Agreement; Loan for Sewer Capacity Fee; repayment default by bankruptcy; Completed, pending demand pay off	RRA	2002
Ridgecrest Health Devel. Alliance	Ridgecrest Business Park Parcel 21, Parcel Map 10819	20,000 sq.ft. medical facility; Land sale and improvements, lots 21 and portions of 20; pending construction in 2005	RRA	2003
Nickoletti's Restaurant and Café, Nick Young	Lots 23 & 24 Ridgecrest Business Park	Land Sale and Improvements; Beginning 03-04	RRA	2003
Medical Center Inc, Dr. Ehab Mohamed, MD	Lots 22 and portions of 19 Ridgecrest Business Park	Land Sale and Improvements; Beginning 03-04	RRA	2003
Searles Lake Federal Credit Union	Lots 27 and portions of 26 Ridgecrest Business Park	Land Sale and Improvements; Beginning 03-04	RRA	2003
Saeed Muhammad	Lot 25 Ridgecrest Business Park	Land Sale Reservation Option and Improvements; RAC review and concern of motel use with pending PUD; beginning 03-04	RRA	2003

RRA 2004 Accomplishments & FY 05 Projections (Continued)				
Project Name	**Location**	**Description**	**Fund Source**	**Year**
Leonard Haugen	Lot 32 Ridgecrest Business Park	Land Sale Reservation Option and Improvements; declined 03-04	RRA	2003
China Lake Museum Foundation	Lot 1 Ridgecrest Business Park	Land Sale and Improvements; Beginning 04-05	RRA	2003
Kern Housing Authority	East of Ridgecrest Business Park, Lot 4	Senior Housing Unit 55 units; Utilization of KC Home Funds and State Tax Credits; beginning 04- 05	RRA	2004
East Sierra Boys & Girls Club		Pending development and project formation; beginning 04-05	RRA	2004
La Mirage Apartment Community	Private community at La Mirage Lane	300 Duplex and triplex rental housing rehabilitation project; resale to investor group	Private Development	2004
Ridge II & III Apartment Community	Private community at Gold Canyon Drive	186 Duplex and triplex rental housing rehabilitation project; resale to investor group	Private Development	2004
Alta One Federal Credit Union	701 S China Lake Blvd	27,000 sq. ft. Corporate Office expansion improvement project; completed	Private Development	2004
South Albertson Market Improvements	927 S China Lake Blvd	Remodel and store expansion to include photo, flowers, and Starbucks Coffee; completed	Private Development	2003
Dollar Car Rental and Site Improvement	S. China Lake Blvd. & Inyokern Rd	Remodel for Dollar Car Rental and Used Car & Trailer Sales; completed, pending site development	Private Development	2002
Beanster's Expresso	1601 Triangle Drive	Construction of drive through coffee shop; completed	Private Development	2003
Pony Expresso	1355 N Norma Street	Construction of drive through coffee shop; completed	Private Development	2003
Starbuck's Coffee Shop	750 N China Lake Blvd #A	Coffee Shop; Tenant improvement; completed	Private Development	2003

RRA 2004 Accomplishments & FY 05 Projections (Continued)				
Project Name	**Location**	**Description**	**Fund Source**	**Year**
Home Depot	575 N China Lake Blvd	10 acres' construction of 117,000 sq ft retail store; completed	Private Development	2003
Ridgecrest Regional Hospital	1081 N China Lake Blvd	New construction and expansion of existing facilities; pending	Private Development	2003
Senior Retirement Village		Feasibility and new construction of a gated and secure senior community; Senior Ad-hoc Committee & CEDD	RRA/Private Development	2003
Guns R US	East Ridgecrest Blvd		Private Development	2004
Adam's Jewelry	Corner of Ridgecrest Blvd & China Lake Blvd	Construction of a jewelry retail store - in progress	Private Development	2004
Rose Garden Inn & Suites	329 E Ridgecrest Blvd	Motel and restaurant rehabilitation project; resale to investor group-completed	Private Development	2003
Maturango Museum	100 E Las Flores	Modular relocation and expansion - pending 2004	Non-profit	2004

