

Internal Services

CITY of BUENA PARK
Summary of Resources and Requirements
Internal Service Funds
Fiscal Year 2019-20

<i>Fund</i>	Resources				Requirements			<i>Ending Balance June 2020</i>
	<i>Beginning Balance July 2019</i>	<i>Estimated Revenue</i>	<i>Transfers In</i>	<i>Total Resources</i>	<i>Operating Expenditures</i>	<i>Transfers Out</i>	<i>Total Requirements</i>	
Workers' Comp	\$ 377,000	\$ 1,097,500	\$ -	\$ 1,474,500	\$ 1,207,670	\$ 126,200	\$ 1,333,870	\$ 140,630
Public Liability	455,000	3,000	1,145,000	1,603,000	1,246,210	-	1,246,210	356,790
Accrued Leave	841,000	255,000	-	1,096,000	250,000	-	250,000	846,000
Mngt Info Systems	1,303,000	214,540	-	1,517,540	766,400	-	766,400	751,140
Facilities Maint	696,000	2,387,380	-	3,083,380	2,395,300	15,000	2,410,300	673,080
Equipment Maint	4,548,000	2,062,130	170,000	6,780,130	2,337,120	-	2,337,120	4,443,010
Total	\$ 8,220,000	\$ 6,019,550	\$ 1,315,000	\$ 15,554,550	\$ 8,202,700	\$ 141,200	\$ 8,343,900	\$ 7,210,650

CITY OF BUENA PARK
Internal Service Funds
Fiscal Year 2019-20

	<i>FUND</i>						TOTAL
	<i>62 Workers Comp</i>	<i>63 Public Liability</i>	<i>65 Accrued Leave</i>	<i>71 Equipment Maintenance</i>	<i>74 Mngt Info Systems</i>	<i>77 Facilities Maintenance</i>	
Self Insurance	\$ 1,333,870	\$ 1,246,210					\$ 2,580,080
Accrued Leave			\$ 250,000				250,000
Mngt Information Systems					\$ 766,400		766,400
Facilities Maintenance						\$ 2,410,300	2,410,300
Equipment Maintenance				\$ 2,337,120			2,337,120
TOTAL BUDGET	\$ 1,333,870	\$ 1,246,210	\$ 250,000	\$ 2,337,120	\$ 766,400	\$ 2,410,300	\$ 8,343,900

	<i>Personnel</i>	<i>Maintenance & Operations</i>	<i>Equipment</i>	<i>Capital Projects</i>	TOTAL
Self Insurance	\$ -	\$ 2,580,080	\$ -	\$ -	\$ 2,580,080
Accrued Leave	250,000	-	-	-	250,000
Mngt Information Systems	135,870	326,320	104,210	200,000	766,400
Facilities Maintenance	444,290	1,966,010	-	-	2,410,300
Equipment Maintenance	541,160	998,060	797,900	-	2,337,120
TOTAL BUDGET	\$ 1,371,320	\$ 5,870,470	\$ 902,110	\$ 200,000	\$ 8,343,900

**CITY OF BUENA PARK
REVENUE DETAIL
BUDGET YEAR 2019-20**

<u>FUND/ SOURCE</u>	<u>FUND/ SOURCE DESCRIPTION</u>	<u>2017-18 PRIOR YR BUDGET</u>	<u>2017-18 PRIOR YR ACTUAL</u>	<u>2018-19 CURRENT YR ESTIMATE</u>	<u>2019-20 BUDGET ESTIMATE</u>	<u>2019-20 REVISED ESTIMATE</u>
WORKERS COMP SELF-INS FUND						
USE OF MONEY & PROPERTY						
62 3410	INVESTMENT EARNINGS	30,000	1,233	30,000	30,000	30,000
	TOTALS FOR SOURCE	30,000	1,233	30,000	30,000	30,000
CHARGES FOR CURRENT SERVICES						
62 3791	WORKERS COMP INS CHARGE	992,000	1,059,366	1,061,330	1,067,500	1,067,500
62 3798	OTHER MISC REVENUE	-	24,190	-	-	-
	TOTALS FOR SOURCE	992,000	1,083,556	1,061,330	1,067,500	1,067,500
	TOTAL FOR FUND	<u>1,022,000</u>	<u>1,084,789</u>	<u>1,091,330</u>	<u>1,097,500</u>	<u>1,097,500</u>
PUBLIC LIAB SELF-INS FUND						
USE OF MONEY & PROPERTY						
63 3410	INVESTMENT EARNINGS	3,000	(9,363)	3,000	3,000	3,000
	TOTALS FOR SOURCE	3,000	(9,363)	3,000	3,000	3,000
CHARGES FOR CURRENT SERVICES						
63 3799	TRANSFERS IN	950,000	1,145,000	1,145,000	1,145,000	1,145,000
	TOTALS FOR SOURCE	950,000	1,145,000	1,145,000	1,145,000	1,145,000
	TOTAL FOR FUND	<u>953,000</u>	<u>1,135,637</u>	<u>1,148,000</u>	<u>1,148,000</u>	<u>1,148,000</u>
ACCRUED LEAVE FUND						
USE OF MONEY & PROPERTY						
65 3410	INVESTMENT EARNINGS	5,000	424	5,000	5,000	5,000
	TOTALS FOR SOURCE	5,000	424	5,000	5,000	5,000
CHARGES FOR CURRENT SERVICES						
65 3777	ACCRUED LEAVE CHARGES	250,000	171,452	250,000	250,000	250,000
	TOTALS FOR SOURCE	250,000	171,452	250,000	250,000	250,000
	TOTAL FOR FUND	<u>255,000</u>	<u>171,876</u>	<u>255,000</u>	<u>255,000</u>	<u>255,000</u>

