

**THIS IS A DRAFT DOCUMENT  
DATED: 6-19-2024 BUILDING DEPARTMENT BUDGET**

<b>MATRIX SUMMARIZING BUDGET CHANGES - SUMMARY - BUILDING DESCRIPTION OF CHANGES</b>					
<b>EXPENSE</b>	<b>2023-24 Adjusted Budget</b>	<b>2024-25 Proposed Budget</b>	<b>\$ Inc/(Dec) *</b>	<b>Type On-Going One Time</b>	<b>Explanation and Impacts</b>
Salaries & Wages	48,027	46,781	(1,246)	One Time	Net decrease is due to removal of the One time Payout.
Benefits	25,885	19,249	(6,636)	One Time	The bulk of the reduction is due to removal of UAL (Unfunded Accrued Liabilities) & retiree medical reimbursement
Contracted Services	146,100	197,900	51,800		Larger Contract services with Phillips Seabrook (\$50,000 inc) to accommodate Canopy Project and much larger revenues to offset these costs (\$860,000). Also includes Core logic contract, Laguna Flood Monitoring GuagePlaneteria ADA monitoring.
Services & Supplies	5,200	5,200	-	N/A	NO CHANGE
Equipment Rental/Maintenance	3,900	4,600	700		
Conference & Training Expense	500	-	(500)		Deleted
Telecommunications	2,000	2,000	-	N/A	NO CHANGE
Allocated Insurance	17,667	16,620	(1,047)	On-Going	This item reflects the costs allocation to each Department of premiums for insurance coverage such as Workers Compensation and liability. The allocation ensures that each department contributes its fair share to the insurance expenses based on an established method. For more information on the City's insurance allocations, see the Glossary of Budget terms.
<b>Total Expense</b>	<b>249,279</b>	<b>292,350</b>	<b>43,071</b>		

\* This Column Reflects the Difference (Increase/Decrease) from the FY 23-24 Adjusted Budget to the 24-25 Proposed Budget

<b>SUMMARY - BUILDING</b>							
<b>EXPENSE</b>	<b>2022-23 Actual</b>	<b>2023-24 Adopted Budget</b>	<b>2023-24 Adjusted Budget</b>	<b>2023-24 Estimated Actual</b>	<b>2024-25 Proposed Budget</b>	<b>\$ Inc/(Dec)</b>	<b>% Change</b>
Salaries & Wages	47,474	48,027	48,027	48,032	46,781	(1,246)	-2.6%
Benefits	22,430	25,885	25,885	26,090	19,249	(6,636)	-25.6%
Contracted Services	148,236	146,100	146,100	136,100	197,900	51,800	35.5%
Services & Supplies	5,895	5,200	5,200	4,200	5,200	-	0.0%
Equipment Rental/Maintenance	3,508	3,900	3,900	3,600	4,600	700	17.9%
Conference & Training Expense	2,145	500	500	-	-	(500)	-100.0%
Telecommunications	1,914	2,000	2,000	2,000	2,000	-	0.0%
Allocated Insurance	16,450	17,667	17,667	17,667	16,620	(1,047)	-5.9%
<b>Total Expense</b>	<b>248,051</b>	<b>249,279</b>	<b>249,279</b>	<b>237,689</b>	<b>292,350</b>	<b>43,071</b>	<b>17.3%</b>

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**DATED: 6-19-2024 BUILDING DEPARTMENT BUDGET**

