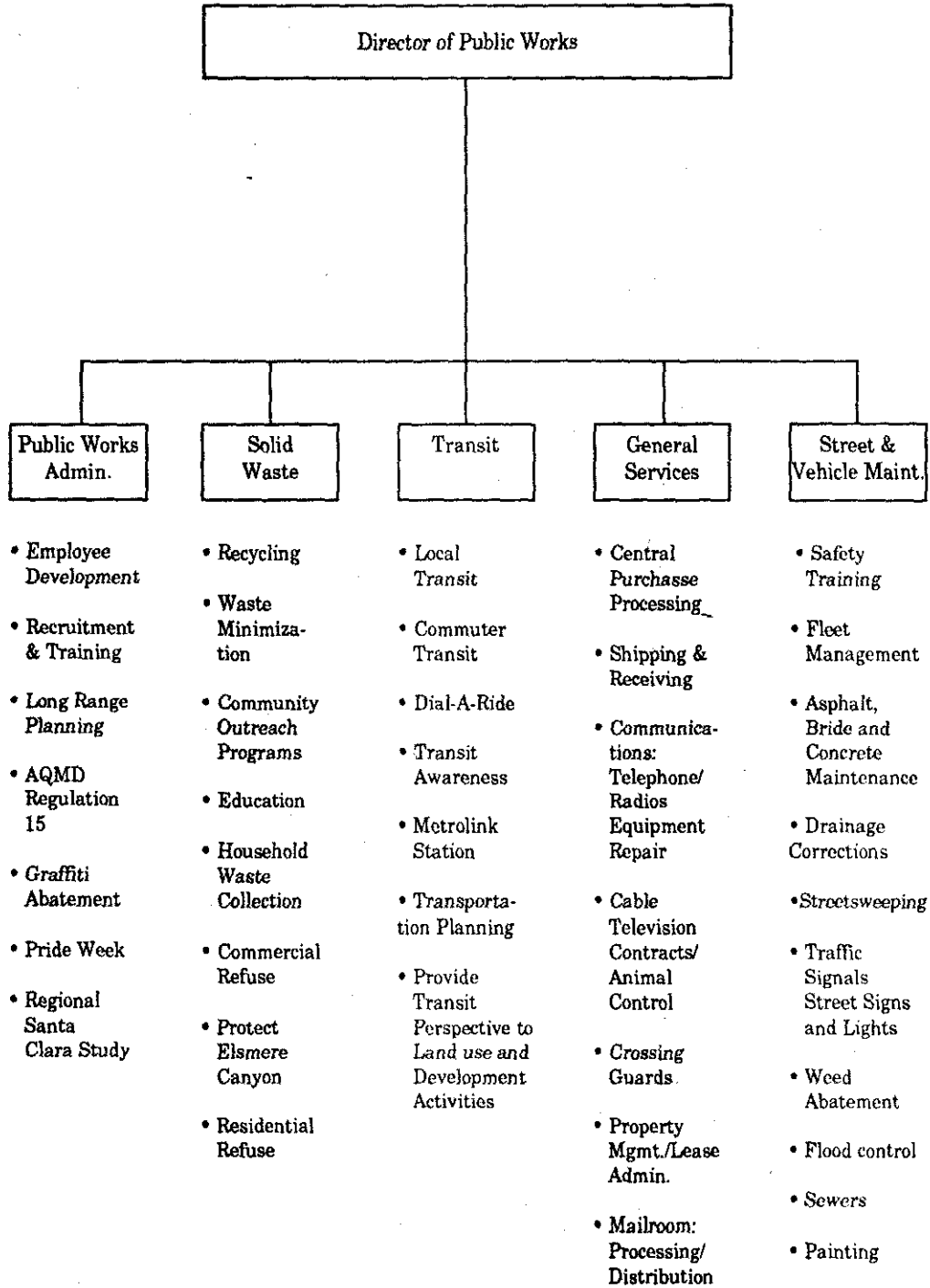


PUBLIC WORKS



CITY OF SANTA CLARITA
BUDGET SUMMARY

PUBLIC WORKS

PERSONNEL SERVICES	2,166,700
OPERATIONS AND MAINTENANCE	8,668,800
TOTAL OPERATIONS AND MAINTENANCE	10,835,500
CAPITAL OUTLAY	5,350
TOTAL PUBLIC WORKS BUDGET	10,840,850

