

# **Internal Services**

**CITY of BUENA PARK**  
**Summary of Resources and Requirements**  
**Internal Service Funds**  
**Fiscal Year 2013-14**

<i>Fund</i>	<i>Resources</i>				<i>Requirements</i>			<i>Ending Balance June 2014</i>
	<i>Beginning Balance July 2013</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	\$1,559,000	\$1,550,000	\$ -	\$3,109,000	\$ 1,066,370	\$ -	\$ 1,066,370	\$ 2,042,630
Public Liability	\$ (223,000)	\$ 18,000	\$950,000	\$ 745,000	\$ 1,046,470	\$ -	\$ 1,046,470	\$ (301,470)
Accrued Leave	\$1,252,000	\$ 283,000	\$ -	\$1,535,000	\$ 250,000	\$ -	\$ 250,000	\$ 1,285,000
Mngt Info Systems	\$1,004,000	\$ 358,390	\$ -	\$1,362,390	\$ 453,590	\$ -	\$ 453,590	\$ 908,800
Facilities Maint	\$ 46,000	\$1,891,380	\$ -	\$1,937,380	\$ 1,825,800	\$ 15,000	\$ 1,840,800	\$ 96,580
Equipment Maint	\$2,279,000	\$2,157,020	\$ -	\$4,436,020	\$ 1,914,920	\$ -	\$ 1,914,920	\$ 2,521,100
Payroll Revolving	\$ -	\$2,055,040	\$ -	\$2,055,040	\$ 2,055,040	\$ -	\$ 2,055,040	\$ -

**CITY OF BUENA PARK**  
**Internal Service Funds**  
**Fiscal Year 2013-14**

	<i>FUND</i>							<b>TOTAL</b>
	62 <i>Workers Comp</i>	63 <i>Public Liability</i>	65 <i>Accrued Leave</i>	71 <i>Equipment Maintenance</i>	73 <i>Payroll Revolving</i>	74 <i>Mngt Info Systems</i>	77 <i>Facilities Maintenance</i>	
Self Insurance	\$1,066,370	\$ 1,046,470		\$ -				\$2,112,840
Accrued Leave			\$ 250,000					250,000
Mngt Information Systems						\$453,590		453,590
Facilities Maintenance							\$ 1,840,800	1,840,800
Equipment Maintenance				\$ 1,914,920				1,914,920
Pension Obligation					\$ 2,055,040			2,055,040
<b>TOTAL BUDGET</b>	<b>\$1,066,370</b>	<b>\$ 1,046,470</b>	<b>\$ 250,000</b>	<b>\$ 1,914,920</b>	<b>\$ 2,055,040</b>	<b>\$453,590</b>	<b>\$ 1,840,800</b>	<b>\$8,627,190</b>

	<i>Personnel</i>	<i>Maintenance &amp; Operations</i>	<i>Equipment</i>	<b>TOTAL</b>
Self Insurance	\$ -	\$ 2,112,840	\$ -	\$ 2,112,840
Accrued Leave	250,000	-	-	250,000
Mngt Information Systems	94,010	242,480	117,100	453,590
Facilities Maintenance	338,350	1,480,450	22,000	1,840,800
Equipment Maintenance	482,320	1,057,560	375,040	1,914,920
Pension Obligation	-	2,055,040	-	2,055,040
	<b>\$1,164,680</b>	<b>\$ 6,948,370</b>	<b>\$ 514,140</b>	<b>\$ 8,627,190</b>

**CITY OF BUENA PARK  
REVENUE DETAIL  
BUDGET YEARS 2013-14**

<u>FUND/ SOURCE</u>	<u>FUND/ SOURCE DESCRIPTION</u>	<u>2011-12 APPROVED</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 APPROVED</u>	<u>2013-14 APPROVED</u>	<u>2013-14 ADOPTED</u>
<b>WORKERS COMP SELF-INS FUND</b>						
USE OF MONEY & PROPERTY						
62 3410	INVESTMENT EARNINGS	235,000	161,837	250,000	250,000	250,000
	TOTALS FOR SOURCE	235,000	161,837	250,000	250,000	250,000
CHARGES FOR CURRENT SERVICES						
62 3791	WORKERS COMP INS CHARGE	1,350,000	1,247,328	1,300,000	1,300,000	1,300,000
	TOTALS FOR SOURCE	1,350,000	1,247,328	1,300,000	1,300,000	1,300,000
	TOTAL FOR FUND	<u>1,585,000</u>	<u>1,409,165</u>	<u>1,550,000</u>	<u>1,550,000</u>	<u>1,550,000</u>
<b>PUBLIC LIAB SELF-INS FUND</b>						
USE OF MONEY & PROPERTY						
63 3410	INVESTMENT EARNINGS	26,000	7,359	18,000	18,000	18,000
	TOTALS FOR SOURCE	26,000	7,359	18,000	18,000	18,000
CHARGES FOR CURRENT SERVICES						
63 3799	TRANSFERS IN	750,000	750,000	950,000	950,000	950,000
	TOTALS FOR SOURCE	750,000	750,000	950,000	950,000	950,000
	TOTAL FOR FUND	<u>776,000</u>	<u>757,359</u>	<u>968,000</u>	<u>968,000</u>	<u>968,000</u>
<b>ACCRUED LEAVE FUND</b>						
USE OF MONEY & PROPERTY						
65 3410	INVESTMENT EARNINGS	55,000	32,016	33,000	33,000	33,000
	TOTALS FOR SOURCE	55,000	32,016	33,000	33,000	33,000
CHARGES FOR CURRENT SERVICES						
65 3777	ACCRUED LEAVE CHARGES	250,000	159,504	250,000	250,000	250,000
	TOTALS FOR SOURCE	250,000	159,504	250,000	250,000	250,000
	TOTAL FOR FUND	<u>305,000</u>	<u>191,520</u>	<u>283,000</u>	<u>283,000</u>	<u>283,000</u>