**CITY OF BUENA PARK
REVENUE DETAIL
BUDGET YEAR 2019-20**

<u>FUND/ SOURCE</u>	<u>FUND/ SOURCE DESCRIPTION</u>	<u>2017-18 PRIOR YR BUDGET</u>	<u>2017-18 PRIOR YR ACTUAL</u>	<u>2018-19 CURRENT YR ESTIMATE</u>	<u>2019-20 BUDGET ESTIMATE</u>	<u>2019-20 REVISED ESTIMATE</u>
EQUIP MAINT & REPLACE FUND						
USE OF MONEY & PROPERTY						
71 3410	INVESTMENT EARNINGS	17,000	(2,295)	17,000	17,000	17,000
	TOTALS FOR SOURCE	17,000	(2,295)	17,000	17,000	17,000
CHARGES FOR CURRENT SERVICES						
71 3760	DAMAGE TO CITY PROPERTY	1,000	5,555	1,000	1,000	1,000
71 3767	VEH MAINT & REPAIR CHARGE	1,527,000	1,545,300	1,241,310	1,263,890	1,255,950
71 3770	VEHICLE RENTAL CHARGES	596,590	596,712	711,180	707,160	778,180
71 3796	SALE OF REAL & PERS PROP	10,000	26,605	10,000	10,000	10,000
71 3799	TRANSFERS IN	-	-	357,000	170,000	170,000
	TOTALS FOR SOURCE	2,134,590	2,174,172	2,320,490	2,152,050	2,215,130
	TOTAL FOR FUND	<u>2,151,590</u>	<u>2,171,877</u>	<u>2,337,490</u>	<u>2,169,050</u>	<u>2,232,130</u>
PAYROLL REVOLVING FUND						
USE OF MONEY & PROPERTY						
73 3779	PENSION OBLIGATION BOND CHG	2,055,050	2,223,691	2,055,050	-	-
	TOTALS FOR SOURCE	2,055,050	2,223,691	2,055,050	-	-
	TOTAL FOR FUND	<u>2,055,050</u>	<u>2,223,691</u>	<u>2,055,050</u>	<u>-</u>	<u>-</u>
MANAGEMENT INFO SYSTEMS						
USE OF MONEY & PROPERTY						
74 3410	INVESTMENT EARNINGS	-	(1,473)	-	-	-
	TOTALS FOR SOURCE	-	(1,473)	-	-	-
CHARGES FOR CURRENT SERVICES						
74 3756	MNGT INFO SYSTEM CHARGES	416,710	431,076	274,260	202,370	214,540
74 3798	OTHER MISC REVENUE	-	-	-	-	-
	TOTALS FOR SOURCE	416,710	431,076	274,260	202,370	214,540
	TOTAL FOR FUND	<u>416,710</u>	<u>429,603</u>	<u>274,260</u>	<u>202,370</u>	<u>214,540</u>
GOV'T BLDGS MAINT FUND						
USE OF MONEY & PROPERTY						
77 3410	INVESTMENT EARNINGS	2,000	(753)	-	-	-
	TOTALS FOR SOURCE	2,000	(753)	-	-	-
CHARGES FOR CURRENT SERVICES						
77 3778	BLDG & GRNDS MAINT CHARGE	2,201,600	2,239,152	2,333,950	2,404,080	2,387,380
77 3798	OTHER MISC REVENUE	-	-	-	-	-
	TOTALS FOR SOURCE	2,201,600	2,239,152	2,333,950	2,404,080	2,387,380
	TOTAL FOR FUND	<u>2,203,600</u>	<u>2,238,399</u>	<u>2,333,950</u>	<u>2,404,080</u>	<u>2,387,380</u>

CITY OF BUENA PARK
APPROPRIATION SUMMARY

FUNCTION GENERAL GOVERNMENT SERVICES	DEPARTMENT TITLE INTERNAL SUPPORT - SELF INSURANCE
--	--

FISCAL YEAR 2019-20

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
107410	WORKERS' COMP	-	1,333,870	-	1,333,870
107420	LIABILITY INSURANCE	-	1,246,210	-	1,246,210
	TOTAL APPROPRIATIONS	-	2,580,080	-	2,580,080

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
62	WORKERS' COMPENSATION	1,333,870
63	PUBLIC LIABILITY	1,246,210
	TOTAL RESOURCES	2,580,080