	TOTALS
PROGRAM:	
PUBLIC WORKS ADMINISTRATION	463,400
GENERAL SERVICES	1,162,900
STREET MAINTENANCE	2,293,150
SOLID WASTE MANAGEMENT	610,200
TRANSPORTATION	4,829,900
PROPERTY MANAGEMENT	1,268,500
VEHICLES	212,800
TOTAL PUBLIC WORKS BUDGET	10,840,850





PUBLIC WORKS

Administration

Program Purpose

The purpose of the Public Works Administration Division is to provide support and direction through the Director of Public Works for the overall Department. The Division accomplishes this through the direct supervision of an Administrative Assistant, Administrative Analyst, Executive Secretary and Secretary. The Division also works closely with each of the six operating divisions comprising the Department including the Streets Division, Vehicle Maintenance Division, Solid Waste Division, General Services Division, Property Management Division and Transit Division.

Primary Activities

The Public Works Administration Division provides for the overall coordination of public works activities. This includes employee development, recruitment and training, long range financial planning and coordination and purchasing of materials, supplies, services and equipment for use by Department employees. The Department is actively involved in the City's Regulation XV AQMD plan and implementation, coordination of the City's anti-graffiti activities, implementation of Cable TV Public Access programs and monitoring of cable system complaints and the provision of support to the City Council on Transit and Solid Waste issues. A major portion of the Department's time is also allocated to the City's anti-Elsmere landfill efforts.

Performance Goals

- Successfully achieve the AQMD Regulation XV AVR target.
- Coordinate the activities of the City's volunteer graffiti efforts.
- Develop a long range financial plan for Transit.
- Provide prompt, accurate and concise information to the City Council, City Manager and citizens.
- Prevent a landfill in Elsmere Canyon.

Prior Three Year History

	1990-1991 Actuals	1991-1992 Actuals	1992-1993 Budget
Personnel	319,794	298,182	260,400
Operations	248,368	74,790	63,200
Capital Outlay	250	6,817	5,501
Total	568,412	379,789	329,101

**CITY OF SANTA CLARITA
ANNUAL BUDGET**

CATEGORY: PUBLIC WORKS PROGRAM: ADMINISTRATION

ACTIVITY		BUDGET
PERSONNEL		
01-6000-101	SALARY	272,000
01-6000-103	PART TIME	500
01-6000-110	OVERTIME	500
01-6000-130	HEALTH AND WELFARE	21,000
01-6000-135	LIFE INSURANCE	800
01-6000-140	LONG-TERM DISABILITY	1,700
01-6000-145	MEDICARE	3,900
01-6000-150	WORKERS' COMPENSATION	13,600
01-6000-155	PERS	32,700
01-6000-160	DEFERRED COMPENSATION	6,000
01-6000-165	UNEMPLOYMENT TAXES	1,200
	TOTAL PERSONNEL	353,900
OPERATIONS AND MAINTENANCE		
01-6000-201	PUBLICATIONS AND SUBSCRIPTIONS	300
01-6000-202	TRAVEL AND TRAINING	2,000
01-6000-203	MEMBERSHIP AND DUES	200
01-6000-208	EDUCATIONAL REIMBURSEMENT	8,600
01-6000-209	AUTO ALLOWANCE/MILEAGE	4,400
01-6000-210	OFFICE SUPPLIES	1,000
01-6000-211	PRINTING	200
01-6000-212	POSTAGE	200
01-6000-215	SPECIAL SUPPLIES	300
01-6000-230	PROFESSIONAL SERVICES	1,000
01-6000-238	REGULATION 15	12,000
01-6000-260	LEGAL SERVICES	44,500
01-6010-227	GRAFFITI ABATEMENT	22,000
01-6000-326	INSURANCE REIMBURSEMENT	6,500
01-6000-327	EQUIPMENT REPLACEMENT	300
01-6010-236	GRAFFITI REWARD	6,000
	TOTAL OPERATIONS AND MAINTENANCE	109,500
	TOTAL	463,400

FUNDING SOURCE: GENERAL FUND





PUBLIC WORKS

General Services

Program Purpose

The purpose of the General Services Division is to facilitate all departments' activities by conducting purchasing operations, supporting other Departments through the provision of communication systems and facilities management, and contributing to public welfare through animal control, school crossing guards and cable television.

Primary Activities

The primary functions of the General Services division program are purchasing; including shipping and receiving, facilities management, communications (radio and telephones), mail distribution, security, property management, animal control contract administration, crossing guard program, and cable television franchise administration.

