

SUMMARY - CITY MANAGER

EXPENSE	2023-24 Actual	2024-25 Adopted Budget	2024-25 Adjusted Budget	2024-25 Estimated Year- End	2025-26 Proposed Budget	\$ Inc/(Dec) Proposed vs. Adjusted Budget	% Change Proposed vs. Adjusted Budget
Salaries & Wages	206,637	245,000	245,000	246,000	245,000	-	0.0%
Benefits	91,728	125,974	125,974	125,570	135,816	9,842	7.8%
Contracted Services	152,721	258,700	333,700	310,000	110,500	(223,200)	-66.9%
Services & Supplies	17,113	20,605	20,605	20,855	21,735	1,130	5.5%
Equipment Rental/Maintenance	3,749	3,200	3,200	6,585	3,360	160	5.0%
Conference & Training Expense	55	2,300	2,300	2,400	14,700	12,400	539.1%
Telecommunications	3,141	3,420	3,420	3,420	3,420	-	0.0%
Allocated Insurance	43,521	39,685	39,685	39,685	47,395	7,710	19.4%
Total Expense	518,664	698,884	773,884	754,515	581,926	(191,958)	-24.8%

DRAFT

City Manager							
Budget Expenditures							
Account Number	2023-24 Actual	2024-25 Adopted Budget	2024-25 Adjusted Budget	2024-25 Estimated Year-End	2025-26 Proposed Budget	\$ Inc/(Dec) Proposed vs. Adjusted Budget	% Change Proposed vs. Adjusted Budget
Salaries & Wages							
4010 - Salaries - Full Time	206,637	245,000	245,000	245,000	245,000	-	0.0%
4011 - Salaries - Part-Time	-	-	-	1,000	-	-	0.0%
4023 - One Time Payment	-	-	-	-	-	-	0.0%
Total Salaries & Wages	206,637	245,000	245,000	246,000	245,000	-	0.0%
Benefits							
4105 - Medicare & Fica	3,044	3,552	3,552	3,600	3,553	1	0.0%
4106 - Vehicle Allowance	1,750	4,200	4,200	4,200	4,200	-	0.0%
4107 - Electronic Allowance	900	-	-	-	-	-	0.0%
4110 - CalPERS Employer Rate	58,897	30,674	30,674	31,300	30,821	147	0.5%
4111 - CalPERS UAL Cost	-	49,995	49,995	49,995	56,750	6,755	13.5%
4121 - Deferred Compensation	3,898	4,200	4,200	4,200	4,200	-	0.0%
4130 - Health Insurance	16,781	22,443	22,443	21,600	25,253	2,810	12.5%
4140 - Retiree Health Insurance OPEB	3,733	7,500	7,500	7,500	7,500	-	0.0%
4150 - Dental Insurance	1,553	1,839	1,839	1,775	1,968	129	7.0%
4151 - Vision Insurance	176	208	208	200	208	-	0.0%
4181 - Long Term Disability Insurance	654	795	795	785	795	(0)	0.0%
4182 - Short Term Disability Insurance	263	452	452	300	452	-	0.0%
4183 - EAP (Employee Asst Prog)	32	35	35	35	35	(0)	-0.1%
4184 - Life Insurance	46	81	81	80	81	-	0.0%
Total Benefits	91,728	125,974	125,974	125,570	135,816	9,842	7.8%
Contracted Services							
4210 - Professional Contract Services	127,514	258,700	333,700	310,000	110,500	(223,200)	-66.9%
4212 - Internet & Network /Technology Maint	-	-	-	-	-	-	0.0%
4230 - Recruitment Services	25,208	-	-	-	-	-	0.0%
Total Contracted Services	152,721	258,700	333,700	310,000	110,500	(223,200)	-66.9%
Services & Supplies							
4310 - Office Supplies	472	250	250	500	250	-	0.0%
4330 - Misc Supplies & Services	3,380	10,830	10,830	10,830	10,050	(780)	-7.2%
4345 - Dues & Subscriptions	8,359	9,525	9,525	9,525	11,435	1,910	20.1%
4351 - Computer Equip (under \$10 K)	4,902	-	-	-	-	-	0.0%
Total Services & Supplies	17,113	20,605	20,605	20,855	21,735	1,130	5.5%
Equipment Rental/Maintenance							
4375 - Equipment Rental/Expenses	3,749	3,200	3,200	6,585	3,360	160	5.0%
Total Equipment Rental/Maintenance	3,749	3,200	3,200	6,585	3,360	160	5.0%
Conference & Training Expense							
4510 - Conference & Training	-	500	500	775	11,375	10,875	2175.0%
4515 - Meetings & Travel	55	1,800	1,800	1,625	3,325	1,525	84.7%
Total Conference & Training Expense	55	2,300	2,300	2,400	14,700	12,400	539.1%
Telecommunications							
4750 - Telecommunications	3,141	3,420	3,420	3,420	3,420	-	0.0%
Total Telecommunications	3,141	3,420	3,420	3,420	3,420	-	0.0%
Allocated Insurance							
4996 - Allocated Liability Insurance	17,877	16,885	16,885	16,885	21,700	4,815	28.5%
4997 - Allocated Wrks Comp Insurance	25,644	22,800	22,800	22,800	25,695	2,895	12.7%
Total Allocated Insurance	43,521	39,685	39,685	39,685	47,395	7,710	19.4%
Total Operation	518,664	698,885	773,885	754,515	581,926	(191,959)	-24.8%