Housing Fund Performance Measures

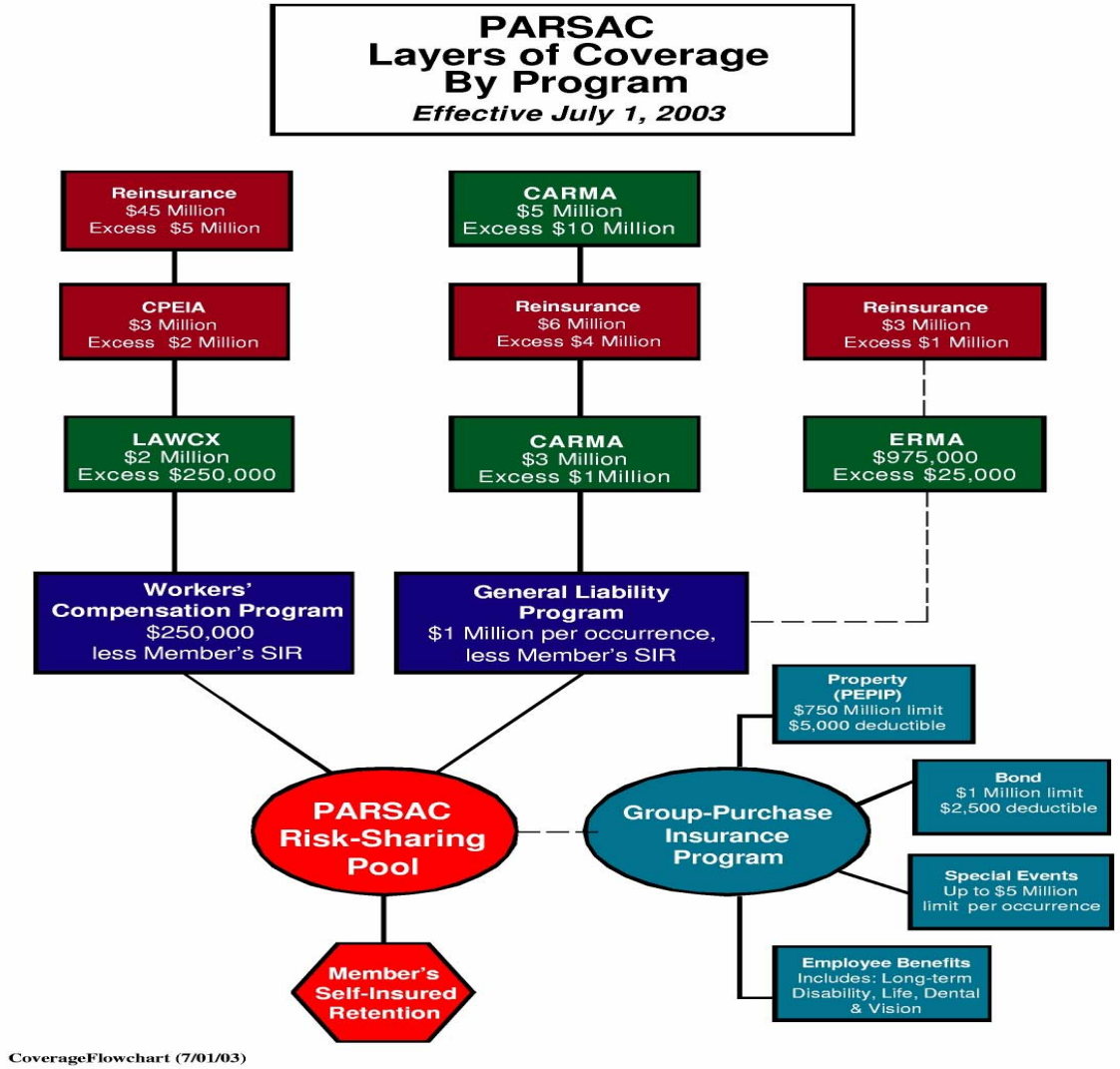
Mortgage Loan Assistance Program

Category	FY 01	FY 02	FY 03	FY 04*
Low	4	3	1	0
Low-Low	12	9	2	0
Low-Median	5	7	0	0
Moderate	6	8	2	0
Very Low	0	0	0	0
Very Low-Low	0	0	0	0
Not Funded	6	2	4	0
Total Applications	33	29	9	0
Total Disbursed	$ 85,683	$ 90,470	$ 11,420	$ -
Average Per Loan	$ 3,173	$ 3,351	$ 1,269	$ -

** There were no applications received in FY 04.*

Supplement

- ✓Graphic of Self Insurance Layers of Coverage
- ✓Discussion of Basis of Accounting
- ✓Explanation of Cost Allocation/Overhead Plan
- ✓Glossary of Budget Terms
- ✓Appropriations Limit (Gann Limit) Calculation


PARSAC
Layers of Coverage
By Program
Effective July 1, 2003
Reinsurance
$45 Million
Excess $5 Million
CPEIA
$3 Million
Excess $2 Million
LAWCX
$2 Million
Excess $250,000
CARMA
$5 Million
Excess $10 Million
Reinsurance
$6 Million
Excess $4 Million
CARMA
$3 Million
Excess $1Million
Reinsurance
$3 Million
Excess $1 Million
ERMA
$975,000
Excess $25,000
Workers' Compensation Program
$250,000
less Member's SIR
General Liability Program
$1 Million per occurrence,
less Member's SIR
Property (PEPIP)
$750 Million limit
$5,000 deductible
PARSAC Risk-Sharing Pool
Group-Purchase Insurance Program
Bond
$1 Million limit
$2,500 deductible
Special Events
Up to $5 Million
limit per occurrence
Member's Self-Insured Retention
Employee Benefits
Includes: Long-term Disability, Life, Dental & Vision
CoverageFlowchart (7/01/03)