Performance Goals

- Procure, shop and receive materials, supplies and equipment as requested by the operating departments in a timely manner.
- close monitoring of franchise and contract agreements entered into by the City.
- Comply with all applicable provisions identified in the City Municipal Code and State UCC.
- Provide prompt, courteous service in the maintenance of the Field Services, City Hall and Metrolink Station facilities.
- Attract and develop a list of bidders able to offer the best prices consistent with quality, delivery and service.

Prior Three Year History

	1990-1991 Actuals	1991-1992 Actuals	1992-1993 Budget
Personnel		438,777	624,800
Operations		1,060,391	1,125,659
Capital Outlay		321,421	173,798
Total		1,820,589	1,924,257

**CITY OF SANTA CLARITA
ANNUAL BUDGET**

CATEGORY: PUBLIC WORKS PROGRAM: GENERAL SERVICES

ACTIVITY		BUDGET
PERSONNEL		
01-6900-101	SALARIES	233,300
01-6900-103	PART-TIME EMPLOYEES	180,000
01-6900-110	OVERTIME	6,000
01-6900-130	HEALTH AND WELFARE	28,000
01-6900-135	LIFE INSURANCE	800
01-6900-140	LONG TERM DISABILITY	1,700
01-6900-145	MEDICARE	4,000
01-6900-150	WORKERS' COMPENSATION	20,100
01-6900-155	PERS	33,500
01-6900-160	DEFERRED COMPENSATION	1,500
01-6900-165	UNEMPLOYMENT TAXES	1,600
	TOTAL PERSONNEL	510,500
OPERATIONS & MAINTENANCE		
01-6900-201	PUBLICATIONS AND SUBSCRIPTIONS	400
01-6900-202	TRAVEL AND TRAINING	4,500
01-6900-203	MEMBERSHIP/DUES	500
01-6900-208	EDUCATIONAL REIMBURSEMENT	10,900
01-6900-209	AUTOMOBILE ALLOWANCE/MILEAGE	1,500
01-6900-210	OFFICE SUPPLIES	60,000
01-6900-211	PRINTING	18,000
01-6900-212	POSTAGE	33,000
01-6900-215	SPECIAL SUPPLIES	5,000
01-6900-223	EQUIPMENT RENTAL	6,100
01-6900-227	CONTRACTUAL SERVICES	191,000
01-6900-230	PROFESSIONAL SERVICES	3,500
01-6900-239	SMALL TOOLS	1,000
01-6900-240	BUILDING MAINTENANCE SUPPLIES	35,000
01-6900-243	EQUIPMENT MAINTENANCE/SUPPLIES	6,500
01-6900-250	ELECTRIC UTILITIES	64,000
01-6900-251	GAS UTILITIES	1,000
01-6900-252	TELEPHONE UTILITIES	190,000
01-6900-253	WATER UTILITIES	2,500
01-6900-326	INSURANCE REIMBURSEMENT	13,000
01-6900-327	EQUIPMENT REPLACEMENT	600
	TOTAL OPERATIONS & MAINTENANCE	648,000
CAPITAL OUTLAY		
01-6900-402	EQUIPMENT	4,400
	TOTAL CAPITAL OUTLAY	4,400
	TOTAL	1,162,900





PUBLIC WORKS

Street Maintenance

Program Purpose

The Street Maintenance Division is responsible for maintenance of all public streets, City alleys, all rights-of-way, and easements. The objective of the Street Maintenance Division is to provide the citizens of Santa Clarita a safe and well-maintained route throughout the City and provide a planned maintenance program.

Primary Activities

The primary activities for this division include, but are not limited to, the following: Asphalt maintenance, street sweeping, street name signs, traffic signals, regulatory signs, bridge maintenance, sidewalk problems, support for Sheriff and Fire Departments, special events coordination, flood control channels/catch basins/storm drains, traffic painting, concrete maintenance, grading, drainage problems, sewers, street lights, and weed abatement.

Performance Goals

- Continue street repair with recycled asphalt.
- Provide monitoring of contract agreements with Los Angeles County Public Works.
- Provide optimum level of street maintenance and repair City wide.
- Continue to analyze the needs for a sub-yard on the east side of the City.
- Establish a vehicle traffic accident recovery program for damages to private property.
- Be prepared for the winter storm season.