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE		ACTIVITY TITLE				
INTERNAL SUPPORT SVCS - SELF INS		WORKERS' COMPENSATION				
OBJECT CODE	EXPENDITURE CLASSIFICATION	2017-18 AMENDED BUDGET	2017-18 ACTUAL	2018-19 CITY COUNCIL APPROVED	2019-20 CITY COUNCIL APPROVED	2019-20 REVISED ADOPTED
	MAINTENANCE & OPERATIONS					
6240	PROF/CONTRACTUAL SERVICES	166,480	166,416	171,410	176,560	176,560
6265	MNGT INFO SYS CHGS - CITY	940	936	1,380	1,230	410
6420	MEMBERSHIP/SUBS/CERTS	300	-	300	300	300
6620	WORKERS' COMP CLAIM PAYMENTS	800,000	1,053,534	800,000	800,000	800,000
6625	CLAIM ADJUSTMENT AT YEAR END	-	765,475	-	-	-
6645	INSURANCE - EXCESS PREMIUM	212,000	336,624	230,000	230,000	230,000
6650	CONFERENCE/MEETING/TRAINING	400	-	400	400	400
6798	TRANSFER OUT	1,114,916	126,200	126,200	126,200	126,200
	MAINTENANCE & OPERATIONS TOTAL	2,295,036	2,449,186	1,329,690	1,334,690	1,333,870

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE		ACTIVITY TITLE				
INTERNAL SUPPORT SVCS - SELF INS		LIABILITY INSURANCE				
OBJECT CODE	EXPENDITURE CLASSIFICATION	2017-18 AMENDED BUDGET	2017-18 ACTUAL	2018-19 CITY COUNCIL APPROVED	2019-20 CITY COUNCIL APPROVED	2019-20 REVISED ADOPTED
	MAINTENANCE & OPERATIONS					
6240	PROF/CONTRACTUAL SERVICES	45,000	27,084	45,000	45,000	45,000
6242	ATTORNEY CONTRACT SERVICES	300,000	377,095	300,000	300,000	300,000
6265	MNGT INFO SYS CHGS - CITY	920	924	1,380	1,230	410
6420	MEMBERSHIP/SUBS/CERTS	200	150	200	200	200
6625	CLAIM ADJUSTMENT AT YEAR END	-	(596,626)	-	-	-
6630	LIABILITY CLAIM PAYMENTS	300,000	520,134	300,000	300,000	300,000
6645	INSURANCE - EXCESS PREMIUM	565,000	506,466	600,000	600,000	600,000
6650	CONFERENCE/MEETING/TRAINING	600	-	600	600	600
	MAINTENANCE & OPERATIONS TOTAL	1,211,720	835,226	1,247,180	1,247,030	1,246,210

CITY OF BUENA PARK
 PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
 FY 2019-20

Department: **INTERNAL SUPPORT SERVICES/SELF-INSURANCE**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
TOTAL DEPARTMENT		\$ 211,480	\$ 216,410	\$ 221,560	\$ 221,560
62-107410	<u>Workers' Compensation</u>				
	• Third party administrative fee	166,480	171,410	176,560	176,560
	SUB-TOTAL	<u>166,480</u>	<u>171,410</u>	<u>176,560</u>	<u>176,560</u>
63-107420	<u>Public Liability</u>				
	• Third party administrative fee	45,000	45,000	45,000	45,000
	SUB-TOTAL	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>

CITY OF BUENA PARK
MEMBERSHIP, SUBSCRIPTIONS & CERTIFICATIONS DETAIL (6420)
FY 2019-20

Department: **INTERNAL SUPPORT SERVICES/SELF INSURANCE**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
TOTAL DEPARTMENT		\$ <u>500</u>	\$ <u>500</u>	\$ <u>500</u>	\$ <u>500</u>
62-107410	<u>Workers' Compensation</u>				
	• Public Agency Risk Mgrs Assoc dues	200	200	200	200
	• Safety periodicals and magazines	100	100	100	100
	SUB-TOTAL	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>
63-107420	<u>Public Liability</u>				
	• Misc books, dues and publications	100	100	100	100
	• Risk and Insurance Management Societies dues	100	100	100	100
	SUB-TOTAL	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>

CITY OF BUENA PARK
 CONFERENCES, MEETINGS & TRAINING DETAIL (6650)
 FY 2019-20

Department: **INTERNAL SUPPORT SERVICES/SELF INSURANCE**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
TOTAL DEPARTMENT		\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
62-107410	<u>Workers' Compensation</u> • CALPELRA Conference	400	400	400	400
63-107420	<u>Public Liability</u> • PARMA annual conference	600	600	600	600

CITY OF BUENA PARK
APPROPRIATION SUMMARY

FUNCTION INTERNAL SERVICE	DEPARTMENT TITLE ACCRUED LEAVE
-------------------------------------	--

FISCAL YEAR 2019-20

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
108100	ACCRUED LEAVE PAYOUT	250,000	-	-	250,000
	TOTAL APPROPRIATIONS	250,000	-	-	250,000

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
65	ACCRUED LEAVE FUND	250,000
	TOTAL RESOURCES	250,000