**CITY OF BUENA PARK  
REVENUE DETAIL  
BUDGET YEARS 2013-14**

<u>FUND/ SOURCE</u>	<u>FUND/ SOURCE DESCRIPTION</u>	<u>2011-12 APPROVED</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 APPROVED</u>	<u>2013-14 APPROVED</u>	<u>2013-14 ADOPTED</u>
<b>EQUIP MAINT &amp; REPLACE FUND</b>						
USE OF MONEY & PROPERTY						
71 3410	INVESTMENT EARNINGS	50,000	59,779	60,000	60,000	60,000
	TOTALS FOR SOURCE	50,000	59,779	60,000	60,000	60,000
CHARGES FOR CURRENT SERVICES						
71 3700	REIMBURSABLE REVENUE	-	48,690	-	-	-
71 3760	DAMAGE TO CITY PROPERTY	500	-	500	500	500
71 3767	VEH MAINT & REPAIR CHARGE	1,622,770	1,622,844	1,553,900	1,590,060	1,560,050
71 3770	VEHICLE RENTAL CHARGES	402,770	402,780	430,900	409,240	486,470
71 3788	CONTRACT VEH MAINT CHGS	40,000	47,348	40,000	40,000	40,000
71 3796	SALE OF REAL & PERS PROP	10,000	6,787	10,000	10,000	10,000
	TOTALS FOR SOURCE	2,076,040	2,128,449	2,035,300	2,049,800	2,097,020
71 3799	TRANSFERS IN	347,610	347,610	-	-	-
	TOTALS FOR SOURCE	347,610	347,610	-	-	-
	TOTAL FOR FUND	<u>2,473,650</u>	<u>2,535,838</u>	<u>2,095,300</u>	<u>2,109,800</u>	<u>2,157,020</u>
<b>PAYROLL REVOLVING FUND</b>						
USE OF MONEY & PROPERTY						
73 3779	PENSION OBLIGATION BOND CHG	2,055,040	1,961,354	2,055,040	2,055,040	2,055,040
	TOTALS FOR SOURCE	2,055,040	1,961,354	2,055,040	2,055,040	2,055,040
	TOTAL FOR FUND	<u>2,055,040</u>	<u>1,961,354</u>	<u>2,055,040</u>	<u>2,055,040</u>	<u>2,055,040</u>
<b>MANAGEMENT INFO SYSTEMS</b>						
USE OF MONEY & PROPERTY						
74 3410	INVESTMENT EARNINGS	25,000	-	22,000	22,000	22,000
	TOTALS FOR SOURCE	25,000	-	22,000	22,000	22,000
CHARGES FOR CURRENT SERVICES						
74 3756	MNGT INFO SYSTEM CHARGES	522,680	534,708	611,480	581,830	336,390
	TOTALS FOR SOURCE	522,680	534,708	611,480	581,830	336,390
	TOTAL FOR FUND	<u>547,680</u>	<u>534,708</u>	<u>633,480</u>	<u>603,830</u>	<u>358,390</u>
<b>GOV'T BLDGS MAINT FUND</b>						
USE OF MONEY & PROPERTY						
77 3410	INVESTMENT EARNINGS	15,000	6,264	8,000	8,000	8,000
	TOTALS FOR SOURCE	15,000	6,264	8,000	8,000	8,000

**CITY OF BUENA PARK  
REVENUE DETAIL  
BUDGET YEARS 2013-14**

<u>FUND/ SOURCE</u>	<u>FUND/ SOURCE DESCRIPTION</u>	<u>2011-12 APPROVED</u>	<u>2011-12 ACTUAL</u>	<u>2012-13 APPROVED</u>	<u>2013-14 APPROVED</u>	<u>2013-14 ADOPTED</u>
	CHARGES FOR CURRENT SERVICES					
77 3778	BLDG & GRNDS MAINT CHARGE	<u>1,602,100</u>	<u>1,602,120</u>	<u>1,734,420</u>	<u>1,752,550</u>	<u>1,883,380</u>
	TOTALS FOR SOURCE	<u>1,602,100</u>	<u>1,602,120</u>	<u>1,734,420</u>	<u>1,752,550</u>	<u>1,883,380</u>
	TOTAL FOR FUND	<u><u>1,617,100</u></u>	<u><u>1,608,384</u></u>	<u><u>1,742,420</u></u>	<u><u>1,760,550</u></u>	<u><u>1,891,380</u></u>



CITY OF BUENA PARK  
**APPROPRIATION SUMMARY**

FUNCTION <b>GENERAL GOVERNMENT SERVICES</b>	DEPARTMENT TITLE <b>INTERNAL SUPPORT - SELF INSURANCE</b>
------------------------------------------------	--------------------------------------------------------------

**FISCAL YEAR 2013-14**

**APPROPRIATION ALLOCATION**

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
<b>107410</b>	WORKERS' COMP	-	1,066,370	-	1,066,370
<b>107420</b>	LIABILITY INSURANCE	-	1,046,470	-	1,046,470
TOTAL APPROPRIATIONS		-	2,112,840	-	2,112,840