Prior Three Year History

	1990-1991 Actuals	1991-1992 Actuals	1992-1993 Budget
Personnel	214,202	387,355	597,900
Operations	1,567,466	1,833,005	2,007,500
Capital Outlay	2,000	355,175	21,000
Total	1,783,668	2,575,535	2,626,400

**CITY OF SANTA CLARITA
ANNUAL BUDGET**

CATEGORY: PUBLIC WORKS PROGRAM: STREET MAINTENANCE

ACTIVITY	BUDGET
PERSONNEL	
02-6500-101 SALARY	438,200
02-6500-110 OVERTIME	20,000
02-6500-130 HEALTH AND WELFARE	49,000
02-6500-135 LIFE INSURANCE	1,300
02-6500-140 LONG-TERM DISABILITY	2,700
02-6500-145 MEDICARE	6,300
02-6500-150 WORKERS' COMPENSATION	62,000
02-6500-155 PERS	52,800
02-6500-160 DEFERRED COMPENSATION	1,500
02-6500-165 UNEMPLOYMENT TAXES	5,000
TOTAL PERSONNEL	638,800
OPERATIONS AND MAINTENANCE	
02-6500-201 PUBLICATIONS AND SUBSCRIPTIONS	300
02-6500-202 TRAVEL AND TRAINING	2,200
02-6500-203 MEMBERSHIP AND DUES	100
02-6500-208 EDUCATION REIMBURSEMENT	1,500
02-6500-209 AUTOMOBILE ALLOWANCE/MILEAGE	200
02-6500-210 OFFICE SUPPLIES	2,000
02-6500-211 PRINTING	1,000
02-6500-212 POSTAGE	100
02-6500-215 SPECIAL SUPPLIES	20,000
02-6500-216 UNIFORMS	3,600
02-6500-223 EQUIPMENT LEASE	5,000
02-6505-227 STREET MAINTENANCE-CONTRACTUAL SERVICES ✓	600,000
02-6506-227 STREET SWEEPING/CLEANING-CONTRACTUAL SERVICES ✓	300,000
02-6507-215 SPECIAL SUPPLIES (STREETS)	3,000
02-6507-227 WEED ABATEMENT CONTRACTUAL SERVICES ✓	25,900
02-6508-227 BRIDGE MAINTENANCE CONTRACTUAL SERVICES ✓	10,400
02-6509-215 SIDEWALK & GUTTER SPECIAL SUPPLIES	50,000
02-6509-227 CURB AND SIDEWALK-CONTRACTUAL SERVICES ✓	65,000
02-6510-227 MISCELLANEOUS OFF-ROAD MAINTENANCE-CONTRACTUAL SERVICES ✓	3,000
02-6511-227 STORM DRAINAGE DAMAGE REPAIR-CONTRACTUAL SERVICES ✓	20,000
02-6550-243 TRAFFIC SIGNAL & LIGHT EQUIPMENT MAINTENANCE ✓	180,000
02-6550-250 TRAFFIC SIGNAL & LIGHT UTILITIES	110,000
02-6550-326 INSURANCE ALLOCATION	26,000
02-6550-327 EQUIPMENT REPLACEMENT	99,600
02-6560-215 SPECIAL SUPPLIES STRIPING	75,000
02-6560-227 STRIPING CONTRACTUAL SERVICES ✓	40,000
02-6599-227 HAZ MAT/ACCIDENT RECOVERY ✓	10,000
TOTAL OPERATIONS AND MAINTENANCE	1,653,900
CAPITAL OUTLAY	
02-6500-401 FURNITURE AND FIXTURES	450
TOTAL CAPITAL OUTLAY	450
TOTAL	2,293,150

FUNDING SOURCE: GAS TAX





PUBLIC WORKS

Street Maintenance/Vehicle Maintenance

Program Purpose

The purpose of the Vehicle Maintenance program is to provide a safe, reliable fleet of economical transportation to conduct City business and maintenance. This program controls and coordinates all vehicle and equipment repair and maintenance. It also coordinates the acquisition of new vehicles and equipment and monitors all fuel dispensing equipment purchase for City vehicles and equipment.

Primary Activities

In addition to maintaining sixty-four vehicles, this division maintains all the City's small and large equipment, i.e., weed eaters to four-wheel drive loaders, and provides an adequate City pool of vehicles to minimize the City's vehicle equipment capital expenditure, facilitate effective utilization of City vehicles. This section also controls license plates, registration and City identification numbers.