City Manager				
Object Details				
Object - Category	Line Item Description	Worksheet Unit Price	Worksheet Quantity	Worksheet Total
Grand Total		145,740	114	153,715
4210 - Professional Contract Services				
4210 - Professional Contract Services	Holly Hanson Contract - Routine	40,000	1	40,000
4210 - Professional Contract Services	Holly Hanson Contract - Special Project	10,000	1	10,000
4210 - Professional Contract Services	Homeless Count	500	1	500
4210 - Professional Contract Services	Facilitator (Perf Eval)	10,000	1	10,000
4211 - Professional Contract Services	Management Review (Analytic Support Carryover)	25,000	1	25,000
4210 - Professional Contract Services	Baker Tilly Contract (Financial Forecast Support)	25,000	1	25,000
4210 - Professional Contract Services	Relaunch Project Retro Pay	-	1	-
Total 4210 - Professional Contract Services		110,500	9	110,500
4310 - Office Supplies				
4310 - Office Supplies	Routine Supplies (Paper/Calendar/Business Cards)	250	1	250
Total 4310 - Office Supplies		250	1	250
4330 - Misc Supplies & Services				
4330 - Misc Supplies & Services	Canon Desktop Printer Lease	-	12	-
4330 - Misc Supplies & Services	Newsletter Distribution Service	4,050	1	4,050
4330 - Misc Supplies & Services	Newsletter Content Creation Service	6,000	1	6,000
4330 - Misc Supplies & Services	One time fees			-
Total 4330 - Misc Supplies & Services		10,050	14	10,050
4345 - Dues & Subscriptions				
4345 - Dues & Subscriptions	RCPA Contribution	8,500	1	8,500
4345 - Dues & Subscriptions	ERC (Employment Relation Consortium) LCW Membership	900	1	900
4345 - Dues & Subscriptions	ICMA (International City/County Mgmt Assoc	1,200	1	1,200
4345 - Dues & Subscriptions	CCMF (California City Mgmt Foundation)	400	1	400
4345 - Dues & Subscriptions	Adobe Subscription	300	1	300
4345 - Dues & Subscriptions	Annual Zoom Account	135	1	135
Total 4345 - Dues & Subscriptions		11,435	6	11,435
4375-Equipment Rental/Maintenance				
4375 - Equipment Rental/Maintenance	Canon Desktop Printer Lease	75	12	900
4375 - Equipment Rental/Maintenance	Canon Shared Copier Lease Cost	205	12	2,460
Total 4375-Equipment Rental/Maintenance		280	24	3,360
4510 - Conference & Training				
4510 - Conference & Training	ICMA Conference	775	1	775
4510 - Conference & Training	California City Manager Conference	600	1	600
4510 - Conference & Training	Marin Sonoma Leadership Academy	3,000	1	3,000
4510 - Conference & Training	Team Development/Building	4,000	1	4,000
4510 - Conference & Training	Coaching	3,000	1	3,000
Total 4510 - Conference & Training		11,375	5	11,375
4515 - Meetings & Travel				
4515 - Meetings & Travel	City Manager Conferences (Hotel/Airfare)	1,500	2	3,000
4515 - Meetings & Travel	M&C Meetings Dinner	65	5	325
Total 4515 - Meetings & Travel		1,565	7	3,325
4750 - Telecommunications				
4750 - Telecommunications	Cell Phone Service	50	12	600
4750 - Telecommunications	Fax Line Shared	5	12	60
4750 - Telecommunications	Land Line Lease	30	12	360
4750 - Telecommunications	Sonic Shared	200	12	2,400
Total 4750 - Telecommunications		285	48	3,420