BASIS OF ACCOUNTING

The budgets of governmental funds (General Fund, Special Revenue Funds, Debt Service Funds and Capital Projects Funds) are prepared on a modified accrual basis where revenues are recognized when they become measurable and available, and expenditures are recorded when the related liability is incurred; except that principal and interest payments on general long-term debt are recognized when due. Revenue availability criteria are defined as collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period (i.e. sixty days after fiscal year-end).

Budgets for proprietary funds (Internal Service Funds and Enterprise Funds) are prepared on a full accrual basis where revenues are recognized when earned, and expenses are recognized when they are incurred.

The fund types used by the City are as follows:

Governmental Funds

General Fund	The General Fund is the general operating fund of the City. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. Expenditures of this fund include the general operating expenses and capital costs which are not paid through other funds.
Special Revenue Funds	Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.
Debt Service Funds	Debt Service Funds are used to account for the accumulation of resources and payment of principal and interest on general long-term debt.
Capital Projects Funds	Capital Projects Funds are used to account for the acquisition, construction and improvement of capital facilities other than those financed by proprietary funds.

Proprietary Funds

Enterprise Funds	Enterprise Funds are used to account for operations that are financed and operated in a manner similar to a private business enterprise, where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Internal Service Funds	Internal Service Funds are used to account for the financing of services provided by one department to other departments of the government, on a cost reimbursement basis, including depreciation.

CITY OF RIDGECREST
Cost Allocation/Overhead
2004-05 Annual Budget

The City of Ridgecrest General Fund Departments provides support to a variety of other Funds. The focus of this plan is to provide for reasonable reimbursement for "general city overhead". Included among this support is general administrative support, Self Insurance, and Public Works Administration. This calculation was first authorized by the City Council during Fiscal Year 1999-2000 and is audited each year by the City's Independent Auditor. It continues into this budget year. The inter fund calculation is described below:

General Government	This is the reimbursement from a variety of funds based on prior year General Government expenditures as compared to total expenditures from certain Public Works' Funds, and the Redevelopment Funds. The overhead allocations to the Nutrition Grant fund are part of the City's in-kind contribution and do not reduce the actual Grant revenue available for the program.
Self-Insurance	This is the reimbursement from a variety of funds based on prior year Self Insurance expenditures as compared to total expenditures from the General Fund, certain Public Works' Funds, and the Redevelopment Funds. The overhead allocations to the Nutrition Grant fund are part of the City's in-kind contribution and do not reduce the actual Grant revenue available for the program.
Public Works Administration	Reimbursement to the General Fund for the operating cost of Public Works Administration expenditures. Total Public Works Administration Expenditures include Public Works Administration, Engineering, and Garage. The reimbursement rate is based on the prior year expenditures as compared to the restricted Public Works related total expenditures net of transfers.

GLOSSARY OF BUDGET TERMS

ACCOUNTING SYSTEMS: 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 accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Unbilled utility receivables are accrued at fiscal year end.

ACTIVITY: A specific and distinguishable unit of work or service performed.

APPROPRIATIONS: An authorization made by the legislative body of a government, which permits officials in incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

APPROPRIATION RESOLUTION: The official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources.

ASSESSED VALUATION: A value that is established for real of personal property for use as a basis for levying property taxes.

ASSETS: Property owned by a government, which has monetary value.

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: (1) ascertain whether financial statements fairly present financial position and results of operations; (2) test whether transactions have been legally preformed; (3) identify areas for possible improvements in accounting practices and procedures; (4) ascertain whether transactions have been recorded accurately and consistently; and (5) ascertain the stewardship of officials responsible for governmental resources.

BALANCE SHEET: A statement purporting to present the financial position of an entity by disclosing the value of its assets, liabilities, and equities as of a specific date.

BOND: A written promise to pay (debt) a specified sum of money (called a principal or face value) at a specific future date (called the maturity date(s)) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt.

BUDGET: A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates).

BUDGET CALENDAR: The schedule of key dates or milestones which a government follows in the preparation and adoption of the budget.

BUDGET DOCUMENT: The official written statement submitted by the City Manager and supporting staff to the legislative body detailing the proposed budget.

BUDGET MESSAGE: Also referred to as the Budget Letter of Transmittal. A general discussion of the proposed budget presented in writing as a part of, or supplement of, the budget document. The budget message explains principal budget issues against the background of financial trends and presents recommendations made by the City Manager.

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. The capital budget is usually enacted as part of the complete annual budget, which includes both operating and capital outlays.