Performance Goals

- Provide courteous and immediate attention to those who require the vehicle services of this section.
- Receive materials, supplies and equipment as requested by operating department in a timely manner.
- Provide close monitoring of contracts entered into by the City relative to this section.
- Provide prompt, courteous service in the maintenance of the pool vehicles at the Field Services yard and City Hall.
- In cooperation with other divisions, review, modify and/or approve specifications for the purpose of vehicles or equipment.

Prior Three Year History

	1990-1991 Actuals	1991-1992 Actuals	1992-1993 Budget
Personnel		356	87,400
Operations		188	52,200
Capital Outlay		0	60,000
Total		544	199,600

**CITY OF SANTA CLARITA
ANNUAL BUDGET**

CATEGORY: PUBLIC WORKS PROGRAM: VEHICLE MAINTENANCE

ACTIVITY		BUDGET
PERSONNEL		
01-6400-101	SALARIES	63,900
01-6400-110	OVERTIME	1,000
01-6400-130	HEALTH & WELFARE	7,000
01-6400-135	LIFE INSURANCE	200
01-6400-140	LONG TERM DISABILITY	400
01-6400-145	MEDICARE	900
01-6400-150	WORKERS COMPENSATION	9,600
01-6400-155	PERS	7,700
01-6400-165	UNEMPLOYMENT TAXES	400
	TOTAL PERSONNEL	91,100
OPERATIONS AND MAINTENANCE		
01-6400-201	PUBLICATIONS AND SUBSCRIPTIONS	100
01-6400-202	TRAVEL AND TRAINING	1,000
01-6400-203	MEMBERSHIPS AND DUES	100
01-6400-208	EDUCATIONAL REIMBURSEMENT	200
01-6400-209	AUTOMOBILE ALLOWANCE	200
01-6400-210	OFFICE SUPPLIES	300
01-6400-211	PRINTING	600
01-6400-212	POSTAGE	100
01-6400-215	SPECIAL SUPPLIES	3,000
01-6400-216	UNIFORMS	600
01-6400-223	EQUIPMENT RENTAL	2,000
01-6400-230	PROFESSIONAL SERVICES	10,000
01-6400-243	EQUIPMENT MAINTENANCE SUPPLIES	40,000
01-6400-245	VEHICLE MAINTENANCE	60,000
01-6400-326	INSURANCE REIMBURSEMENT	3,300
01-6400-327	EQUIPMENT RELACEMENT	200
	TOTAL OPERATIONS AND MAINTENANCE	121,700
	TOTAL	212,800

FUNDING SOURCE: GENERAL FUND 50% GAS TAX 50%





PUBLIC WORKS DEPARTMENT

Waste Management

Program Purpose

The purpose of the Integrated Solid Waste program is to design and implement various recycling and source reduction programs within the City to ensure compliance with the mandates of Assembly Bill 939 - the California Integrated Waste Management Act of 1989. This Bill requires all cities in the state to reduce the amount of waste sent to landfills 25% by 1995 and 50% by the year 2000.

Primary Activities

In addition to designing and implementing recycling, waste minimization and composting programs, this division is involved in community outreach programs to educate school children and the general public about various environmental issues, oversees household hazardous waste collection and monitors the collection and disposal of residential and commercial refuse.

Performance Goals

- Expand city-wide residential and commercial recycling programs.
- Design and implement green waste collection recycling, mulching and recycling programs.
- Design and implement a volume-based refuse rate structure.
- Design and implement environmentally sensible household hazardous waste source reduction and diversion programs.
- Promote alternative waste management technologies.
- Monitor and track refuse diversion and disposal through refuse and recycling hauling companies.

Prior Three Year History

	1990-1991 Actuals	1991-1992 Actuals	1992-1993 Budget
Personnel	2,329	162,983	201,900
Operations	292,386	200,704	448,051
Capital Outlay	0	296	2,086
Total	294,715	363,983	652,037

