

City Manager

DEPARTMENT DESCRIPTION

The City Manager Department provides administrative and legislative/policy support to the City Council and specific City-wide oversight in the areas of Redevelopment, Sustainability, Public Information, Budget, Animal Control, Transportation, Information Technology, FCTV, Emergency Preparedness and Capital Projects.

DEPARTMENT PERSONNEL SUMMARY

Position	09-10	10-11	11-12
Full-Time Employees			
City Manager	1.0	1.0	1.0
Assistant City Manager	1.0	1.0	1.0
Exec Asst to the City Mgr	1.0	0.0	0.0
Management Assistant*	0.0	1.0	1.0
Management Analyst	1.0	1.0	1.0
IT Manager*	0.0	1.0	1.0
Sr. Systems Analyst*	0.0	3.0	3.0
Video Producer*	0.0	1.0	0.0
Video Technician*	0.0	1.0	1.0
Total Full-Time Employees	4.0	10.0	9.0
Part-Time Employees			
Sustainability Intern	0.5	0.5	0.5
Transportation Intern	0.5	0.5	0.0
Total Part-Time Employees (FTE)	1.0	1.0	0.5
TOTAL EMPLOYEES	5.0	11.0	9.5

*Positions previously shown in Administrative Services Department

MISSION STATEMENT

The mission of the City Manager's Department is to assist the City Council in achieving its vision for the community, to manage the City's resources in a fiscally responsible manner to ensure the continuous delivery of high quality services that promote the health, safety, welfare and vitality of the community during normal operations and emergency situations and, as a strategic partner to the City, advocate, support and maintain the necessary technology to achieve the mission of the organization.

FIVE-YEAR STRATEGIC PLAN

The Department has prepared a comprehensive five-year strategic plan with the following components:

Values

- **Professionalism:** Undeviating adherence to respect, honesty, integrity, objectivity, responsibility and a standard of excellence in serving the public, the City Council and City employees.
- **Empowerment:** Sharing information, rewards, and power with employees so that they can take initiative and make decisions to solve problems and improve service and performance. It is based on the concept of giving employees skills, resources, authority, opportunity, motivation, as well as holding them responsible for outcomes of their actions.

- Inclusiveness: Helping the City improve the way public business is conducted to be more transparent, more collaborative and more effective in order to build and maintain a vibrant, sustainable and equitable community. Emphasis is placed on facilitative leadership through team-building and problem solving in achieving consensus and resolving issues that meet the interests of all concerned.
- Perseverance: Determined pursuit of a long-range vision for the community and organization and continuity of action even when faced with difficulties or setbacks.

Initiatives

- Administration Division
 1. Attract and retain high quality employees to provide high quality services.
 2. Achieve a balanced General Fund budget that matches revenues and expenditures without use of reserves.
 3. Begin implementation of comprehensive plan for infrastructure maintenance and replacement.
 4. Oversee the successful transition from a rapidly-developing community to a built-out/ redeveloping community.
 5. Develop a more informed community that is effectively engaged in civic affairs.
 6. Develop strategies to help the organization and the City adapt to changing community leadership.
- Emergency Preparedness Division
 1. Prepare the community and ourselves for emergencies (e.g., earthquake, fire, flood and pandemic).
- Environmental Sustainability Division
 1. Reduce carbon footprint by encouraging sustainable practices in internal operations and community-wide.
 2. Prepare for resource reductions for environmental sustainability support after June 30, 2012.
 3. Help manage City Transportation programs.
- FCTV Division
 1. Provide relevant public information using various media in an effective and cost-efficient manner.
 2. Complete FCTV transition to core services.
- Information Technology Division
 1. Proactively work with departments to understand their business needs.
 2. Enhance the use of technology by departments and empower end users to be productive in the use of technology tools.
 3. Develop and enhance the knowledge and skills in current and developing technology tools and trends on a recurring basis.
 4. Demonstrate and identify more cost-effective uses of technology.
 5. Create a positive user experience by timely and effectively responding to customers' requests.

6. Maintain and support the infrastructure to ensure end users have access to the City's network to meet the City's business requirements.
7. Manage timelines and priorities to meet City goals and objectives.
8. Celebrate the successes that meet the ultimate goals of the organization.