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE INTERNAL SERVICE			ACTIVITY TITLE ACCRUED LEAVE			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2017-18 AMENDED BUDGET	2017-18 ACTUAL	2018-19 CITY COUNCIL APPROVED	2019-20 CITY COUNCIL APPROVED	2019-20 REVISED ADOPTED
	SALARY & BENEFITS					
5133	ACCRUED LEAVE PAYOUT	250,000	322,392	250,000	250,000	250,000
	SALARY & BENEFITS TOTAL	250,000	322,392	250,000	250,000	250,000

CITY OF BUENA PARK
APPROPRIATION SUMMARY

FUNCTION GENERAL GOVERNMENT SERVICES	DEPARTMENT TITLE EQUIPMENT MAINTENANCE
--	--

FISCAL YEAR 2019-20

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
171710	VEH & SM ENGINE MAINT	541,160	998,060	797,900	2,337,120
	TOTAL APPROPRIATIONS	541,160	998,060	797,900	2,337,120

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
71	EQUIP MAINT & REPLACEMENT FUND	2,337,120
	TOTAL RESOURCES	2,337,120

**CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL**

FUNCTION			DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES			EQUIPMENT MAINTENANCE			
OBJECT CODE	EXPENSE CLASSIFICATION	2017-18 AMENDED BUDGET	2017-18 ACTUAL	2018-19 CITY COUNCIL APPROVED	2019-20 CITY COUNCIL APPROVED	2019-20 REVISED ADOPTED
	SALARY & BENEFITS					
	#					
	FLEET MAINT SUPERVISOR 1.00	83,940		88,000	88,340	90,550
	LEAD FLEET MECHANIC 1.00	62,540		65,560	68,720	70,440
	FLEET MECHANIC 2.00	123,170		122,720	125,460	128,590
	SENIOR OFFICE ASSISTANT 0.50	24,280		24,280	24,280	24,890
	TOTAL POSITIONS 4.50					
5110	REGULAR SALARIES	293,930	276,904	300,560	306,800	314,470
5115	EXCESS MEDICAL PREMIUM	1,440	1,244	1,030	1,030	6,010
5117	CASH PAYMENT PER MOU	13,500	13,500	-	-	-
5118	SPECIAL LICENSE	-	1,200	1,200	1,200	2,220
5130	OVERTIME	2,500	1,026	2,500	2,500	2,500
5131	VACATION PAY-OFF	2,670	467	-	-	-
5140	PART TIME	17,780	11,294	17,780	17,780	17,780
5157	BILINGUAL PAY	420	438	840	840	420
5160	WORKERS' COMPENSATION	15,710	15,708	10,770	10,990	11,250
5161	ACCRUED LEAVE CHARGE	2,200	2,196	2,250	2,300	2,360
5170	MEDICAL INSURANCE	63,460	60,597	73,730	73,730	73,550
5171	DENTAL INSURANCE	5,430	4,330	4,790	4,790	4,790
5172	LONG-TERM DISABILITY	1,360	858	1,360	1,360	1,360
5173	LIFE AD&D	300	348	300	300	300
5174	MEDICARE	4,786	3,972	4,700	4,790	4,980
5175	DEFERRED COMP	670	424	670	670	670
5180	RETIREMENT - CITY FUNDED	26,250	26,722	26,960	29,030	30,420
5184	RETIREMENT UAL - MISC	35,880	46,538	56,380	67,910	68,080
5186	PENSION EXPENSE	-	52,486	-	-	-
5190	EDUCATIONAL INCENTIVE	600	263	-	-	-
	SALARY & BENEFITS TOTAL	488,886	520,515	505,820	526,020	541,160
	MAINTENANCE & OPERATIONS					
6240	PROF/CONTRACTUAL SERVICES	42,912	38,040	37,000	37,000	37,000
6245	PROFESSIONAL SERVICES - CITY	147,500	147,504	137,510	141,750	133,510
6255	SAFETY SHOES	810	922	1,250	1,250	1,250
6260	EQUIPMENT RENTAL - CITY	11,030	11,028	10,750	11,050	11,050
6261	EQUIPMENT MAINTENANCE - CITY	38,700	38,700	30,050	30,490	29,880
6265	MNGT INFO SYS CHGS - CITY	5,650	5,652	3,190	2,300	2,470
6335	EQUIPMENT PARTS & SUPPLIES	200,000	165,163	200,000	200,000	200,000
6338	OUTSIDE EQUIPMENT REPAIR	185,000	86,220	180,000	180,000	180,000
6350	SMALL TOOL/EQUIPMENT EXPENSE	6,000	1,175	10,000	10,000	10,000
6370	UNIFORM EXPENSE	400	485	600	600	600
6410	STATIONERY/OFFICE SUPPLIES	500	301	500	500	500
6420	MEMBERSHIP/SUBS/CERTS	700	855	900	900	900
6450	HARDWARE SUPPLIES	9,000	5,394	9,000	9,000	9,000
6460	GAS AND OIL	375,000	414,758	380,000	380,000	380,000
6470	LAB/CHEMICAL SUPPLIES	1,200	421	1,200	1,200	1,200
6650	CONFERENCE/MEETING/TRAINING	700	209	700	700	700
6680	DEPRECIATION	-	432,718	-	-	-
7840	MACHINERY/EQUIPMENT	783,137	610,997	873,000	797,900	797,900 *
	MAINTENANCE & OPERATIONS TOTAL	1,808,239	1,960,542	1,875,650	1,804,640	1,795,960

**CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL**

FUNCTION			DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES			EQUIPMENT MAINTENANCE			
ACTIVITY OBJECT NUMBER	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2019-20 CITY COUNCIL APPROVED	2019-20 REVISED ADOPTED
* Account 6340 & 7840 Detail						
EQUIPMENT						
POLICE						
7840	UNMARKED POLICE VEHICLE	1	REPLACEMENT	40,000	40,000	40,000
7840	BLACK & WHITE POLICE VEHICLE	4	REPLACEMENT	52,000	208,000	208,000
7840	JAIL VAN (50-1695)	1	REPLACEMENT	55,000	55,000	55,000
7840	POLICE MOTORCYCLE	2	REPLACEMENT	29,200	58,400	58,400
	POLICE TOTAL				361,400	361,400
PUBLIC WORKS - STREET MAINTENANCE DIVISION						
7840	CRACK SEALER - FUND 24	1	REPLACEMENT	80,000	80,000	80,000
	PUBLIC WORKS - STREET MAINT. DIVISION TOTAL				80,000	80,000
PUBLIC WORKS - WATER/SEWER MAINTANENCE DIVISION						
7840	3/4 TON TRUCK VALVE TURNING/VACUUM (66-1619)	1	REPLACEMENT	130,000	130,000	130,000
	PUBLIC WORKS - WATER/SEWER DIVISION TOTAL				130,000	130,000
PUBLIC WORKS - FLEET DIVISION						
7840	1/2 TON PICKUP TRUCK (67-1686)	1	REPLACEMENT	31,500	31,500	31,500
	PUBLIC WORKS - FLEET DIVISION TOTAL				31,500	31,500
PUBLIC WORKS - YARD/WATER/STREETS						
7840	FORK LIFT (67-1447)	1	REPLACEMENT	50,000	50,000	50,000
	PUBLIC WORKS - WAREHOUSE DIVISION TOTAL				50,000	50,000
ECONOMIC DEVELOPMENT DIVISION						
7840	HYBRID SEDAN - FUND 40 (33-1522)	1	REPLACEMENT	30,000	30,000	30,000
	ECONOMIC DEVELOPMENT DIVISION TOTAL				30,000	30,000
COMMUNITY SERVICES						
7840	1 TON TRUCK W/UTILITY BODY (75-1660)	1	REPLACEMENT	55,000	55,000	55,000
	COMMUNITY SERVICES TOTAL				55,000	55,000
CITY MANAGER'S OFFICE						
7840	HYBRID SUV - FUND 40	1	REPLACEMENT	60,000	60,000	60,000
	CITY MANAGER'S OFFICE TOTAL				60,000	60,000
	EQUIPMENT TOTAL				797,900	797,900

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY2019-20

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
TOTAL DEPARTMENT		\$ 40,500	\$ 37,000	\$ 37,000	\$ 37,000
71-171710	<u>Vehicle and Small Engine Maintenance</u>				
	• Wash city vehicles	20,000	15,000	15,000	15,000
	• Computerized Mobile Maintenance System (CMMS)	2,500	5,000	5,000	5,000
	• Dossier Software Mtce Support	3,000	1,000	1,000	1,000
	• OC Health Care (fuel storage tanks)	4,000	3,500	3,500	3,500
	• AQMD Facility Operating Fee	6,000	7,500	7,500	7,500
	• WyTech/ProDemand Annual Maint.	5,000	-	-	-
	• ProDemand Annual Maint.	-	2,500	2,500	2,500
	• WyTech	-	2,500	2,500	2,500
	SUB-TOTAL	<u>40,500</u>	<u>37,000</u>	<u>37,000</u>	<u>37,000</u>

CITY OF BUENA PARK
MEMBERSHIP, SUBSCRIPTIONS & CERTIFICATIONS DETAIL (6420)
FY 2019-20

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
TOTAL DEPARTMENT		\$ 700	\$ 900	\$ 900	\$ 900
71-171710	<u>Vehicle and Small Engine Maintenance</u>				
	• Municipal Equipment Maintenance Association dues	200	300	300	300
	• National Association of Fleet Administrators dues	500	-	-	-
	• ASE certs	-	600	600	600
	SUB-TOTAL	<u>700</u>	<u>900</u>	<u>900</u>	<u>900</u>

CITY OF BUENA PARK
 CONFERENCES, MEETINGS, & TRAINING DETAIL (6650)
 FY 2019-20

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
TOTAL DEPARTMENT		\$ <u>700</u>	\$ <u>700</u>	\$ <u>700</u>	\$ <u>700</u>
71-171710	<u>Vehicle and Small Engine Maintenance</u> • Misc. Conferences, meetings & training	<u>700</u>	<u>700</u>	<u>700</u>	<u>700</u>