**CITY OF SANTA CLARITA
ANNUAL BUDGET**

CATEGORY: PUBLIC WORKS PROGRAM: WASTE MANAGEMENT

ACTIVITY		BUDGET
PERSONNEL		
01-6600-101	SALARY	200,600
01-6600-110	OVERTIME	1,200
01-6600-130	HEALTH AND WELFARE	16,600
01-6600-135	LIFE INSURANCE	600
01-6600-142	LONG TERM DISABILITY	1,200
01-6600-145	MEDICARE	2,900
01-6600-150	WORKERS' COMPENSATION	10,000
01-6600-155	PERS	24,500
01-6600-160	DEFERRED COMPENSATION	1,500
01-6600-165	UNEMPLOYMENT TAXES	1,000
	TOTAL PERSONNEL	260,100
OPERATIONS AND MAINTENANCE		
01-6100-201	PUBLICATIONS AND SUBSCRIPTIONS	1,200
01-6600-202	TRAVEL AND TRAINING	1,500
01-6600-203	MEMBERSHIP AND DUES	500
01-6600-208	EDUCATION REIMBURSEMENT	3,000
01-6600-209	AUTO ALLOWANCE/MILEAGE	1,000
01-6600-210	OFFICE SUPPLIES	1,000
01-6600-211	PRINTING	16,000
01-6600-212	POSTAGE	1,000
01-6600-213	ADVERTISING	10,000
01-6600-215	SPECIAL SUPPLIES	1,000
01-6600-230	ELSMERE	300,000
01-6600-232	PROMOTION AND PUBLICITY	10,000
01-6600-326	INSURANCE REIMBURSEMENT	3,200
01-6600-327	EQUIPMENT REPLACEMENT	200
	TOTAL OPERATIONS AND MAINTENANCE	349,600
CAPITAL OUTLAY		
01-6600-401	FURNITURE AND FIXTURES	500
	TOTAL CAPITAL OUTLAY	500
	TOTAL	610,200

FUNDING SOURCE: GENERAL FUND





PUBLIC WORKS

Transit

Program Purpose

Provide public transportation services for the Santa Clarita Valley, providing mobility and access to individuals without access to an automobile; and to encourage use of public transportation to reduce traffic congestion and pollution.

Primary Activities

The primary activities of the Transit Division are to; operate local fixed route, commuter and paratransit services, manage the Metrolink commuter rail station, coordinate public transportation services provided by other agencies, plan for future transit needs and provide input to appropriate City departments and other public agencies to assure future development and redevelopment is conducive to encouraging transit use.

Performance Goals

- Improve quality of transit services.
- Negotiate new contract for transit operations to take effect FY 1995.
- Develop Transit Master Plan to guide transit growth over next 20 years.
- Develop transit financial plan and fund growth identified in the Transit Master Plan.
- Develop transit/land use standards.
- Install 40 passenger shelters.
- Reduce occurrence of graffiti and other acts of vandalism at the Metrolink station.
- Seek and obtain alternative funding for Transit services.
- Complete development of written policies and procedures.

Prior Three Year History

	1990-1991 Actuals	1991-1992 Actuals	1992-1993 Budget
Personnel	319,794	13,325	125,500
Operations	248,368	2,939,934	3,877,000
Capital Outlay	250	7,588	66,200
Total	568,412	2,960,847	4,068,700

**CITY OF SANTA CLARITA
ANNUAL BUDGET**

CATEGORY: PUBLIC WORKS PROGRAM: TRANSIT

ACTIVITY	BUDGET
PERSONNEL	
55-7000-201 SALARIES	169,000
55-7000-130 HEALTH & WELFARE	17,000
55-7000-135 LIFE INSURANCE	900
55-7000-140 LONG-TERM DISABILITY	2,800
55-7000-145 MEDICARE	2,800
55-7000-150 WORKERS' COMPENSATION	8,600
55-7000-155 PERS	29,500
55-7000-160 DEFERRED COMPENSATION	3,400
55-7000-165 UNEMPLOYMENT TAXES	2,100
TOTAL PERSONNEL	236,100
OPERATIONS AND MAINTENANCE	
55-7000-201 PUBLICATIONS & SUBSCRIPTIONS	100
55-7000-202 TRAVEL & TRAINING	4,500
55-7000-203 MEMBERSHIP & DUES	5,000
55-7000-208 EDUCATION REIMBURSEMENT	800
55-7000-209 AUTO ALLOWANCE/MILEAGE	1,700
55-7000-210 OFFICE SUPPLIES	600
55-7000-211 PRINTING	28,000
55-7000-212 POSTAGE	600
55-7000-213 ADVERTISING	45,000
55-7000-215 SPECIAL SUPPLIES	2,000
55-7000-220 RENTS & LEASES	51,000
55-7000-223 EQUIPMENT LEASES	876,000
55-7000-227 CONTRACTUAL SERVICES	10,000
55-7000-243 EQUIPMENT MAINTENANCE/SUPPLIES	30,000
55-7001-227 LOCAL BUS SERVICE CONTRACTUAL SERVICES	1,920,000
55-7002-227 DIAL-A-RIDE-CONTRACTUAL SERVICES	732,000
55-7003-227 SCV DOWNTOWN COMMUTER-CONTRACTUAL SERVICES	713,000
55-7004-227 SHUTTLE SERVICE TO ANTELOPE VALLEY-CONTRACTUAL SERVICES	3,000
55-7007-227 GENERAL PUBLIC DIAL-A-RIDE CONTRACTUAL SERVICES	47,000
55-7010-240 COMMUTER RAIL CONTRACTUAL SERVICES	121,000
55-7000-326 INSURANCE REIMBURSEMENT	2,300
55-7000-327 EQUIPMENT REPLACEMENT	200
TOTAL OPERATIONS & MAINTENANCE	4,593,800
TOTAL	4,829,900