KEY INITIATIVES COMPLETED

The City Manager Department continued to provide high quality services to the City Council, members of the public, City departments and staff during FY 2010-2011.

0110 Administration Division

- Provided support to the City Council and responded to Council requests.
- Supported legislative advocacy efforts to protect local revenues and redevelopment funds and continued assessing the affect of a prolonged economic downturn and State fiscal crisis on City/District/Agency budgets and services.
- Provided public information on important City projects, events, policies and services.
- Oversaw the reaching of the tax increment cap for CDA Project Area One.
- Worked with CDA attorneys and staff to protect local redevelopment assets from State takeaways.
- Managed the City's animal control contract and provided related information and referrals.
- Provided oversight of the private redevelopment process for the Gilead Sciences, Pilgrim-Triton and Chess-Hatch areas.

- Provided support to Community Development Agency for further affordable housing initiatives.
- Worked with Council to oversee the development a Request for Qualifications (RFQ) from developers interested in the City-owned 15-acre parcel.
- Identified and recommended a long-term funding plan for capital projects.
- Provided ongoing oversight of the CIP program, including Park infrastructure improvements, sewer lift station improvements and the continuation of a multi-phase levee/pedway improvement project.
- City Manager served on the Operations Committee for the Library JPA, the Administrative Committee for the Emergency Services JPA and South Bayside Waste Management Authority Board of Directors.
- Upon the retirement of the Fire Chief, negotiated a shared services agreement for a shared Fire Chief with San Mateo.
- Provided staff support to City Council on issues related to the FEMA Flood Map Update and garbage and water rate increases.
- Developed and presented a plan to balance the General Fund budget by Fiscal Year 2013-2014 while maintaining at least 33.3% of the General Fund annual operating budget in reserves.
- Prepared a five year financial plan for Fiscal Year 2011-2012 to Fiscal year 2015-2016 and the annual budget for Fiscal Year 2011-2012.

0120 Emergency Preparedness Division

- Worked with the Fire Department to prioritize emergency preparedness activities, including CERT and exercises such as the Silver Dragon V exercise in March 2011.

0130 Environmental Sustainability Division

- Supported the Ad Hoc Environmental Sustainability Task Force, which developed the Green Footprint video series in conjunction with FCTV and presented eight educational programs in FY 2010-2011, including the second Sustainability Fair in April 2011 and well attended Speaker Series events and informational events for homeowners association and multi-family development boards, managers and residents.
- Supported the retrofit of 260 streetlights to energy efficient Light Emitting Diodes (LED) by ensuring that Energy Efficiency and Conservation Block Grant funding requirements were met, including all reporting. The \$157,000 grant and a \$33,000 rebate from PG&E paid for the equipment and installation and the City expects to save \$17,600 annually in energy costs.
- Supported sustainable initiatives Citywide by providing research and information for City operations and programs, such as synthetic turf options, electric vehicle charging station standards, fleet emissions grants and green building ordinances and preparing marketing materials for City initiatives, such as Water Sustainability Fund rebates.

0140 Transportation Division

- Managed the City-funded Connections Shuttle program, including the information plan related to Council-approved service level changes and implementation of a fare effective 7/1/2011.
- Encouraged use of commute alternatives by Foster City employees by updating the Transportation System Management policy, contracting for emergency ride home program and publicizing commute alternatives.

0150 FCTV Division

- In conjunction with City Clerk and Information Technology, implemented video of City Council meetings on-line and on-demand.
- FCTV original programming took home 6 awards at the 2010 regional SCAN Awards and 3 awards and 3 honorable mentions at the national NATOA 2010 Government Programming Awards.
- Produced the new Green Footprint Series in conjunction with ESTF, consisting of 4 episodes, each focusing on a different aspect of home energy and water efficiency.
- Helped to publicize, tape and re-broadcast Go-Green Speaker Series, bringing the entire program to cable replays, and a slightly shorter version to on demand playback on FCTV's website and Facebook pages.
- Supported the City's outreach efforts for CartSmart, including hosting an information page on the FCTV website, playing informational programs produced by Recology, and televising the CartSmart Community meeting with replays on cable and on demand. Information continues to be included in the FCTV Bulletin Board.
- Helped to publicize the Earth Day Fair 2011 and Election Day November 2010 with originally produced PSA's starring City employees.
- Offered glimpse into local community events through City Snapshots, such as the Hillbarn Legends.
- Recorded 7 Foster City News programs, 7 City Council RECAP programs, plus an additional program about changes on FCTV, along with tutorial information on how to access the City Council meeting videos online.
- Regularly updated Facebook and Twitter pages. Fans and followers has reached almost 350 combined.