**RESOURCE ALLOCATION**

FUND NUMBER	FUND TITLE	TOTAL
62	WORKERS' COMPENSATION	1,066,370
63	PUBLIC LIABILITY	1,046,470
TOTAL RESOURCES		2,112,840



CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE		ACTIVITY TITLE				
INTERNAL SUPPORT SVCS - SELF INS		WORKERS' COMPENSATION				
OBJECT CODE	EXPENDITURE CLASSIFICATION	2011-12 AMENDED BUDGET	2011-12 ACTUAL	2012-13 CITY COUNCIL APPROVED	2013-14 CITY COUNCIL APPROVED	2013-14 REVISED ADOPTED
	<b>MAINTENANCE &amp; OPERATIONS</b>					
6240	PROF/CONTRACTUAL SERVICES	90,000	90,000	95,000	100,000	100,000
6242	ATTORNEY CONTRACT SERVICES	-	(84)	-	-	-
6265	MNGT INFO SYS CHGS - CITY	1,240	1,236	1,340	1,380	670
6420	MEMBERSHIP & SUBSCRIPTIONS	300	-	300	300	300
6620	WORKERS' COMP CLAIM PAYMENTS	700,000	1,019,067	800,000	800,000	800,000
6625	CLAIM ADJUSTMENT AT YEAR END	-	879,585	-	-	-
6645	INSURANCE - EXCESS PREMIUM	180,000	129,650	160,000	165,000	165,000
6650	CONFERENCE/MEETING/TRAINING	400	403	400	400	400
	<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>	<b>971,940</b>	<b>2,119,857</b>	<b>1,057,040</b>	<b>1,067,080</b>	<b>1,066,370</b>

CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

DEPARTMENT TITLE		ACTIVITY TITLE				
INTERNAL SUPPORT SVCS - SELF INS		LIABILITY INSURANCE				
OBJECT CODE	EXPENDITURE CLASSIFICATION	2011-12 AMENDED BUDGET	2011-12 ACTUAL	2012-13 CITY COUNCIL APPROVED	2013-14 CITY COUNCIL APPROVED	2013-14 REVISED ADOPTED
	<b>MAINTENANCE &amp; OPERATIONS</b>					
6240	PROF/CONTRACTUAL SERVICES	35,000	52,566	45,000	45,000	45,000
6242	ATTORNEY CONTRACT SERVICES	220,000	792,414	300,000	300,000	300,000
6265	MNGT INFO SYS CHGS - CITY	1,240	1,236	1,340	1,380	670
6420	MEMBERSHIP & SUBSCRIPTIONS	200	100	200	200	200
6625	CLAIM ADJUSTMENT AT YEAR END	-	(315,889)	-	-	-
6630	LIABILITY CLAIM PAYMENTS	300,000	149,547	300,000	300,000	300,000
6645	INSURANCE - EXCESS PREMIUM	345,000	268,727	400,000	400,000	400,000
6650	CONFERENCE/MEETING/TRAINING	600	486	600	600	600
	<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>	<b>902,040</b>	<b>949,187</b>	<b>1,047,140</b>	<b>1,047,180</b>	<b>1,046,470</b>

CITY OF BUENA PARK  
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)  
FY 2013-14

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

Fund/ Activity	Description/Justification	FY 11-12 Approved	FY 12-13 Approved	FY 13-14 Approved	FY 13-14 Revised
<b>TOTAL DEPARTMENT</b>		\$ 125,000	\$ 140,000	\$ 145,000	\$ 145,000
62-107410	<u>Workers' Compensation</u>				
	• Third party administrative fee	90,000	95,000	100,000	100,000
	SUB-TOTAL	<u>90,000</u>	<u>95,000</u>	<u>100,000</u>	<u>100,000</u>
63-107420	<u>Public Liability</u>				
	• Third party administrative fee	35,000	45,000	45,000	45,000
	SUB-TOTAL	<u>35,000</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>

CITY OF BUENA PARK  
MEMBERSHIP & SUBSCRIPTIONS (6420)  
FY 2013-14

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

Fund/ Activity	Description/Justification	FY 11-12 Approved	FY 12-13 Approved	FY 13-14 Approved	FY 13-14 Revised
<b>TOTAL DEPARTMENT</b>		\$ 500	\$ 500	\$ 500	\$ 500
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 2013-14

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

Fund/ Activity	Description/Justification	FY 11-12 Approved	FY 12-13 Approved	FY 13-14 Approved	FY 13-14 Revised
<b>TOTAL DEPARTMENT</b>		\$ <u>1,000</u>	\$ <u>1,000</u>	\$ <u>1,000</u>	\$ <u>1,000</u>
62-107410	<u>Workers' Compensation</u> • CALPELRA Conference	<u>400</u>	<u>400</u>	<u>400</u>	<u>400</u>
63-107420	<u>Public Liability</u> • PARMA annual conference • First Aid kits	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>

CITY OF BUENA PARK  
**APPROPRIATION SUMMARY**

FUNCTION <b>INTERNAL SERVICE</b>	DEPARTMENT TITLE <b>ACCRUED LEAVE</b>
-------------------------------------	------------------------------------------

**FISCAL YEAR 2013-14**

**APPROPRIATION ALLOCATION**

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
<b>108100</b>	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 <b>INTERNAL SERVICE</b>		ACTIVITY TITLE <b>ACCRUED LEAVE</b>				
OBJECT CODE	EXPENDITURE CLASSIFICATION	2011-12 AMENDED BUDGET	2011-12 ACTUAL	2012-13 CITY COUNCIL APPROVED	2013-14 CITY COUNCIL APPROVED	2013-14 REVISED ADOPTED
	SALARY & BENEFITS					
5133	ACCRUED LEAVE PAYOUT	250,000	86,479	250,000	250,000	250,000
	SALARY & BENEFITS TOTAL	250,000	86,479	250,000	250,000	250,000