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

CAPITAL OUTLAY: Capital expenditures paid for out of operating funds. Generally consists of machinery and equipment, furniture and fixtures, etc. that cost more than $500 each and last more than three years. (Items costing $200 or less, which are purchased in significant quantity and are outside normal operating cost are budgeted as capital outlay).

CAPITAL PROJECTS: Projects which purchase of construct capital assets.

COST ACCOUNTING: Accounting which assembles and records all costs incurred to carry out a particular activity or to deliver a particular service.

DEBT SERVICE: Cash outlays in the form of debt principal payments, periodic interest payments and related service for debt incurred in prior periods.

DEFICIT: (1) The excess of an entity's liabilities over its assets (*See Fund Balance*) or (2) the excess of expenditures or expenses over revenues during a single accounting period.

DEMAND INDICATORS - Statistical measures of what is accomplished or preformed by a budgetary unit. For example, total meters disconnected is a workload indicator of the Water Department.

DEPRECIATION: (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy of obsolescence. (2) The portion of the cost of a capital asset that is charged as an expense during a particular period.

DIVISIONS - The smallest organizational unit in the budget. (Also called a cost or activity center).

DEPARTMENT - The highest organizational level in the City in which a specific activity is carried out. A department may consist of several divisions.

ENCUMBRANCE - The commitment of appropriated funds to purchase an item or service and to set aside those funds for the future expenditure.

ENCUMBRANCE ACCOUNTING: Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is utilized as an extension of the formal budgetary integration in the governmental funds. Encumbrances provide authority to complete these transactions as expenditures and represent commitments related to unperformed contracts for goods or services. Encumbrances outstanding at year-end are reported as reservations of fund balances since they do not constitute expenditures of liabilities.

ENTERPRISE FUND ACCOUNTING: Accounting used for government operations that are financed and operated in a manner similar to business enterprises, and for which preparation of an income statement is desirable. Enterprise Funds use the accrual basis of accounting.

EXPENDITURES: Where accounts are kept on the modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made out or not.

FISCAL YEAR: A twelve-month period of time for which the annual operating budget applies. At the end of this period the government determines its financial position and the results of its operations. The fiscal for the City of Ridgecrest is July 1 to June 30.

FUND: A self-balancing accounting entity segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations (e.g. General Fund, Utility Fund, etc.). Funds are classified into three categories: governmental, proprietary, and fiduciary.

FUND BALANCE: (1) The excess of an entity's assets over its liabilities. A negative fund balance is called a *fund deficit*. (2) Resources remaining from prior years which are available to be budgeted in the current year.

GOALS AND OBJECTIVES: Specific projects and programs to be undertaken utilizing allocated fiscal resources, designed to further the achievement of the Community Vision.

GRANT: A contribution of assets (usually cash) by one governmental unit to other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes.

INTERNAL CONTROL: A plan of organization for purchasing, accounting, and other financial activities which, among other things, provides that: (1) the duties of employees are subdivided so that no single employee handles a financial action from beginning to end; (2) proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and (3) records and procedures are arranged appropriately to facilitate safekeeping and effective control.

INTERNAL SERVICE FUND: Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, on a cost-reimbursement basis.

INTERFUND TRANSFERS: Amounts transferred from one fund to another. Transfers are not expenditures and must also be appropriated in the fund receiving the transfer.

LIABILITY: Debt of other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. Note: The term does not include encumbrances.

MAJOR ACCOMPLISHMENTS: A report of those significant programs, projects, and other activities which were successfully implemented and/or completed by a Department during the prior fiscal year.

MODIFIED ACCRUAL BASIS: The modified accrual basis of accounting is used by all governmental fund types, expendable trust funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both, measurable and available). "Measurable" means the amount of the transaction 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. Those revenues susceptible to accrual include property taxes remitted within 60 days after year-end, interest on investments, and certain other intergovernmental revenues. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due, or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.

ORDINANCE: A formal legislative enactment by the governing body of a municipality.

PERFORMANCE INDICATORS: Statistical measures of the service level provided to the citizenry and/or other City departments. For example, the response time to an emergency call would be a performance indicator for the Fire Department.

PERSONNEL SUMMARY: A list which contains the titles and numbers of positions authorized to be filled by a particular organizational unit.

PRIMARY ACTIVITIES: A summary of what each department accomplishes during the fiscal year.

PURCHASE ORDER: A document issued to authorize a vendor to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are called encumbrances.

RESERVE: An account used to indicate that a portion of fund equity is restricted for a specific purpose of not available for appropriation and subsequent spending.

RETAINED EARNINGS - The cumulative earnings since the establishment of the system that generally have been invested in property, plant and equipment or current assets.

SERVICE LEVEL TRENDS: A summary of changes in service levels from one fiscal year to the next. Changes discussed will include staffing levels, operational expenditures and capital outlay.