- www.FosterCity.TV logged over 91,000 unique visits in the first 9 months of the fiscal year, with a total of over 170,000 page views. www.FosterCity.TV saw an average of 340 unique visits per day for the month of February 2011 (9,500 unique visits total).

0151 PenTV Division

- Oversaw the successful closeout of the PenTV contract in September 2010.

0160 Information Technology Division

- Implemented a web solution to allow public on-line access to video recording of City Council meetings. Provided internet access for VIBE (Teen Center computer room).
- Assisted City Departments to integrate new or updated technology solutions. (Learning Management System, SCADA).
- Performed upgrades to software applications for Police, Fire, Recreation and Public Works.
- Worked with website team to identify web content for new website design; and consultants to create site architecture to support content.
- Completed a study to compare Foster City with other local agencies regarding IT purchasing / replacement polices that drive costs.
- Conducted an audit of all software (third-party and in-house) to determine if still needed by the Departments.
- Performed upgrades to backend systems to ensure uptime and availability of City's network.
- Finalized the specifications and acquired the services to implement the Virtual Desktop Implementation.

INITIATIVES & SERVICE LEVEL EXPECTATIONS FOR FY 2011-2012

Key initiatives and service levels planned for FY 2011-2012 include the following.

0110 Administration Division

- Manage Citywide budget and develop further strategies for achieving a balanced General Fund budget without the use of reserves by Fiscal Year 2013-14. Provide quarterly financial updates.
- Implement 2011 Policy Calendar; develop 2012 Policy Calendar; provide quarterly progress updates.
- Study options for shared services with other agencies and present recommendations to City Council.
- Work with Departments to achieve public information goals and marketing initiatives.
- Ensure that Foster City remains an employer of choice through excellent management of both operations and employees.

0120 Emergency Preparedness Division

- Support the organization's efforts to prepare for disasters including continued CERT training and staff training.

0130 Environmental Sustainability Division

- Support the Environmental Sustainability Task Force in its education programs and advisory role to the City Council.
- Update the 2008 Sustainability Action Plan and prepare for resource reductions for Environmental Sustainability support after June 30, 2012.
- Conduct 2010 Local Government Emissions inventory.

- Participate in regional sustainability programs such as San Mateo County's Energy Upgrade California program and Joint Venture Silicon Valley Network Climate Protection Task Force.
- Monitor the impacts of the \$1 fare implementation, and prepare for the phase-out of the Red Line by June 30, 2012.

0150 FCTV Division

- Complete transition to "core services" programming utilizing one full-time staff member to record and replay City Council and Planning Commission meetings, manage the FCTV Bulletin Board, help manage the audio/video systems in the City Council chambers and supplement City public information activities.
- In collaboration with Administration and IT division staff, complete an upgrade of the projector and router systems in the City Council Chambers and study options for adjusting the operation of the audio system.

0160 Information Technology Division

- Work with Departments to automate processes with existing tools (i.e., SharePoint) to optimize operations.
- Complete the website project.
- Work with departments, as needed, to implement new or upgraded technology. (Mobile Data Computers, On-Line Utility Billing, SCADA, Performance Management Systems).
- Expand training programs utilizing E-Learning, hands on and user groups.
- Implement Desktop Virtualization and related backup solutions.
- Upgrade Department software applications.

- Evaluate phone system alternatives.
- Upgrade backend software applications to ensure operations and system availability.

