

RESOLUTION NO. 84-084

RESOLUTION APPROVING THE PROPOSED 1984-85 SAN JOAQUIN COUNTY
COUNCIL OF GOVERNMENTS BUDGET

RESOLVED, that the City Council of the City of Lodi does hereby
approve the proposed 1984-85 San Joaquin County Council of Governments
Budget, a copy of which is attached hereto, marked Exhibit "A", and thereby
made a part hereof.

Dated: June 20, 1984

I hereby certify that Resolution No. 84-084
was passed and adopted by the City Council of
the City of Lodi in a meeting held June 20, 1984
by the following vote:

Ayes: Council Members - Reid, Hinchman, Olson
Pinkerton & Snider (Mayor)

Noes: Council Members - None

Absent: Council Members - None


Alice M. Reimche
City Clerk

SAN JOAQUIN COUNTY
 COUNCIL OF GOVERNMENTS
 Preliminary - 1984-85 LINE ITEM BUDGET AND JUSTIFICATION
 (0346010)

The following are the salaries and fringe benefits for the staff of the San Joaquin County Council of Governments for the 1984-85 FY and include any step increases and negotiated cost of time increases that the staff are entitled to. All fringe benefits are programmed at the rate anticipated by the County for the coming year.

LINE ITEM	DESCRIPTION	BUDGETED 1983-84	REQUESTED 1984-85
131	SALARIES - EXTRA HELP This is to secure student help during the summer months of the year in undertaking the annual traffic counts and other tasks. This will save considerable monies in not having to use COG staff at considerably higher salaries.	\$ 7,000	\$ 5,000
141	SALARIES - CONTRACTUAL This category includes all COG's full-time positions. The calculated salaries allow for promotions and normal step increases. The following provides a breakdown of classifications: 1 Executive Director 1 Transportation Planner 3 Planner II's 1 Planner I 1 Account Technician II 1 Clerk Steno II 1 Clerk Steno I	\$217,223	\$225,601
189	UNEMPLOYMENT COMPENSATION	\$ 1,203	\$ 1,128
191	RETIREMENT	21,048	11,991
193	OASDI	8,413	5,035
194	LIFE INSURANCE	256	33
195	HEALTH INSURANCE	15,244	10,161
196	DENTAL INSURANCE	1,510	1,207
	TOTAL SALARIES AND EMPLOYEE BENEFITS	\$271,897	\$260,156

LINE ITEM	DESCRIPTION	BUDGETED 1983-84	REQUESTED 1984-85
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201	OFFICE EXPENSE - GENERAL	\$ 3,200	\$ 3,200
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The expenses in this category include all regular office supplies essential to the operation of the COG as a Planning Agency. One of the major costs included in this line item is printing. The printing of our Annual Report, Overall Work Program and other reports which are prepared during the year.

202	OFFICE EXPENSE - POSTAGE	\$ 2,300	\$ 2,300
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One of the functions of the COG is to promote intergovernmental cooperation and coordination. This necessitates a considerable amount of information dissemination through the mails, a major portion of which are referrals of federal transportation grant requests, planning documents and review materials for the COG Board and other committees. Mail rates may rise again during the coming year.

203	SUBSCRIPTIONS AND PERIODICALS	\$ 125	\$ 12
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This budget item is used to purchase technical documents published by the Federal Department of Transportation and other agencies. It is impossible to list all the specific publications at this time due to uncertainties as to what publications will actually be available. COG does subscribe to a number of periodicals which are as follows:

<u>Transit Journal</u>	\$18.00
<u>Metro</u>	8.00
<u>Mass Transit</u>	15.00
<u>Bicycle Forum</u>	8.00

Together, these documents and other periodicals provide the current technical library support that is helpful in the preparation of transportation reports, plans, and in keeping abreast of the state of the art.