FUNDING SOURCE: PROP A, TDA, Prop C





PUBLIC WORKS

Property Management

Program Purpose

The purpose of the Building Fund is to protect the assets of the City as landlord. This fund provides a separate accounting of all building income and expenditure activity.

Primary Activities

The primary functions include lease management and tenant relations activities. Using the budget as a guideline, building operations and contractual services for the City Hall Building are closely monitored.

Performance Goals

- Track and maintain all tenant leases.
- Provide professional tenant relations.
- Establish and provide monthly reports as an aid to monitoring income and expenses. Provide monthly rental statements in a timely manner to the tenants, including any rental adjustments allowable per current leases.
- Establish and/or monitor standard operating procedures for the building, i.e.: security, maintenance, landscaping, building inspections, tenant work orders, etc.
- Provide appropriate fire/life safety education and building evacuation procedures as a measure to help ensure the safety of all building tenants.

Prior Three Year History

	1990-1991 Actuals	1991-1992 Actuals	1992-1993 Budget
Personnel		14,031	75,100
Operations		207,120	433,193
Capital Outlay		4,636,147	41,000
Debt Service		632,200	632,000
Total		853,351	1,140,293

**CITY OF SANTA CLARITA
ANNUAL BUDGET**

CATEGORY: PUBLIC WORKS

PROGRAM: PROPERTY MANAGEMENT

ACTIVITY		BUDGET
PERSONNEL		
01-6700-101	SALARIES	73,200
01-6700-110	OVERTIME	3,000
TOTAL PERSONNEL		76,200
OPERATIONS AND MAINTENANCE		
01-6700-201	PUBLICATIONS AND SUBSCRIPTIONS	300
01-6700-202	TRAVEL AND TRAINING	1,800
01-6700-203	MEMBERSHIPS AND DUES	900
01-6700-208	EDUCATIONAL REIMBURSEMENT	1,000
01-6700-210	OFFICE SUPPLIES	300
01-6700-212	POSTAGE	200
01-6700-213	ADVERTISING	600
01-6700-216	UNIFORMS	600
01-6700-219	COMMISSIONS	5,000
01-6700-223	EQUIPMENT RENTAL	2,000
01-6700-227	CONTRACTUAL SERVICES	9,100
01-6700-230	PROFESSIONAL SERVICES	1,500
01-6700-235	TAXES/FEEES	37,000
01-6700-239	SMALL TOOLS	1,000
01-6700-240	BUILDING MAINTENANCE SUPPLIES	27,000
01-6700-243	EQUIPMENT MAINTENANCE SUPPLIES	1,000
01-6700-250	ELECTRIC UTILITIES	170,000
01-6700-251	GAS UTILITIES	18,000
01-6700-253	WATER UTILITIES	3,500
01-6700-295	INSURANCE	60,000
01-6701-227	JANITORIAL SUPPLIES	39,000
01-6702-227	LANDSCAPE SERVICES	10,000
01-6703-227	SECURITY SERVICES	26,000
01-6704-227	HVAC SERVICES	4,000
01-6701-215	JANITORIAL SUPPLIES	10,500
01-6700-227	DEBT SERVICE	632,000
01-6700-415	TENANT IMPROVEMENTS	40,000
TOTAL OPERATIONS AND MAINTENANCE		1,192,300
TOTAL		1,268,500

FUNDING SOURCE: GENERAL FUND