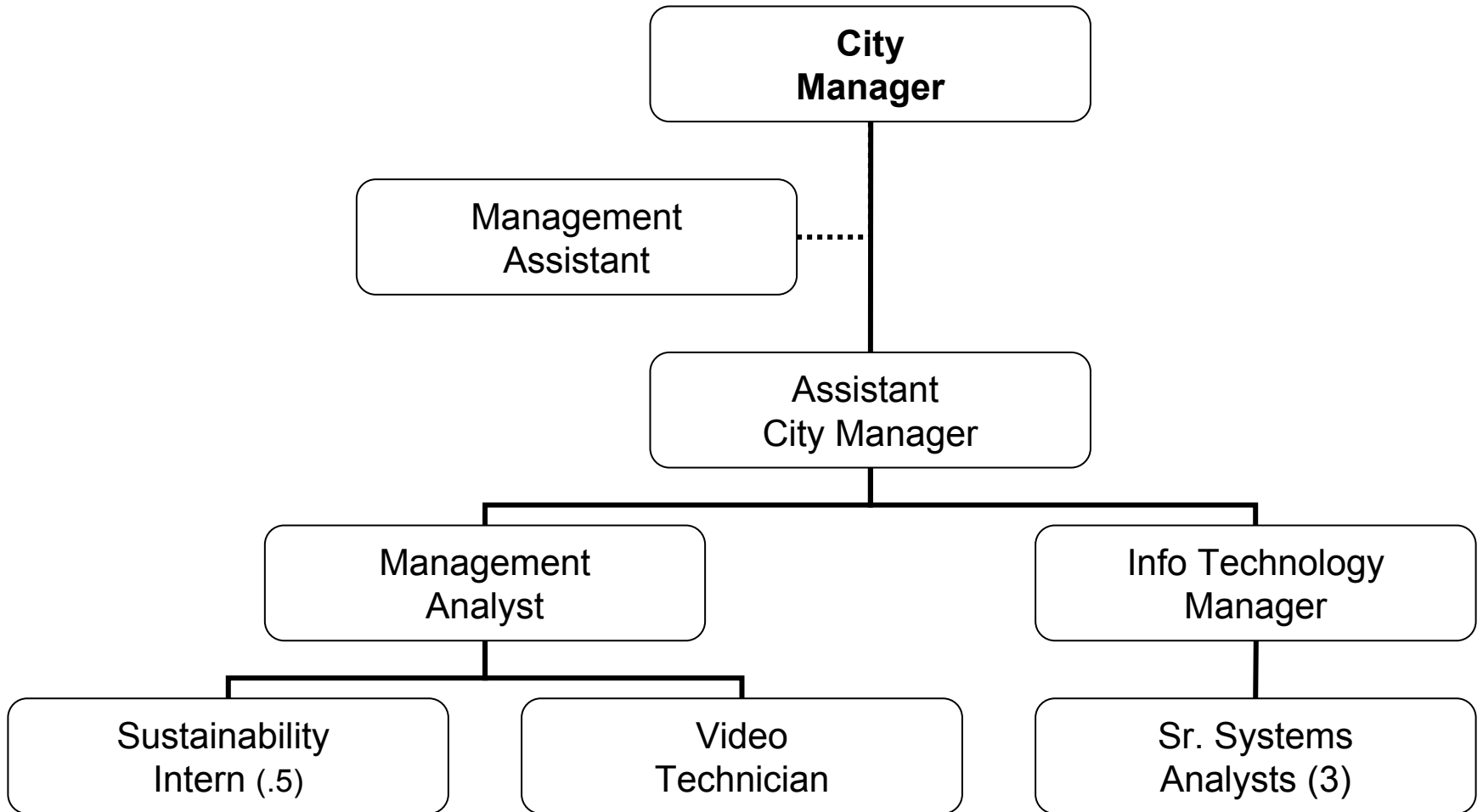
CHANGES IN FINANCIAL RESOURCES REQUIRED

The City Manager Department staffing reduced by 14% from 11 to 9.5 employees from FY 2010-11 to FY 2011-12. This reduction was a result of transitions to "core services" in the FCTV division and elimination of staffing to support transportation activities.

Most Services and Supplies line items have been reduced. An exception is the cost of the Animal Control contract which increased this year due to an overall increase in the Countywide Animal Control contract. Foster City's share remained essentially the same.

Funding has been allocated for the upgrade of projector and router equipment and study of the alternatives for adjusting the audio operations in the City Council Chambers during FY 2011-12. This project will be managed by the City Manager Department.