CITY OF BUENA PARK  
**APPROPRIATION SUMMARY**

FUNCTION <b>GENERAL GOVERNMENT SERVICES</b>	DEPARTMENT TITLE <b>EQUIPMENT MAINTENANCE</b>
------------------------------------------------	--------------------------------------------------

**FISCAL YEAR 2013-14**

**APPROPRIATION ALLOCATION**

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
171710	VEH & SM ENGINE MAINT	482,320	1,057,560	375,040	1,914,920
	TOTAL APPROPRIATIONS	482,320	1,057,560	375,040	1,914,920

**RESOURCE ALLOCATION**

FUND NUMBER	FUND TITLE	TOTAL
71	EQUIP MAINT & REPLACEMENT FUND	1,914,920
	TOTAL RESOURCES	1,914,920



CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

FUNCTION			DEPARTMENT TITLE			
GENERAL GOVERNMENT SERVICES			EQUIPMENT MAINTENANCE			
OBJECT CODE	EXPENSE CLASSIFICATION	2011-12 AMENDED BUDGET	2011-12 ACTUAL	2012-13 CITY COUNCIL APPROVED	2013-14 CITY COUNCIL APPROVED	2013-14 REVISED ADOPTED
	<b>SALARY &amp; BENEFITS</b>					
	#					
	EQUIP MAINT SUPERINTENDANT 0.00	95,330		-	-	-
	EQUIPMENT MAINT SUPERVISOR 1.00	-		71,470	74,980	74,980
	LEAD EQUIPMENT MECHANIC 1.00	68,070		68,070	68,070	61,160
	EQUIPMENT MECHANIC 3.00	179,950		174,420	177,120	177,120
	EQUIP MAINTENANCE EMPLOYEE 0.00	53,600		-	-	-
	SENIOR TYPIST CLERK 0.50	45,420		22,710	22,710	22,710
	TOTAL POSITIONS 5.50					
	FURLOUGH SALARIES	(22,120)		(15,700)	-	(16,800)
	LABOR REDUCTION	(1,570)		(1,370)	-	-
5110	REGULAR SALARIES	418,680	312,690	319,600	342,880	319,170
5110	LONGEVITY PAY	-	-	-	-	1,500
5115	EXCESS MEDICAL PREMIUM	17,170	15,121	7,820	7,650	580
5117	SERP	-	8,440	8,440	8,440	8,440
5118	SPECIAL LICENSE	3,000	2,300	3,000	3,000	3,420
5130	OVERTIME	2,000	1,502	2,000	2,000	2,000
5131	VACATION PAY-OFF	-	2,378	-	-	-
5132	SICK-LEAVE BUY BACK	3,000	1,427	3,000	3,000	3,000
5140	PART-TIME PERSONNEL	-	8,180	-	-	-
5157	BILINGUAL PAY	420	402	420	420	420
5160	WORKERS' COMPENSATION	25,860	24,516	22,930	23,370	22,990
5161	ACCRUED LEAVE CHARGE	3,320	3,144	2,530	2,570	2,530
5170	MEDICAL INSURANCE	38,800	28,264	38,370	37,870	54,070
5171	DENTAL INSURANCE	5,870	5,070	5,690	5,690	5,620
5172	LONG-TERM DISABILITY	2,110	1,140	1,660	1,660	1,660
5173	LIFE AD&D	510	396	420	420	420
5174	MEDICARE	6,720	3,615	5,050	5,140	4,960
5175	PART-TIME RETIREMENT/DEF COMP	-	307	-	-	-
5180	RETIREMENT - CITY FUNDED	89,020	58,264	64,640	76,290	66,410
5190	EDUCATIONAL INCENTIVE	3,360	345	3,360	3,360	360
	FURLOUGH BENEFITS	(6,190)	-	(4,450)	-	(4,780)
	LABOR BENEFITS REDUCTION	(12,420)	-	(11,980)	-	(10,450)
	<b>SALARY &amp; BENEFITS TOTAL</b>	<b>601,230</b>	<b>477,501</b>	<b>472,500</b>	<b>523,760</b>	<b>482,320</b>
	<b>MAINTENANCE &amp; OPERATIONS</b>					
6240	PROF/CONTRACTUAL SERVICES	28,250	28,679	28,250	28,250	28,250
6245	PROFESSIONAL SERVICES - CITY	120,370	120,372	127,520	131,160	125,540
6255	SAFETY SHOES	810	586	810	810	810
6260	EQUIPMENT RENTAL - CITY	12,760	15,493	11,290	11,360	11,360
6261	EQUIPMENT MAINTENANCE - CITY	69,760	69,756	46,510	46,520	38,910
6265	MNGT INFO SYS CHGS - CITY	7,440	7,440	8,060	8,250	3,990
6335	EQUIPMENT PARTS & SUPPLIES	200,328	184,017	200,000	200,000	200,000
6338	OUTSIDE EQUIPMENT REPAIR	180,572	166,579	180,000	180,000	180,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE	-	1,193	5,900	-	- *
6350	SMALL TOOL/EQUIPMENT EXPENSE	6,000	3,862	6,000	6,000	6,000
6370	UNIFORM EXPENSE	400	-	400	400	400
6410	STATIONERY/OFFICE SUPPLIES	400	85	400	400	400
6420	MEMBERSHIP & SUBSCRIPTIONS	700	607	700	700	700
6450	HARDWARE SUPPLIES	9,097	5,575	9,000	9,000	9,000
6460	GAS AND OIL	428,381	496,365	450,000	450,000	450,000
6470	LAB/CHEMICAL SUPPLIES	1,200	57	1,200	1,200	1,200
6650	CONFERENCE/MEETING/TRAINING	1,000	743	1,000	1,000	1,000
6680	DEPRECIATION	-	269,227	-	-	-
7840	MACHINERY/EQUIPMENT	1,161,045	870,792	349,630	296,040	375,040 *
	<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>	<b>2,228,513</b>	<b>2,241,428</b>	<b>1,426,670</b>	<b>1,371,090</b>	<b>1,432,600</b>

CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

FUNCTION GENERAL GOVERNMENT SERVICES			DEPARTMENT TITLE EQUIPMENT MAINTENANCE			
ACTIVITY OBJECT NUMBER	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2013-14 CITY COUNCIL APPROVED	2013-14 REVISED ADOPTED
* Account 6340 & 7840 Detail						
EQUIPMENT						
CITY MANAGER						
7840	FORD EXPLORER	1	REPLACEMENT	35,000	-	35,000
	CITY MANAGER TOTAL				-	35,000
POLICE						
7840	POLICE PATROL SEDAN	3	REPLACEMENT	37,550	112,650	112,650
7840	UNMARKED SEDAN	1	REPLACEMENT	28,150	28,150	28,150
7840	POLICE MOTORCYCLE	1	REPLACEMENT	19,690	19,690	19,690
	POLICE TOTAL				160,490	160,490
PUBLIC WORKS - STREET MAINTENANCE						
7840	TRACTOR/LOADER WITH BACKHOE	1	REPLACEMENT	63,000	63,000	63,000
	PUBLIC WORKS - STREET MAINT. TOTAL				63,000	63,000
PUBLIC WORKS - WATER						
7840	1 TON TRUCK WITH SERVICE BODY	1	REPLACEMENT	33,000	33,000	33,000
7840	1 TON VAN SERVICE BODY	1	REPLACEMENT	41,000	-	41,000
	PUBLIC WORKS - WATER TOTAL				33,000	74,000
PUBLIC WORKS - STREET MAINTENANCE						
7840	TURBO CURB GRINDER (GAS TAX)	1	NEW	3,000	-	3,000
	PUBLIC WORKS - STREET MAINTENANCE TOTAL				-	3,000
PARKS AND RECREATION						
7840	3/4 TON UTILITY TRUCK	1	REPLACEMENT	31,250	31,250	31,250
7840	5' X 8' UTILITY TRAILER	2	REPLACEMENT	1,950	3,900	3,900
7840	HONDA ATV	1	REPLACEMENT	4,400	4,400	4,400
	PARKS AND RECREATION TOTAL				39,550	39,550
EQUIPMENT TOTAL					296,040	375,040

CITY OF BUENA PARK  
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)  
FY 2013-14

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 13-14 Revised
<b>TOTAL DEPARTMENT</b>		\$ 28,250	\$ 28,250	\$ 28,250	\$ 28,250
71-171710	<u>Vehicle and Small Engine Maintenance</u>				
	• Wash city vehicles	20,000	20,000	20,000	20,000
	• Computer consulting services	2,500	2,500	2,500	2,500
	• Dossier Software Mtce Support	1,750	1,750	1,750	1,750
	• OC Health Care (fuel storage tanks)	4,000	4,000	4,000	4,000
	SUB-TOTAL	28,250	28,250	28,250	28,250

CITY OF BUENA PARK  
MEMBERSHIP & SUBSCRIPTIONS (6420)  
FY 2013-14

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 13-14 Revised
<b>TOTAL DEPARTMENT</b>		\$ <u>700</u>	\$ <u>700</u>	\$ <u>700</u>	\$ <u>700</u>
71-171710	<u>Vehicle and Small Engine Maintenance</u>				
	• Municipal Equipment Maintenance Association dues	200	200	200	200
	• National Association of Fleet Administrators dues	500	500	500	500
	<b>SUB-TOTAL</b>	<u>700</u>	<u>700</u>	<u>700</u>	<u>700</u>

CITY OF BUENA PARK  
 CONFERENCES, MEETINGS & TRAINING DETAIL (6650)  
 FY 2013-14

Department: **PUBLIC WORKS/EQUIPMENT MAINTENANCE**

Fund/ Activity	Description/Justification	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 13-14 Revised
<b>TOTAL DEPARTMENT</b>		\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
71-171710	<u>Vehicle and Small Engine Maintenance</u> • Misc. conferences, meetings & training	1,000	1,000	1,000	1,000

CITY OF BUENA PARK  
**APPROPRIATION SUMMARY**

FUNCTION <b>GENERAL GOVERNMENT SERVICES</b>	DEPARTMENT TITLE <b>MANAGEMENT INFORMATION SYSTEMS</b>
------------------------------------------------	-----------------------------------------------------------

**FISCAL YEAR 2013-14**

**APPROPRIATION ALLOCATION**

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
126143	MANAGEMENT INFO SYSTEMS	94,010	242,480	117,100	453,590
	TOTAL APPROPRIATIONS	94,010	242,480	117,100	453,590