LINE ITEM	DESCRIPTION	BUDGETED 1983-84	REQUESTED 1984-85
206	COMMUNICATIONS Communications, specifically the tele- phone, play an important part in carrying out the coordination of COG's Transporta- tion Planning functions with local, State and Federal agencies. Efforts have been made to keep long distance calls to a minimum. The County's new computerized system should help reduce costs somewhat. There will be some costs for relocating some phones this year when the building is remodeled.	\$ 2,900	\$ 2,400
211	EQUIPMENT MAINTENANCE This line item reflects the cost of the contractual maintenance service as secured by the County for <u>two electric typewriters</u> and <u>two ten-key calculators</u> . <u>The computers</u> are still under warranty.	\$ 113	\$ 118
214	RENTS AND LEASES - EQUIPMENT The cost incurred within this line item reflect COG's xeroxing costs. Consider- able reliance upon a reproduction machine is essential to carrying out our varied responsibilities. This figure barely covers the cost of the basic machine rental charge plus copies.	\$ 2,800	\$ 2,800
217	TRANSPORTATION AND TRAVEL Trips outside of the County are for es- sential meetings and for training and/or special educational purposes which enable staff to conduct their duties in a more knowledgeable fashion. Changes in the transportation planning profession occur frequently and rapidly, and the oppor- tunity to attend conferences, workshops, and training courses will greatly assist staff in providing technical assistance to local governments as well as providing direction to the preparation and imple- mentation of transportation plans. Some typical travel needs for the year include: . 1 Workshop sponsored by the Institute of Transportation Studies - \$250 . 1 Training Course sponsored by Federal DOT - \$300	\$ 2,400	\$ 4,000

LINE ITEM	DESCRIPTION	BUDGETED 1983-84	REQUESTED 1984-85
	. 1 Annual IPG meeting (2 persons) - \$990		
	. 4 workshops or technical seminars sponsored by Caltrans (usually in San Francisco or Sacramento) - \$300		
	. 10 unscheduled meetings with state agencies in Sacramento - \$300		
	. 1 national conference or business meeting of significant importance - \$1,500		
	. 10 meetings of the RTPA's and CCRCD which meet in Los Angeles, San Francisco and Sacramento - \$300		
	. Dinner meetings of the COG Executive Committee - \$60		
218	MOTOR POOL This line item reflects costs to be incurred by COG in using motor pool vehicles for trips within and outside the County as well as the estimated cost for maintenance and operation of the vehicle assigned to the COG Director.	\$ 2,300	\$ 2,500
220	PROFESSIONAL AND SPECIAL SERVICES Funds included in this line item are used chiefly to carry out contractual work or specific items in the transportation portion of the COG's Overall Work Program. These work tasks are contracted to the County Planning Department (\$7,000), the Stockton Metropolitan Transit District (\$12,000), and (\$18,000) for audits. Financial and compliance audits are required to be performed annually. Additionally, up to \$25,000 may be used for contractual planning to update the noise contours for the major roads and airports throughout the County.	\$ 32,200	\$ 62,000
220-0200	ALLOCATED SERVICE DEPARTMENT COSTS This figure represents the cost allocation plan prepared by the County as the estimated charges for services to be rendered during the fiscal year. At the end of the year they calculate the precise charge and make an adjustment or roll forward on the following year's billing. Also included in this figure is an annual rental figure of \$6000.	\$ 8,500	\$ 10,000

LINE ITEM	DESCRIPTION	BUDGETED 1983-84	REQUESTED 1984-85
223	PUBLICATIONS AND LEGAL NOTICES In the course of the year, it is necessary to advertise public hearings for the purpose of adopting various plans and plan elements. The funds requested are an estimate of such a need.	\$ 325	\$ 325
232	INSURANCE - WORKER'S COMPENSATION This figure is based on estimates prepared by the County.	\$ 752	\$ 1,219
236	INSURANCE - CASUALTY	\$ 63	\$ 63
	TOTAL SERVICES AND SUPPLIES	\$57,978	\$91,050
451	FIXED ASSETS	\$12,000	\$ 3,925
	a) In an effort to enhance the computer capability which we have developed over the year, it would be beneficial if we could acquire a 10 mega-byte hard disc storage unit. This would basically give the computer unlimited storage.		\$ 3,000
	b) So the letter quality printer can be moved to any of the computers it will need to be mobile, therefore a printer stand with casters is needed.		\$ 150
	c) In order to have the computers produce graphics (charts, graphs etc.) a Hercules Graphics Card for the IBM-PC is needed.		\$ 400
	d) For improved work space in doing small in-house graphic lay-out and design a small 3' x 5' drafting table is requested.		\$ 375
	TOTAL		\$ 3,925

BUDGET TOTALS

	Budgeted 1983-84	Requested 1984-85
Total Salaries	\$224,223	\$230,601
Total Fringe Benefits	47,674	29,555
Total Services and Supplies	57,978	91,050
Total Fixed Assets	12,000	3,925
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Total 1984-85 Budget	\$341,875	\$355,131