City Manager's Office



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DEPARTMENT SUMMARY BY DIVISION
City of Foster City, California
CITY / DISTRICT MANAGER
GENERAL FUND
Annual Budget Appropriation for Fiscal Year

	2010-2011		2011-2012
	APPROVED	REVISED	REQUESTED
ADMINISTRATION	\$ 589,161	\$ 589,161	\$ 734,464
EMERGENCY PREPAREDNESS	\$ 45,806	\$ 45,806	\$ 43,458
ENVIRONMENTAL SUSTAINABILITY	\$ 21,770	\$ 21,770	\$ 21,770
FCTV	\$ 181,921	\$ 181,921	\$ 99,920
PEN-TV CABLECASTING	\$ 9,500	\$ 9,500	\$ -
TRANSPORTATION	30,500	30,500	-
TOTAL FOR CITY / DISTRICT MANAGER	\$ 878,658	\$ 878,658	\$ 899,612

DEPARTMENT SUMMARY BY DIVISION
City of Foster City, California
CITY / DISTRICT MANAGER
GENERAL FUND
Annual Budget Appropriation for Fiscal Year

	2010-2011		2011-2012
	APPROVED	REVISED	REQUESTED
EMPLOYEE SERVICES	\$ 979,100	\$ 979,100	\$ 884,000
SERVICES AND SUPPLIES	233,873	233,873	213,961
CAPITAL OUTLAY	-	-	-
Subtotal (Total Department-Controlled Expenses)	1,212,973	1,212,973	1,097,961
INTERNAL SERVICES	154,021	154,021	137,431
Subtotal (Total Department Expenses before Reallocations)	1,366,994	1,366,994	1,235,392
REALLOCATIONS	(488,336)	(488,336)	(335,780)
TOTAL FOR CITY / DISTRICT MANAGER	\$ 878,658	\$ 878,658	\$ 899,612

DETAIL LINE ITEM REPORT

CITY/DISTRICT MANAGER - ADMINISTRATION

Account: 001-0110-413

GENERAL FUND

<i>Employee Services</i>		Approved 2010-2011	Requested 2011-2012
001-0110-413-4110	PERMANENT SALARIES	\$575,000.00	\$575,000.00
Subtotal		\$575,000.00	\$575,000.00
001-0110-413-4120	FRINGE BENEFITS	\$178,600.00	\$203,800.00
Subtotal		\$178,600.00	\$203,800.00
Employee Services Total		\$753,600.00	\$778,800.00
<i>Internal Services</i>		Approved 2010-2011	Requested 2011-2012
001-0110-413-4544	VEHICLE REPLACEMENT	\$8,830.00	\$9,665.00
Subtotal		\$8,830.00	\$9,665.00
001-0110-413-4557	INFORMATION TECHNOLOGY SERVICES	\$46,736.00	\$47,264.00
Subtotal		\$46,736.00	\$47,264.00
001-0110-413-4569	BUILDING MAINTENANCE	\$35,188.00	\$33,576.00
Subtotal		\$35,188.00	\$33,576.00
Internal Services Total		\$90,754.00	\$90,505.00
<i>Services and Supplies</i>		Approved 2010-2011	Requested 2011-2012
001-0110-413-4241	COPY EXPENSE	\$1,500.00	\$1,500.00
Subtotal		\$1,500.00	\$1,500.00
001-0110-413-4242	POSTAGE	\$150.00	\$100.00
Subtotal		\$150.00	\$100.00
001-0110-413-4243	GENERAL OFFICE SUPPLIES	\$2,000.00	\$2,000.00
Subtotal		\$2,000.00	\$2,000.00