<b>Budget Expenditures</b>							
<b>Building</b>							
<b>Account Number</b>	<b>2022-23 Actual</b>	<b>2023-24 Adopted Budget</b>	<b>2023-24 Adjusted Budget</b>	<b>2023-24 Estimated Actual</b>	<b>2024-25 Proposed Budget</b>	<b>\$ Inc/(Dec)</b>	<b>% Change</b>
<b>Salaries &amp; Wages</b>							
4010 - Salaries - Full Time	44,373	46,777	46,777	46,782	46,781	4	0.0%
4012 - Overtime	-	-	-	-	-	-	0.0%
4017 - Salaries - COVID-19	601	-	-	-	-	-	0.0%
4023 - One Time Payment	2,500	1,250	1,250	1,250	-	(1,250)	-100.0%
<b>Total Salaries &amp; Wages</b>	<b>47,474</b>	<b>48,027</b>	<b>48,027</b>	<b>48,032</b>	<b>46,781</b>	<b>(1,246)</b>	<b>-2.6%</b>
<b>Benefits</b>							
4101 - Health in Lieu	2,728	3,023	3,023	1,232	-	(3,023)	-100.0%
4105 - Medicare & Fica	730	678	678	697	678	0	0.0%
4110 - CalPERS Employer Rate	16,952	20,025	20,025	17,500	5,857	(14,168)	-70.8%
4130 - Health Insurance	-	-	-	5,100	11,222	11,222	0.0%
4150 - Dental Insurance	1,584	1,582	1,582	1,050	919	(663)	-41.9%
4151 - Vision Insurance	172	174	174	125	104	(70)	-40.2%
4181 - Long Term Disability Insurance	147	232	232	232	298	66	28.3%
4182 - Short Term Disability Insurance	59	54	54	38	54	-	0.0%
4183 - EAP (Employee Asst Prog)	17	35	35	35	35	-	0.0%
4184 - Life Insurance	40	81	81	81	81	-	0.0%
<b>Total Benefits</b>	<b>22,430</b>	<b>25,885</b>	<b>25,885</b>	<b>26,090</b>	<b>19,249</b>	<b>(6,636)</b>	<b>-25.6%</b>
<b>Contracted Services</b>							
4210 - Professional Contract Services	148,236	146,100	146,100	136,100	197,900	51,800	35.5%
4230 - Recruitment Services	-	-	-	-	-	-	0.0%
<b>Total Contracted Services</b>	<b>148,236</b>	<b>146,100</b>	<b>146,100</b>	<b>136,100</b>	<b>197,900</b>	<b>51,800</b>	<b>35.5%</b>
<b>Services &amp; Supplies</b>							
4310 - Office Supplies	1,595	1,500	1,500	1,500	1,500	-	0.0%
4330 - Misc Supplies & Services	4,098	3,200	3,200	2,500	3,200	-	0.0%
4340 - Postage & Printing	109	-	-	-	-	-	0.0%
4345 - Dues & Subscriptions	93	500	500	200	500	-	0.0%
<b>Total Services &amp; Supplies</b>	<b>5,895</b>	<b>5,200</b>	<b>5,200</b>	<b>4,200</b>	<b>5,200</b>	<b>-</b>	<b>0.0%</b>
<b>Equipment Rental/Maintenance</b>							
4375 - Equipment Rental/Expenses	3,508	3,900	3,900	3,600	4,600	700	17.9%
<b>Total Equipment Rental/Maintenance</b>	<b>3,508</b>	<b>3,900</b>	<b>3,900</b>	<b>3,600</b>	<b>4,600</b>	<b>700</b>	<b>17.9%</b>
<b>Conference &amp; Training Expense</b>							
4510 - Conference & Training	2,145	500	500	-	-	(500)	-100.0%
<b>Total Conference &amp; Training Expense</b>	<b>2,145</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>(500)</b>	<b>-100.0%</b>
<b>Telecommunications</b>							
4750 - Telecommunications	1,914	2,000	2,000	2,000	2,000	-	0.0%
<b>Total Telecommunications</b>	<b>1,914</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
<b>Allocated Insurance</b>							
4996 - Allocated Liability Insurance	13,259	13,115	13,115	13,115	12,300	(815)	-6.2%
4997 - Allocated Wrkrs Comp Insurance	3,191	4,552	4,552	4,552	4,320	(232)	-5.1%
<b>Total Allocated Insurance</b>	<b>16,450</b>	<b>17,667</b>	<b>17,667</b>	<b>17,667</b>	<b>16,620</b>	<b>(1,047)</b>	<b>-5.9%</b>
<b>Total Operation</b>	<b>248,051</b>	<b>249,279</b>	<b>249,279</b>	<b>237,689</b>	<b>292,350</b>	<b>43,071</b>	<b>17.3%</b>

<b>City of Sebastopol*</b>				
<b>Object Details</b>				
<b>Object</b>	<b>Worksheet Description</b>	<b>Worksheet Unit Price</b>	<b>Worksheet Quantity</b>	<b>Worksheet Total</b>
<b>Grand Total</b>		<b>205,700</b>	<b>8</b>	<b>205,700</b>
<b>4210 - Professional Contract Services</b>				
4210 - Professional Contract Services	Corelogic Information Solutions - Property Data Information	2,400	1	2,400
4210 - Professional Contract Services	Flood Gauge (US Geological)	10,000	1	10,000
4210 - Professional Contract Services	Local Hazard Mitigation Plan (LHMP) Contract	10,000	1	10,000
4210 - Professional Contract Services	Phillips & Seabrook Contract	175,000	1	175,000
4210 - Professional Contract Services	Planeteria - ADA Annual Website Review	500	1	500
<b>Total 4210 - Professional Contract Services</b>		<b>197,900</b>	<b>5</b>	<b>197,900</b>
<b>4330 - Misc Supplies &amp; Services</b>				
4330 - Misc Supplies & Services	ADT Security Monitoring	700	1	700
4330 - Misc Supplies & Services	Routine Department	2,500	1	2,500
<b>Total 4330 - Misc Supplies &amp; Services</b>		<b>3,200</b>	<b>2</b>	<b>3,200</b>
<b>4375 - Equipment Rental/Expenses</b>				
4375 - Equipment Rental/Expenses	Canon Lease	4,600	1	4,600
<b>Total 4375 - Equipment Rental/Expenses</b>		<b>4,600</b>	<b>1</b>	<b>4,600</b>