**RESOURCE ALLOCATION**

FUND NUMBER	FUND TITLE	TOTAL
74	MANAGEMENT INFO SYSTEMS	453,590
	TOTAL RESOURCES	453,590

CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

FUNCTION GENERAL GOVERNMENT SERVICES			DEPARTMENT TITLE MANAGEMENT INFORMATION SYSTEMS			
OBJECT CODE	EXPENSE CLASSIFICATION	2011-12 AMENDED BUDGET	2011-12 ACTUAL	2012-13 CITY COUNCIL APPROVED	2013-14 CITY COUNCIL APPROVED	2013-14 REVISED ADOPTED
<b>SALARY &amp; BENEFITS</b>						
	#					
	COMPUTER SPECIALIST 1.00	-	-	-	-	67,880
	TOTAL POSITIONS 1.00					
	FURLOUGH SALARIES	-	-	-	-	(3,390)
5110	REGULAR SALARIES	-	-	-	-	64,490
5155	CLOTHING EXPENSE/ALLOWANCE	-	-	-	-	430
5160	WORKERS' COMPENSATION	-	-	-	-	2,190
5161	ACCRUED LEAVE CHARGE	-	-	-	-	510
5170	MEDICAL INSURANCE	-	-	-	-	13,420
5171	DENTAL INSURANCE	-	-	-	-	1,280
5172	LONG-TERM DISABILITY	-	-	-	-	300
5173	LIFE AD&D	-	-	-	-	40
5174	MEDICARE	-	-	-	-	990
5180	RETIREMENT - CITY FUNDED	-	-	-	-	13,720
	FURLOUGH BENEFITS	-	-	-	-	(870)
	LABOR BENEFITS REDUCTION	-	-	-	-	(2,490)
	<b>SALARY &amp; BENEFITS TOTAL</b>	-	-	-	-	94,010
<b>MAINTENANCE &amp; OPERATIONS</b>						
6240	PROF/CONTRACTUAL SERVICES	316,480	240,250	306,480	306,480	62,000
6250	OFFICE EQUIPMENT MAINTENANCE	163,000	94,205	163,000	163,000	173,000
6310	TELEPHONE	900	1,012	900	900	900
6335	EQUIPMENT PARTS & SUPPLY	3,000	2,187	3,000	3,000	3,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE	510	10,269	200	-	-
6410	STATIONERY/OFFICE SUPPLIES	500	219	-	-	-
6510	BUILDING MAINTENANCE - CITY	3,850	3,852	3,360	3,410	3,580
6680	DEPRECIATION	-	88,182	-	-	-
7840	MACHINERY/EQUIPMENT	131,835	48,671	136,750	104,100	117,100 *
	<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>	620,075	488,847	613,690	580,890	359,580
DEPARTMENT/ OBJECT CODE	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2013-14 CITY COUNCIL APPROVED	2013-14 REVISED ADOPTED
* Account 6340 & 7840 Detail						
<b>EQUIPMENT</b>						
MIS						
7840	SAN DEVICE REPLACEMENT	1	REPLACEMENT	45,000	45,000	45,000
7840	REPLACEMENT PC'S AND PRINTERS	1	REPLACEMENT	36,400	36,400	36,400
7840	CWC POS PC	1	REPLACEMENT	1,000	1,000	1,000
7840	TAPE DRIVE	1	REPLACEMENT	10,000	10,000	10,000
7840	WINDOWS 8 SERVICE DEVICE CALS	1	REPLACEMENT	3,900	3,900	3,900
7840	SERVER WARRANTY EXTENSIONS	2	REPLACEMENT	1,500	3,000	3,000
7840	MICROSOFT SA LICENSE RENEWAL	1	REPLACEMENT	4,800	4,800	4,800
	MIS TOTAL				104,100	104,100
WATER						
7840	GIS AND SPILLMAN SYSTEM AERIAL IMAGERY (33% WATER, 33% GENERAL, 17% GAS, 17% MEASURE M)	1	NEW	6,500	-	6,500
	WATER TOTAL				-	6,500
POLICE						
7840	GIS AND SPILLMAN SYSTEM AERIAL IMAGERY (FUNDED BY ASSET FORFEITURE)	1	NEW	6,500	-	6,500
	POLICE TOTAL				-	6,500
	<b>EQUIPMENT TOTAL</b>				104,100	117,100

CITY OF BUENA PARK  
 PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)  
 FY 2013-14

Department: **MANAGEMENT INFORMATION SYSTEMS**

Fund/ Activity	Description/Justification	FY 11-12 Approved	FY 12-13 Approved	FY 13-14 Approved	FY 13-14 Revised
<b>TOTAL DEPARTMENT</b>		\$ 306,480	\$ 306,480	\$ 306,480	\$ 62,000
74-126143	<u>Management Information Systems</u>				
	• City of Brea MIS Services Contract	249,480	249,480	249,480	5,000
	• AT&T Internet Services	1,000	1,000	1,000	1,000
	• Website Management	10,000	10,000	10,000	10,000
	• Sunguard Pentamation	5,000	5,000	5,000	5,000
	• Misc Software Purchases	3,000	3,000	3,000	3,000
	• Permits Plus Programming	5,000	5,000	5,000	5,000
	• Unforeseen Purchases & Programming	15,000	15,000	15,000	15,000
	• City-Wide Computer Training Classes	3,000	3,000	3,000	3,000
	• Software Licenses and Support	15,000	15,000	15,000	15,000
	<b>SUB-TOTAL</b>	<u>306,480</u>	<u>306,480</u>	<u>306,480</u>	<u>62,000</u>





CITY OF BUENA PARK  
**APPROPRIATION SUMMARY**

FUNCTION <b>GENERAL GOVERNMENT SERVICES</b>	DEPARTMENT TITLE <b>FACILITIES MAINTENANCE</b>
------------------------------------------------	---------------------------------------------------

**FISCAL YEAR 2013-14**

**APPROPRIATION ALLOCATION**

ACTIVITY NUMBER	ACTIVITY TITLE	SALARY & BENEFITS	MAINTENANCE & OPERATIONS	EQUIPMENT	TOTAL
<b>170670</b>	GOV'T BLDGS MAINT OPER	338,350	1,480,450	22,000	1,840,800
	TOTAL APPROPRIATIONS	338,350	1,480,450	22,000	1,840,800