001-0110-413-4251	ANIMAL CONTROL CONTRACT W/COUNTY	\$109,861.00	\$116,128.00
001-0110-413-4251	CONTRACTUAL, PROF., & SPEC. SVC.	\$2,000.00	\$1,500.00
001-0110-413-4251	SAMCAT JPA MEMBERSHIP	\$1.00	\$1.00
	Subtotal	\$111,862.00	\$117,629.00
001-0110-413-4253	CAPIO MEMBERSHIP DUES	\$175.00	\$0.00
001-0110-413-4253	ICMA MEMBERSHIP DUES (2)	\$2,800.00	\$2,800.00
001-0110-413-4253	MISCELLANEOUS	\$300.00	\$100.00
001-0110-413-4253	MMANC MEMBERSHIP DUES (2)	\$130.00	\$130.00
001-0110-413-4253	NEWSPAPER SUBSCRIPTIONS (2)	\$350.00	\$550.00
001-0110-413-4253	ONLINE SUBSCRIPTION MEMBERSHIP	\$300.00	\$150.00
001-0110-413-4253	SAN MATEO CO. CITY MANAGERS' ASSOCIATION	\$250.00	\$250.00
	Subtotal	\$4,305.00	\$3,980.00
001-0110-413-4254	ICMA CONFERENCE (1)	\$1,500.00	\$1,500.00
001-0110-413-4254	LOCC ANNUAL CONFERENCE (1)	\$1,200.00	\$600.00
001-0110-413-4254	LOCC CM DEPARTMENT MEETING (1)	\$2,500.00	\$1,900.00
001-0110-413-4254	MISCELLANEOUS	\$1,000.00	\$750.00
001-0110-413-4254	SAN MATEO CO. CITY MANAGERS' ASSOCIATION	\$200.00	\$200.00
	Subtotal	\$6,400.00	\$4,950.00
	Services and Supplies Total	\$126,217.00	\$130,159.00

Reallocation		Approved 2010-2011	Requested 2011-2012
001-0110-413-4495	ALLOCATION OF CDA EXPENSES 311	(\$30,799.00)	\$0.00
001-0110-413-4495	ALLOCATION OF CDA EXPENSES 312	(\$30,799.00)	\$0.00
001-0110-413-4495	ALLOCATION OF CDA EXPENSES 317	(\$6,160.00)	\$0.00
001-0110-413-4495	ALLOCATION OF CDA EXPENSES 318	(\$24,639.00)	\$0.00
001-0110-413-4495	ALLOCATION OF CDA EXPENSES 319	(\$6,160.00)	\$0.00
001-0110-413-4495	ALLOCATION OF CDA EXPENSES 320	(\$24,639.00)	\$0.00
	Subtotal	(\$123,196.00)	\$0.00
001-0110-413-4496	ALLOCATION TO EXP. TO WATER	(\$129,107.00)	(\$132,500.00)

	Subtotal	(\$129,107.00)	(\$132,500.00)
001-0110-413-4497	ALLOCATION TO EXP. TO SEWER	(\$129,107.00)	(\$132,500.00)
	Subtotal	(\$129,107.00)	(\$132,500.00)
	Reallocation Total	(\$381,410.00)	(\$265,000.00)
	ADMINISTRATION Total	\$589,161.00	\$734,464.00

CITY/DISTRICT MANAGER - EMERGENCY PREPAREDNESS Account: 001-0120-413 GENERAL FUND

Internal Services		Approved 2010-2011	Requested 2011-2012
001-0120-413-4544	VEHICLE REPLACEMENT	\$8,830.00	\$9,665.00
	Subtotal	\$8,830.00	\$9,665.00
001-0120-413-4556	EQUIPMENT REPLACEMENT	\$0.00	\$4,917.00
	Subtotal	\$0.00	\$4,917.00
	Internal Services Total	\$8,830.00	\$14,582.00

Services and Supplies		Approved 2010-2011	Requested 2011-2012
001-0120-413-4240	COMMUNITY OUTREACH - EMERGENCY PREPAREDNESS	\$4,750.00	\$0.00
	Subtotal	\$4,750.00	\$0.00
001-0120-413-4241	COMMUNITY OUTREACH - EMERGENCY PREPAREDNESS	\$2,250.00	\$0.00
	Subtotal	\$2,250.00	\$0.00
001-0120-413-4243	COMMUNITY OUTREACH - EMERGENCY PREPAREDNESS	\$2,000.00	\$0.00
001-0120-413-4243	OFFICE SUPPLIES	\$1,000.00	\$1,000.00
	Subtotal	\$3,000.00	\$1,000.00
001-0120-413-4251	OES / EMERGENCY SERVICES JPA	\$44,106.00	\$44,002.00
	Subtotal	\$44,106.00	\$44,002.00