CITY OF BUENA PARK
APPROPRIATION SUMMARY

FUNCTION GENERAL GOVERNMENT SERVICES	DEPARTMENT TITLE MANAGEMENT INFORMATION SYSTEMS
--	---

FISCAL YEAR 2019-20

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
126143	MANAGEMENT INFO SYSTEMS	135,870	326,320	104,210	566,400
	TOTAL APPROPRIATIONS	135,870	326,320	104,210	566,400

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
74	MANAGEMENT INFO SYSTEMS	566,400
	TOTAL RESOURCES	566,400

**CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL**

FUNCTION			DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES			MANAGEMENT INFORMATION SYSTEMS			
OBJECT CODE	EXPENDITURE CLASSIFICATION	2017-18 AMENDED BUDGET	2017-18 ACTUAL	2018-19 CITY COUNCIL APPROVED	2019-20 CITY COUNCIL APPROVED	2019-20 REVISED ADOPTED
SALARY & BENEFITS						
	INFORMATION SYSTEM TECHNICIAN 1.00	86,260		78,230	78,230	88,410
	TOTAL POSITIONS 1.00					
5110	REGULAR SALARIES	86,260	26,541	78,230	78,230	88,410
5115	EXCESS MEDICAL PREMIUM	-	897	-	-	4,130
5117	CASH PAYMENT PER MOU	3,000	3,000	-	-	-
5131	VACATION PAY-OFF	-	-	-	-	610
5155	UNIFORM CLOTHING ALLOWANCE	500	500	500	500	500
5157	BILINGUAL PAY	-	123	-	-	840
5160	WORKERS' COMPENSATION	2,140	2,136	1,310	1,310	1,480
5161	ACCRUED LEAVE CHARGE	650	648	590	590	660
5170	MEDICAL INSURANCE	17,030	2,039	15,830	15,830	7,540
5171	DENTAL INSURANCE	1,050	285	1,170	1,170	1,170
5172	LONG-TERM DISABILITY	300	51	300	300	300
5173	LIFE AD&D	30	8	30	30	30
5174	MEDICARE	1,304	452	1,140	1,140	1,380
5180	RETIREMENT - CITY FUNDED	7,720	2,492	7,010	7,400	8,680
5184	RETIREMENT UAL - MISC	17,730	7,284	14,580	17,200	19,420
5186	PENSION EXPENSE	-	13,121	-	-	-
5190	EDUCATION INCENTIVE PAY	-	210	-	-	720
SALARY & BENEFITS TOTAL		137,714	59,787	120,690	123,700	135,870
MAINTENANCE & OPERATIONS						
6240	PROF/CONTRACTUAL SERVICES	77,000	19,400	86,000	86,000	86,000
6250	OFFICE EQUIPMENT MAINTENANCE	173,780	157,777	200,100	210,700	210,700
6310	TELEPHONE	16,000	11,194	16,000	16,000	16,000
6335	EQUIPMENT PARTS & SUPPLY	3,000	69	3,000	3,000	3,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE	950	-	38,360	35,360	35,360 *
6510	BUILDING MAINTENANCE - CITY	4,330	4,332	4,530	4,610	4,620
6650	CONFERENCE/MEETING/TRAINING	-	-	6,000	6,000	6,000
6680	DEPRECIATION	-	97,624	-	-	-
7840	MACHINERY/EQUIPMENT	58,800	39,965	96,350	68,850	68,850 *
MAINTENANCE & OPERATIONS TOTAL		333,860	330,361	450,340	430,520	430,530
OBJECT CODE	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2019-20 CITY COUNCIL APPROVED	2019-20 REVISED ADOPTED
* Account 6340 & 7840 Detail						
EQUIPMENT						
MIS						
6340	REPLACEMENT PC'S	20	REPLACEMENT	925	18,500	18,500
	MICROSOFT OFFICE LICENSES	35	REPLACEMENT	385	13,480	13,480
	MONITORS	15	REPLACEMENT	225	3,380	3,380
	MIS OBJECT CODE 6340 TOTAL				35,360	35,360
7840	PRINTERS	5	REPLACEMENT	1,000	5,000	5,000
	SAN STORAGE	1	REPLACEMENT	30,000	45,000	45,000
	NETWORK SWITCHES	1	REPLACEMENT	7,000	7,000	7,000
	MIS OBJECT CODE 7840 TOTAL				57,000	57,000
PUBLIC WORKS						
7840	AUTODESK AEC COLLECTION MULTI USER (160410)	1	REPLACEMENT	1,100	1,100	1,100
	STREET SERVER (160410)	1	REPLACEMENT	2,500	2,500	2,500
	OC ASSESSOR TAX ROLL SOFTWARE (160410)	1	REPLACEMENT	1,650	1,650	1,650
	PW OBJECT CODE 7840 TOTAL				11,850	11,850
EQUIPMENT SUBTOTAL (sub-total)					104,210	104,210