**RESOURCE ALLOCATION**

FUND NUMBER	FUND TITLE	TOTAL
77	GOV'T BLDGS MAINT FUND	1,840,800
	TOTAL RESOURCES	1,840,800

CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

FUNCTION		DEPARTMENT TITLE				
GENERAL GOVERNMENT SERVICES		FACILITIES MAINTENANCE				
OBJECT CODE	EXPENSE CLASSIFICATION	2011-12 AMENDED BUDGET	2011-12 ACTUAL	2012-13 CITY COUNCIL APPROVED	2013-14 CITY COUNCIL APPROVED	2013-14 REVISED ADOPTED
	<b>SALARY &amp; BENEFITS</b>					
	FACILITIES MAINT SUPERINTENDANT 0.00	95,330		-	-	-
	FACILITIES MAINT SUPERVISOR 1.00	-		68,140	71,470	71,470
	FACILITIES MAINTENANCE TECH 1.00	57,610		57,610	57,610	57,610
	FACILITIES MAINTENANCE EMPL 0.00	52,330		-	-	-
	PW MAINTENANCE EMPLOYEE 1.00	52,330		52,330	52,330	52,330
	SENIOR TYPIST CLERK 0.50	45,420		22,710	22,710	22,710
	FACILITIES MAINT EMPL PPT 1.00	32,590		32,590	32,590	32,590
	TOTAL POSITIONS 4.50					
	FURLOUGH SALARIES	(16,780)		(10,540)	-	(11,830)
	LABOR REDUCTION	(1,570)		(900)	-	-
5110	REGULAR SALARIES	317,260	327,527	221,940	236,710	224,880
5115	EXCESS MEDICAL PREMIUM	19,610	18,327	11,580	11,580	10,270
5130	OVERTIME	3,500	905	3,500	3,500	3,500
5131	VACATION PAY-OFF	5,740	5,743	4,640	4,640	4,640
5132	SICK-LEAVE BUY BACK	1,010	1,208	1,010	1,010	1,010
5157	BILINGUAL PAY	420	402	420	420	420
5160	WORKERS' COMPENSATION	18,310	17,340	13,000	13,100	13,110
5161	ACCRUED LEAVE CHARGE	2,520	2,376	1,750	1,780	1,780
5170	MEDICAL INSURANCE	27,890	27,191	25,910	25,410	32,620
5171	DENTAL INSURANCE	5,530	5,432	4,530	4,530	5,150
5172	LONG-TERM DISABILITY	1,510	1,183	1,050	1,050	1,360
5173	LIFE AD&D	450	412	350	350	350
5174	MEDICARE	5,230	4,799	3,600	3,650	3,630
5180	RETIREMENT - CITY FUNDED	67,120	54,295	44,390	52,190	47,610
5190	EDUCATIONAL INCENTIVE	360	345	-	-	-
	FURLOUGH BENEFITS	(4,630)	-	(2,840)	-	(3,290)
	LABOR BENEFITS REDUCTION	(9,130)	-	(7,940)	-	(8,690)
	<b>SALARY &amp; BENEFITS TOTAL</b>	<b>462,700</b>	<b>467,485</b>	<b>326,890</b>	<b>359,920</b>	<b>338,350</b>
	<b>MAINTENANCE &amp; OPERATIONS</b>					
6240	PROF/CONTRACTUAL SERVICES	378,080	330,006	398,550	398,550	433,550
6245	PROFESSIONAL SERVICES - CITY	88,400	88,404	93,470	96,330	92,200
6248	PERIODIC MAINT/BUILDING MOD	-	-	45,000	29,000	29,000
6255	SAFETY SHOES	510	590	510	510	510
6260	EQUIPMENT RENTAL - CITY	8,050	8,664	6,830	7,090	17,150
6261	EQUIPMENT MAINTENANCE - CITY	23,280	23,280	23,030	22,900	76,670
6265	MNGT INFO SYS CHGS - CITY	11,150	11,148	10,740	11,000	5,320
6290	ELECTRIC UTILITY	450,000	407,640	560,000	560,000	560,000
6300	GAS UTILITY	40,000	40,622	46,000	46,000	46,000
6310	TELEPHONE	80,792	105,721	80,000	80,000	80,000
6320	WATER UTILITY	60,000	88,115	72,000	72,000	72,000
6321	BOTTLED WATER	4,000	3,792	4,000	4,000	4,000
6340	NON-CAPITAL EQUIPMENT/FURNITURE	1,200	1,235	1,200	1,200	1,200 *
6350	SMALL TOOL/EQUIP EXPENSE	750	779	750	750	750
6370	UNIFORM EXPENSE	300	-	300	300	300
6450	HARDWARE SUPPLIES	40,098	67,323	40,000	40,000	40,000
6515	BUILDING MAINTENANCE SUPPLIES	7,500	12,580	7,500	7,500	7,500
6650	CONFERENCE/MEETING/TRAINING	500	-	500	500	500
6680	DEPRECIATION	-	1,043	-	-	-
6798	TRANSFER OUT	15,000	215,000	15,000	15,000	15,000
7840	MACHINERY/EQUIPMENT	-	-	-	-	20,800
	<b>MAINTENANCE &amp; OPERATIONS TOTAL</b>	<b>1,209,610</b>	<b>1,405,942</b>	<b>1,405,380</b>	<b>1,392,630</b>	<b>1,502,450</b>