001-0120-413-4255	TRAINING	\$2,500.00	\$2,500.00
	Subtotal	\$2,500.00	\$2,500.00
Services and Supplies Total		\$56,606.00	\$47,502.00
Reallocation			
		Approved 2010-2011	Requested 2011-2012
001-0120-413-4496	ALLOCATION TO WATER	(\$9,815.00)	(\$9,313.00)
	Subtotal	(\$9,815.00)	(\$9,313.00)
001-0120-413-4497	ALLOCATION TO SEWER	(\$9,815.00)	(\$9,313.00)
	Subtotal	(\$9,815.00)	(\$9,313.00)
Reallocation Total		(\$19,630.00)	(\$18,626.00)
EMERGENCY PREPAREDNESS Total			
		\$45,806.00	\$43,458.00

CITY/DISTRICT MANAGER - ENVIRONMENTAL SUSTAINABILITY Account: 001-0130-413 GENERAL FUND

Employee Services		Approved 2010-2011	Requested 2011-2012
001-0130-413-4111	SUSTAINABILITY INTERN	\$25,000.00	\$25,000.00
	Subtotal	\$25,000.00	\$25,000.00
001-0130-413-4120	PART TIME EMPLOYEE FRINGE	\$500.00	\$500.00
	Subtotal	\$500.00	\$500.00
Employee Services Total		\$25,500.00	\$25,500.00
Services and Supplies			
		Approved 2010-2011	Requested 2011-2012
001-0130-413-4251	ENVIRONMENTAL SUSTAINABILITY INITIATIVES	\$5,000.00	\$5,000.00
	Subtotal	\$5,000.00	\$5,000.00
001-0130-413-4253	ICLEI	\$600.00	\$600.00

		Subtotal	\$600.00	\$600.00
		Services and Supplies Total	\$5,600.00	\$5,600.00
Reallocation		Approved 2010-2011		Requested 2011-2012
001-0130-413-4496	ALLOCATION TO EXP. TO WATER		(\$4,665.00)	(\$4,665.00)
		Subtotal	(\$4,665.00)	(\$4,665.00)
001-0130-413-4497	ALLOCATION TO EXP. TO SEWER		(\$4,665.00)	(\$4,665.00)
		Subtotal	(\$4,665.00)	(\$4,665.00)
		Reallocation Total	(\$9,330.00)	(\$9,330.00)
		ENVIRONMENTAL SUSTAINABILITY Total	\$21,770.00	\$21,770.00

CITY/DISTRICT MANAGER - TRANSPORTATION

Account: 001-0140-413

GENERAL FUND

		Approved 2010-2011	Requested 2011-2012
Employee Services			
001-0140-413-4111	TRANSPORTATION INTERN	\$25,000.00	\$0.00
		Subtotal	\$25,000.00
001-0140-413-4120	PART TIME EMPLOYEE FRINGE	\$500.00	\$0.00
		Subtotal	\$500.00
		Employee Services Total	\$25,500.00
Services and Supplies		Approved 2010-2011	Requested 2011-2012
001-0140-413-4251	TRANSPORTATION INITIATIVES	\$5,000.00	\$0.00
		Subtotal	\$5,000.00
		Services and Supplies Total	\$5,000.00

TRANSPORTATION Total	\$30,500.00	\$0.00
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CITY/DISTRICT MANAGER - FCTV Account: 001-0150-413

GENERAL FUND

Employee Services		Approved 2010-2011	Requested 2011-2012
001-0150-413-4110	PERMANENT SALARIES	\$122,100.00	\$58,400.00
	Subtotal	\$122,100.00	\$58,400.00
001-0150-413-4120	FRINGE BENEFITS	\$38,400.00	\$21,300.00
	Subtotal	\$38,400.00	\$21,300.00
	Employee Services Total	\$160,500.00	\$79,700.00

Internal Services		Approved 2010-2011	Requested 2011-2012
001-0150-413-4556	EQUIPMENT REPLACEMENT	\$48,552.00	\$26,729.00
	Subtotal	\$48,552.00	\$26,729.00
001-0150-413-4569	BUILDING MAINTENANCE (13% Cncl Chambers)	\$5,885.00	\$5,615.00
	Subtotal	\$5,885.00	\$5,615.00
	Internal Services Total	\$54,437.00	\$32,344.00