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2019-20

Department: **MANAGEMENT INFORMATION SYSTEMS**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
TOTAL DEPARTMENT		\$ <u>77,000</u>	\$ <u>86,000</u>	\$ <u>86,000</u>	\$ <u>86,000</u>
74-126143	<u>Management Information Systems</u>				
	• City of Brea MIS Services	5,000	5,000	5,000	5,000
	• Website Management	10,000	10,000	10,000	10,000
	• Sungard Programming	5,000	5,000	5,000	5,000
	• Misc Software Purchases	3,000	3,000	3,000	3,000
	• Unforeseen Purchases & Programming	20,000	20,000	20,000	20,000
	• City-Wide Computer Training Classes	3,000	6,000	6,000	6,000
	• Electronic Storage	10,000	-	-	-
	• Computer Consulting Services	20,000	20,000	20,000	20,000
	• GIS Technical Support for Public Works	1,000	5,000	5,000	5,000
	• OpenGov, Inc.	-	12,000	12,000	12,000
	SUB-TOTAL	<u>77,000</u>	<u>86,000</u>	<u>86,000</u>	<u>86,000</u>

CITY OF BUENA PARK
 CONFERENCES, MEETINGS & TRAINING DETAIL (6650)
 FY 2019-20

Department: **MANAGEMENT INFORMATION SYSTEMS**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
TOTAL DEPARTMENT		\$ -	\$ 6,000	\$ 6,000	\$ 6,000
74-126143	<u>Management Information Systems</u> • Training	-	6,000	6,000	6,000

CITY OF BUENA PARK
APPROPRIATION SUMMARY

FUNCTION GENERAL GOVERNMENT SERVICES	DEPARTMENT TITLE FACILITIES MAINTENANCE
--	---

FISCAL YEAR 2019-20

APPROPRIATION ALLOCATION

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
170670	GOV'T BLDGS MAINT OPER	444,290	1,966,010	-	2,410,300
	TOTAL APPROPRIATIONS	444,290	1,966,010	-	2,410,300

RESOURCE ALLOCATION

FUND NUMBER	FUND TITLE	TOTAL
77	GOV'T BLDGS MAINT FUND	2,410,300
	TOTAL RESOURCES	2,410,300

CITY OF BUENA PARK
MUNICIPAL BUDGET DETAIL

FUNCTION GENERAL GOVERNMENT SERVICES			DEPARTMENT TITLE FACILITIES MAINTENANCE			
OBJECT CODE	EXPENSE CLASSIFICATION	2017-18 AMENDED BUDGET	2017-18 ACTUAL	2018-19 CITY COUNCIL APPROVED	2019-20 CITY COUNCIL APPROVED	2019-20 REVISED ADOPTED
SALARY & BENEFITS						
	FACILITIES & PARKS SUPERINTENDENT 0.80	-		81,720	81,720	83,760
	FACILITIES MAINT SUPERVISOR 0.00	82,180		-	-	-
	LEAD FACILITIES MAINTENANCE 1.00	-		69,290	69,290	71,020
	FACILITIES MAINTENANCE TECH 0.00	61,740		-	-	-
	FACILITIES MAINTENANCE WORKER 1.00	56,080		56,080	56,080	57,480
	SENIOR OFFICE ASSISTANT 0.50	24,280		24,280	24,280	24,890
	MAINTENANCE HELPER 1.00	34,930		34,930	34,930	35,810
	TOTAL POSITIONS 4.30					
5110	REGULAR SALARIES	259,210	263,287	266,310	266,310	272,970
5110	LONGEVITY PAY	1,640	1,641	1,630	1,630	1,680
5115	EXCESS MEDICAL PREMIUM	14,690	14,530	11,440	11,440	13,160
5117	CASH PAYMENT PER MOU	13,500	13,500	-	-	-
5130	OVERTIME	1,000	966	1,000	1,000	1,000
5131	VACATION PAY-OFF	3,250	3,627	3,240	3,240	3,320
5132	SICK-LEAVE BUY BACK	1,290	-	1,290	1,290	1,330
5157	BILINGUAL PAY	420	403	420	420	420
5160	WORKERS' COMPENSATION	10,990	10,992	7,630	7,630	7,820
5161	ACCRUED LEAVE CHARGE	1,960	1,956	2,010	2,010	2,060
5170	MEDICAL INSURANCE	41,450	40,950	44,700	44,700	44,780
5171	DENTAL INSURANCE	5,270	4,611	4,480	4,480	4,480
5172	LONG-TERM DISABILITY	1,360	926	1,290	1,290	1,290
5173	LIFE AD&D	310	321	280	280	280
5174	MEDICARE	4,286	4,111	4,140	4,140	4,260
5180	RETIREMENT - CITY FUNDED	23,250	26,933	23,900	25,230	26,390
5184	RETIREMENT UAL - MISC	53,410	70,313	50,000	59,010	59,050
5186	PENSION EXPENSE	-	42,181	-	-	-
	SALARY & BENEFITS TOTAL	437,286	501,248	423,760	434,100	444,290
MAINTENANCE & OPERATIONS						
6240	PROF/CONTRACTUAL SERVICES	617,000	624,977	628,000	628,000	658,000
6245	PROFESSIONAL SERVICES - CITY	105,790	105,792	98,560	101,640	95,600
6248	PERIODIC MAINT/BUILDING MOD	20,000	14,735	45,000	53,500	53,500
6255	SAFETY SHOES	900	691	900	900	900
6260	EQUIPMENT RENTAL - CITY	18,930	18,936	20,360	21,080	21,080
6261	EQUIPMENT MAINTENANCE - CITY	80,730	80,736	63,540	64,860	63,580
6265	MNGT INFO SYS CHGS - CITY	7,530	7,536	4,260	3,060	3,300
6290	ELECTRIC UTILITY	650,000	496,916	650,000	650,000	650,000
6300	GAS UTILITY	40,000	27,381	40,000	40,000	40,000
6310	TELEPHONE	90,000	80,272	150,000	200,000	200,000
6320	WATER UTILITY	100,000	126,093	100,000	100,000	100,000
6321	BOTTLED WATER	6,500	7,232	6,500	6,500	6,500
6340	NON-CAPITAL EQUIPMENT/FURNITURE	-	1,627	-	-	-
6350	SMALL TOOL/EQUIP EXPENSE	750	722	750	750	750
6370	UNIFORM EXPENSE	300	226	300	300	300
6450	HARDWARE SUPPLIES	45,000	46,995	45,000	45,000	45,000
6515	BUILDING MAINTENANCE SUPPLIES	12,000	10,464	12,000	12,000	12,000
6650	CONFERENCE/MEETING/TRAINING	500	200	500	500	500
6680	DEPRECIATION	-	1,930	-	-	-
6798	TRANSFER OUT	15,000	15,000	15,000	15,000	15,000
7840	MACHINERY/EQUIPMENT	9,748	8,645	1,200	-	-
	MAINTENANCE & OPERATIONS TOTAL	1,820,678	1,677,106	1,881,870	1,943,090	1,966,010