CITY OF BUENA PARK  
MUNICIPAL BUDGET DETAIL

FUNCTION <b>GENERAL GOVERNMENT SERVICES</b>			DEPARTMENT TITLE <b>FACILITIES MAINTENANCE</b>			
ACTIVITY/ OBJECT NUMBER	DESCRIPTION	NUMBER OF UNITS	NEW OR REPLACEMENT	UNIT COST	2013-14 CITY COUNCIL APPROVED	2013-14 REVISED ADOPTED
* Account 6340 & 7840 Detail						
EQUIPMENT						
170670 6340	TOSHIBA 20-KEY DIGITAL TELEPHONE OBJECT CODE 6340 TOTAL	4	REPLACEMENT	300	1,200	1,200
					1,200	1,200
170670 7840 7840	BOILER RE-TUBE HOT WATER TUBE BUNDLE REPLACEMENT OBJECT CODE 7840 TOTAL	1 2	REPLACEMENT REPLACEMENT	10,000 5,400	- -	10,000 10,800
					-	20,800
EQUIPMENT TOTAL					1,200	22,000

CITY OF BUENA PARK  
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)  
FY 2013-14

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 13-14 Revised
<b>TOTAL DEPARTMENT</b>		\$ 308,750	\$ 398,550	\$ 398,550	\$ 433,550
77-170670	<u>Government Building Main. &amp; Operations</u>				
	• Burglar alarm maintenance	4,500	4,500	4,500	4,500
	• Burglar alarm monitoring Jaynes Est.	1,500	1,500	1,500	1,500
	• Fire sprinkler system maintenance	2,500	2,500	2,500	2,500
	• Fire extinguisher maintenance	2,500	2,500	2,500	2,500
	• Fire alarm system maintenance	8,500	8,500	8,500	8,500
	• Fire alarm system monitoring	1,500	1,500	1,500	1,500
	• Electric gate maintenance	1,000	1,000	1,000	1,000
	• Electric system maintenance	5,000	5,000	5,000	5,000
	• City entrance sign maintenance	500	500	500	500
	• Annual testing of elevator	5,000	5,000	5,000	5,000
	• Handicapped elevator maintenance	1,200	1,200	1,200	1,200
	• Custodial service contract	86,000	80,000	80,000	80,000
	• HVAC service contract	65,000	65,000	65,000	65,000
	• HVAC controls mtce - City Hall	6,000	6,000	6,000	6,000
	• Telephone system maintenance	3,500	3,500	3,500	3,500
	• Comm/cable repairs/additions	1,500	1,500	1,500	1,500
	• Council Chambers A/V maintenance	14,000	14,000	14,000	14,000
	• Overhead bay door maintenance	1,800	1,800	1,800	1,800
	• Rec Center partition door maintenance	3,300	3,300	3,300	3,300
	• Door and window repairs	1,000	1,000	1,000	1,000
	• Elevator maintenance	3,500	3,500	3,500	3,500
	• Floor upkeep and repairs	12,000	12,000	12,000	12,000
	• Carpet cleaning	5,000	5,000	5,000	5,000
	• Standby generators/air compressor/ hoist maint.	2,500	-	-	-
	• Pest control and insect spraying	6,000	6,000	6,000	6,000
	• Misc. repairs/consulting services	2,000	2,000	2,000	2,000
	• Appliance repair/replacement	1,000	1,000	1,000	1,000
	• Plumbing repairs	500	500	500	500
	• Sanitation District sewer fees	25,500	25,500	25,500	60,500
	• Live plant maintenance	2,700	2,700	2,700	2,700
	• Kitchen hood fire suppression mtce	1,500	1,500	1,500	1,500
	• Industrial water treatment	3,900	3,900	3,900	3,900
	• PD fire system 24/7 monitoring	750	750	750	750
	• PD fire alarm system maint	2,600	2,600	2,600	2,600
	• PD suppression system maint	1,700	1,700	1,700	1,700
	• PD elevator maintenance	3,300	3,300	3,300	3,300
	• PD generator maintenance	3,000	3,000	3,000	3,000
	• PD HVAC maintenance	12,000	28,000	28,000	28,000
	• PD fountain maintenance	3,500	-	-	-
	• PD shooting range environmental	-	7,000	7,000	7,000
	• PD shooting range target maintenance	-	4,000	4,000	4,000
	• PD shotting range ventilation service	-	14,000	14,000	14,000
	• PD uninterrupted power system svc	-	8,000	8,000	8,000

(continued next page)

CITY OF BUENA PARK  
PROFESSIONAL & CONTRACTUAL SERVICES DETAIL (6240)  
FY 2013-14

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 13-14 Revised
	• Community Center HVAC maint.	-	12,000	12,000	12,000
	• Community Center Janitorial	-	24,000	24,000	24,000
	• Community Center elevator maint.	-	3,600	3,600	3,600
	• Community Center fire systems maint.	-	6,000	6,000	6,000
	• Community Center fire sprinkler maint.	-	3,000	3,000	3,000
	• Community Center alarm sys monitor.	-	1,200	1,200	1,200
	• Community Ctr security alarms maint.	-	3,000	3,000	3,000
	<b>SUB-TOTAL</b>	<b>308,750</b>	<b>398,550</b>	<b>398,550</b>	<b>433,550</b>

CITY OF BUENA PARK  
 CONFERENCES, MEETINGS AND TRAINING DETAIL (6650)  
 FY 2013-14

Department: **PUBLIC WORKS/FACILITIES MAINTENANCE**

Fund/ Activity	Description/Justification	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 13-14 Revised
<b>TOTAL DEPARTMENT</b>		\$ <u>500</u>	\$ <u>500</u>	\$ <u>500</u>	\$ <u>500</u>
77-170670	<u>Government Building Maint. &amp; Operations</u> • Training on Civic Center Systems	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>