Services and Supplies		Approved 2010-2011	Requested 2011-2012
001-0150-413-4242	POSTAGE	\$200.00	\$200.00
	Subtotal	\$200.00	\$200.00
001-0150-413-4243	FCTV PROD SUPPLIES / SOFTWARE LICENSES	\$2,000.00	\$1,000.00
001-0150-413-4243	SUPPLIES FOR FCTV CHANNEL 27	\$3,500.00	\$2,000.00
	Subtotal	\$5,500.00	\$3,000.00
001-0150-413-4246	EQUIP MAINT - COUNCIL CHAMBERS (from Admin Svcs)	\$5,000.00	\$0.00

001-0150-413-4246	MAINTENANCE ON FCTV EQUIPMENT (from Admin Svcs)	\$4,250.00	\$0.00
001-0150-413-4246	MEETING/BROADCAST EQUIPMENT MAINTENANCE	\$0.00	\$6,000.00
	Subtotal	\$9,250.00	\$6,000.00
001-0150-413-4247	VIDEO EQUIPMENT / LIGHTING RENTAL	\$2,000.00	\$2,000.00
	Subtotal	\$2,000.00	\$2,000.00
001-0150-413-4251	FCTV MARKETING / ADVERTISING (from Admin Svcs)	\$6,000.00	\$0.00
001-0150-413-4251	INDEPENDENT CONTRACT WORK	\$14,500.00	\$14,500.00
	Subtotal	\$20,500.00	\$14,500.00
001-0150-413-4253	FCTV PROGRAM LICENSING	\$2,000.00	\$1,000.00
001-0150-413-4253	MISC MEMBERSHIPS/PUBLICATION	\$600.00	\$600.00
001-0150-413-4253	ONLINE VIDEO HOST / WEB SOLUTIONS	\$500.00	\$500.00
	Subtotal	\$3,100.00	\$2,100.00
001-0150-413-4254	NAB CONFERENCE (1) (from Admin Svcs)	\$1,000.00	\$0.00
001-0150-413-4254	NATOA CONFERENCE	\$2,000.00	\$2,000.00
001-0150-413-4254	SCAN-NATOA CONFERENCE	\$400.00	\$400.00
	Subtotal	\$3,400.00	\$2,400.00
001-0150-413-4255	FCTV-RELATED TRAINING	\$1,000.00	\$500.00
	Subtotal	\$1,000.00	\$500.00
	Services and Supplies Total	\$44,950.00	\$30,700.00

Reallocation

		Approved 2010-2011	Requested 2011-2012
001-0150-413-4496	ALLOCATION OF EXPENSES TO WATER	(\$38,983.00)	(\$21,412.00)
	Subtotal	(\$38,983.00)	(\$21,412.00)
001-0150-413-4497	ALLOCATION OF EXPENSES TO SEWER	(\$38,983.00)	(\$21,412.00)
	Subtotal	(\$38,983.00)	(\$21,412.00)
	Reallocation Total	(\$77,966.00)	(\$42,824.00)
	FCTV Total	\$181,921.00	\$99,920.00

Employee Services		Approved 2010-2011	Requested 2011-2012
001-0151-413-4110	PERMANENT SALARIES (from Admin Svcs)	\$6,800.00	\$0.00
	Subtotal	\$6,800.00	\$0.00
001-0151-413-4120	FRINGE BENEFITS (from Admin Svcs)	\$2,200.00	\$0.00
	Subtotal	\$2,200.00	\$0.00
	Employee Services Total	\$9,000.00	\$0.00
Services and Supplies		Approved 2010-2011	Requested 2011-2012
001-0151-413-4243	SUPPLIES (from Admin Svcs)	\$500.00	\$0.00
	Subtotal	\$500.00	\$0.00
	Services and Supplies Total	\$500.00	\$0.00
	PenTV Total	\$9,500.00	\$0.00
	Less Offsetting Revenue		\$0.00
	PenTV Net Operating Costs	\$9,500.00	\$0.00