CITY OF BUENA PARK
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)
FY 2019-20

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
TOTAL DEPARTMENT		\$ 617,000	\$ 628,000	\$ 628,000	\$ 658,000
77-170670	<u>Government Building Main. & Operations</u>				
	• Burglar alarm maintenance	18,000	20,000	20,000	20,000
	• Fire sprinkler system maintenance	3,000	2,000	2,000	2,000
	• Fire extinguisher maintenance	2,500	2,500	2,500	2,500
	• Fire alarm monitoring and maint.	24,000	25,000	25,000	25,000
	• Electric system maintenance	10,000	15,000	15,000	15,000
	• City entrance sign maintenance	500	500	500	500
	• Elevator testing and maintenance	27,200	27,000	27,000	27,000
	• Janitorial service	200,000	160,000	160,000	160,000
	• HVAC service contract and maint.	96,000	150,000	150,000	150,000
	• Telephone system maintenance	10,000	10,000	10,000	10,000
	• City Yard/City Hall Comm Cable	1,500	13,000	13,000	13,000
	• Council Chambers A/V maintenance	10,000	10,000	10,000	10,000
	• Door and window repairs	10,100	15,000	15,000	15,000
	• Floor repairs/carpet cleaning	17,000	17,000	17,000	17,000
	• Standby generators servicing and load testing	20,000	20,000	20,000	20,000
	• Pest control and insect spraying	7,000	10,000	10,000	10,000
	• Misc. repairs/consulting services	9,200	10,000	10,000	10,000
	• Sanitation District sewer fees	70,000	81,000	81,000	81,000
	• Live plant maintenance	3,000	3,000	3,000	3,000
	• Industrial water treatment	2,000	2,000	2,000	2,000
	• PD Range maintenance	20,000	20,000	20,000	20,000
	• Police Dep. Fountain Maintenance	6,000	5,000	5,000	5,000
	• Electrical engineering and installation of audio visual equipment	50,000	-	-	-
	• Surveillance Equipment Maintenance	-	10,000	10,000	10,000
	• Park Projects for ADA Compliance	-	-	-	30,000
	SUB-TOTAL	617,000	628,000	628,000	658,000

CITY OF BUENA PARK
 CONFERENCES, MEETINGS AND TRAINING DETAIL (6650)
 FY 2019-20

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 17-18 Approved	FY 18-19 Approved	FY 19-20 Approved	FY 19-20 Revised
	TOTAL DEPARTMENT	\$ 500	\$ 500	\$ 500	\$ 500
77-170670	Government Building Maint. & Operations • Training on Civic Center Systems	500	500	500	500

**CITY OF BUENA PARK
BUILDING MODIFICATIONS
FY 2019-20**

FUND/OBJ	# OF UNITS	NEW OR REPLACEMENT	UNIT COST	DESCRIPTION	FY 2019-20 CITY COUNCIL APPROVED	FY 2019-20 REVISED ADOPTED
77-6248	1	R	12,000	Police Department LED exterior lighting upgrade	12,000	12,000
77-6248	1	R	12,000	City Hall LED exterior lighting upgrade	12,000	12,000
77-6248	1	R	12,000	City Yard LED interior lighting upgrade	12,000	12,000
77-6248	1	R	4,500	Peak Park Clubhouse - replace windows	4,500	4,500
77-6248	1	R	8,000	Boisseranc Park Clubhouse - replace windows	8,000	8,000
77-6248	1	R	5,000	Carl Brenner Park Clubhouse - replace windows	5,000	5,000
Totals					53,500	53,500

